



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA
REGULAR MEETING
FEBRUARY 26, 2021 – 9:00 AM**

DUE TO COVID-19, THE FEBRUARY 26, 2021 SANTA CRUZ METRO BOARD OF DIRECTORS MEETING WILL BE CONDUCTED AS A TELECONFERENCE PURSUANT TO THE PROVISIONS OF THE GOVERNOR’S EXECUTIVE ORDERS N-25-20 AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT

MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON

The public may participate remotely via the Zoom website [at this link](#) and following the instructions or by calling 1-669-900-6833 Meeting ID 844 3625 0904

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.

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

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

BOARD ROSTER

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

Alex Clifford
Julie Sherman

METRO CEO/General Manager
METRO General Counsel

TITLE 6 - INTERPRETATION SERVICES / TÍTULO 6 - SERVICIOS DE TRADUCCIÓN

Spanish language interpretation and Spanish language copies of the agenda packet are available on an as-needed basis. Please make advance arrangements with the Executive Assistant at 831-426-6080. Interpretación en español y traducciones en español del paquete de la agenda están disponibles sobre una base como-necesaria. Por favor, hacer arreglos por adelantado con Coordinador de Servicios Administrativos al numero 831-426-6080.

SECTION I: OPEN SESSION

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

- 1 CALL TO ORDER**
- 2 SWEAR IN DIRECTOR**
- 3 ROLL CALL**
- 4 APPROVE BOARD OFFICERS AND COMMITTEE ASSIGNMENTS**
Board Chair
- 5 ANNOUNCEMENTS**
5-1. Today's meeting is being broadcast by Community Television of Santa Cruz County.
- 6 BOARD OF DIRECTORS COMMENTS**
- 7 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS**
7-1 New Bus Stop Signs (MAC 2/17/21 Item 8b) email from Richard Hyman
7-2 Benjamin Doniach Memorial Harbor Trail Bridge 2/21/2021 email from Brian Peoples
7-3 Provision of Accessible Services Coordinator Position Services 2/11/2021 letter from Santa Cruz Commission on Disabilities
- 8 LABOR ORGANIZATION COMMUNICATIONS**
- 9 WRITTEN COMMUNICATIONS FROM THE METRO ADVISORY COMMITTEE (MAC)**
- 10 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.

- 11-1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF JANUARY 2021**
Kristina Mihaylova, Deputy Finance Director
- 11-2 ACCEPT AND FILE: MINUTES OF THE JANUARY 22, 2021 BOARD OF DIRECTORS MEETING, THE FEBRUARY 12, 2021 CAPITAL PROJECTS STANDING COMMITTEE MEETING, THE FEBRUARY 12, 2021 PERSONNEL/HUMAN RESOURCES STANDING COMMITTEE MEETING AND THE FEBRUARY 12, 2021 FINANCE, BUDGET & AUDIT STANDING COMMITTEE MEETING**
Alex Clifford, CEO/General Manager
- 11-3 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF DECEMBER 31, 2020**
Kristina Mihaylova, Deputy Finance Director
- 11-4 APPROVE: CONSIDERATION OF RESOLUTION APPROVING THE FY21 REVISED CAPITAL BUDGET**
Kristina Mihaylova, Deputy Finance Director

- 11-5 ACCEPT AND FILE: QUARTERLY STATUS REPORT OF GRANT APPLICATIONS, ACTIVE AND PENDING GRANTS FOR THE SECOND QUARTER OF FY21**
Wondimu Wengistu, Grants/Legislative Analyst
- 11-6 ACCEPT AND FILE: THE METRO PARACRUZ OPERATIONS STATUS REPORT FOR OCTOBER, NOVEMBER AND DECEMBER 2020**
Daniel Zaragoza, Operations Manager, Paratransit Division
- 11-7 ACCEPT AND FILE: METRO SYSTEM RIDERSHIP REPORTS FOR THE SECOND QUARTER OF FY21**
John Urgo, Planning and Development Director
- 11-8 APPROVE: ADOPTION OF AN AMENDED CHAPTER 4 TO TITLE I OF THE SANTA CRUZ METRO ADMINISTRATIVE CODE POLICY FOR LOST AND FOUND ITEMS**
Margo Ross, COO
- 11-9 ACCEPT AND FILE: RECEIVE A REPORT REGARDING THE EXTENDED PROJECT SCHEDULE FOR THE PROTERRA ZERO EMISSIONS BUS PROJECT**
Margo Ross, COO
- 11-10 ACCEPT AND FILE: METRO MARKETING STATUS REPORT**
Danielle Glagola, Marketing, Communications & Customer Services Director
- 11-11 APPROVE REQUEST FOR EXTENSION OF THE EMERGENCY PAID SICK LEAVE (EPSL) FOR COVID-19 IMPACTS**
Dawn Crummié, HR Director
- 11-12 ACCEPT AND FILE: UPDATE ON LAUNCH OF CRUZ ON-DEMAND MICROTRANSIT SERVICE**
John Urgo, Planning and Development Director

REGULAR AGENDA

- 12 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS: EULALIO ABREGO (20 Years)**
Board Chair
- 13 CEO ORAL REPORT**
Alex Clifford, CEO/General Manager
- 14 ORAL COVID-19 UPDATE**
Alex Clifford, CEO/General Manager
- 15 ACCEPT AND FILE: CY21 STATE AND FEDERAL LEGISLATIVE AGENDA**
Alex Clifford, CEO/General Manager
- 16 ACCEPT AND FILE: STATE LEGISLATIVE UPDATE FROM SHAW, YODER, ANTWIH, SCHMELZER AND LANGE**
Josh Shaw, Shaw, Yoder, Antwih, Schmelzer and Lange
- 17 ACCEPT AND FILE: FEDERAL LEGISLATIVE UPDATE FROM CAPITAL EDGE**
Chris Giglio, Capital Edge

- 18 ACCEPT AND FILE: THE YEAR TO DATE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR QUARTER TWO AS OF DECEMBER 31, 2020**
Kristina Mihaylova, Finance Deputy Director
- 19 APPROVE: CONSIDERATION OF TEMPORARY FARE REDUCTION**
John Urgo, Planning and Development Director
- 20 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, MARCH 26, 2021 AT 9:00 AM, VENUE (TELECONFERENCE OR PHYSICAL) TO BE DETERMINED**
Board Chair
- 21 ADJOURNMENT**
Board Chair

Accessibility for Individuals with Disabilities

This document has been created with accessibility in mind. With the exception of certain 3rd party and other attachments, it passes the Adobe Acrobat XI Accessibility Full Check. If you have any questions about the accessibility of this document, please email your inquiry to accessibility@scmttd.com. Upon request, Santa Cruz METRO will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be emailed to boardinquiries@scmttd.com 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.



DATE: February 26, 2021
TO: Board of Directors
FROM: Mike Rotkin, Chair
SUBJECT: BOARD OFFICERS AND COMMITTEE ASSIGNMENTS

I. RECOMMENDED ACTION

- 1) That the Board of Directors Elect Directors to the following positions:**
 - A. Santa Cruz Metropolitan Transit District (METRO) Board Chair and Vice Chair;**
 - B. Vacant Director Positions on various METRO Board Standing Committees;**
 - C. Five Director Positions on the Santa Cruz Civic Improvement Corporation (SCCIC) Board; and,**
 - D. Representatives and Alternates for the Santa Cruz County Regional Transportation Commission (SCCRTC)**

II. SUMMARY

- Article 6 of the Santa Cruz Metropolitan Transit District (METRO) Bylaws provides that the Board of Directors (Board) shall annually nominate individuals to the positions of Chair and Vice Chair.
- In 2020, the Board of Directors nominated individuals to stand for election to the Standing Committee positions referenced in this staff report.
- Article III, Section 3.03 of the Santa Cruz Civic Improvement Corporation (SCCIC) Bylaws provides that the Board of Directors shall appoint METRO Directors to the SCCIC Board.
- In order to maintain representation on the Santa Cruz County Regional Transportation Commission (SCCRTC), it is necessary that the Board of Directors elect individuals to the three positions and three alternate positions that are designated for METRO Board Members.
- Nominations for the positions referenced in this Staff Report were opened at the January 22, 2021 Board of Directors meeting. In accordance with the METRO bylaws, nominations remain open until the positions are filled through election.

III. DISCUSSION/BACKGROUND

The terms of the officers and appointees of the Board of Directors in the positions of Chair and Vice Chair expire in February 2021. Four of the five SCCIC Directors' terms are set to expire in February 2021; the fifth has been vacated, leaving a one-year term remaining.

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

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

Staff recommends that the METRO Board of Directors appoint METRO Directors to serve on the SCCIC Board. At this time, five appointees are needed. Three of the positions have been vacated and two are expiring. The Directors filling four of the five expiring positions will hold the office for a term of two years; one Director will complete the remaining year of the vacated term expiring in 2022.

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

Staff recommends that the Board of Directors:

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

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

Funding support for the positions identified in this Staff Report is contained under Admin in the FY21 and FY22 Final Budget adopted June 26, 2020 and in the FY22 and FY23 budget yet to be finalized.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

None.

VIII. ATTACHMENTS

Attachment A: Current METRO Board Officers and Appointees

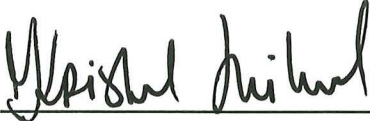
Attachment B: Current SCCIC Board Roster

Attachment C: Board Nominated Slate(s) Worksheet

Prepared by: Gina Pye, Executive Assistant

IX. APPROVALS

Approved as to fiscal impact:
Kristina Mihaylova, Deputy Finance Director



Alex Clifford, CEO/General Manager



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



2020 Chair, Vice Chair and Standing Committees

Chair
MIKE ROTKIN

Vice Chair
DONNA LIND

Capital Projects Standing Committee

Committee Established 8/26/16

ED BOTTORFF
CYNTHIA MATHEWS
BRUCE McPHERSON
LARRY PAGELER

Finance, Budget and Audit Standing Committee

(4-5 Board Members, as a ground rule)

Committee Established 8/26/16

TRINA COFFMAN-GOMEZ
DONNA LIND
DONNA MEYERS
MIKE ROTKIN

Personnel/Human Resources Standing Committee

Committee Established 8/26/16

MIKE ROTKIN, Current Chair
DONNA LIND, Current Vice Chair
ED BOTTORFF, Immediate Past Chair
AURELIO GONZALEZ
LARRY PAGELER

Attachment A



2020 Ad Hoc Committees

CEO Goals and Objectives Ad Hoc Committee

Committee Established 5/19/17

ED BOTTORFF
BRUCE McPHERSON
MIKE ROTKIN

Legislative Ad Hoc Committee

Committee Established 2/23/18

ED BOTTORFF
JOHN LEOPOLD
CYNTHIA MATHEWS
BRUCE McPHERSON
MIKE ROTKIN

MAC Ad Hoc Committee

Committee Established 3/24/17

ED BOTTORFF
TRINA COFFMAN-GOMEZ
DONNA MEYERS
LARRY PAGELER

2020 Other Committees

SCCIC Representatives

ED BOTTORFF
TRINA COFFMAN-GOMEZ
AURELIO GONZALEZ
JOHN LEOPOLD
BRUCE McPHERSON

SCCRTC Representatives

ED BOTTORFF
AURELIO GONZALEZ
MIKE ROTKIN

SCCRTC Alternates (in order)

DONNA LIND
DONNA MEYERS
DAN ROTHWELL

Attachment B



SANTA CRUZ CIVIC IMPROVEMENT CORPORATION (SCCIC)

BOARD OF DIRECTORS 2020 - 2021

	YEAR TERM BEGAN	YEAR TERM ENDS
Ed Bottorff, President	2019	2021
John Leopold, Vice President	2019	2021
Bruce McPherson, Secretary	2019	2021
Trina Coffman-Gomez, Treasurer	2020	2022
Aurelio Gonzalez, Director	2019	2021

Alex Clifford, Chief Executive Officer

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

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BOARD OFFICERS AND APPOINTMENTS



Elect Board Chair (2020: Mike Rotkin)

Nominee:

Nominated by:

1. Donna Lind

Mike Rotkin

2. _____

3. _____

4. _____

SLATE 1

SLATE 2

SLATE 3

SLATE 4



BOARD OFFICERS AND APPOINTMENTS

Elect Board Vice Chair (2020: John Leopold/Donna Lind)

Nominee:

Nominated by:

SLATE 1

1. Bruce McPherson

Mike Rotkin

SLATE 2

2. _____

SLATE 3

3. _____

SLATE 4

4. _____



BOARD OFFICERS AND APPOINTMENTS

Reappoint or Elect 3: Capital Projects Standing Committee Members

3 Total Members

2020 Members: Ed Bottorff, Cynthia Mathews & Bruce McPherson

Nominee:

1. Bruce McPherson

2. Donna Meyers

3. Larry Pageler

Nominated by:

Currently in place

Mike Rotkin

Mike Rotkin

SLATE 1

Nominee:

1. _____

2. _____

3. _____

Nominated by:

SLATE 2

Nominee:

1. _____

2. _____

3. _____

Nominated by:

SLATE 3

Nominee:

1. _____

2. _____

3. _____

Nominated by:

SLATE 4



BOARD OFFICERS AND APPOINTMENTS

Reappoint or Elect 4 or 5: Finance, Budget and Audit Standing Committee Members

4-5 Total Members

2020 Members: Trina Coffman-Gomez, Donna Lind, Donna Meyers & Mike Rotkin

Nominee:

1. Donna Lind
2. Shebreh Kalantari Johnson
3. Mike Rotkin
4. Jimmy Dutra_____

Nominated by:

- Currently in place
- Mike Rotkin
- Mike Rotkin
- Mike Rotkin

SLATE 1

Nominee:

1. _____
2. _____
3. _____
4. _____
5. _____

Nominated by:

- _____
- _____
- _____
- _____

SLATE 2

Nominee:

1. _____
2. _____
3. _____
4. _____
5. _____

Nominated by:

- _____
- _____
- _____
- _____

SLATE 3

Nominee:

1. _____
2. _____
3. _____
4. _____
5. _____

Nominated by:

- _____
- _____
- _____
- _____

SLATE 4



BOARD OFFICERS AND APPOINTMENTS

Appoint or Elect 2: Personnel/Human Resources Standing Committee Members

Current (2021) Board Chair: Current (2021) Board Vice Chair:

Immediate Past (2020) Board Chair, Mike Rotkin and 2 Board Members

5 Total Members

Committee Requires Current Board Chair, Current Board Vice Chair and

Immediate Past Board Chair as members PLUS two Directors

2020 Directors: Aurelio Gonzalez and Larry Pageler

SLATE 1

Nominee:

Nominated by:

1. Current Board Chair, Donna Lind (2021)

Mike Rotkin

2. Current Board Vice Chair, Bruce McPherson(2021)

Mike Rotkin

3. Mike Rotkin, Immediate Past Chair (2020)

Automatic

4. Larry Pageler

Currently in place

5. Kristen Petersen

Mike Rotkin

SLATE 2

Nominee:

Nominated by:

1. Current Board Chair, _____(2021)

2. Current Board Vice Chair, _____(2021)

3. Mike Rotkin, Immediate Past Chair (2020)

Automatic

4. _____

5. _____

Nominee:

Nominated by:

1. Current Board Chair, _____(2021)

2. Current Board Vice Chair, _____(2021)

3. Mike Rotkin, Immediate Past Chair (2020)

Automatic

4. _____

5. _____

SLATE 3



BOARD OFFICERS AND APPOINTMENTS

Reappoint or Elect 5: SCCIC Representative President, Ed Bottorff; Vice President, John Leopold; Secretary, Bruce McPherson; and, Treasurer, Trina Coffman-Gomez

5 Total Members

Terms ending February 2021: Directors Bottorff, Leopold, McPherson, Gonzalez
Departing Director: Trina Coffman-Gomez (term ends Feb 2022)

SLATE 1

Nominee:

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

Nominated by:

- Mike Rotkin
- Mike Rotkin
- Mike Rotkin
- Mike Rotkin
- Mike Rotkin

Nominee:

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

Nominated by:

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

SLATE 2

Nominee:

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

Nominated by:

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

SLATE 3



BOARD OFFICERS AND APPOINTMENTS

Reappoint or Elect 3: SCCRTC Representatives (2020 Reps: Ed Bottorff, Aurelio Gonzalez & Mike Rotkin) 3 Total Representatives

Nominee:

1. Aurelio Gonzalez

2. Mike Rotkin

3. Kristen Petersen

Nominated by:

Currently in place

Currently in place

Mike Rotkin

SLATE 1

Nominee:

1. _____

2. _____

3. _____

Nominated by:

SLATE 2

Nominee:

1. _____

2. _____

3. _____

Nominated by:

SLATE 3

Nominee:

1. _____

2. _____

3. _____

Nominated by:

SLATE 4



BOARD OFFICERS AND APPOINTMENTS

Reappoint or Elect 3: SCCRTC Alternates (in order) 2020 Alternates: Donna Lind, Donna Meyers & Dan Rothwell 3 Total Representatives

Nominee:

1. Shebreh Kalantari-Johnson
2. Larry Pageler
3. Donna Lind

Nominated by:

- Mike Rotkin
- Mike Rotkin
- Mike Rotkin

SLATE 1

Nominee:

1. _____
2. _____
3. _____

Nominated by:

- _____
- _____
- _____

SLATE 2

Nominee:

1. _____
2. _____
3. _____

Nominated by:

- _____
- _____
- _____

SLATE 3

Nominee:

1. _____
2. _____
3. _____

Nominated by:

- _____
- _____
- _____

SLATE 4

COMMUNICATIONS TO THE BOARD

From: [Richard Hyman](#)
To: boardinquiries@scmttd.com; mac@scmttd.com
Subject: new bus stop signs (MAC 2/17/21 Item 8b)
Date: Monday, February 15, 2021 5:28:51 PM

Dear Board Members and Committee Members: I urge you to retain maps on the METRO bus stop signs. I just saw a copy of the redesigned bus stop sign presentation in the MAC packet. Eliminating maps on 85% of the signs, as proposed, would not be helpful to infrequent METRO riders.

Please consider the experiences and needs of infrequent users, potential new users, and visitors. These riders and potential riders are not going to be familiar with the system and maybe not even the area. The largest component of the proposed sign -- the Route number -- is of least help. Destinations are helpful and hence that wording should be larger. Times and maps are important and hence should be on all signs. The alternative of carrying a paper schedule is unlikely and the alternative of having to look up the information on line on one's cell phone (assuming one has one handy) is cumbersome.

For example, when I travel, I often take a local bus, or if walking around an unfamiliar town, think of taking a bus. To me, these new signs, especially the ones lacking maps, would be perplexing to visitors, and I probably would forego waiting for the bus for using some other easier mode. Similarly, for those in town who might not normally take the bus, but may find themselves on the street with their own vehicle (say, for example, they just left their car at a repair shop and want to get back to town or home), if they walked over to a bus stop and tried to figure out if and when a bus might come to take them close to their destination, the new signs would prove lacking.

I find that the current signs are helpful. Often, when waiting for a bus, I consult them, and notice many others also consulting them. I actually like the design that allows METRO to simply print new stickers with changed schedules to overlay on the relevant parts of the signs without having to change the whole sign. While the staff report mentions that this is an expense, it seems worthwhile to me.

I appreciate the attempt to make the signs look and read better, and some of the new design is an improvement. But, is it really worth the expense to change all of the signs, especially when the result will be less information? I'm not that familiar with emerging technology, but eventually bus stop signs will probably be replaced with electric displays; or voiced information; or simpler, one-step ways to find bus stops on one's phone. Perhaps, it's best to pause changing signs until they can be replaced with either similar (or even more) informative signs or an entirely different system.

Thanks for your consideration,
Rick Hyman

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COMMUNICATIONS TO THE BOARD

From: [Brian Peoples](#)
To: [Gina Pye](#)
Cc: [Alex Clifford](#); [Guy Preston](#); [Matt Machado](#); [Zach Friend](#); [Patrick Mulhearn](#); ["Bruce McPherson \(bruce.mcpherson@co.santa-cruz.ca.us\)"](#); [Gine Johnson](#); [rlj12@comcast.net](#); [greg.caput@co.santa-cruz.ca.us](#); [Manu Koenig](#); ["jimmy.dutra@cityofwatsonville.org"](#); [ryan.coonerty@santacruzcounty.us](#); [Andy Schiffrin](#); [dmeyers@cityofsantacruz.com](#); [openup@cats.ucsc.edu](#); [aurelio.gonzalez@cityofwatsonville.org](#); [sbrown@cityofsantacruz.com](#); [eduardo.montesino@cityofwatsonville.org](#)
Subject: Metro Oral Communications: Benjamin Doniach Memorial Harbor Trail Bridge
Date: Sunday, February 21, 2021 6:06:01 AM

Hi Gina,

For the upcoming Metro meeting on Friday, February 26th, we would like the attached slide displayed for Oral Communications. Below is the statement we will make to the Board. I have also included 3 Sentinel articles in 2018 that are related to the death of Benjamin Doniach on the Santa Cruz Harbor Bridge to remind our community of the need to open the Santa Cruz Coastal Trail NOW.

ORAL COMMUNICATIONS:

Benjamin Doniach was an avid cyclist who would ride his bike every day to work and who was killed by a car near the Harbor Bridge on July 10, 2018. Benjamin would not have been killed if the Santa Cruz Coastal Trail was open because he would have had an alternative to commuting on his bike. Opening the Santa Cruz Coastal Trail for alternative to commuting, walking, riding, running on the road is critically needed for the safety of our community.

The facts show that it is possible to have the Interim Coastal Trail built by 2023:

- Railbanking has been recognized by the Santa Cruz County Regional Transportation Commission (RTC) as a means to preserve the Coastal Corridor for future transit
- RTC has stated that 100% of the rails / ties will need to be removed for a future transit system and the cost of removing
- Building the interim Santa Cruz Coastal Trail is less than \$200,000 per mile
- **Trail Now will pay for the construction of the interim Santa Cruz Coastal Trail from Watsonville to Davenport**

We ask you to think about the people who have died and those that may be killed or injured because the Santa Cruz Coastal Trail is CLOSED. We ask you consider the critical need TODAY to make our community safer for bicyclist and pedestrians with the opening of the interim Santa Cruz Coastal Trail by 2023.

Please help open the Santa Cruz Coastal Trail NOW.

Best regards,

COMMUNICATIONS TO THE BOARD

Brian Peoples
Executive Director
Trail Now, LLC

<https://www.santacruzsentinel.com/2018/10/06/letter-saving-the-coastal-trestles-will-save-lives/>



Letter: Saving the coastal trestles will save lives – Santa Cruz Sentinel

I am astounded by Ms. Strauss (Oct. 3) and other members of the bicycle advocacy community who cling to the Rail Trail fantasy. People are literally dying in our streets. The death of a long time c...

www.santacruzsentinel.com

<https://www.santacruzsentinel.com/2018/07/16/letter-we-need-a-bike-bridge-now-over-santa-cruz-harbor/>



Letter: We need a bike bridge now over Santa Cruz harbor

I would like to thank Michael Todd for his excellent reporting and encouragement in writing the story regarding the death of my husband, Benjamin Doniach. I would also like to thank the many peopl...

www.santacruzsentinel.com

<https://www.santacruzsentinel.com/2018/07/17/letter-from-an-appalled-bike-industry-professional/>



Letter: From an appalled bike industry professional

COMMUNICATIONS TO THE BOARD



I'm a brother-in-law to Benjamin Doniach who died last week after being hit by a car on the Murray Street Bridge. The Santa Cruz area is fast becoming a nexus of cycling. Santa Cruz Bicycles...

www.santacruzsentinel.com

Benjamin Doniach Memorial Harbor Trail Bridge



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COMMUNICATIONS TO THE BOARD



Santa Cruz County Commission on Disabilities

701 Ocean Street, Room 510, Santa Cruz, CA 95060
P: (831) 454-2772 F: (831) 454-2411 TTY/TDD 711
commissions@santacruzcounty.us
www.sccod.net

February 11, 2021

Santa Cruz Metro Transit District Board of Directors
110 Vernon Street
Santa Cruz, CA 95060

Re: Provision of *Accessible Services Coordinator* Position Services

Dear Chair Rotkin and Members of the Board,

The purpose of this letter is to express the *Santa Cruz County Commission on Disabilities'* concerns regarding provision of services historically provided by SCMTD staff in the *Accessible Services Coordinator* position.

As you are aware, Metro's former *Accessible Services Coordinator*, John Daugherty, retired as of December 31, 2020 and, to the best of our knowledge, the position has neither been filled, nor opened for recruitment. To date, initial efforts to contact Metro staff providing accessible services coordination in the absence of a designated *Accessible Services Coordinator* have been unsuccessful.

The accessibility of Metro services determines the accessibility of our entire community by providing access to jobs, shopping, entertainment, social and political events for seniors and people with disabilities, particularly the most economically vulnerable members of these communities. Maintaining a full-time *Accessible Services Coordinator* position is crucial to the overall accessibility of Metro services and thereby the community.

Metro's *Accessible Services Coordinator* functions as a liaison between riders with disabilities who depend upon Metro services and the SCMTD staff responsible for the creation and implementation of public policy related to accessible public transit services. In addition to facilitating communications between the disabilities community and Metro leadership, the coordinator also helps to familiarize new users with Metro services and programs designed to promote access to public transit for people with disabilities. Since the *Accessible Services Coordinator* position was established, the Commission has consistently advocated for it to remain a full-time position in order to ensure proactive, responsive accessibility in all of Metro's services and programs.

Today we once again advocate for Metro to maintain a full-time *Accessible Services Coordinator* position and to prioritize recruitment efforts with a view to filling the position as soon as is practicable. We further request that you prioritize the provision of *Accessible Services Coordinator* services to the senior and disabilities communities in the interim and publicly communicate how members of these communities can access such services until the position can be filled.

We appreciate your consideration on behalf of the disabilities community in Santa Cruz County.

Respectfully,



David Molina

Commission on Disabilities Co-Chair

cc: *Santa Cruz County Board of Supervisors*
Santa Cruz County Seniors Commission
Santa Cruz County IHSS Commission



7-3.1

COMMUNICATIONS TO THE BOARD

*Santa Cruz Metropolitan
Transit District*



February 23, 2021
Mr. David Molina
Santa Cruz County Commission on Disabilities
701 Ocean Street, Room 510
Santa Cruz, CA 95060
Via email: Commissions@santacruzcounty.us

Dear Mr. Molina:

I am in receipt of your letter dated February 11, 2021. Thank you for your interest in METRO's Accessible Services Coordinator position. I want to acknowledge the points you made in your letter and assure you that METRO will be sensitive to your concerns and the needs of the community as METRO works through pandemic generated funding challenges, organizational changes and system restructuring.

In the immediate future, METRO's Paratransit Eligibility Coordinator, Eileen Wagley, in the absence of an Accessible Services Coordinator, will assist in supporting the transit needs of our county's senior and disabled population.

As we move forward, METRO will continue to evaluate the impacts of the pandemic on our ridership and the support staff needed for the agency to survive, recover, and move forward. While difficult decisions lie ahead, I want to assure you that METRO will continue to assist all of our community's transit riders and provide the best level of service possible.

Should any community members have questions on how to access services, both our ParaCruz and fixed-route services, our Customer Service Department is available to assist. Also, please don't hesitate to communicate with me directly if you hear of any METRO deficiencies.

Respectfully,



Alex Clifford, CEO
Santa Cruz Metropolitan Transportation District

cc: County Board of Supervisors
SCMTD Board



DATE: February 26, 2021
TO: Board of Directors
FROM: Kristina Mihaylova, Deputy Finance Director
**SUBJECT: ACCEPT AND FILE PRELIMINARY APPROVED CHECK JOURNAL
DETAIL FOR THE MONTH OF JANUARY 2021**

I. RECOMMENDED ACTION

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

II. SUMMARY

- This staff report provides the Board of Directors (Board) with a preliminary approved Check Journal Detail for the month of January 2021.
- The Finance Department is submitting the check journals for Board acceptance and filing.

III. DISCUSSION/BACKGROUND

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

All invoices submitted for the month of January 2021 have been processed, the checks have been issued and signed by the Deputy Finance Director.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

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

VI. CHANGES FROM COMMITTEE

N/A.

VII. ALTERNATIVES CONSIDERED

None.

VIII. ATTACHMENTS

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

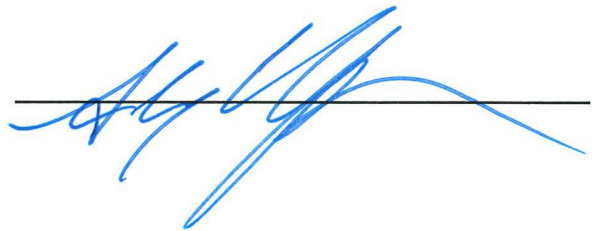
Prepared by: Holly Alcorn, Accounting Specialist

IX. APPROVALS

Kristina Mihaylova,
Deputy Finance Director



Alex Clifford, CEO/General Manager



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Attachment A

DATE 02/01/21 07:15

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

PAGE 1

DATE: 01/01/21 THRU 01/31/21

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
70260	01/11/21	5,465.98	003151	ABC BUS INC		104906	PARTS ORDER VEH#1203	1,712.86	
						104907	INVENTORY ORDER	241.57	
						104908	INVENTORY ORDER	58.03	
						104909	INVENTORY ORDER	78.05	
						105000	INVENTORY ORDER	1,667.52	
						105060	INVENTORY ORDER MMF	1,707.95	
						105012	VEHICLE TOW	822.50	
70261	01/11/21	822.50	003330	ACTION TOWING & ROAD SVC CORP		105047	PREV MAINT SVT	257.00	
70262	01/11/21	6,089.85	382	AIRTEC SERVICE INC.		105064	HEAT PUMP REPAIR OPS	4,748.85	
						105086	PREV MAINT VERNON	864.00	
						105090	PREV MAINT SBF	220.00	
70263	01/11/21	400.00	001016	ALLARD'S SEPTIC SERVICE	7	105049	GREASE PUMPOUT WTC	400.00	
70264	01/11/21	34.70	002861	AMERICAN MESSAGING SVCS, LLC		105016	JAN 21 PAGER SERVICE	34.70	
70265	01/11/21	4,433.45	001D	AT&T		105010	11/19-12/18 OPS	152.16	
						105014	11/19-12/18 MAIN	4,281.29	
70266	01/11/21	1,716.20	003105	AT&T MOBILITY		104883	10/24-11/23 BUS WIFE	997.02	
						105083	11/24-12/23 BUS WIFE	719.18	
70267	01/11/21	684.00	003271	AUTO CARE TOWING		104875	VEH# 2812 TOW	288.00	
						105069	VEH 1209 TOW	396.00	
70268	01/11/21	526.55	003199	B & H FOTO & ELECTRONICS CORP		104989	USB C CABLE	404.21	
						104993	MID TOWER CASE	78.65	
						104994	OFFICE SUPPLIES/SSD	43.69	
70269	01/11/21	2,804.43	002802	BATTERY SYSTEMS INC.		105011	INVENTORY ORDER	2,804.43	
70270	01/11/21	635.55	003248	BAY ALARM COMPANY		105075	1/21-4/21 VERNON	635.55	
70271	01/11/21	4,088.68	001230	CAPITOL CLUTCH & BRAKE, INC.		104870	BRAKE SHOES/DRUMS	4,088.68	
70272	01/11/21	2,690.39	002627	CDW GOVERNMENT, INC.		105057	11/29-11/28/21 LIC	845.55	
						105058	11/29-11/28/21 LIC	1,844.84	
70273	01/11/21	1,337.88	130	CITY OF WATSONVILLE UTILITIES		105070	12/16 WASTE WTC	1,011.22	
						105071	11/16-12/14 WTC	163.25	
						105072	11/16-12/14 WTC	87.19	
						105073	11/16-12/14 WTC	76.22	
70274	01/11/21	677.25	733	CLAREMONT EAP		105092	JAN 21 EAP PREMIUM	677.25	
70275	01/11/21	3,909.72	909	CLASSIC GRAPHICS		104996	RPR VEH# 1203	2,190.87	
						105013	PARTS ORDER VEH#1206	1,718.85	
70276	01/11/21	10,979.83	001124	CLEAN ENERGY		104882	12/4 LNG CHARGES	7,743.35	
						104932	12/8 LNG CHARGES	3,236.48	
70277	01/11/21	1,929.55	075	COAST PAPER & SUPPLY INC.		104953	INVENTORY ORDER	163.87	
						104986	COVID 19 SUPPLIES	499.82	
						105033	INVENTORY ORDER MMF	64.11	
						105042	COVID 19 SUPPLIES	1,201.75	
70278	01/11/21	2,890.00	003034	COASTAL LANDSCAPING INC. DBA		105051	JAN 20 LANDSCAPING	2,890.00	VOIDED
70279	01/11/21	-2,890.00	003034	COASTAL LANDSCAPING INC. DBA		105051	JAN 20 LANDSCAPING	-2,890.00	**VOID
						105017	INVENTORY ORDER	83.80	
70280	01/11/21	7,092.11	003116	CUMMINS PACIFIC LLP		104881	INVENTORY ORDER	4,715.01	
						104891	INVENTORY ORDER	139.16	
						104910	RPR VEH#4205	2,087.21	

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

PAGE 2

DATE: 01/01/21 THRU 01/31/21

CHECK NUMBER	CHECK DATE	CHECK VENDOR AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
70281	01/11/21				104911	CREDIT RETURN #1210	-273.13	
70282	01/11/21				104920	PARTS ORDER VEH#4210	177.19	
70283	01/11/21				104921	INVENTORY ORDER	67.99	
70284	01/11/21				104947	INVENTORY ORDER	118.43	
					104999	PARTS ORDER VEH#4202	60.25	
					105009	NOV 20 FINGERPRINTS	32.00	
					105015	7/1-6/21 W/C ASSESS	17,401.73	
					105003	12/31 FIRE EGRESS	35,055.00	
					104873	REVENUE TIRES PRC	864.03	
					104933	NON REV TIRES VEH401	213.69	
					104934	REVENUE TIRES	1,083.22	
					104847	TEMP W/E 12/27	816.00	
					104912	TEMP W/E 12/20	1,020.00	
					104935	TEMP W/E 12/13	1,007.25	
					104979	TEMP W/E 12/20	1,152.00	
					104980	TEMP W/E 12/20	790.50	
					104981	TEMP W/E 12/27	1,020.00	
					104982	TEMP W/E 12/27	921.60	
					104983	TEMP W/E 12/27	864.00	
					104984	TEMP W/E 12/20	540.00	
70286	01/11/21	183.20	FASTENAL COMPANY INC		104880	COVID 19/NON INV ORD	183.20	
					104936	NON INVENTORY ORDER	93.34	
					105074	CREDIT RETURN	-93.34	
70287	01/11/21	6,420.03	FLYERS ENERGY LLC		104937	12/1-12/15 FUEL	1,831.72	
					104938	12/1-12/15 FUEL PRC	4,588.31	
70288	01/11/21	57.79	FRONTIER COMMUNICATIONS - 6145		105006	12/13-01/12 SKYLINE	57.79	
70289	01/11/21	3,222.85	GENFARE A DIV OF SPX CORP		104867	INVENTORY ORDER	1,379.89	
					104868	INVENTORY ORDER	53.55	
					104905	INVENTORY ORDER	284.88	
					105018	INVENTORY ORDER	339.11	
					105019	TVM REPLACEMENT PART	568.22	
					105020	PARTS ORDER VEH#9810	597.20	
70290	01/11/21	14,084.19	GILLIG LLC		104892	INVENTORY ORDER	208.56	
					104893	INVENTORY ORDER	341.08	
					104894	INVENTORY ORDER	214.51	
					104895	INVENTORY ORDER	3,925.52	
					104922	INVENTORY ORDER	785.07	
					104923	INVENTORY ORDER	1,748.00	
					104924	INVENTORY ORDER	2,972.86	
					104925	CORE CREDIT	-300.44	
					104926	CREDIT RETURN	-707.42	
					104954	PARTS ORDER VEH#4204	10.01	
					104955	PARTS ORDER VEH4207	1.81	
					104998	INVENTORY ORDER	959.11	
					105088	INVENTORY ORDER	3,925.52	
70291	01/11/21	1,171.80	GRAFFITI SHIELD INC		104896	INVENTORY ORDER	1,171.80	

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DATE: 01/01/21 THRU 01/31/21

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
70292	01/11/21	801.90	GRAINGER		104941	SHOPMIE WELDER PARTS	35.50	
					104942	INVENTORY ORDER	56.81	
					104943	NON INVENTORY ORDER	187.25	
					104956	NON INVENTORY ORDER	31.09	
					104957	COVID 19 SUPPLIES	485.13	
					104958	NON INVENTORY ORDER	6.12	
70293	01/11/21	119.36	HOSE SHOP, THE INC		104971	PARTS ORDER VEH#1001	103.65	
					104972	INVENTORY ORDER	15.71	
70294	01/11/21	850.16	IO, RODNEY H		104967	RPR VEH#802	850.16	
70295	01/11/21	351.00	JOBS AVAILABLE		105087	12/20 JOB PLCMNT AD	351.00	
70296	01/11/21	683.50	KELLEY'S SERVICE INC.		104960	PARTS ORDER PCL127	171.18	
					104961	PARTS ORDER VEH#1950	29.13	
					104962	INVENTORY ORDER	38.11	
					104970	PARTS ORDER VEH#802	278.96	
					104973	INVENTORY ORDER	162.08	
					104974	INVENTORY ORDER	4.04	
70297	01/11/21	210.62	KELLY-MOORE PAINT CO., INC.		105050	PAINT SMC	210.62	
70298	01/11/21	10,625.00	KL2 CONNECTS LLC		104988	RECRUITMENT OF CFO	10,625.00	
70299	01/11/21	374.00	LAW OFFICES OF MARIE F. SANG	7	CL#1999103213		374.00	
70300	01/11/21	4,689.70	LUMINATOR TECHNOLOGY GROUP INC		105022	INVENTORY ORDER	4,689.70	
70301	01/11/21	1,197.73	MID VALLEY SUPPLY INC.		105061	INVENTORY ORDER	1,157.85	
					105062	INVENTORY ORDER	39.88	
70302	01/11/21	1,666.08	MISSION UNIFORM		104931	TOWELS/MATS PRC	10.50	
					104985	TOWELS/MOP/MAT MMF	41.75	
					105004	LAUNDRY SERVICE PRC	10.50	
					105032	TOWELS/MOP/MAT MMF	41.75	
					105034	COVID 19/TOWELS	156.00	
					105036	COVID 19/UNIFORM SUP	360.94	
					105037	COVID19/TOWELS	156.00	
					105038	COVID19/UNIFORM SUPP	345.45	
					105039	COVID 19/TOWELS	156.00	
					105040	COVID 19/UNIFORM SUP	334.94	
					105043	UNIFORM REPAIR	27.00	
					105081	LAUNDRY/CUSTODIAL	25.25	
70303	01/11/21	2,676.92	MONTEREY SANITARY SUPPLY, INC.		104879	COVID 19 SUPPLIES	150.54	
					104927	COVID 19 SUPPLIES	2,526.38	
70304	01/11/21	100.00	NATIONAL BUS TRAFFIC		105025	APPL FOR NBTA MEMBER	100.00	
70305	01/11/21	1,664.56	NORTH BAY FORD LINC-MERCURY		104872	VEH#PCL1711 PARTS	69.14	
					104946	PARTS ORDER PCL1702	47.22	
					104948	PARTS ORDER PCL1708	6.93	
					104949	RPR VEH# PCL1710	1,506.86	
					104950	INVENTORY ORDER	13.50	
					104951	PARTS ORDER PCL1707	7.41	
					104952	PARTS ORDER PCL1701	13.50	
70306	01/11/21	188.78	NORTHERN SAFETY CO., INC.		104877	INVENTORY ORDER	188.78	
70307	01/11/21	22,797.11	PACIFIC GAS & ELECTRIC		105044	11/30-12/28 SMC	3,013.48	

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

PAGE 4

DATE: 01/01/21 THRU 01/31/21

CHECK NUMBER	CHECK DATE	CHECK VENDOR AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
70308	01/11/21	2,031.87	PACIFIC TRUCK PARTS, INC.		105045	11/30-12/28 OPS	4,949.33	
					105053	11/23-12/22 RIVER ST	2,343.00	
					105054	11/23-12/22 VERNON	5,054.47	
					105055	11/24-12/23 RIVER ST	376.00	
					105056	11/23-12/22 MMF	6,844.66	
					105084	12/1-12/29 RIV CHG	216.17	
					104898	CREDIT RETURN	-4.60	
					104899	INVENTORY ORDER	1,037.07	
					104900	INVENTORY ORDER	38.89	
					104901	INVENTORY ORDER	617.04	
					104902	CREDIT RETURN	-4.60	
					104939	PARTS ORDER VEH#2215	348.07	
					104944	OFFICE SUPPLIES	143.19	
					104945	OFFICE SUPPLIES	297.03	
					105041	COVID 19 SUPPLIES	3,112.81	
					104992	NOV 20 COURIER SERV	1,450.00	
					105048	12/23 PEST WTC	79.50	
					105063	CAULKING SMC	6.87	
					105002	###-###-###-1598	400.00	
					104990	12/28-01/27 LEASE	157.62	
					104918	REFLECTIVE VESTS	48.90	
					105052	CARPET CLEANING SMC	520.00	
					104890	12/14-1/13 PARACRUZ	66.76	
					104997	9/25-12/23ADD IMAGES	55.07	
					105007	12/12-1/11 RIVER	76.82	
					104919	INVENTORY ORDER	2,071.38	
					104928	INVENTORY ORDER	650.04	
					105059	1/4/21-1/3/22 RENEW	1,279.00	
					104871	INVENTORY ORDER	76.67	
					104874	PARTS ORDER VEH#908	28.22	
					104968	INVENTORY ORDER	127.98	
					104969	CREDIT RETURN	-11.56	
					104975	INVENTORY ORDER	69.75	
					104976	INVENTORY ORDER	268.32	
					104977	INVENTORY ORDER	8.46	
					104978	INVENTORY ORDER	5.66	
					105035	INVENTORY ORDER	13.85	
					105077	11/6-12/7 BS26	1,050.60	
					105078	11/6-12/7 IRRIG MMF	11.83	
					105080	TEMP W/E 12/20	2,511.20	
					105091	REPLENISHMENT OPS	451.68	
					104824	TEMP W/E 12/13	448.80	
					104825	TEMP W/E 12/13	1,122.00	
					104826	TEMP W/E 12/13	841.50	
					104827	TEMP W/E 12/13	1,114.99	
					104828	TEMP W/E 12/13	897.60	
70318	01/11/21	2,721.42	ROMAINE ELECTRIC CORP		104919	INVENTORY ORDER	2,071.38	
70319	01/11/21	1,279.00	SAGE SOFTWARE, INC.		105059	1/4/21-1/3/22 RENEW	1,279.00	
70320	01/11/21	587.35	SANTA CRUZ AUTO PARTS, INC.		104871	INVENTORY ORDER	76.67	
70321	01/11/21	1,062.43	SANTA CRUZ MUNICIPAL UTILITIES		105035	INVENTORY ORDER	13.85	
70322	01/11/21	2,511.20	SANTA CRUZ STAFFING, LLC		105078	11/6-12/7 IRRIG MMF	11.83	
70323	01/11/21	451.68	SCWTD PETTY CASH - OPS		105091	REPLENISHMENT OPS	451.68	
70325	01/11/21	35,872.47	SLINGSHOT CONNECTIONS LLP		104824	TEMP W/E 12/13	448.80	
					104825	TEMP W/E 12/13	1,122.00	
					104826	TEMP W/E 12/13	841.50	
					104827	TEMP W/E 12/13	1,114.99	
					104828	TEMP W/E 12/13	897.60	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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PAGE 5

DATE: 01/01/21 THRU 01/31/21

CHECK NUMBER	CHECK DATE	CHECK VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	TRANSACTION COMMENT
					104829	TEMP W/E 12/13	1,122.00	
					104830	TEMP W/E 12/13	1,132.52	
					104831	TEMP W/E 12/13	1,122.00	
					104832	TEMP W/E 12/13	631.13	
					104833	TEMP W/E 12/27	673.20	
					104834	TEMP W/E 12/27	967.73	
					104835	TEMP W/E 12/27	1,122.00	
					104836	TEMP W/E 12/27	1,122.00	
					104837	TEMP W/E 12/27	897.60	
					104838	TEMP W/E 12/27	897.60	
					104839	TEMP W/E 12/27	154.28	
					104840	TEMP W/E 12/27	897.60	
					104841	TEMP W/E 12/27	224.40	
					104842	TEMP W/E 12/27	673.20	
					104843	TEMP W/E 12/27	1,122.00	
					104844	TEMP W/E 12/27	224.40	
					104845	TEMP W/E 12/27	448.80	
					104846	TEMP W/E 12/27	1,122.00	
					104848	TEMP W/E 12/13	448.80	
					104849	TEMP W/E 12/13	1,122.00	
					104850	TEMP W/E 12/13	1,122.00	
					104851	TEMP W/E 12/13	1,122.00	
					104852	TEMP W/E 12/13	448.80	
					104853	TEMP W/E 12/20	1,143.04	
					104854	TEMP W/E 12/20	1,122.00	
					104855	TEMP W/E 12/20	841.50	
					104856	TEMP W/E 12/20	1,122.00	
					104857	TEMP W/E 12/20	224.40	
					104858	TEMP W/E 12/20	448.80	
					104859	TEMP W/E 12/20	1,122.00	
					104860	TEMP W/E 12/20	448.80	
					104861	TEMP W/E 12/20	1,122.00	
					104862	TEMP W/E 12/20	1,122.00	
					104863	TEMP W/E 12/20	1,107.98	
					104864	TEMP W/E 12/20	1,122.00	
					104865	TEMP W/E 12/20	1,122.00	
					104866	TEMP W/E 12/20	561.00	
					104876	SHOP TOOL	674.36	
70326	01/11/21	7	SNAP-ON INDUSTRIAL		104876	1/21 INCREASE CAM CH	957.70	
70327	01/11/21		SOQUEL III ASSOCIATES		105046	INVENTORY ORDER	786.59	
70328	01/11/21		SPORTWORKS NORTHWEST, INC.		104940	11/30 PARACRUZ PROJ	4,806.84	
70329	01/11/21		SWIFT CONSULTING SERVICES INC		104995	ANNIVERSARY AWARD	159.83	
70330	01/11/21		TERRYBERRY CO., LLC		104991	PARTS ORDER VEH#2215	349.35	
70331	01/11/21		THE AFTERMARKET PARTS CO LLC		104878	PARTS ORDER VEH#1209	7.30	
					104897	PARTS ORDER VEH#1306	1,603.76	
					104904	PARTS ORDER VEH#1306	1,531.23	
					104913	PARTS ORDER VEH#1306		

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70332	01/11/21	001190	135.00	TRANSIT TALENT.COM LLC	7	104914	PARTS ORDER VEH#1612	5.71	
70333	01/11/21	007	203.43	UNITED PARCEL SERVICE		104915	PARTS ORDER VEH#1612	170.72	
70334	01/11/21	002829	23,993.44	VALLEY POWER SYSTEMS, INC.		104916	PARTS ORDER VEH#1209	7.30	
						104917	PARTS ORDER VEH#1610	60.13	
						104959	PARTS ORDER VEH#1209	16.35	
						104963	INVENTORY ORDER	170.23	
						104964	INVENTORY ORDER	13.44	
						104965	INVENTORY ORDER	93.22	
						104966	INVENTORY ORDER	735.21	
						104987	INVENTORY ORDER	3,938.10	
						105065	INVENTORY ORDER	4,438.70	
70332	01/11/21	001190	135.00	TRANSIT TALENT.COM LLC	7	105076	JOB PLACEMENT ADV	135.00	
70333	01/11/21	007	203.43	UNITED PARCEL SERVICE		105085	FREIGHT	36.51	
70334	01/11/21	002829	23,993.44	VALLEY POWER SYSTEMS, INC.		105089	FREIGHT	166.92	
						104903	PARTS ORDER VEH#2215	1,478.36	
						104929	PARTS ORDER VEH#2215	16,346.55	
						105021	PARTS ORDER VEH#2215	112.15	
						105023	INVENTORY ORDER	3,480.83	
						105024	CORE CREDIT RETURN	-409.69	
						105026	PARTS ORDER VEH#2215	13.72	
						105027	INVENTORY ORDER	68.69	
						105028	INVENTORY ORDER	70.50	
						105029	INVENTORY ORDER	1,763.21	
						105030	INVENTORY ORDER	387.95	
						105031	INVENTORY ORDER	681.17	
70335	01/11/21	221	109.47	VEHICLE MAINTENANCE PROG INC		104869	INVENTORY ORDER	109.47	
70336	01/11/21	434	912.24	VERIZON WIRELESS	0	104930	11/13-12/12 WIFI BUS	912.24	
70337	01/11/21	001353	2,224.00	VISION COMMUNICATIONS		105005	RADIO INSTALL/RPR	2,224.00	
70338	01/11/21	001165	450.00	VU, THANH DR. MD	7	104884	DMV RENEWAL EXAM	75.00	
						104885	DMV RENEWAL EXAM	75.00	
						104886	DMV RENEWAL EXAM	75.00	
						104887	DMV RENEWAL EXAM	75.00	
						104888	DMV RENEWAL EXAM	75.00	
						104889	DMV RENEWAL EXAM	75.00	
70339	01/11/21	676	2,015.00	WEBER, HAYES & ASSOCIATES INC		105079	ANNUAL DTSC CAP PS	2,015.00	
70340	01/11/21	003290	64.00	WORKFORCQA LLC		105082	NOV 20 MRO SERVICES	64.00	
70341	01/11/21	915	991.50	WORKIN.COM, INC.		105066	JOB PLACEMENT AD	387.00	
						105067	JOB PLACEMENT AD	367.00	
						105068	JOB PLACEMENT AD	237.50	
70342	01/08/21	M148	84.56	ABACHERLI, ARLETTE		9001615	MEDICAL SUPPLIMENTAL	84.56	
70343	01/08/21	M149	19.06	ADAMS, ELLEN		9001616	MEDICAL SUPPLIMENTAL	19.06	
70344	01/08/21	M150	15.58	ALLEN, ROBERT		9001617	MEDICAL SUPPLIMENTAL	15.58	
70345	01/08/21	M333	35.00	ANDERSON, WILLIAM		9001798	MEDICAL SUPPLIMENTAL	35.00	
70346	01/08/21	M151	84.56	ANDRADE, GERALD		9001618	MEDICAL SUPPLIMENTAL	84.56	
70347	01/08/21	M334	19.06	ANDRADE, OSCAR		9001799	MEDICAL SUPPLIMENTAL	19.06	
70348	01/08/21	M152	19.17	ANN, DORICE		9001619	MEDICAL SUPPLIMENTAL	19.17	

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70349	01/08/21	15.58	ARCHIBEQUE, ELEANOR		9001620	MEDICAL SUPPLIMENTAL	15.58	
70350	01/08/21	38.12	ARCHIBEQUE, JUANITA		9001621	MEDICAL SUPPLIMENTAL	38.12	
70351	01/08/21	35.00	ASPESI, JOHN		9001622	MEDICAL SUPPLIMENTAL	35.00	
70352	01/08/21	35.00	BAILEY, EDWIN		9001623	MEDICAL SUPPLIMENTAL	35.00	
70353	01/08/21	17.50	BAKER, DALE		9001624	MEDICAL SUPPLIMENTAL	17.50	
70354	01/08/21	38.34	BAN, MARK		9001625	MEDICAL SUPPLIMENTAL	38.34	
70355	01/08/21	121.66	BARNES, SCOTT		9001626	MEDICAL SUPPLIMENTAL	121.66	
70356	01/08/21	15.58	BARRY, BARTHOLOMEW		9001800	MEDICAL SUPPLIMENTAL	15.58	
70357	01/08/21	17.50	BARTZ, GLENN		9001801	MEDICAL SUPPLIMENTAL	17.50	
70358	01/08/21	17.50	BASS, BETTY		9001627	MEDICAL SUPPLIMENTAL	17.50	
70359	01/08/21	103.36	BAUER, FRANK		9001628	MEDICAL SUPPLIMENTAL	103.36	
70360	01/08/21	15.58	BLAIR, GARY		9001629	MEDICAL SUPPLIMENTAL	15.58	VOIDED
70361	01/14/21	-15.58	BLAIR, GARY		9001630	MEDICAL SUPPLIMENTAL	-15.58	**VOID
70361	01/08/21	19.06	BLAIR-ALWARD, GREGORY		9001630	MEDICAL SUPPLIMENTAL	19.06	VOIDED
70362	01/14/21	-19.06	BLAIR-ALWARD, GREGORY		9001631	MEDICAL SUPPLIMENTAL	-19.06	VOIDED
70362	01/08/21	17.50	BLAKE, GENEVA		9001631	MEDICAL SUPPLIMENTAL	17.50	**VOID
70363	01/08/21	35.00	BLIGHT, KAREN		9001632	MEDICAL SUPPLIMENTAL	35.00	
70364	01/08/21	46.79	BOOTON, EMMA		9001633	MEDICAL SUPPLIMENTAL	46.79	
70365	01/08/21	38.12	BOYD, MICHAEL		9001634	MEDICAL SUPPLIMENTAL	38.12	
70366	01/08/21	76.02	BRADFORD, THOMAS		9001635	MEDICAL SUPPLIMENTAL	76.02	
70367	01/08/21	15.58	BREGANTE, BATTISTA		9001636	MEDICAL SUPPLIMENTAL	15.58	
70368	01/08/21	19.06	BRONSTATTER, CHERYL		9001802	MEDICAL SUPPLIMENTAL	19.06	
70369	01/08/21	64.29	BROWN, ERNEST		9001637	MEDICAL SUPPLIMENTAL	64.29	
70370	01/08/21	64.29	BROWN, KENNETH		9001638	MEDICAL SUPPLIMENTAL	64.29	
70371	01/08/21	17.50	BRYANT, KATHLEEN		9001803	MEDICAL SUPPLIMENTAL	17.50	
70372	01/08/21	19.06	BURKET, JANET		9001639	MEDICAL SUPPLIMENTAL	19.06	
70373	01/08/21	15.58	BYTHEWAY, MARY		9001640	MEDICAL SUPPLIMENTAL	15.58	
70374	01/08/21	32.45	CANALES, DONNA		9001804	MEDICAL SUPPLIMENTAL	32.45	
70375	01/08/21	84.56	CAPELLA, KATHLEEN		9001641	MEDICAL SUPPLIMENTAL	84.56	
70376	01/08/21	15.58	CARLSON, MERRYL		9001642	MEDICAL SUPPLIMENTAL	15.58	
70377	01/08/21	17.50	CARR, DALE		9001643	MEDICAL SUPPLIMENTAL	17.50	
70378	01/08/21	15.58	CASANEGA, RICHARD		9001644	MEDICAL SUPPLIMENTAL	15.58	
70379	01/08/21	31.16	CAVATAIO, PASQUALE		9001645	MEDICAL SUPPLIMENTAL	31.16	
70380	01/08/21	15.58	CENTER, DOUGLAS		9001805	MEDICAL SUPPLIMENTAL	15.58	
70381	01/08/21	15.58	CERVANTES, GLORIA		9001646	MEDICAL SUPPLIMENTAL	15.58	
70382	01/08/21	15.58	CHAVARRIA, JOHNNY		9001806	MEDICAL SUPPLIMENTAL	15.58	
70383	01/08/21	35.00	CILIBERTO, ANTHONY		9001807	MEDICAL SUPPLIMENTAL	35.00	
70384	01/08/21	17.50	CLARKE, PATRICIA		9001808	MEDICAL SUPPLIMENTAL	17.50	
70385	01/08/21	15.58	CLAYTON, MICHAEL		9001647	MEDICAL SUPPLIMENTAL	15.58	
70386	01/08/21	32.45	CODD, FREDERICK		9001809	MEDICAL SUPPLIMENTAL	32.45	
70387	01/08/21	100.81	COLWELL, ARLAN		9001648	MEDICAL SUPPLIMENTAL	100.81	
70388	01/08/21	35.00	CONKLIN, CAROLYN		9001810	MEDICAL SUPPLIMENTAL	35.00	
70389	01/08/21	17.50	CONTRERAS-NAVARRO, FRANCISCO		9001649	MEDICAL SUPPLIMENTAL	17.50	
70390	01/08/21	38.01	COON, RICHARD		9001650	MEDICAL SUPPLIMENTAL	38.01	
70391	01/08/21	46.28	COTRONEO, MICHAEL		9001651	MEDICAL SUPPLIMENTAL	46.28	
70392	01/08/21	17.50	COUSINS, DOROTHY		9001811	MEDICAL SUPPLIMENTAL	17.50	

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70393	01/08/21	46.95	M185		9001652	MEDICAL SUPPLIMENTAL	46.95	
70394	01/08/21	58.50	M347		9001812	MEDICAL SUPPLIMENTAL	58.50	
70395	01/08/21	19.06	M186		9001653	MEDICAL SUPPLIMENTAL	19.06	
70396	01/08/21	17.50	M187		9001654	MEDICAL SUPPLIMENTAL	17.50	
70397	01/08/21	13.09	M348		9001813	MEDICAL SUPPLIMENTAL	13.09	
70398	01/08/21	19.06	M188		9001655	MEDICAL SUPPLIMENTAL	19.06	
70399	01/08/21	15.58	M189		9001656	MEDICAL SUPPLIMENTAL	15.58	
70400	01/08/21	35.00	M190		9001657	MEDICAL SUPPLIMENTAL	35.00	
70401	01/08/21	15.58	M349		9001814	MEDICAL SUPPLIMENTAL	15.58	
70402	01/08/21	38.34	M191		9001658	MEDICAL SUPPLIMENTAL	38.34	
70403	01/08/21	35.00	M192		9001659	MEDICAL SUPPLIMENTAL	35.00	
70404	01/08/21	46.79	M193		9001660	MEDICAL SUPPLIMENTAL	46.79	
70405	01/08/21	46.79	M194		9001661	MEDICAL SUPPLIMENTAL	46.79	
70406	01/08/21	92.56	M195		9001662	MEDICAL SUPPLIMENTAL	92.56	
70407	01/08/21	15.58	M196		9001663	MEDICAL SUPPLIMENTAL	15.58	
70408	01/08/21	15.58	M350		9001815	MEDICAL SUPPLIMENTAL	15.58	
70409	01/08/21	13.09	M351		9001816	MEDICAL SUPPLIMENTAL	13.09	
70410	01/08/21	46.95	M197		9001664	MEDICAL SUPPLIMENTAL	46.95	
70411	01/08/21	31.16	M198		9001665	MEDICAL SUPPLIMENTAL	31.16	
70412	01/08/21	15.58	M199		9001666	MEDICAL SUPPLIMENTAL	15.58	
70413	01/08/21	15.58	M200		9001667	MEDICAL SUPPLIMENTAL	15.58	
70414	01/08/21	35.00	M201		9001668	MEDICAL SUPPLIMENTAL	35.00	
70415	01/08/21	40.68	M202		9001669	MEDICAL SUPPLIMENTAL	40.68	
70416	01/08/21	40.68	M203		9001670	MEDICAL SUPPLIMENTAL	40.68	
70417	01/08/21	15.58	M352		9001817	MEDICAL SUPPLIMENTAL	15.58	
70418	01/08/21	13.09	M353		9001818	MEDICAL SUPPLIMENTAL	13.09	
70419	01/08/21	17.50	M204		9001671	MEDICAL SUPPLIMENTAL	17.50	
70420	01/08/21	46.79	M205		9001672	MEDICAL SUPPLIMENTAL	46.79	
70421	01/08/21	15.87	M354		9001819	MEDICAL SUPPLIMENTAL	15.87	
70422	01/08/21	15.87	M355		9001820	MEDICAL SUPPLIMENTAL	15.87	
70423	01/08/21	15.58	M206		9001673	MEDICAL SUPPLIMENTAL	15.58	
70424	01/08/21	15.58	M207		9001674	MEDICAL SUPPLIMENTAL	15.58	
70425	01/08/21	38.01	M208		9001675	MEDICAL SUPPLIMENTAL	38.01	
70426	01/08/21	15.58	M209		9001676	MEDICAL SUPPLIMENTAL	15.58	
70427	01/08/21	103.36	M210		9001677	MEDICAL SUPPLIMENTAL	103.36	
70428	01/08/21	15.58	M211		9001678	MEDICAL SUPPLIMENTAL	15.58	
70429	01/08/21	58.50	M041	0	9001613	MEDICAL SUPPLIMENTAL	58.50	
70430	01/08/21	84.56	M213		9001679	MEDICAL SUPPLIMENTAL	84.56	
70431	01/08/21	15.58	M214		9001680	MEDICAL SUPPLIMENTAL	15.58	
70432	01/08/21	31.16	M215		9001681	MEDICAL SUPPLIMENTAL	31.16	
70433	01/08/21	15.58	M216		9001682	MEDICAL SUPPLIMENTAL	15.58	
70434	01/08/21	15.58	M217		9001683	MEDICAL SUPPLIMENTAL	15.58	
70435	01/08/21	19.06	M218		9001684	MEDICAL SUPPLIMENTAL	19.06	
70436	01/08/21	38.34	M219		9001685	MEDICAL SUPPLIMENTAL	38.34	
70437	01/08/21	15.58	M220		9001686	MEDICAL SUPPLIMENTAL	15.58	
70438	01/08/21	46.95	M221		9001687	MEDICAL SUPPLIMENTAL	46.95	

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70439	01/08/21	17.50	HILL, ANDREW		9001688	MEDICAL SUPPLIMENTAL	17.50	
70440	01/08/21	15.58	HINDIN, LENORE		9001689	MEDICAL SUPPLIMENTAL	15.58	
70441	01/08/21	35.00	HOBBS, JAMES		9001690	MEDICAL SUPPLIMENTAL	35.00	
70442	01/08/21	55.51	HOLCOMB, MICHAEL		9001691	MEDICAL SUPPLIMENTAL	55.51	
70443	01/08/21	99.71	HOLODNICK, JAMES		9001692	MEDICAL SUPPLIMENTAL	99.71	
70444	01/08/21	38.12	HORTON, JOE		9001693	MEDICAL SUPPLIMENTAL	38.12	
70445	01/08/21	17.50	HOWARD, CAROL		9001821	MEDICAL SUPPLIMENTAL	17.50	
70446	01/08/21	93.58	HOWARD, WARD		9001694	MEDICAL SUPPLIMENTAL	93.58	
70447	01/08/21	64.29	HYMAN, JOE		9001695	MEDICAL SUPPLIMENTAL	64.29	
70448	01/08/21	38.34	JACINTO, FRANK		9001696	MEDICAL SUPPLIMENTAL	38.34	
70449	01/08/21	19.06	JAHNKE, ELLEEN		9001697	MEDICAL SUPPLIMENTAL	19.06	
70450	01/08/21	31.16	JENSEN, MERAL		9001698	MEDICAL SUPPLIMENTAL	31.16	
70451	01/08/21	15.58	JUSSEL, PETE		9001822	MEDICAL SUPPLIMENTAL	15.58	
70452	01/08/21	38.12	KALE, RICKY		9001699	MEDICAL SUPPLIMENTAL	38.12	
70453	01/08/21	47.37	KANE, CHRIS		9001700	MEDICAL SUPPLIMENTAL	47.37	
70454	01/08/21	15.58	KELLY, ELOISE		9001701	MEDICAL SUPPLIMENTAL	15.58	
70455	01/08/21	35.00	KOREA, PATRICIA		9001702	MEDICAL SUPPLIMENTAL	35.00	
70456	01/08/21	19.06	LANTHIER, BURT		9001703	MEDICAL SUPPLIMENTAL	19.06	
70457	01/08/21	17.50	LAWHON, JACK		9001704	MEDICAL SUPPLIMENTAL	17.50	
70458	01/08/21	19.06	LAWSON, LOIS		9001705	MEDICAL SUPPLIMENTAL	19.06	
70459	01/08/21	64.29	LEE, HENRY		9001706	MEDICAL SUPPLIMENTAL	64.29	
70460	01/08/21	19.06	LEFFLER, JEAN		9001707	MEDICAL SUPPLIMENTAL	19.06	
70461	01/08/21	81.36	LEGORRETA, PETE		9001708	MEDICAL SUPPLIMENTAL	81.36	
70462	01/08/21	19.06	LOGUDICE, FRED		9001709	MEDICAL SUPPLIMENTAL	19.06	
70463	01/08/21	38.12	LONGNECKER, LLOYD		9001710	MEDICAL SUPPLIMENTAL	38.12	
70464	01/08/21	15.58	LUCIER, MARILYN		9001711	MEDICAL SUPPLIMENTAL	15.58	
70465	01/08/21	38.12	LYNCH, GLENN		9001712	MEDICAL SUPPLIMENTAL	38.12	
70466	01/08/21	52.01	MAHAN, DAVID		9001713	MEDICAL SUPPLIMENTAL	52.01	
70467	01/08/21	19.17	MALPHRUS, BRENDA		9001714	MEDICAL SUPPLIMENTAL	19.17	
70468	01/08/21	38.01	MARCUS, STEVEN		9001715	MEDICAL SUPPLIMENTAL	38.01	
70469	01/08/21	64.29	MARTIN, DAWN		9001716	MEDICAL SUPPLIMENTAL	64.29	
70470	01/08/21	123.80	MARTINEZ, MANUEL		9001717	MEDICAL SUPPLIMENTAL	123.80	
70471	01/08/21	65.45	MARTINEZ, MARK		9001718	MEDICAL SUPPLIMENTAL	65.45	
70472	01/08/21	46.79	MATTOS, JOYCE		9001719	MEDICAL SUPPLIMENTAL	46.79	
70473	01/08/21	28.33	MCDONALD, JANIE		9001720	MEDICAL SUPPLIMENTAL	28.33	
70474	01/08/21	15.58	MCDONALD, KEVIN		9001721	MEDICAL SUPPLIMENTAL	15.58	
70475	01/08/21	38.01	MCFADDEN, IAN		9001823	MEDICAL SUPPLIMENTAL	38.01	
70476	01/08/21	31.16	MCGINNIS, POLLY		9001824	MEDICAL SUPPLIMENTAL	31.16	
70477	01/08/21	17.50	MEJIA, INDELIISA		9001825	MEDICAL SUPPLIMENTAL	17.50	
70478	01/08/21	15.58	MELLON, JOHN		9001826	MEDICAL SUPPLIMENTAL	15.58	
70479	01/08/21	15.58	MESBECK, MARGARITA		9001722	MEDICAL SUPPLIMENTAL	15.58	
70480	01/08/21	15.58	MILLER, FOREST		9001827	MEDICAL SUPPLIMENTAL	15.58	
70481	01/08/21	46.28	MILLER, MARY		9001723	MEDICAL SUPPLIMENTAL	46.28	
70482	01/08/21	52.01	MITCHELL, LISA		9001724	MEDICAL SUPPLIMENTAL	52.01	
70483	01/08/21	52.01	MITCHELL, TODD		9001725	MEDICAL SUPPLIMENTAL	52.01	
70484	01/08/21	35.00	MOHLE, PAMELA		9001726	MEDICAL SUPPLIMENTAL	35.00	

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70485	01/08/21	17.50	MORGAN, JEANETTE		9001727	MEDICAL SUPPLIMENTAL	17.50	
70486	01/08/21	38.34	MORR, BONNIE		9001728	MEDICAL SUPPLIMENTAL	38.34	
70487	01/08/21	122.64	MULLIS, MICHAEL		9001729	MEDICAL SUPPLIMENTAL	122.64	
70488	01/08/21	19.06	MUNGIOLI, LARRY		9001730	MEDICAL SUPPLIMENTAL	19.06	
70489	01/08/21	31.16	MUNGUIA, GUSTAVO		9001731	MEDICAL SUPPLIMENTAL	31.16	
70490	01/08/21	17.50	NAUKKARINEN, JUUKKA		9001732	MEDICAL SUPPLIMENTAL	17.50	
70491	01/08/21	15.58	NELSON, EDWARD		9001733	MEDICAL SUPPLIMENTAL	15.58	
70492	01/08/21	35.00	NELSON, RICHARD		9001734	MEDICAL SUPPLIMENTAL	35.00	
70493	01/08/21	31.16	NIETO, MANUEL		9001735	MEDICAL SUPPLIMENTAL	31.16	
70494	01/08/21	93.58	NJAA, N		9001736	MEDICAL SUPPLIMENTAL	93.58	
70495	01/08/21	84.56	NORTH, JEFFREY		9001737	MEDICAL SUPPLIMENTAL	84.56	
70496	01/08/21	52.01	NORTHON, M		9001738	MEDICAL SUPPLIMENTAL	52.01	
70497	01/08/21	38.12	O'DONNELL, SHAWN		9001739	MEDICAL SUPPLIMENTAL	38.12	
70498	01/08/21	19.06	O'HAGIN, JUSTINA		9001740	MEDICAL SUPPLIMENTAL	19.06	
70499	01/08/21	19.06	O'MARA, KATHLEEN		9001743	MEDICAL SUPPLIMENTAL	19.06	
70500	01/08/21	35.00	OJEDA, ROBERTO		9001741	MEDICAL SUPPLIMENTAL	35.00	
70501	01/08/21	47.37	OLANDER, MARTIN		9001742	MEDICAL SUPPLIMENTAL	47.37	
70502	01/08/21	17.50	ORTEGA, MANUELA		9001744	MEDICAL SUPPLIMENTAL	17.50	
70503	01/08/21	84.56	OWENS, ROLAND		9001745	MEDICAL SUPPLIMENTAL	84.56	
70504	01/08/21	19.06	PARHAM, WALLACE		9001746	MEDICAL SUPPLIMENTAL	19.06	
70505	01/08/21	35.00	PENDRAGON, LINDA		9001747	MEDICAL SUPPLIMENTAL	35.00	
70506	01/08/21	31.16	PEREZ, ANTONIO		9001748	MEDICAL SUPPLIMENTAL	31.16	
70507	01/08/21	58.50	PEREZ, CHERYL		9001614	MEDICAL SUPPLIMENTAL	58.50	
70508	01/08/21	38.01	PETERS, TERRIE		9001749	MEDICAL SUPPLIMENTAL	38.01	
70509	01/08/21	15.58	PHILLIPS, THOMAS		9001750	MEDICAL SUPPLIMENTAL	15.58	VOIDED
70509	01/14/21	-15.58	PHILLIPS, THOMAS		9001750	MEDICAL SUPPLIMENTAL	-15.58	**VOID
70510	01/08/21	15.58	PICARELLA, FRANCIS		9001751	MEDICAL SUPPLIMENTAL	15.58	VOIDED
70510	01/14/21	-15.58	PICARELLA, FRANCIS		9001751	MEDICAL SUPPLIMENTAL	-15.58	**VOID
70511	01/08/21	56.91	POLANCO, JOSE		9001752	MEDICAL SUPPLIMENTAL	56.91	VOIDED
70511	01/14/21	-56.91	POLANCO, JOSE		9001752	MEDICAL SUPPLIMENTAL	-56.91	**VOID
70512	01/08/21	50.40	PONS, JUAN		9001753	MEDICAL SUPPLIMENTAL	50.40	
70513	01/08/21	50.40	POTEETE, BEVERLY		9001754	MEDICAL SUPPLIMENTAL	50.40	
70514	01/08/21	15.58	PRECIADO, MARY LOU		9001828	MEDICAL SUPPLIMENTAL	15.58	
70515	01/08/21	38.12	PRICE, HARRY		9001755	MEDICAL SUPPLIMENTAL	38.12	
70516	01/08/21	19.06	PRINCE, DEBRA		9001756	MEDICAL SUPPLIMENTAL	19.06	
70517	01/08/21	84.56	PRINCE, PETER		9001757	MEDICAL SUPPLIMENTAL	84.56	
70518	01/08/21	35.00	PRUDDEN, RICHARD		9001758	MEDICAL SUPPLIMENTAL	35.00	
70519	01/08/21	19.06	RACKLEY, BOBBIE		9001759	MEDICAL SUPPLIMENTAL	19.06	
70520	01/08/21	16.22	RAMIREZ, MANUEL		9001760	MEDICAL SUPPLIMENTAL	16.22	
70521	01/08/21	131.05	RAMOS, ROSALIO		9001761	MEDICAL SUPPLIMENTAL	131.05	
70522	01/08/21	15.58	READ, TIMON		9001829	MEDICAL SUPPLIMENTAL	15.58	
70523	01/08/21	123.80	REGAN, MICHAEL		9001762	MEDICAL SUPPLIMENTAL	123.80	
70524	01/08/21	38.12	RHODES, BRUCE		9001763	MEDICAL SUPPLIMENTAL	38.12	
70525	01/08/21	46.95	ROCHA, SHERRI		9001764	MEDICAL SUPPLIMENTAL	46.95	
70526	01/08/21	17.50	RODGERS, MARILYN		9001765	MEDICAL SUPPLIMENTAL	17.50	
70527	01/08/21	19.06	ROGERS, SYLVIA		9001830	MEDICAL SUPPLIMENTAL	19.06	

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70528	01/08/21		38.34	ROSSI, DENISE		9001766	MEDICAL SUPPLIMENTAL	38.34	
70529	01/08/21		64.73	ROWE, RUBY		9001767	MEDICAL SUPPLIMENTAL	64.73	
70530	01/08/21		19.06	ROY, ARLEN		9001768	MEDICAL SUPPLIMENTAL	19.06	
70531	01/08/21		84.56	RUIZ, ESTEVAN		9001769	MEDICAL SUPPLIMENTAL	84.56	
70532	01/08/21		31.16	RYLANDER, REED		9001770	MEDICAL SUPPLIMENTAL	31.16	
70533	01/08/21		38.34	SALGUEIRO, MICHAEL		9001771	MEDICAL SUPPLIMENTAL	38.34	
70534	01/08/21		17.50	SANDOVAL, ANGEL		9001831	MEDICAL SUPPLIMENTAL	17.50	
70535	01/08/21		92.56	SCARGILL, RAYMOND		9001772	MEDICAL SUPPLIMENTAL	92.56	
70536	01/08/21		17.50	SCILLA, JOSEPH		9001773	MEDICAL SUPPLIMENTAL	17.50	
70537	01/08/21		84.56	SERRATO, JUAN		9001774	MEDICAL SUPPLIMENTAL	84.56	
70538	01/08/21		15.58	SILVIA, EDUARDO		9001832	MEDICAL SUPPLIMENTAL	15.58	
70539	01/08/21		15.58	SLOAN, SUZANNE		9001775	MEDICAL SUPPLIMENTAL	15.58	
70540	01/08/21		39.16	SMITH, DONNA		9001776	MEDICAL SUPPLIMENTAL	39.16	
70541	01/08/21		35.00	STRICKLAND, JAMES		9001833	MEDICAL SUPPLIMENTAL	35.00	
70542	01/08/21		31.16	SWART, RANDY		9001834	MEDICAL SUPPLIMENTAL	31.16	
70543	01/08/21		35.00	TAYLOR, JAMES		9001777	MEDICAL SUPPLIMENTAL	35.00	
70544	01/08/21		15.58	TAYLOR, THOMAS		9001835	MEDICAL SUPPLIMENTAL	15.58	
70545	01/08/21		26.18	TERESI, JAMES		9001836	MEDICAL SUPPLIMENTAL	26.18	
70546	01/08/21		35.00	THOMAS, RUSSELL		9001778	MEDICAL SUPPLIMENTAL	35.00	
70547	01/08/21		77.57	TICHENOR, KENNETH		9001779	MEDICAL SUPPLIMENTAL	77.57	
70548	01/08/21		15.58	TOLINE, DONALD		9001780	MEDICAL SUPPLIMENTAL	15.58	
70549	01/08/21		17.50	TOVAR, SERENA		9001781	MEDICAL SUPPLIMENTAL	17.50	
70550	01/08/21		19.17	TRENT, VICKI		9001782	MEDICAL SUPPLIMENTAL	19.17	
70551	01/08/21		64.29	TUTTLE CALLIS, CHERI		9001783	MEDICAL SUPPLIMENTAL	64.29	
70552	01/08/21		38.34	VALDEZ, JOSE		9001784	MEDICAL SUPPLIMENTAL	38.34	
70553	01/08/21		92.37	VAN DEER VEER, JOHN		9001785	MEDICAL SUPPLIMENTAL	92.37	
70554	01/08/21		38.01	VAN DYKE, CURTIS		9001786	MEDICAL SUPPLIMENTAL	38.01	
70555	01/08/21		38.12	VEST, DOUG		9001787	MEDICAL SUPPLIMENTAL	38.12	
70556	01/08/21		19.06	VONWAL, YVETTE		9001788	MEDICAL SUPPLIMENTAL	19.06	
70557	01/08/21		15.58	WADSWORTH, RITA		9001789	MEDICAL SUPPLIMENTAL	15.58	
70558	01/08/21		31.16	WALTER, KEVIN		9001790	MEDICAL SUPPLIMENTAL	31.16	
70559	01/08/21		35.00	WHITNEY, LUCERE		9001791	MEDICAL SUPPLIMENTAL	35.00	
70560	01/08/21		17.50	WILLIAMS, CHRISTOPHER		9001792	MEDICAL SUPPLIMENTAL	17.50	
70561	01/08/21		35.00	WILSON, BONNIE		9001837	MEDICAL SUPPLIMENTAL	35.00	
70562	01/08/21		84.56	WOODBIDGE, ELIZABETH		9001793	MEDICAL SUPPLIMENTAL	84.56	
70563	01/08/21		46.28	WU, PETER		9001794	MEDICAL SUPPLIMENTAL	46.28	
70564	01/08/21		15.58	YAGI, RANDY		9001795	MEDICAL SUPPLIMENTAL	15.58	
70565	01/08/21		17.50	YANCY, TERRY		9001796	MEDICAL SUPPLIMENTAL	17.50	
70566	01/08/21		40.68	ZENKER, JEFFREY		9001797	MEDICAL SUPPLIMENTAL	40.68	
70567	01/11/21		34.55	AMERICAN MESSAGING SVCS, LLC		105093	DEC 20 PAGER SERVICE	34.55	
70568	01/11/21		2,890.00	COASTAL LANDSCAPING INC. DBA		105094	JAN 21 LANDSCAPING	2,890.00	
70569	01/13/21		15.58	BLAIR, GARY		105191	RETIREE SUPPLEMENTAL	15.58	
70570	01/13/21		19.06	BLAIR-ALWARD, GREGORY		105190	RETIREE SUPPLEMENTAL	19.06	
70571	01/13/21		15.58	PHILLIPS, THOMAS		105187	RETIREE SUPPLEMENTAL	15.58	
70572	01/13/21		15.58	PICARELLA, FRANCIS		105188	RETIREE SUPPLEMENTAL	15.58	
70573	01/13/21		56.91	POLANCO, JOSE		105189	RETIREE SUPPLEMENTAL	56.91	

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70574	01/18/21	2,008.45	ABC BUS INC		105195	INVENTORY ORDER	2,008.45	
70575	01/18/21	1,961.32	AT&T		105132	11/19-12/18DAVENPORT	166.16	
					105165	12/1-12/31 WTC/VER	578.55	
					105166	12/10-1/9 INTERNET	933.35	
70576	01/18/21	91.86	BATTERIES PLUS #314		105168	11/19-12/18 OCEAN-LG	283.26	
70577	01/18/21	95.00	BAY ALARM COMPANY		105141	BATTERIES	91.86	
70578	01/18/21	5,250.00	CAPITALEGE ADVOCACY, INC.		105174	SVC CALL VERNON	95.00	
70579	01/18/21	540.00	CARLON'S FIRE EXTINGUISHER		105169	JAN 21 LEGISLATE SVC	5,250.00	
70580	01/18/21	341.21	CDW GOVERNMENT, INC.		105178	FIRE EXT SERVICE MMF	540.00	
70581	01/18/21	3,962.83	CITY OF SANTA CRUZ-FINANCE		105205	COMPACTS PRINTERS	341.21	
					105176	COOP RETAIL MGMT	3,482.47	
					105177	SEMI ANNUAL FEES SMC	480.36	
70582	01/18/21	189.43	CITY OF SANTA CRUZ FINANCE RRF		105172	DEC 20 LANDFILL	189.43	
70583	01/18/21	14,842.00	CLEAN ENERGY		105153	DEC 20 MAINT	14,842.00	
70584	01/18/21	352.96	COAST PAPER & SUPPLY INC.		105136	INVENTORY ORDER	352.96	
70585	01/18/21	778.04	D & G SANITATION		105124	WASH STATION SV	260.56	
					105125	WASH STATION PAC STA	260.56	
					105126	WASH STATION WTC	256.92	
70586	01/18/21	7,746.30	DEES & ASSOCIATES, INC.		105204	12/31PARATRANSIT FAC	7,746.30	
70587	01/18/21	1,734.67	EAST BAY TIRE CO.		105100	REVENUE TIRES	1,083.22	
					105101	REVENUE TIRES	284.00	
					105102	REVENUE TIRES	216.02	
					105103	NON REVENUE TIRES	120.97	
					105104	NON REVENUE TIRES	30.46	
					105154	TEMP W/E 1/3	870.40	
					105155	TEMP W/E 1/3	864.00	
					105156	TEMP W/E 1/3	230.40	
					105196	TEMP W/E 1/3	408.00	
70588	01/18/21	2,372.80	EMPLOYNET INC		105221	NOV 20 MERCHANT FEES	544.71	
					105197	FILL 4 PROPANE TANKS	111.34	
70589	01/18/21	544.71	FIS		105220	JAN 21 VAILT SERVICE	5,139.07	
70590	01/18/21	1,139.07	FLYERS ENERGY LLC		105207	1/1-12/31/21 HASTUS	84,714.00	
70591	01/18/21	5,139.07	GARDA CL WEST, INC.		105127	DEC 20 CHEM TEST	275.00	
70592	01/18/21	84,714.00	GIRO, INC.		105112	INVENTORY ORDER MMF	1,490.34	
70593	01/18/21	275.00	GLOBAL WATER TECHNOLOGY INC		105128	INVENTORY ORDER MMF	177.51	
70594	01/18/21	2,250.88	GRAINGER		105129	INVENTORY ORDER	345.38	
					105131	COLD PACKS	13.66	
					105138	INVENTORY ORDER MMF	223.99	
70595	01/18/21	1,053.00	GREENWASTE RECOVERY, INC.		105180	DEC 20 GREEN VALLEY	61.28	
					105181	DEC 20 RESEARCH PARK	376.84	
					105182	DEC 20 KINGS VILLAGE	247.20	
					105183	DEC 20 2400 FREEDOM	61.28	
					105184	DEC 20 FREED/BOWKER	61.28	
					105185	DEC 20 HWY 1/BOULDER	183.84	
					105186	DEC 20 AIRPORT/FREED	61.28	
70596	01/18/21	290.27	HOSE SHOP, THE INC		105099	PARTS ORDER PC1706	30.95	

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70597	01/18/21	787.50	KANEKO AND KRAMMER CORP		105111	POPPET CHECK VALVE	49.16	
70598	01/18/21	632.00	KEISH ENVIRONMENTAL PC CORP		105130	INVENTORY ORDER MMF	47.79	
70599	01/18/21	116.95	KELLEY'S SERVICE INC.		105157	HOSE ASSY MMF	162.37	
					105162	CLASS/COMP CLASSES	787.50	
					105160	DEC20 OUTFALL MITIG	632.00	
					105198	INVENTORY ORDER	126.86	
					105216	PARTS ORDER PCI105	30.86	
					105217	CREDIT RETURN	-40.77	
70600	01/18/21	229.70	KELLY-MOORE PAINT CO., INC.		105214	PAINT SMC	229.70	
70601	01/18/21	23,627.38	KEY GOVERNMENT FINANCE INC		105098	JAN 21 LEASE PAYMENT	23,627.38	
70602	01/18/21	100.00	LANGUAGE LINE SERVICES INC		105161	DEC 20 TRANSLATE SVC	100.00	
70603	01/18/21	660.74	MID VALLEY SUPPLY INC.		105167	INVENTORY ORDER MMF	660.74	
70604	01/18/21	91.75	MISSION UNIFORM		105107	LAUNDRY/CUSTODIAL	19.75	
					105109	TOWELS/MATS PRC	10.50	
					105142	TOWELS/MOP/MAT	41.75	
					105164	UNIFORMS/LAUNDRY	19.75	
70605	01/18/21	59.58	N/S CORPORATION		105213	PARTS BUS WASH SYS	59.58	
70606	01/18/21	3,038.75	PACIFIC CREST ENGINEERING INC		105194	12/31 FIRE EGRESS	3,038.75	
70607	01/18/21	67.28	PACIFIC GAS & ELECTRIC		105134	12/4-1/4 SVT	67.28	
70608	01/18/21	1,065.58	PALACE ART & OFFICE SUPPLY		105105	OFFICE SUPPLIES	119.25	
					105106	OFFICE SUPPLIES	103.13	
					105133	OFFICE SUPPLIES	85.13	
					105135	SIGNATURE STAMP	31.28	
					105202	OFFICE SUPPLIES	431.43	
					105203	OFFICE SUPPLIES	209.27	
					105212	LOCK CYLINDER	86.09	
70609	01/18/21	1,350.00	PATRICIA LEIGH PARAMOURE		105110	ARCHAEOLOGICAL STUDY	1,350.00	
70610	01/18/21	764.50	PIED PIPER EXTERMINATORS, INC.		105143	JAN 21 PEST WTC	79.50	
					105144	JAN 21 PEST OPS PARK	212.50	
					105145	JAN 21 PEST SBF CR	255.00	
					105146	JAN 21 PEST MMF	217.50	
70611	01/18/21	147.49	PITNEY BOWES INC. RENTAL PMT		105200	1/1-3/31/21 LEASE CS	147.49	
70612	01/18/21	474.00	PREFERRED PLUMBING, INC.		105151	RPR H20 SUPPL BETTYS	474.00	
70613	01/18/21	742.14	PROBUILD COMPANY LLC		105113	MISC TOOLS SMC	47.67	
					105114	SILICONE SMC	19.64	
					105115	POWER STRIP VERNON	13.75	
					105116	PIPE STRAP/PLUG SMC	3.65	
					105117	ELECTRICAL COVER SMC	5.38	
					105118	PLUMBING OPS	19.25	
					105119	PLUMBING SMC	16.49	
					105120	PAINT LINERS SMC	5.40	
					105121	TILE SUPPLIES SMC	32.44	
					105122	GROUT SMC	25.15	
					105147	DOOR INSTALL SMC	42.32	
					105148	DOOR INSTALL SMC	6.68	
					105149	DOOR INSTALL SMC	34.40	

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70614	01/18/21	1,593.92	003024		105150	DOOR INSTALL SMC	102.07	
70615	01/18/21	17,766.17	002917		105152	ANCHOR BOLTS FLD	7.71	
70616	01/18/21	502.24	001307		105158	PREHUNG DOOR SMC	305.20	
70617	01/18/21	658.36	002459		105159	MARKER/HARDWARE FLD	22.99	
					105215	LUMBER SMC	31.95	
					105173	10/1-12/31COPY ADMIN	1,593.92	
					105218	DEC 20 REPLENISH W/C	17,766.17	
					105219	TEMP W/E 12/27	502.24	
					105123	10/6-12/3 SVT	195.59	
					105179	12/1-12/31 SVT	462.77	
					105108	JAN 21 IT SUPPORT	2,075.00	
					105206	TEMP W/E 11/29	267.52	
					105208	TEMP W/E 12/20	1,155.20	
					105209	TEMP W/E 12/27	693.12	
					105210	TEMP W/E 1/3	924.16	
70620	01/18/21	1,474.00	001857		105175	2021 OPS SBF PERMIT	1,474.00	
70621	01/18/21	1,299.89	003285		105095	PARTS ORDER VEH#1301	355.54	
					105096	INVENTORY ORDER	604.04	
					105097	INVENTORY ORDER	302.03	
					105192	PARTS ORDER VEH#1002	38.28	
70622	01/18/21	191.99	003500		105140	PARKING LOT POSTSMF	191.99	
70623	01/18/21	45.34	007		105163	FREIGHT	45.34	
70624	01/18/21	5,503.48	221		105170	INVENTORY ORDER	4,381.76	
					105171	INVENTORY ORDER	1,121.72	
70625	01/18/21	1,118.97	434	0	105193	12/2-1/1 PAGERS MMF	44.46	
					105199	12/2-1/1 CS	51.24	
					105201	12/2-1/1 PARACRUZ	308.88	
					105211	12/2-1/1 PARACRUZ	714.39	
70626	01/18/21	34.20	147		105139	FIRST AID SUPPLIES	34.20	
70627	01/19/21	304.00	E287		105226	REIMBURSE COVID TEST	304.00	
70628	01/19/21	219.96	002721		105222	10/26-11/25 OPS	109.98	
					105223	11/26-12/25 OPS	109.98	
70629	01/19/21	3,096.87	009		105224	12/9-1/8 PRC	261.85	
					105225	12/4-1/4 SVT/WTC/PS	2,835.02	
70630	01/19/21	4,110.47	057		105227	****-****-****-4338	4,110.47	
70631	01/25/21	200.00	001141		105330	SIGNATURE CHANGE ABS	200.00	
70632	01/25/21	1,831.75	001D		105249	12/13-1/12 VER-SMC	1,831.75	
70633	01/25/21	30.62	002363		105243	BATTERIES WTC	30.62	
70634	01/25/21	1,925.00	080		105344	OCT-DEC 20 SALES TAX	1,925.00	
70635	01/25/21	1,042.75	588		105259	DEC 20 CODE=5100	1,042.75	
70636	01/25/21	715.00	002109		105275	FEB21 PARKING PERMIT	715.00	
70637	01/25/21	37,481.70	001124		105276	12/15 LNG CHARGES	7,983.89	
					105277	12/11 LNG CHARGES	7,149.03	
					105278	12/18 LNG CHARGES	6,961.93	
					105279	12/23 LNG CHARGES	7,756.71	
					105283	12/30 LNG CHARGES	7,630.14	

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CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
70638	01/25/21	1,398.40	COAST PAPER & SUPPLY INC.		105245	INVENTORY ORDER	1,398.40	
70639	01/25/21	1,001.77	COMPLETE COACH WORKS INC		105340	RPR VEH# 9820	1,001.77	
70640	01/25/21	260.40	CREATIVE BUS SALES, INC.		105284	PARTS ORDER VEH#2405	260.40	
70641	01/25/21	5,456.57	CUMMINS PACIFIC LLP		105322	PARTS VEH#1209 17748	1,829.05	
					105323	CREDIT RETURN 81137	-273.13	
					105327	INV ORDER Y9-18493	3,900.65	
70642	01/25/21	64.00	DEPARTMENT OF JUSTICE		105270	DEC 20 FINGERPRINTS	64.00	
70643	01/25/21	1,896.00	EMPLOYNET INC		105228	TEMP W/E 1/10	1,080.00	
					105288	TEMPW/E 11/29 775189	816.00	
70644	01/25/21	3,132.00	ENVIRONMENTAL LOGISTICS INC		105238	HAZMAT DISPOSAL SBF	795.00	
					105239	HAZMAT DISPOSAL MMF	2,337.00	
70645	01/25/21	48,375.16	FIRST ALARM SECURITY & PATROL		105248	DEC 20 SECURITY	48,375.16	
70646	01/25/21	57.79	FRONTIER COMMUNICATIONS - 6145		105341	1/13-2/12 SKYLINE	57.79	
70647	01/25/21	567.73	GENFARE A DIV OF SPX CORP		105324	TVM FAREBOX PARTS	96.29	
					105325	TVM FAREBOX PARTS	348.44	
					105326	TVM COIN BOX REPAIR	123.00	
70648	01/25/21	4.68	GILLIG LLC		105244	PARTS ORDER VEH#4207	4.68	
70649	01/25/21	36,730.00	HANSON BRIDGETT LLP		105260	M#032117.006026	371.70	
					105261	M#032117.006024	6,146.20	
					105262	M#032117.006001	1,908.00	
					105263	M#032117.001001	4,304.10	
					105264	DEC 20 RETAINER	24,000.00	
70650	01/25/21	15,905.55	HARTFORD LIFE AND ACCIDENT INS		105337	JAN 21 LTD	11,346.35	
					105338	JAN 21 LIFE AD&D	4,559.20	
70651	01/25/21	796.39	JOHNSON CONTROLS INC		105256	2/21-4/21 OPS	796.39	
70652	01/25/21	5.72	KELLEY'S SERVICE INC.		105318	CREDIT RETURN 5370	-17.48	
					105320	INV/NON INV 1120282	23.20	
70653	01/25/21	237.68	KELLY-MOORE PAINT CO., INC.		105253	PAINT FOR WTC	237.68	
70654	01/25/21	10,625.00	KL2 CONNECTS LLC		105329	RECRUITMENT OF CFO	10,625.00	
70655	01/25/21	38,652.93	MANSFIELD OIL CO OF GAINSVILLE		105280	11/27 DIESEL FUEL	7,038.76	
					105281	12/11 DIESEL FUEL	15,522.02	
					105282	1/11 DIESEL FUEL	16,092.15	
70656	01/25/21	369.00	MAXIMUM OIL SERVICE LLC		105247	USED OIL PICKUP MMF	369.00	
70657	01/25/21	1,442.00	MCCAMPBELL ANALYTICAL, INC.		105271	WATER SAMPLING MMF	721.00	
					105272	WATER SAMPLING SBF	721.00	
70658	01/25/21	2,206.03	MGP XI REIT LLC		105331	FEB 21 RENT CAPITOLA	2,206.03	
70659	01/25/21	562.94	MISSION UNIFORM		105232	UNIFORMS/COVID19SUPP	334.94	
					105236	LAUNDRY/CUSTODIAL	19.75	
					105237	TOWELS/MATS	10.50	
					105252	TOWELS/MOP/MAT MMF	41.75	
					105258	TOWELS/COVID19 SUPPL	156.00	
70660	01/25/21	2,279.97	PALACE ART & OFFICE SUPPLY		105234	OFFICE CHAIR MMF	525.77	
					105235	OFFICE SUPPLIES	24.90	
					105246	COVID 19 SUPPLIES	1,633.29	
					105274	OFFICE SUPPLIES	47.26	
					105303	OFFICE SUPP 597221-0	48.75	

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70661	01/25/21	1,689.00	PEDX COURIER AND CARGO	7	105233	DEC 20 COURIER SVC	1,689.00	
70662	01/25/21	42,750.80	PREFERRED BENEFIT		105342	JAN 21 VSP	8,370.00	
70663	01/25/21	160.11	PROBUILD COMPANY LLC		105240	JAN 21 DENTAL	34,380.80	
					105241	DRYWALL WTC	16.43	
					105242	CURTAIN SUPPLIES VER	20.29	
					105250	FOLDING UTIL KNIFE	14.74	
					105251	CABLE OPS	25.52	
					105254	ADHESIVE/CAULK WTC	20.28	
					105255	CEILING TILE SMC	62.85	
					105257	2/3-5/2 LEASE PRC	209.58	
					105328	DOT DRUG TESTS	383.25	
					105267	JAN 21 LEASE OPS	110.17	
					105265	1/3-2/2 LEASE C/S	267.66	
					105266	12/1-12/31 IRRIG SBF	49.80	
					105336	12/1-12/31 IRRIG VER	147.97	
					105289	DEC 20 LEGAL ADS	83.20	
					105291	TEMEP/E 1/3 425101	897.60	
					105292	TEMEP/E 1/10 425199	1,051.88	
					105293	TEMEP/E 1/10 425188	897.60	
					105294	TEMEP/E 1/10 425198	476.85	
					105295	TEMEP/E 1/10 425197	673.20	
					105296	TEMEP/E 1/10 425186	448.80	
					105297	TEMEP/E 1/10 425185	1,458.64	
					105300	TEMEP/E 1/10 425195	1,122.00	
					105301	TEMEP/E 1/10 425194	1,122.00	
					105302	TEMEP/E 1/10 425193	1,122.00	
					105306	TEMEP/E 1/10 425192	448.80	
					105307	TEMEP/E 1/10 425187	1,122.00	
					105308	TEMEP/E 1/10 425190	224.40	
					105309	TEMEP/E 1/3 425109	897.60	
					105310	TEMEP/E 1/3 425099	1,086.94	
					105311	TEMEP/E 1/3 425098	897.60	
					105312	TEMEP/E 1/3 425097	897.60	
					105313	TEMEP/E 1/3 425107	897.60	
					105314	TEMEP/E 1/3 425106	897.60	
					105315	TEMEP/E 1/3 425105	897.60	
					105316	TEMEP/E 1/3 425104	448.80	
					105317	TEMEP/E 1/3 425102	448.80	
					105317	TEMEP/E 1/3 425100	897.60	
					105317	TEMEP/E 1/3 425103	610.09	
					105332	FEB 21 RENT RESEARCH	17,733.72	
					105339	ANNU GENERATOR TEST	3,495.56	VOIDED
					105339	ANNU GENERATOR TEST	-3,495.56	**VOID
					105321	AWNING WTC	1,568.75	
					105333	12/31 PARACRUZ PROJ	2,872.48	
70671	01/25/21	17,733.72	SOQUEL III ASSOCIATES	7				
70672	01/25/21	3,495.56	STATE ELECTRIC GENERATOR					
70672	01/25/21	-3,495.56	STATE ELECTRIC GENERATOR					
70673	01/25/21	1,568.75	SUNCOAST AWNING, LLC.					
70674	01/25/21	2,872.48	SWIFT CONSULTING SERVICES INC					

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70675	01/25/21	4,911.66 003285	4,911.66	THE AFTERMARKET PARTS CO LLC		105229	PARTS ORDER VEH#1206	30.20	
						105230	INVENTORY ORDER	230.55	
						105231	INVENTORY ORDER	4,182.31	
						105304	PARTS VEH#1001 1673	95.67	
						105305	PARTS VEH#1001 1704	15.73	
						105319	INV ORDER 82277545	261.87	
						105334	HYD HOSE 82271934	87.57	
						105335	VINYL DUST CAP 1703	7.76	
70676	01/25/21	3,283.29 001800	3,283.29	THERMO KING OF SALINAS, INC		105287	INV ORDER 2072509	3,283.29	
70677	01/25/21	2,000.00 002873	2,000.00	USPS-HASLER		105273	TMS#191952	2,000.00	
70678	01/25/21	646.16 002829	646.16	VALLEY POWER SYSTEMS, INC.		105285	INV ORDER K88244	646.16	
70679	01/25/21	742.90 003429	742.90	VARI SALES CORPORATION		105268	OFFICE EQUIPMENT	677.35	
						105269	OFFICE EQUIPMENT	65.55	
70680	01/25/21	59.52 003525	59.52	WCDJR, LLC		105286	PARTS ORDER PCL125	59.52	
70681	01/25/21	5,652.00 616	5,652.00	BROWN ARMSTRONG ACCOUNTANCY		105348	2020 AUDIT WORK	5,652.00	
70682	01/25/21	185.00 080A	185.00	CALIFORNIA DEPARTMENT OF TAX		105349	OCT-DEC20 DIESEL TAX	185.00	
70683	01/25/21	286,026.36 508	286,026.36	COMPLETE COACH WORKS INC		105345	VEH#2212 REFURB	286,026.36	
70684	01/25/21	1,031.76 043	1,031.76	PALACE ART & OFFICE SUPPLY		105347	OFFICE FURNITURE C/S	1,031.76	
70685	01/25/21	3,168.49 003231	3,168.49	THE HON COMPANY LLC		105346	OFFICE FURNITURE C/S	3,168.49	
70686	01/26/21	84.56 M148	84.56	ABACHERLI, ARLETTE		9001840	MEDICAL SUPPLIMENTAL	84.56	
70687	01/26/21	19.06 M149	19.06	ADAMS, ELLEN		9001841	MEDICAL SUPPLIMENTAL	19.06	
70688	01/26/21	15.58 M150	15.58	ALLEN, ROBERT		9001842	MEDICAL SUPPLIMENTAL	15.58	
70689	01/26/21	17.50 M333	17.50	ANDERSON, WILLIAM		9002021	MEDICAL SUPPLIMENTAL	17.50	
70690	01/26/21	84.56 M151	84.56	ANDRADE, GERALD		9001843	MEDICAL SUPPLIMENTAL	84.56	
70691	01/26/21	19.06 M334	19.06	ANDRADE, OSCAR		9002022	MEDICAL SUPPLIMENTAL	19.06	
70692	01/26/21	19.17 M152	19.17	ANN, DORICE		9001844	MEDICAL SUPPLIMENTAL	19.17	
70693	01/26/21	15.58 M153	15.58	ARCHIBEQUE, ELEANOR		9001845	MEDICAL SUPPLIMENTAL	15.58	
70694	01/26/21	38.12 M154	38.12	ARCHIBEQUE, JUANITA		9001846	MEDICAL SUPPLIMENTAL	38.12	
70695	01/26/21	35.00 M155	35.00	ASPESI, JOHN		9001847	MEDICAL SUPPLIMENTAL	35.00	
70696	01/26/21	35.00 M156	35.00	BAILEY, EDWIN		9001848	MEDICAL SUPPLIMENTAL	35.00	
70697	01/26/21	17.50 M157	17.50	BAKER, DALE		9001849	MEDICAL SUPPLIMENTAL	17.50	
70698	01/26/21	38.34 M158	38.34	BAN, MARK		9001850	MEDICAL SUPPLIMENTAL	38.34	
70699	01/26/21	121.66 M159	121.66	BARNES, SCOTT		9001851	MEDICAL SUPPLIMENTAL	121.66	
70700	01/26/21	15.58 M335	15.58	BARRY, BARTHOLOMEW		9002023	MEDICAL SUPPLIMENTAL	15.58	
70701	01/26/21	17.50 M336	17.50	BARTZ, GLENN		9002024	MEDICAL SUPPLIMENTAL	17.50	
70702	01/26/21	17.50 M160	17.50	BASS, BETTY		9001852	MEDICAL SUPPLIMENTAL	17.50	
70703	01/26/21	103.36 M161	103.36	BAUER, FRANK		9001853	MEDICAL SUPPLIMENTAL	103.36	
70704	01/26/21	15.58 M162	15.58	BLAIR, GARY		9001854	MEDICAL SUPPLIMENTAL	15.58	
70705	01/26/21	19.06 M163	19.06	BLAIR-ALWARD, GREGORY		9001855	MEDICAL SUPPLIMENTAL	19.06	
70706	01/26/21	17.50 M164	17.50	BLAKE, GENEVA		9001856	MEDICAL SUPPLIMENTAL	17.50	
70707	01/26/21	35.00 M165	35.00	BLIGHT, KAREN		9001857	MEDICAL SUPPLIMENTAL	35.00	
70708	01/26/21	46.79 M166	46.79	BOOTON, EMMA		9001858	MEDICAL SUPPLIMENTAL	46.79	
70709	01/26/21	38.12 M167	38.12	BOYD, MICHAEL		9001859	MEDICAL SUPPLIMENTAL	38.12	
70710	01/26/21	76.02 M168	76.02	BRADFORD, THOMAS		9001860	MEDICAL SUPPLIMENTAL	76.02	
70711	01/26/21	15.58 M169	15.58	BREGANTE, BATTISTA		9001861	MEDICAL SUPPLIMENTAL	15.58	
70712	01/26/21	19.06 M337	19.06	BRONDSSTATTER, CHERYL		9002025	MEDICAL SUPPLIMENTAL	19.06	

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70713	01/26/21	64.29	BROWN, ERNEST		9001862	MEDICAL SUPPLIMENTAL	64.29	
70714	01/26/21	64.29	BROWN, KENNETH		9001863	MEDICAL SUPPLIMENTAL	64.29	
70715	01/26/21	17.50	BRYANT, KATHLEEN		9002026	MEDICAL SUPPLIMENTAL	17.50	
70716	01/26/21	19.06	BURKET, JANET		9001864	MEDICAL SUPPLIMENTAL	19.06	
70717	01/26/21	15.58	BYTHEWAY, MARY		9001865	MEDICAL SUPPLIMENTAL	15.58	
70718	01/26/21	32.45	CANALES, DONNA		9002027	MEDICAL SUPPLIMENTAL	32.45	
70719	01/26/21	84.56	CAPELLA, KATHLEEN		9001866	MEDICAL SUPPLIMENTAL	84.56	
70720	01/26/21	15.58	CARLSON, MERRYL		9001867	MEDICAL SUPPLIMENTAL	15.58	
70721	01/26/21	17.50	CARR, DALE		9001868	MEDICAL SUPPLIMENTAL	17.50	
70722	01/26/21	15.58	CASANEGA, RICHARD		9001869	MEDICAL SUPPLIMENTAL	15.58	
70723	01/26/21	31.16	CAVATAIO, PASQUALE		9001870	MEDICAL SUPPLIMENTAL	31.16	
70724	01/26/21	15.58	CENTER, DOUGLAS		9002028	MEDICAL SUPPLIMENTAL	15.58	
70725	01/26/21	15.58	CERVANTES, GLORIA		9001871	MEDICAL SUPPLIMENTAL	15.58	
70726	01/26/21	15.58	CHAVARRIA, JOHNNY		9002029	MEDICAL SUPPLIMENTAL	15.58	
70727	01/26/21	35.00	CILIBERTO, ANTHONY		9002030	MEDICAL SUPPLIMENTAL	35.00	
70728	01/26/21	17.50	CLARKE, PATRICIA		9002031	MEDICAL SUPPLIMENTAL	17.50	
70729	01/26/21	15.58	CLAYTON, MICHAEL		9001872	MEDICAL SUPPLIMENTAL	15.58	
70730	01/26/21	32.45	CODD, FREDERICK		9002032	MEDICAL SUPPLIMENTAL	32.45	
70731	01/26/21	100.81	COLWELL, ARLAN		9001873	MEDICAL SUPPLIMENTAL	100.81	
70732	01/26/21	35.00	CONKLIN, CAROLYN		9002033	MEDICAL SUPPLIMENTAL	35.00	
70733	01/26/21	17.50	CONTRERAS-NAVARRO, FRANCISCO		9001874	MEDICAL SUPPLIMENTAL	17.50	
70734	01/26/21	38.01	COON, RICHARD		9001875	MEDICAL SUPPLIMENTAL	38.01	
70735	01/26/21	46.28	COTRONEO, MICHAEL		9001876	MEDICAL SUPPLIMENTAL	46.28	
70736	01/26/21	17.50	COUSINS, DOROTHY		9002034	MEDICAL SUPPLIMENTAL	17.50	
70737	01/26/21	46.95	COWELL, RICHARD		9001877	MEDICAL SUPPLIMENTAL	46.95	
70738	01/26/21	58.50	CRAIG, CRAIG		9002035	MEDICAL SUPPLIMENTAL	58.50	
70739	01/26/21	19.06	CRAMBLETT, LAWRENCE		9001878	MEDICAL SUPPLIMENTAL	19.06	
70740	01/26/21	17.50	CRAWFORD, FLOYD		9001879	MEDICAL SUPPLIMENTAL	17.50	
70741	01/26/21	13.09	CRAWFORD, TERRI		9002036	MEDICAL SUPPLIMENTAL	13.09	
70742	01/26/21	19.06	CRUISE, RICHARD		9001880	MEDICAL SUPPLIMENTAL	19.06	
70743	01/26/21	15.58	CRUSER, SHIRLEY		9001881	MEDICAL SUPPLIMENTAL	15.58	
70744	01/26/21	35.00	CRUTCH, SHELTON		9001882	MEDICAL SUPPLIMENTAL	35.00	
70745	01/26/21	15.58	CUMMINGS, CYNTHIA		9002037	MEDICAL SUPPLIMENTAL	15.58	
70746	01/26/21	38.34	CUMMINGS, PATRICIA		9001883	MEDICAL SUPPLIMENTAL	38.34	
70747	01/26/21	35.00	CUMMINS, MAJOR		9001884	MEDICAL SUPPLIMENTAL	35.00	
70748	01/26/21	46.79	DAKIWAG, FRED		9001885	MEDICAL SUPPLIMENTAL	46.79	
70749	01/26/21	46.79	DANIEL, REBECCA		9001886	MEDICAL SUPPLIMENTAL	46.79	
70750	01/26/21	92.56	DAVIDOSKI, PATTI		9001887	MEDICAL SUPPLIMENTAL	92.56	
70751	01/26/21	15.58	DAVILLA, ANA		9001888	MEDICAL SUPPLIMENTAL	15.58	
70752	01/26/21	15.58	DAY, LONI		9002038	MEDICAL SUPPLIMENTAL	15.58	
70753	01/26/21	13.09	DEAN, RONALD		9002039	MEDICAL SUPPLIMENTAL	13.09	
70754	01/26/21	31.16	DEL PO, CAROLYN		9002061	RETIREE SUPPLEMENTAL	31.16	
70755	01/26/21	46.95	DEVIVO, WILLIAM		9001889	MEDICAL SUPPLIMENTAL	46.95	
70756	01/26/21	31.16	DOBBS, GLENN		9001890	MEDICAL SUPPLIMENTAL	31.16	
70757	01/26/21	15.58	DRAKE, JUDITH		9001891	MEDICAL SUPPLIMENTAL	15.58	
70758	01/26/21	15.58	ELIA, LARRY		9001892	MEDICAL SUPPLIMENTAL	15.58	

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70759	01/26/21	35.00	ESCARCEGA, MIGUEL		9001893	MEDICAL SUPPLIMENTAL	35.00	
70760	01/26/21	40.68	FALLAU, NICHOLAS		9001894	MEDICAL SUPPLIMENTAL	40.68	
70761	01/26/21	40.68	FLAGG, PAULA		9001895	MEDICAL SUPPLIMENTAL	40.68	
70762	01/26/21	15.58	FLOREZ, ROSIE		9002040	MEDICAL SUPPLIMENTAL	15.58	
70763	01/26/21	13.09	FLYNN, CHRISTINA		9002041	MEDICAL SUPPLIMENTAL	13.09	
70764	01/26/21	17.50	FREEMAN, MARY		9001896	MEDICAL SUPPLIMENTAL	17.50	
70765	01/26/21	46.79	GABRIEL, RICHARD		9001897	MEDICAL SUPPLIMENTAL	46.79	
70766	01/26/21	15.87	GABRIELE, BERNARD		9002042	MEDICAL SUPPLIMENTAL	15.87	
70767	01/26/21	15.87	GABRIELE, CATHLEEN		9002043	MEDICAL SUPPLIMENTAL	15.87	
70768	01/26/21	15.58	GARBEZ, LINDA		9001898	MEDICAL SUPPLIMENTAL	15.58	
70769	01/26/21	15.58	GARBEZ, MANNY		9001899	MEDICAL SUPPLIMENTAL	15.58	
70770	01/26/21	38.01	GARCIA, DANIEL		9001900	MEDICAL SUPPLIMENTAL	38.01	
70771	01/26/21	15.58	GARCIA, HELEN		9001901	MEDICAL SUPPLIMENTAL	15.58	
70772	01/26/21	103.36	GARCIA, SAMUEL		9001902	MEDICAL SUPPLIMENTAL	103.36	
70773	01/26/21	15.58	GOSE, JOHN		9001903	MEDICAL SUPPLIMENTAL	15.58	
70774	01/26/21	58.50	GOUVEIA, ROBERT	0	9001838	MEDICAL SUPPLIMENTAL	58.50	
70775	01/26/21	84.56	GRANADOS-BOYCE, MARIA		9001904	MEDICAL SUPPLIMENTAL	84.56	
70776	01/26/21	15.58	GROBMAN, BRUCE		9001905	MEDICAL SUPPLIMENTAL	15.58	
70777	01/26/21	31.16	GROSJEAN, DOUGLAS		9001906	MEDICAL SUPPLIMENTAL	31.16	
70778	01/26/21	15.58	HALL, SHIRLEY		9001907	MEDICAL SUPPLIMENTAL	15.58	
70779	01/26/21	15.58	HAMM, CAROLYN		9001908	MEDICAL SUPPLIMENTAL	15.58	
70780	01/26/21	19.06	HAMMER, ALLYNE		9001909	MEDICAL SUPPLIMENTAL	19.06	
70781	01/26/21	38.34	HERNANDEZ, JUAN		9001910	MEDICAL SUPPLIMENTAL	38.34	
70782	01/26/21	15.58	HERNANDEZ, MARGARITO		9001911	MEDICAL SUPPLIMENTAL	15.58	
70783	01/26/21	46.95	HERSHEY, ANDREA		9001912	MEDICAL SUPPLIMENTAL	46.95	
70784	01/26/21	17.50	HILL, ANDREW		9001913	MEDICAL SUPPLIMENTAL	17.50	
70785	01/26/21	15.58	HINDIN, LENORE		9001914	MEDICAL SUPPLIMENTAL	15.58	
70786	01/26/21	35.00	HOBBS, JAMES		9001915	MEDICAL SUPPLIMENTAL	35.00	
70787	01/26/21	55.51	HOLCOMB, MICHAEL		9001916	MEDICAL SUPPLIMENTAL	55.51	
70788	01/26/21	99.71	HOLONICK, JAMES		9001917	MEDICAL SUPPLIMENTAL	99.71	
70789	01/26/21	38.12	HORTON, JOE		9001918	MEDICAL SUPPLIMENTAL	38.12	
70790	01/26/21	17.50	HOWARD, CAROL		9002044	MEDICAL SUPPLIMENTAL	17.50	
70791	01/26/21	93.58	HOWARD, WARD		9001919	MEDICAL SUPPLIMENTAL	93.58	
70792	01/26/21	64.29	HYMAN, JOE		9001920	MEDICAL SUPPLIMENTAL	64.29	
70793	01/26/21	38.34	JACINTO, FRANK		9001921	MEDICAL SUPPLIMENTAL	38.34	
70794	01/26/21	19.06	JAHNKE, EILEEN		9001922	MEDICAL SUPPLIMENTAL	19.06	
70795	01/26/21	31.16	JENSEN, MERAL		9001923	MEDICAL SUPPLIMENTAL	31.16	
70796	01/26/21	15.58	JUSSEL, PETE		9002045	MEDICAL SUPPLIMENTAL	15.58	
70797	01/26/21	38.12	KALE, RICHY		9001924	MEDICAL SUPPLIMENTAL	38.12	
70798	01/26/21	47.37	KANE, CHRIS		9001925	MEDICAL SUPPLIMENTAL	47.37	
70799	01/26/21	15.58	KELLY, ELOISE		9001926	MEDICAL SUPPLIMENTAL	15.58	
70800	01/26/21	35.00	KOREA, PATRICIA		9001927	MEDICAL SUPPLIMENTAL	35.00	
70801	01/26/21	19.06	LANTHIER, BURT		9001928	MEDICAL SUPPLIMENTAL	19.06	
70802	01/26/21	17.50	LAWSON, JACK		9001929	MEDICAL SUPPLIMENTAL	17.50	
70803	01/26/21	19.06	LAWSON, LOIS		9001930	MEDICAL SUPPLIMENTAL	19.06	
70804	01/26/21	64.29	LEE, HENRY		9001931	MEDICAL SUPPLIMENTAL	64.29	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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DATE: 01/01/21 THRU 01/31/21

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
70805	01/26/21	19.06	M241	LEFFLER, JEAN	9001932	MEDICAL SUPPLIMENTAL	19.06	
70806	01/26/21	81.36	M242	LEGORRETA, PETE	9001933	MEDICAL SUPPLIMENTAL	81.36	
70807	01/26/21	19.06	M243	LOGUDICE, FRED	9001934	MEDICAL SUPPLIMENTAL	19.06	
70808	01/26/21	38.12	M244	LONGNECKER, LLOYD	9001935	MEDICAL SUPPLIMENTAL	38.12	
70809	01/26/21	15.58	M245	LUCIER, MARILYN	9001936	MEDICAL SUPPLIMENTAL	15.58	
70810	01/26/21	38.12	M246	LYNCH, GLENN	9001937	MEDICAL SUPPLIMENTAL	38.12	
70811	01/26/21	52.01	M247	MAHAN, DAVID	9001938	MEDICAL SUPPLIMENTAL	52.01	
70812	01/26/21	19.17	M248	MALPHRUS, BRENDA	9001939	MEDICAL SUPPLIMENTAL	19.17	
70813	01/26/21	38.01	M249	MARCUS, STEVEN	9001940	MEDICAL SUPPLIMENTAL	38.01	
70814	01/26/21	64.29	M250	MARTIN, DAWN	9001941	MEDICAL SUPPLIMENTAL	64.29	
70815	01/26/21	123.80	M251	MARTINEZ, MANUEL	9001942	MEDICAL SUPPLIMENTAL	123.80	
70816	01/26/21	65.45	M252	MARTINEZ, MARK	9001943	MEDICAL SUPPLIMENTAL	65.45	
70817	01/26/21	46.79	M253	MATTOS, JOYCE	9001944	MEDICAL SUPPLIMENTAL	46.79	
70818	01/26/21	28.33	M254	MCDONALD, JANIE	9001945	MEDICAL SUPPLIMENTAL	28.33	
70819	01/26/21	15.58	M255	MCDONALD, KEVIN	9001946	MEDICAL SUPPLIMENTAL	15.58	
70820	01/26/21	38.01	M358	MCFADDEN, IAN	9002046	MEDICAL SUPPLIMENTAL	38.01	
70821	01/26/21	31.16	M359	MCGINNIS, POLLY	9002047	MEDICAL SUPPLIMENTAL	31.16	
70822	01/26/21	17.50	M360	MEJIA, INDELISA	9002048	MEDICAL SUPPLIMENTAL	17.50	
70823	01/26/21	15.58	M361	MELLON, JOHN	9002049	MEDICAL SUPPLIMENTAL	15.58	
70824	01/26/21	15.58	M256	MESECK, MARGARITA	9001947	MEDICAL SUPPLIMENTAL	15.58	
70825	01/26/21	15.58	M362	MILLER, FOREST	9002050	MEDICAL SUPPLIMENTAL	15.58	
70826	01/26/21	46.28	M257	MILLER, MARY	9001948	MEDICAL SUPPLIMENTAL	46.28	
70827	01/26/21	52.01	M258	MITCHELL, LISA	9001949	MEDICAL SUPPLIMENTAL	52.01	
70828	01/26/21	52.01	M259	MITCHELL, TODD	9001950	MEDICAL SUPPLIMENTAL	52.01	
70829	01/26/21	17.50	M261	MORGAN, JEANETTE	9001951	MEDICAL SUPPLIMENTAL	17.50	
70830	01/26/21	38.34	M262	MORR, BONNIE	9001952	MEDICAL SUPPLIMENTAL	38.34	
70831	01/26/21	122.64	M263	MULLIS, MICHAEL	9001953	MEDICAL SUPPLIMENTAL	122.64	
70832	01/26/21	19.06	M264	MUNGIOLI, LARRY	9001954	MEDICAL SUPPLIMENTAL	19.06	
70833	01/26/21	31.16	M265	MUNGUIA, GUSTAVO	9001955	MEDICAL SUPPLIMENTAL	31.16	
70834	01/26/21	17.50	M266	NAUKKARINEN, JUUKA	9001956	MEDICAL SUPPLIMENTAL	17.50	
70835	01/26/21	15.58	M267	NELSON, EDWARD	9001957	MEDICAL SUPPLIMENTAL	15.58	
70836	01/26/21	35.00	M268	NELSON, RICHARD	9001958	MEDICAL SUPPLIMENTAL	35.00	
70837	01/26/21	31.16	M269	NIETO, MANUEL	9001959	MEDICAL SUPPLIMENTAL	31.16	
70838	01/26/21	93.58	M270	NJAA, N	9001960	MEDICAL SUPPLIMENTAL	93.58	
70839	01/26/21	84.56	M271	NORTH, JEFFREY	9001961	MEDICAL SUPPLIMENTAL	84.56	
70840	01/26/21	52.01	M272	NORTHON, M	9001962	MEDICAL SUPPLIMENTAL	52.01	
70841	01/26/21	38.12	M273	O'DONNELL, SHAWN	9001963	MEDICAL SUPPLIMENTAL	38.12	
70842	01/26/21	19.06	M274	O'HAGIN, JUSTINA	9001964	MEDICAL SUPPLIMENTAL	19.06	
70843	01/26/21	19.06	M277	O'MARA, KATHLEEN	9001967	MEDICAL SUPPLIMENTAL	19.06	
70844	01/26/21	35.00	M275	OJEDA, ROBERTO	9001965	MEDICAL SUPPLIMENTAL	35.00	
70845	01/26/21	47.37	M276	OLANDER, MARTIN	9001966	MEDICAL SUPPLIMENTAL	47.37	
70846	01/26/21	17.50	M278	ORTEGA, MANUELA	9001968	MEDICAL SUPPLIMENTAL	17.50	
70847	01/26/21	84.56	M279	OWENS, ROLAND	9001969	MEDICAL SUPPLIMENTAL	84.56	
70848	01/26/21	19.06	M280	PARHAM, WALLACE	9001970	MEDICAL SUPPLIMENTAL	19.06	
70849	01/26/21	35.00	M281	PENDRAGON, LINDA	9001971	MEDICAL SUPPLIMENTAL	35.00	
70850	01/26/21	31.16	M282	PEREZ, ANTONIO	9001972	MEDICAL SUPPLIMENTAL	31.16	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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DATE: 01/01/21 THRU 01/31/21

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
70851	01/26/21	58.50	M109		9001839	MEDICAL SUPPLIMENTAL	58.50	
70852	01/26/21	38.01	M284		9001973	MEDICAL SUPPLIMENTAL	38.01	
70853	01/26/21	15.58	M285		9001974	MEDICAL SUPPLIMENTAL	15.58	
70854	01/26/21	15.58	M286		9001975	MEDICAL SUPPLIMENTAL	15.58	
70855	01/26/21	56.91	M287		9001976	MEDICAL SUPPLIMENTAL	56.91	
70856	01/26/21	50.40	M288		9001977	MEDICAL SUPPLIMENTAL	50.40	
70857	01/26/21	50.40	M289		9001978	MEDICAL SUPPLIMENTAL	50.40	
70858	01/26/21	15.58	M363		9002051	MEDICAL SUPPLIMENTAL	15.58	
70859	01/26/21	38.12	M290		9001979	MEDICAL SUPPLIMENTAL	38.12	
70860	01/26/21	19.06	M291		9001980	MEDICAL SUPPLIMENTAL	19.06	
70861	01/26/21	84.56	M292		9001981	MEDICAL SUPPLIMENTAL	84.56	
70862	01/26/21	35.00	M293		9001982	MEDICAL SUPPLIMENTAL	35.00	
70863	01/26/21	19.06	M294		9001983	MEDICAL SUPPLIMENTAL	19.06	
70864	01/26/21	16.22	M295		9001984	MEDICAL SUPPLIMENTAL	16.22	
70865	01/26/21	131.05	M296		9001985	MEDICAL SUPPLIMENTAL	131.05	
70866	01/26/21	15.58	M364		9002052	MEDICAL SUPPLIMENTAL	15.58	
70867	01/26/21	123.80	M297		9001986	MEDICAL SUPPLIMENTAL	123.80	
70868	01/26/21	38.12	M298		9001987	MEDICAL SUPPLIMENTAL	38.12	
70869	01/26/21	17.50	M300		9001988	MEDICAL SUPPLIMENTAL	17.50	
70870	01/26/21	19.06	M365		9002053	MEDICAL SUPPLIMENTAL	19.06	
70871	01/26/21	38.34	M301		9001989	MEDICAL SUPPLIMENTAL	38.34	
70872	01/26/21	64.73	M302		9001990	MEDICAL SUPPLIMENTAL	64.73	
70873	01/26/21	19.06	M303		9001991	MEDICAL SUPPLIMENTAL	19.06	
70874	01/26/21	84.56	M304		9001992	MEDICAL SUPPLIMENTAL	84.56	
70875	01/26/21	31.16	M305		9001993	MEDICAL SUPPLIMENTAL	31.16	
70876	01/26/21	38.34	M306		9001994	MEDICAL SUPPLIMENTAL	38.34	
70877	01/26/21	17.50	M366		9002054	MEDICAL SUPPLIMENTAL	17.50	
70878	01/26/21	92.56	M307		9001995	MEDICAL SUPPLIMENTAL	92.56	
70879	01/26/21	17.50	M308		9001996	MEDICAL SUPPLIMENTAL	17.50	
70880	01/26/21	84.56	M309		9001997	MEDICAL SUPPLIMENTAL	84.56	
70881	01/26/21	15.58	M367		9002055	MEDICAL SUPPLIMENTAL	15.58	
70882	01/26/21	15.58	M310		9001998	MEDICAL SUPPLIMENTAL	15.58	
70883	01/26/21	39.16	M311		9001999	MEDICAL SUPPLIMENTAL	39.16	
70884	01/26/21	35.00	M368		9002056	MEDICAL SUPPLIMENTAL	35.00	
70885	01/26/21	31.16	M369		9002057	MEDICAL SUPPLIMENTAL	31.16	
70886	01/26/21	35.00	M312		9002000	MEDICAL SUPPLIMENTAL	35.00	
70887	01/26/21	15.58	M370		9002058	MEDICAL SUPPLIMENTAL	15.58	
70888	01/26/21	26.18	M371		9002059	MEDICAL SUPPLIMENTAL	26.18	
70889	01/26/21	35.00	M313		9002001	MEDICAL SUPPLIMENTAL	35.00	
70890	01/26/21	77.57	M314		9002002	MEDICAL SUPPLIMENTAL	77.57	
70891	01/26/21	15.58	M315		9002003	MEDICAL SUPPLIMENTAL	15.58	
70892	01/26/21	17.50	M316		9002004	MEDICAL SUPPLIMENTAL	17.50	
70893	01/26/21	19.17	M317		9002005	MEDICAL SUPPLIMENTAL	19.17	
70894	01/26/21	64.29	M318		9002006	MEDICAL SUPPLIMENTAL	64.29	
70895	01/26/21	38.34	M319		9002007	MEDICAL SUPPLIMENTAL	38.34	
70896	01/26/21	92.37	M320		9002008	MEDICAL SUPPLIMENTAL	92.37	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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DATE: 01/01/21 THRU 01/31/21

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
70897	01/26/21	38.01	M321	VAN DYKE, CURTIS	9002009	MEDICAL SUPPLIMENTAL	38.01	
70898	01/26/21	38.12	M322	VEST, DOUG	9002010	MEDICAL SUPPLIMENTAL	38.12	
70899	01/26/21	19.06	M323	VONWAL, YVETTE	9002011	MEDICAL SUPPLIMENTAL	19.06	
70900	01/26/21	15.58	M324	WADSWORTH, RITA	9002012	MEDICAL SUPPLIMENTAL	15.58	
70901	01/26/21	31.16	M325	WALTER, KEVIN	9002013	MEDICAL SUPPLIMENTAL	31.16	
70902	01/26/21	35.00	M326	WHITNEY, LUCERE	9002014	MEDICAL SUPPLIMENTAL	35.00	
70903	01/26/21	17.50	M327	WILLIAMS, CHRISTOPHER	9002015	MEDICAL SUPPLIMENTAL	17.50	
70904	01/26/21	35.00	M372	WILSON, BONNIE	9002060	MEDICAL SUPPLIMENTAL	35.00	
70905	01/26/21	84.56	M328	WOODBRIDGE, ELIZABETH	9002016	MEDICAL SUPPLIMENTAL	84.56	
70906	01/26/21	46.28	M329	WU, PETER	9002017	MEDICAL SUPPLIMENTAL	46.28	
70907	01/26/21	15.58	M330	YAGI, RANDY	9002018	MEDICAL SUPPLIMENTAL	15.58	
70908	01/26/21	17.50	M331	YANCY, TERRY	9002019	MEDICAL SUPPLIMENTAL	17.50	
70909	01/26/21	40.68	M332	ZENKER, JEFFREY	9002020	MEDICAL SUPPLIMENTAL	40.68	
TOTAL		1,142,160.60		ACCOUNTS PAYABLE		TOTAL CHECKS	656	1,142,160.60



DATE: February 26, 2021
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
SUBJECT: **ACCEPT AND FILE MINUTES OF THE JANUARY 22, 2021 BOARD OF DIRECTORS MEETING, THE FEBRUARY 12, 2021 CAPITAL PROJECTS STANDING COMMITTEE MEETING, THE FEBRUARY 12, 2021 PERSONNEL/HUMAN RESOURCES STANDING COMMITTEE MEETING AND THE FEBRUARY 12, 2021 FINANCE, BUDGET & AUDIT STANDING COMMITTEE MEETING**

I. RECOMMENDED ACTION

That the Board of Directors Accept and File the Minutes of the January 22, 2021 Board of Directors Meeting, the February 12, 2021 Capital Projects Standing Committee Meeting, the February 12, 2021 Personnel/Human Resources Standing Committee Meeting and the February 12, 2021 Finance, Budget & Audit Standing Committee Meeting

II. SUMMARY

- Staff is providing minutes from the Santa Cruz Metropolitan Transit District (METRO) November 30, 2020 Board of Directors Meeting, the February 12, 2021 Capital Projects Standing Committee Meeting, the February 12, 2021 Personnel/Human Resources Standing Committee Meeting and the February 12, 2021 Finance, Budget & Audit Standing Committee Meeting.
- Each meeting staff will provide minutes from the previous METRO Board and Committee meetings.

III. DISCUSSION/BACKGROUND

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

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

None.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

None.

VIII. ATTACHMENTS

Attachment A: Draft minutes for the Board of Directors Meeting of January 22, 2021

Attachment B: Draft minutes for the Capital Projects Standing Committee Meeting of February 12, 2021

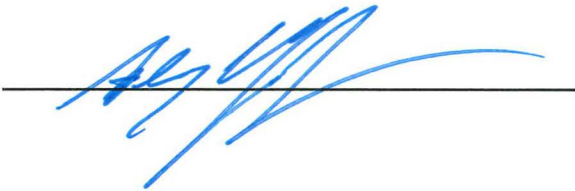
Attachment C: Draft minutes for the Personnel/Human Resources Standing Committee Meeting of February 12, 2021

Attachment D: Draft minutes for the Finance, Budget & Audit Standing Committee Meeting of February 12, 2021

Prepared by: Gina Pye, Executive Assistant

IX. APPROVALS

Alex Clifford, CEO/General Manager

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

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Attachment A



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO) BOARD OF DIRECTORS MEETING MINUTES* JANUARY 22, 2021 – 9:00AM MEETING HELD VIA TELECONFERENCE

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) convened on Friday, January 22, 2021, via teleconference.

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

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

- 1 **CALL TO ORDER** at 9:05AM by Board Chair Rotkin.
- 2 **SWEAR IN NEW DIRECTORS: CEO Clifford swore in new and returning Directors Dutra, Henderson, Kalantari-Johnson, Koenig, Petersen, Northcutt and McPherson**
- 3 **ROLL CALL:** The following Directors were **present** via teleconference, representing a quorum:

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

Additional METRO staff:
Alex Clifford
Julie Sherman

CEO/General Manager
General Counsel

4 ANNOUNCEMENTS

Chair Rotkin thanked outgoing Directors Bottorff, Coffman-Gomez and Mathews saying they performed admirably during a very trying period for METRO. Other Board members added accolades, noting their knowledge and contributions will be missed by the Board, at METRO and in the community.

Director Mathews said she enjoyed serving during her short tenure. Her fellow Board members represented his/her respective constituency well. Director Coffman-Gomez said management and staff were very resourceful and professional throughout her tenure. Their ability to work collectively and

Attachment A

collaboratively was greatly appreciated. In Director Bottorff's six years on the Board, which started with the fiscal cliff and ended with the pandemic, they managed to accomplish a lot. He thanked the union reps, METRO management and staff.

Chair Rotkin announced that today's meeting will be broadcast by Community Television of Santa Cruz County.

5 APPROVE BOARD OFFICERS & COMMITTEE ASSIGNMENTS

Chair Rotkin introduced his 2021 Officer and Committee slate as presented in pages 5C.1 – 5C.8, and welcomed additional input from the board members. The listed Santa Cruz County Regional Transportation Commission (SCCRTC) appointments were suggested to provide equal representation throughout the county. The Santa Cruz Civic Improvement Corporation (SCCIC) is in place to permit the issuance of a bond in the event it is ever required and meets once a year as part of a regularly scheduled Board meeting.

ACTION: MOTION TO APPROVE THE ENTIRE REPORT AS PRESENTED

MOTION: DIRECTOR MEYERS

SECOND: DIRECTOR ROTKIN

MOTION PASSED WITH 10 AYES (Directors Dutra, Gonzalez, Koenig, Lind, Mathews, McPherson, Meyers, Petersen, Rothwell and Rotkin) Director Pageler was not present.

6 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD

Brian Peoples, TrailNow, stated he was a big advocate of METRO and local transit. welcomed the new Board members and provided a bit of information and history with Measure D, etc. for their benefit.

Having nothing further, Chair Rotkin moved to the next agenda item.

7 LABOR ORGANIZATION COMMUNICATIONS

James Sandoval, SMART 0023 Chairperson representing Fixed Route and ParaCruz drivers, stated that he looks forward to meeting with the new Board members. Referencing the email attached, he requested the Board address an issue with the General Manager who he feels is acting in a disrespectful and unprofessional manner that has been making the relationship between the unions and METRO difficult. Drivers are the face of METRO.

Joan Jeffries, SEIU SEA Chapter President, welcomed new and returning Board members. Effective February 1, 2021, METRO office staff are scheduled to return to work onsite only; no remote work will be allowed. She asked the Board consider the staff request to continue allowing METRO's office staff to work a split schedule, alternating in-office vs out-of-office through the end of the school year. This request is based on the current ICU capacity (which is below 15%) and the current stay at home order.

Unsuccessful attempts were made to hear Michael Rios. Chair Rotkin noted his comments would be accepted if he would like to submit them via email for distribution to the Board.

Having nothing further, Chair Rotkin moved to the next agenda item.

8 WRITTEN COMMUNICATIONS FROM THE METRO ADVISORY COMMITTEE (MAC)

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

9 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

General Counsel Sherman will provide a copy of her confidential memo recounting the services provided and the costs of Hanson Bridgett to new Board members.

Having nothing further, Chair Rotkin moved to the next agenda item.

Attachment A

CONSENT AGENDA

- 10-1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTHS OF NOVEMBER AND DECEMBER 2020
- 10-2 ACCEPT AND FILE: MINUTES OF THE NOVEMBER 20, 2020 BOARD OF DIRECTORS MEETING, THE JANUARY 8, 2021 CAPITAL PROJECTS STANDING COMMITTEE MEETING AND THE JANUARY 8, 2021 FINANCE, BUDGET & AUDIT STANDING COMMITTEE MEETING
- 10-3 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF NOVEMBER 30, 2020
- 10-4 ACCEPT AND FILE: ACCEPTANCE OF FINANCIAL STATEMENTS WITH INDEPENDENT AUDITOR'S REPORT FOR THE YEAR ENDED JUNE 30, 2020
- 10-5 APPROVE: CONSIDERATION OF DECLARING VEHICLES AND/OR EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION
- 10-6 ACCEPT AND FILE: INTERLINE AGREEMENT BETWEEN GREYHOUND LINES, INC. AND SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
- 10-7 ACCEPT AND FILE: SEMI-ANNUAL REPORT ON THE STATUS OF METRO'S DISADVANTAGED BUSINESS ENTERPRISE PROGRAM
- 10-8 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO/GENERAL MANAGER TO ASSIGN A NEW DISADVANTAGED BUSINESS ENTERPRISE LIAISON OFFICER (DBELO) FOR THE SANTA CRUZ METRO DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM
- 10-9 APPROVE: CONSIDERATION OF APPOINTING THE CHIEF OPERATIONS OFFICER AS DESIGNATED ALTERNATE TO THE CALIFORNIA TRANSIT INDEMNITY POOL (CALTIP) BOARD OF DIRECTORS
- 10-10 ACCEPT AND FILE: QUARTERLY PROCUREMENT REPORT FOR 3RD QUARTER OF FY21
- 10-11 APPROVE: ACCESS CONTROL SYSTEM AT METRO MAINTENANCE FACILITY
- 10-12 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO CLASSIC GRAPHICS FOR BUS STOP IMPROVEMENTS
- 10-13 APPROVE: RECOMMENDED ACTION ON TORT CLAIMS

ACTION: MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED

MOTION: DIRECTOR LIND

SECOND: DIRECTOR McPHERSON

MOTION PASSED WITH 10 AYES (Directors Dutra, Gonzalez, Koenig, Lind, Mathews, McPherson, Meyers, Petersen, Rothwell and Rotkin) Director Pageler was not present.

REGULAR AGENDA

- 11 **PRESENTATION OF EMPLOYEE LONGEVITY AWARDS: EILEEN WAGLEY, 20 YEARS:**
Board Chair Rotkin read a short bio, explained a bit about the job position, it's importance to METRO and the community and thanked Ms. Wagley in absentia.

Attachment A

There was no public comment.

12 RETIREE RESOLUTIONS OF APPRECIATION: CIRO AGUIRRE, ANGELA AITKEN, GEORGE CAWALING, PATRICIA CUMMINGS, JOHN DAUGHERTY AND BRIAN McHALE

Board Chair Rotkin read short bios and thanked the recipients.

Director Lind added we are losing dedicated employees with a lot of METRO history. It will be difficult to fill their shoes.

John Daugherty, retiring as METRO's Accessible Services Coordinator, shared some stories of his experiences with METRO and the community and thanked his colleagues at METRO for their encouragement and support.

Ciro Aguirre, retiring as COO, thanked the Board and past/present colleagues for their support, and rewarding career at METRO. Everyone he met and worked with had an impact on his life.

ACTION: MOTION TO APPROVE THE RESOLUTIONS AS RESENTED

MOTION: DIRECTOR LIND

SECOND: DIRECTOR MEYERS

MOTION PASSED WITH 10 AYES (Directors Dutra, Gonzalez, Koenig, Lind, Mathews, McPherson, Meyers, Petersen, Rothwell and Rotkin) Director Pageler was not present

13 CEO ORAL REPORT

CEO Clifford announced the following new hires and promotions:

- Juan Lupe, Upholsterer I
- Cathy Downes, Sr. Financial Analyst
- Robert Guzman, Vehicle Service Worker 1
- Alejandro Rondariz, Custodial Service Worker 1
- Rina Solorio was promoted to METRO's first Customer Service Manager position

He went on to provide updates from the Biden-Harris administration, funding status and hopes for transit. He and various transit organizations continue to lobby various representatives for their support.

Public comment.

Mr. Peoples requested METRO's SCCRTC representatives think local and work as a team to obtain additional METRO funding.

14 COVID-19 TRANSIT FISCAL CRISIS ORAL REPORT

CEO Clifford spoke to the presentation.

Director Rothwell asked how it was determined that no exposure to COVID had occurred through the workplace. CEO Clifford pointed to the County's website, which breaks down the known cases and the contract tracing undertaken by METRO.

In response to Director Dutra's questions and request for individual conversation, CEO Clifford responded the majority of the 23 agency-wide cases are from one department located at the JKS facility. We are now conducting mandatory testing onsite using the CDC and FTA approved self-test kits. We have quarantined those who tested positive, often found to be asymptomatic. The remote working option has been extended through next week, with a February 1, 2021 return to work date based on scrutiny of the seven-day infection average.

Public comment.

Attachment A

Mr. Sandoval said the majority of positives have been Operators who work on the front lines. He believes we really do not know the source.

15 **UPDATE ON LAUNCH OF CRUZ ON-DEMAND MICROTRANSIT SERVICE**

John Urgo, Planning and Development Director, spoke briefly regarding the update. From his experience, this can be popular with the public and fill any gaps in the Fixed Route system.

CEO Clifford referred the assembly to page 15.3 in the agenda packet that explains the service areas. METRO sees this as an option to offer additional service. The program reflects our collaborative efforts to move towards a win for both METRO and the Operators.

Chair Rotkin provided some METRO history implementing a fully accessible system. It is very expensive to operate our paratransit service.. This is a model program. We need to keep our commitments to the program. We need some outside funding to continue providing this service to the community. The trend indicates a potential to reduce our fixed route service to fund the paratransit service

Public comment:

Nate Abrego, SMART 0023 Senior Vice Chair Person at ParaCruz and Operator for 12 years, welcomed new Board members. They agree with the idea of a pilot program. A copy of the agreement the union would like management to sign was provided to the Board via email. Their concerns are not with the MOU article language, but with the potential impact to the employees. To date, the CEO refuses to sign the proposed agreement.

James Sandoval read portions of the MOU contract language contained in the email sent to the Board prior to this morning's meeting. He added that some previously cut services will be replaced by microtransit. The Union has agreed to this one-year pilot project even though they disagree as to the effect on Fixed Route service and one that goes against the concept of mass public transportation. Union believes management is operating in bad faith and asks for good faith bargaining support from the Board.

After discussion among legal counsel and the Board, the decision was made to agendize this subject for a closed session at the February 26 meeting.

Chair Rotkin stressed the importance of keeping our employees employed through imaginative scheduling. The desire to protect against layoffs is sincere. It would be a mistake to assume we cannot find ourselves against a fiscal cliff in the future. We want to protect our reserves.

The exclusion of UCSC from the pilot program was discussed. Mr. Urgo said one of the key factors was that 60% of METRO's operational resources are already geared to UCSC, with seven or eight minute service runs. The probability of UCSC students overwhelming the service is very real based on their large population. We tried to look at markets and distance to keep the zones to short trips (approximately three miles across). We will adjust the program as it operates.

Director Northcutt reminded the assembly that Cabrillo students are voting in May regarding the renewal of the contract. It is wise to explore other options to continue providing the best services to serve our community.

Danielle Glagola, Marketing, Communications and Customer Service Director, will update METRO's website to market new programs and will keep the Board informed on such efforts.

The Board took no action on this item.

11:01 Director Meyers departed

11:18 Director Henderson departed

Attachment A

Board of Directors
January 22, 2021
Page 6 of 6

16 ORAL PACIFIC STATION UPDATE

John Urgo, Planning and Development Director, provided a brief oral update on the grant application process and multiple meetings with the City of Santa Cruz.

17 ORAL PARACRUZ UPDATE

Daniel Zaragoza, Operations Manager, Paratransit Division, provided an oral update to the assembly.

Chair Rotkin suggested METRO gather support letters from the community to submit with the grant application.

18 ANNOUNCEMENT OF NEXT MEETING: FEBRUARY 26, 2021

Chair Rotkin announced the next meeting on February 26, 2021 and reminded the assembly to check the SCMTD website for venue updates, as we remain dependent upon the public health orders in place at the time.

19 ADJOURNMENT

Chair Rotkin adjourned the meeting at 11:35AM

Respectfully submitted,

Gina Pye
Executive Assistant

DRAFT

Attachment A

From: [James Sandoval](#)
To: boardinquiries@scmtd.com
Cc: [Aurelio Gonzaelez](#); [Bruce Mcpherson](#); [Cynthia Mathews](#); [Dan Rothwell](#); [Donna Lind](#); [Donna Meyers](#); [Ed Botorff](#); [John Leopold](#); [Larry Pageler](#); [Mike Rotkin](#); [Trina Coffman-Gomez](#)
Subject: Item 15 from the regular agenda "UPDATE ON LAUNCH OF CRUZ ON-DEMAND MICROTRANSIT SERVICE"
Date: Friday, January 22, 2021 8:09:53 AM
Attachments: [image003.png](#)
[Metro's publication for Microtransit.pdf](#)
[Microtransit Agreement.docx](#)

Hello All,

Please refer to the attachments. This is the agreement we sent Metro's General Manager and we will be speaking during the Board of Directors meeting to further clarify what the situation is.

Relevant contract language in the Paracruz MOU article 9.06:

"If new technologies such as automated vehicles and micro-transit vehicles operating as part of METRO's service is considered for implementation, METRO agrees to meet and bargain with SMART over that implementation and the effect of that implementation..."

"METRO taxi-type equipment or paratransit equipment shall not be used in fixed route service. The use of METRO equipment operated by METRO shall not result in the replacement of fixed route service of Santa Cruz Metropolitan Transit District with dial-a-ride or demand response service for the general public."

I hope all is well,

James Sandoval

Organizer, General Chairperson

Sheet Metal Air Rail Transportation (SMART) Local 0023

8312470400



Virus-free. www.avast.com

Attachment A

Agreement for the Microtransit Pilot Program
Between
Santa Cruz Metropolitan Transit District & S.M.A.R.T Local 0023

The intention of implementing a Microtransit pilot program at this time is to create work and improve the level of service Metro provides during these uncertain times. Based on the negotiation meetings between Santa Cruz Metropolitan Transit District and SMART Local 0023 in regard to the implementation of Microtransit utilizing the ParaCruz Operators, the following items have been discussed and agreed upon and will not interfere with any of management's rights:

- 1) The pilot project will be running up to one year from the date of implementation; if the Microtransit pilot project continues after the one-year pilot period, both parties will meet to negotiate the continuation of the service.
- 2) The Microtransit pilot program will be renegotiated if the following conditions occur:
 - a) ADA Paratransit ridership reaches 275 rides or more per day.
 - b) Metro lays off any member within the representation of SMART Local 0023 during the Microtransit pilot project.

This temporary agreement is in compliance with article 9.03 in the Fixed Route Contract and 9.06 in the ParaCruz contract.

Santa Cruz Metropolitan Transit District

S.M.A.R.T Local 0023

Attachment A

Cruz On-Demand

Overview

Santa Cruz METRO is introducing a new transit service throughout Santa Cruz County that lets you book trips on-demand rather than wait at a bus stop.

Whether running a neighborhood errand or connecting to the nearest transit center for longer journeys, a Cruz On-Demand vehicle will come to you when you schedule it for service to any address within one of seven zones. Service areas include Santa Cruz Westside, Santa Cruz Eastside, Live Oak-Capitola-Soquel, Aptos-Rio Del Mar-La Selva Beach, Watsonville West, Watsonville East, and Scotts Valley-Felton.

Reserve your trip through the Ecolane app or by calling (831) 425-4664. Fares are \$4.00 for a one-way ride and can be paid for in the METRO Splash Pass app or with cash onboard.

Cruz On-Demand is a shared ride experience on smaller vans operated by METRO's trained ParaCruz operators.

How to Ride

Schedule a ride. Download the Ecolane app on your mobile device or call METRO ParaCruz customer service at (831) 425-4664. Your pick-up and drop-off locations can be any address within one of the service zones. The scheduler will display the next available pick up time. You can also schedule a trip for later in the day.

Get ready to ride. Be ready to board the Cruz On-Demand vehicle at any time during the Ready Window. The Ready Window begins ten minutes before your scheduled pick-up time. You can track your ride in real time in the Ecolane app. When your vehicle arrives, meet your driver outside within 2 minutes.

Ride! Pay for your ride with the METRO Splash Pass App or with cash on board (exact change required). Like METRO's fixed route bus service, Cruz On-Demand is a shared-ride service. Expect stops along the way to pick up and drop off other customers before reaching your destination.

Service Area/Zones

1. **Santa Cruz West** - The Santa Cruz West zone extends from Ocean Street to Western Drive, and from West Cliff to $\frac{3}{4}$ of a mile north of High Street and to the Harvey West Park area. Please note that this zone does NOT include the UCSC campus or the Seymour Marine Discovery Center. The transfer point for the Santa Cruz West zone is Pacific Station, with additional transfer opportunities to routes 3, 4, 10, 15, 16, 19, 20, 20D, 22, 35, 35A, 40, 41, 42, 69A, 69W and 71 at various bus stops within the zone.
2. **Santa Cruz East** - The Santa Cruz East zone extends from Chestnut Street to the Santa Cruz Harbor, and from Seabright to the border of DeLaveaga Park. The transfer point for the Santa Cruz East zone is Pacific Station. There are additional transfer opportunities to routes 66, 68, 69A, 69W, 71 and 91X at various bus stops within the zone.

Attachment A

3. **Live Oak/Capitola/Soquel-** The Live Oak/Capitola/Soquel zone extends from the Santa Cruz Harbor and Harbor High School to Capitola and Cabrillo College, and from the coast to $\frac{3}{4}$ of a mile north of Soquel Drive, including Soquel High School. The transfer point is Capitola Mall. There are additional transfer opportunities to routes 55, 66, 68, 69A, 69W, 71 and 91X at various bus stops within the zone.
4. **Aptos/Rio Del Mar/La Selva Beach-** The Aptos/Rio Del Mar/La Selva Beach zone extends from Cabrillo College to La Selva Beach, and from the coast to $\frac{3}{4}$ of a mile off Soquel Dr and up Freedom Blvd to McDonald Rd. The transfer point for the Aptos/Rio Del Mar/La Selva Beach zone is Aptos Village. There are additional transfer opportunities to routes 55, 69W, 71 and 91X at various bus stops within the zone.
5. **Watsonville West** - The West Watsonville zone extends from Highway 1 to Main Street and Freedom Boulevard and from Riverside Drive up Freedom Blvd to Corralitos Rd. The transfer points for the West Watsonville zone are the Watsonville Transit Center and Freedom Center. There are additional transfer opportunities to routes 69A, 69W, 71, 72, 72W, 74S, 75, 79 and 91X at various bus stops within the zone.
6. **Watsonville East** - The East Watsonville zone extends from Main St. and Freedom Blvd., including the Watsonville Transit Center, to $\frac{3}{4}$ of a mile beyond College Rd. around the Kelly Lake and Drew Lake area, and from the Pajaro River and the Levee path to the north following the neighborhoods around Wagner Ave, Brookhaven Ln, Brewington Ave, Paloma Way, Atkinson Ln, and connecting to Green Valley Rd and Airport Blvd. The transfer points for the East Watsonville zone are Watsonville Transit Center and Freedom Center. There are additional transfer opportunities to routes 69A, 69W, 71, 72, 72W, 75, 79 and 91X at various bus stops within the zone.
7. **Scotts Valley and Felton** - The Scotts Valley and Felton zone extends $\frac{3}{4}$ of a mile from Highway 9 in Felton, Mt. Hermon Road, Scotts Valley Drive and Granite Creek Road. The transfer point for the zone is Scotts Valley Transit Center. There are additional transfer opportunities to routes 17, 35 and 35A at various bus stops within the zone.

FAQ-

1. Why on-demand transit?
 - a. On-demand, or “microtransit,” is a form of demand response transportation that has been rapidly growing in cities across the nation. Some have compared this type of service to “Uber Pool for the transit world.” The service allows users to request a same-day ride via a smartphone app, online or via the customer service call center to connect to destinations that may be off the fixed route METRO network.
2. How does Cruz On-Demand work?
 - a. Cruz On-Demand is a rideshare service that uses a dynamic scheduling algorithm to pick up riders along a flexible route. There is no fixed route or schedule. There is also no advanced booking requirement, but wait times will vary based on demand. We recommend you book at least 30 minutes in advance to guarantee your trip. Rides will be shared with other Cruz On-Demand and ParaCruz customers.
3. Where is Cruz On-Demand available?
 - a. There are seven zones throughout the county:

Attachment A

- i. Santa Cruz Westside
- ii. Santa Cruz Eastside
- iii. Live Oak/Capitola/Soquel
- iv. Aptos/Rio Del Mar/La Selva Beach
- v. East Watsonville
- vi. West Watsonville
- vii. Scotts Valley/Felton

Please see the zone maps for specific boundaries and locations served. Note that pick-ups and drop-offs are limited to trips within a single zone.

4. What is a transfer point?

- a. Each zone has a designated spot where you can make transfers to multiple existing fixed routes that can take you to other parts of the county. At some transfer points, a Cruz On-Demand vehicle will arrive according to a fixed schedule.

5. Will Cruz On-Demand pick me up at my house?

- a. Yes, the service will pick-up and drop-off at any address or bus stop in a service zone.

6. How will I know my ride is here?

- a. Be ready to board the Cruz On-Demand vehicle at any time during the Ready Window. The Ready Window begins ten minutes before your scheduled pick-up time. You can track your ride in real time in the Ecolane app. When your vehicle arrives, meet your driver outside within 2 minutes.

7. How long are typical wait times?

- a. Wait times may vary, especially during high demand periods. Wait times can be as little as a few minutes to upwards of an hour.

8. How much does it cost to ride?

- a. A one-way fare is \$4.00.

9. How can I pay for my ride?

- a. Pay for your ride with the METRO Splash Pass App or with cash on board (exact change required).

10. Who drives METRO microtransit?

- a. Trained METRO ParaCruz drivers will be operating Cruz On-Demand vehicles.

11. How can I request a ride without a smartphone?

- a. You can request a ride without a smartphone by calling METRO customer service at (831) 425-8600

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Attachment B



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO) CAPITAL PROJECTS STANDING COMMITTEE MEETING MINUTES* FEBRUARY 12, 2021 – 10:30AM MEETING HELD VIA TELECONFERENCE

A regular meeting of the Capital Projects Standing Committee of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, February 12, 2021, via teleconference.

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 **CALL TO ORDER** at 1:05PM by Director Pageler.

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

Director Bruce McPherson
Director Larry Pageler
Director Kristen Petersen

County of Santa Cruz
County of Santa Cruz
City of Capitola

Alex Clifford
Julie Sherman

METRO CEO/General Manager
METRO General Counsel

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

Margo Ross
John Urgo
Daniel Zaragoza

METRO COO
METRO Planning & Development Director
METRO Operations Mgr, Paratransit Div.

3 **ADDITIONS OR DELETIONS FROM AGENDA/ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

Having none, Director Pageler moved to the next agenda item.

4 **ORAL AND WRITTEN COMMUNICATIONS TO THE CAPITAL PROJECTS STANDING COMMITTEE**

Having none, Director Pageler moved to the next agenda item.

There was no public comment:

5 **RECEIVE A REPORT REGARDING THE EXTENDED PROJECT SCHEDULE FOR PROTERRA ZERO EMISSIONS BUS PROJECT**

Margo Ross, COO, provided a short oral history of the project. CEO Clifford added further details to the timeline and the steps taken with Proterra throughout the project. METRO anticipates beginning the process with the Watsonville circulator in the fall of 2021.

Director Pageler asked if there were any concerns about a possible sunset date for the grant. COO Ross said, and Wondimu Mengistu, Grants/Legislative Analyst, verified that METRO anticipates no issues with the expenditure deadline for grants funding these buses.

11-2B.1

Attachment B

CEO Clifford referred the assembly to Attachment B, noting that METRO's actions are being undertaken with the California Air Resources Board (CARB) and provides an option for the utilization of hydrogen fuel cell buses. Between now and the end of CY2021, we will continue to investigate hydrogen fuel cell buses.

There were no public comments.

6 ORAL PACIFIC STATION UPDATE

John Urgo, Planning & Development Director, provided a brief oral update on the proposed facility configuration, meetings with the City of Santa Cruz, affordable housing grant options, etc. The grant deadline was extended to June and is focused on greenhouse emissions, which requires further investigation.

There was no public comment.

7 ORAL PARACRUZ UPDATE

Daniel Zaragoza, Operations Manager, Paratransit Division, provided a brief verbal update to the project to be located at the Soquel Park and Ride lot. We continue to work through design plans with the architect, vehicle travel strategies through the proposed parking lot, building location, support systems, landscaping, etc. Most environmental reports have been received; we anticipate receipt of the noise environmental report shortly. Work continues on the grant application. We continue to look forward to opening the new facility in fall 2022.

There will be a virtual community meeting next Thursday, February 18, 2021, at 6:00PM, to obtain community input. Danielle Glagola, Marketing, Communications and Customer Service Director, said a public meeting invite was mailed via USPS to residents living near the proposed building site. She will provide the meeting information to all of the board members.

There was no public comment.

8 ADJOURNMENT

Director Pageler adjourned the meeting at 1:27PM.

Respectfully submitted,

Gina Pye

Executive Assistant

Attachment C



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO) PERSONNEL/HR STANDING COMMITTEE MEETING MINUTES* FEBRUARY 12, 2021 – 10:30AM MEETING HELD VIA TELECONFERENCE

A regular meeting of the Personnel/HR Standing Committee of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, February 12, 2021, via teleconference.

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 **CALL TO ORDER** at 10:33PM by Director Rotkin.
- 2 **ROLL CALL:** The following Directors were **present** via teleconference, representing a quorum:

Director Donna Lind, 2020 Board Vice Chair	City of Scotts Valley
Director Larry Pageler	County of Santa Cruz
Director Aurelio Gonzalez	City of Watsonville
Director Mike Rotkin, 2020 Board Chair	County of Santa Cruz
Vacant, Immediate Past Board Chair	City of Capitola

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

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

Margo Ross	METRO COO
Dawn Crummié	METRO HR Director

- 3 **ADDITIONS OR DELETIONS FROM AGENDA/ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**
Having none, Director Rotkin moved to the next agenda item.
- 4 **ORAL AND WRITTEN COMMUNICATIONS TO THE PERSONNEL/HR STANDING COMMITTEE**
Having none, Director Rotkin moved to the next agenda item.

There was no public comment:

- 5 **ADOPTION OF AN AMENDED CHAPTER 4 TO TITLE I OF THE SANTA CRUZ METRO ADMINISTRATIVE CODE POLICY FOR LOST AND FOUND ITEMS**
Margo Ross, COO, spoke to the agenda item and the need to amend the policy due to the COVID-19 environment and changes to the Customer Service hours of operation.

Attachment C

At the request of Chair Rotkin, COO Ross, used umbrellas as an example of over-accumulated items during the rainy season, and noted with the change in Customer Service hours, we needed to align pick-up services during this timeframe. Julie Sherman, General Counsel, added that retaining lost items for 90 days is required by statute.

Director Pageler inquired as to the auction frequency of these items. COO Ross noted that the lost and found items are included with the excess vehicles and assets as needed. COO Ross added that rental bikes are sometimes left behind which requires a different handling. Greg Willis, Purchasing Manager, elaborated further on the auction process.

Director Gonzalez asked if items lost in Watsonville are taken to Santa Cruz. COO Ross answered yes; all items are taken to Santa Cruz, as there is not adequate storage space at the Watsonville Transit Center. CEO Clifford added that METRO has no way of knowing where a lost item originated.

Director Lind suggested that some items be donated to local nonprofits. Director Rotkin asked General Counsel Sherman to research the parameters of donating these items to a nonprofit. General Counsel Sherman will investigate and advise regarding how this might affect the use of public funds. She also clarified that the policy provides that any items that are unsold after auction may be disposed of however the agency sees fit, which would include donations to non-profits.

General Counsel clarified the edits requested by Director Gonzalez as:

- Combine Subsection H with Section B
- Subsection H to be moved up under Section B7

Director Lind suggested that the items with serial numbers be provided to Santa Cruz Police Department to ensure they have not been reported as stolen, as this could be a problem for an innocent buyer. COO Ross will add this to the procedure. General Counsel Sherman clarified this subject matter will not be in the public facing document before the committee today, but become part of the staff procedures.

Rina Solorio, Customer Service Manager, explained the Customer Service lost and found process to the assembly.

There was no public comment.

MOTION TO APPROVE THE AMENDED CHAPTER 4 TO TITLE I OF THE SANTA CRUZ METRO ADMINISTRATIVE CODE POLICY FOR LOST AND FOUND AS PRESENTED WITH THE STATED RECOMMENDATIONS

MOTION: DIRECTOR LIND

SECOND: DIRECTOR PAGELER

MOTION PASSED UNANIMOUSLY

6 REVIEW REQUEST FOR EXTENSION OF THE EMERGENCY PAID SICK LEAVE (EPSL) FOR COVID-19 IMPACTS

Dawn Crummié, HR Director, elaborated on the agenda item and explained how the introduction of a new program could affect the employee's use of accruals.

Public comment.

James Sandoval, speaking for the Operators, related his personal experience using vacation accruals and expressed his gratitude to Ms. Crummié for implementing this program for the employees' benefit.

Attachment C

Personnel/HR Standing Committee Agenda
February 12, 2021
Page 3 of 3

MOTION TO RECOMMEND APPROVAL TO THE FULL BOARD OF THE REQUEST FOR EXTENSION OF THE EMERGENCY PAID SICK LEAVE (EPSL) FOR COVID-19 IMPACTS AS PRESENTED

MOTION: DIRECTOR PAGELER SECOND: DIRECTOR GONZALEZ

MOTION PASSED UNANIMOUSLY

7 ADJOURNMENT

Director Rotkin adjourned the meeting at 11:05AM.

Respectfully submitted,
Gina Pye
Executive Assistant

DRAFT

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Attachment D



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO) FINANCE, BUDGET AND AUDIT STANDING COMMITTEE MEETING MINUTES* FEBRUARY 12, 2021 – 8:00AM MEETING HELD VIA TELECONFERENCE

A regular meeting of the Finance, Budget and Audit Standing Committee of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, February 12, 2021, via teleconference.

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 **CALL TO ORDER** at 8:03AM by Board Chair Rotkin.
- 2 **ROLL CALL:** The following Directors were **present** via teleconference, representing a quorum:

Director Donna Lind
Director Donna Meyers
Board Chair Mike Rotkin

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

Alex Clifford
Julie Sherman

METRO CEO/General Manager
METRO General Counsel

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

Kristina Mihaylova
Margo Ross
John Urgo

METRO Finance Deputy Director
METRO COO
METRO Planning & Development Director

- 3 **ORAL AND WRITTEN COMMUNICATIONS TO THE FINANCE, BUDGET AND AUDIT STANDING COMMITTEE**
Hearing none, Chair Rotkin moved to the next agenda item.
- 4 **ADDITIONS OR DELETIONS FROM AGENDA/ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**
Having none, Chair Rotkin moved to the next agenda item.
- 5 **MONTHLY FINANCIAL UPDATE**
Kristina Mihaylova, Deputy Finance Director, provided brief commentary to the presentation. In response to Chair Rotkin’s inquiry, CEO Clifford and Wondimu Mengistu, Grants/Legislative Analyst, explained the process undertaken in the event sales tax, TDA and STA funds exceed the anticipated amount.

There was no public comment.

Attachment D

6 FY22 & FY23 PRELIMINARY OPERATIONS BUDGET ASSUMPTIONS

For the benefit of the assembly, Chair Rotkin explained the process involved in preparing METRO's budget.

Kristina Mihaylova, Deputy Finance Director, provided commentary to the presentation.

Director Meyers asked how METRO models or projects Highway 17 ridership in the COVID-19 environment, with so many remote workers. CEO Clifford replied he communicates regularly with local employers to discuss their onsite/offsite workforce status. He further reminded the assembly the CARES Act funding enables us to plan and ensure the buses are available to meet the demand. John Urgo, Planning and Development Director, added the 2020 passenger survey drove some of the implemented changes.

Discussion ensued among the assembly regarding the changing financial impacts due to adaptations to increased online sales, potential to return to onsite work, other environments, etc.

CalPERS retirement practices, goals and costs were discussed. CEO Clifford informed the assembly that he recalls the cost to METRO is approximately \$25K per employee per year.

Holly Alcorn requested a list of on-hold positions be provided to the Union; i.e., any positions METRO does not intend on filling. CEO Clifford said these are preliminary discussions at this time and dependent on future funding. He can share what is known today, but cautioned this is an ongoing discussion. Referencing the bill moving through Congress, he noted it sets up an interesting scenario that is similar to that METRO experienced from the great recession (2008) through 2014/2015 wherein the reserves were continually drawn down to the extent that it resulted in a structural deficit in 2014. We want to be mindful and avoid this. Built into our funding scenario is a structural deficit. Last year, we were projecting a \$2M structural deficit. As we use our funds to maintain our service levels, we need to make adjustments to ensure we do not return to the 2014/2015 financial environment.

Chair Rotkin and CEO Clifford noted that the Operator attrition is ascribed to retirement, not planned furloughs.

There was no public comment.

7 KEY PERFORMANCE INDICATORS (KPI) REPORT FOR 2ND QUARTER FY21 THROUGH DECEMBER 31, 2020

Kristina Mihaylova, Deputy Finance Director, provided commentary to the presentation.

Director Rotkin brought the cost of the Paratransit operations to the attention of the assembly. Discussion among the assembly regarding the cost to operate ParaCruz and the potential cost offset provided by the implementation of micro-transit.

Director Lind asked if other transit agencies are taking the same approach to maintain service. CEO Clifford replied that transit agencies nationwide are trying to maintain as much service on the road as possible, while adhering to the safety regulations imposed by their respective health agencies. Director Rotkin anticipates UCSC opening up in the fall of 2021. In preparation for students returning in the fall, METRO is opening a recruitment for 10 Operators.

Regarding the alighting/disembarking incidents, Director Rotkin asked if METRO tracks the location(s) of alighting/disembarking incidents. Rufus Francis, Safety & Risk Management Director, clarifies such incidents are typically a result of the passenger rushing to get on or off. Margo Ross, COO, added METRO does track the location of the accidents to ensure there are no impediments due to bus stop location, bus stop condition, etc.

CEO Clifford and Ms. Mihaylova noted the difficulty in obtaining reliable peer-to-peer comparisons due to the lack of data, the difference in outsourced services vs in-house services, the service area size, etc. They will continue to search for and report more reliable data.

Attachment D

Chair Rotkin asked CEO Clifford if this was an area, outside of the NTD data, where transit organizations such as APTA, TBC, may be able to assist. CEO Clifford said there is a group within APTA that is trying to do this.

There was no public comment.

8 **CONSIDERATION OF TEMPORARY FARE REDUCTION**

John Urgo, Planning & Development Director, spoke to the staff report included in the agenda packet and, in response to Director Rotkin's inquiry noted that Title VI will not be triggered when the standard fares are reinstated within a 6 month period, as this fare change is temporary; we are not changing our fare ordinance. Director Rotkin suggested METRO emphasize the temporary nature of the fare reduction as it is critical the public understands this is a temporary measure taken to assist everyone during this difficult environment.

There was no public comment.

9 **COVID-19 TRANSIT FISCAL CRISIS ORAL UPDATE**

Alex Clifford, CEO/General Manager, shared a ridership graph and highlighted the effects caused by COVID-19. He then updated the assembly on the continued onsite testing, the downward trend of employee COVID-19 positive tests, the county-wide availability of vaccines to those over age 65, the facility changes with the installation of automatic faucets, physical changes to the Operator environment on the bus, installation of additional standalone air filters and inside/outside air filtration, etc.

There is a Biden/Harris bill working its way through the process that uses a proposed formula to ensure a more equitable distribution to large and small agencies. If successful, the transit portion could provide METRO with approximately \$26M.

Daniel Zaragoza, Operations Manager, ParaTransit Division, explained the new process adopted this week to accommodate ParaCruz passengers going through the Sutter Health vaccination drive-through site.

There were no public comments.

10 **ADJOURNMENT**

Board Chair Rotkin adjourned the meeting at 9:39AM.

Respectfully submitted,

Gina Pye

Executive Assistant

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DATE: February 26, 2021
TO: Board of Directors
FROM: Kristina Mihaylova, Finance Deputy Director
SUBJECT: ACCEPT AND FILE THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF DECEMBER 31, 2020

I. RECOMMENDED ACTION

That the Board of Directors accept and file the Year to Date Monthly Financial Report as of December 31, 2020

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 December 31, 2020."
- 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 December 31, 2020. The fiscal year has elapsed 50%.

Slide 1

(Cover) Year to Date Monthly Financial Report as of December 31, 2020

Slide 2

FY21 Operating Revenue and Expenses for the Month-to-Date December 31, 2020

- Operating Revenues for the month are unfavorable by \$822K
- Operating Expenses
 - Labor Regular - favorable by \$323K
 - Labor OT - unfavorable by \$1K
 - Fringe Benefits – unfavorable by \$27K

- Non-Personnel - favorable by \$48K
- Total Operating Expenses – favorable by \$343K
- Transfers – favorable by \$8K
- Operating Balance – unfavorable by \$471K

Slide 3

FY21 Operating Revenue and Expenses for the Year-to-Date December 31, 2020

- Operating Revenues for the month are unfavorable by \$1,261K
- Operating Expenses
 - Labor Regular - favorable by \$1,432K
 - Labor OT - favorable by \$270K
 - Fringe Benefits – favorable by \$838K
 - Non-Personnel - favorable by \$563K
- Total Operating Expenses – favorable by \$3,103K
- Transfers – favorable by \$111K
- Operating Balance – favorable by \$1,731K

Slide 4

FY21 Operating Revenue by Major Funding Source - Year to Date as of December 31, 2020

- Passenger Fares – actual is \$2,329K, while budget is \$5,181K; variance to budget is unfavorable by \$2,452K, primarily due to reduced ridership across all categories as a result of COVID-19
- Sales Tax Revenue (including Measure D) – actual is \$13,821K, while budget is \$13,384K; variance to budget is favorable by \$438K, primarily due to higher than anticipated receipts
- Other Revenue – actual is \$357K, while budget is \$584K; variance to budget is unfavorable by \$227K, primarily due to reduced advertising and rental revenue as a result of COVID-19
- Federal OP Assistance – actual is \$4,580K, while budget is \$4,583K variance to budget is unfavorable by \$3K
- CARES Act FTA 5307/5311 – actual is \$2,250K related to the final reimbursements for operating expenses incurred in July and August 2020, which was not budgeted in FY21
- STIC OP Assistance – actual and budget are both \$2,703K; there is no variance

- TDA OP Assistance – actual is \$3,152K, while budget is \$3,814K; variance to budget is unfavorable by \$662K. The TDA allocation for METRO is based on the budget and TDA claim, adopted at the end of June 2020, which reflected a significant decline in sales tax based revenues. Actual cash receipts for the first five months (July – November) exceeded budget projections, which could result in revised apportionments to TDA recipients at year-end.
- STA – OP Assistance – actual is \$919K, while budget is \$1,124K; variance to budget is unfavorable by \$204, primarily due to reduced diesel fuel tax received at the state level

Slide 5

FY21 Operating Expenses by Major Expense Category Year to Date as of December 31, 2020

- Labor – Regular – actual is \$7,944K, while budget is \$9,376K; variance to budget is favorable by \$1,432K, primarily due to vacant funded positions along with extended unpaid leaves of absence
- Labor – OT – actual is \$509K while budget is \$779K; variance to budget is favorable by \$270K, primarily due to significant reduction of OT across the agency.
- Fringe Benefits – actual is \$13,907K (*of which \$4,782K is the total Retirement Expense YTD which includes the prepayment of the CalPERS UAL of \$4,434K in FY21, which resulted in savings of \$153K*) while budget is \$14,745K, overall variance is favorable by \$838K
- Services – actual is \$1,812K, while budget is \$1,905K; variance to budget is favorable by \$93K due to lower than anticipated spending for Professional & Tech fees, Admin & Bank fees, and Repairs to Revenue Vehicles, partially offset by increased spending on Temporary Help
- Mobile Materials & Supplies – actual is \$1,024K, while budget is \$1,428K; variance to budget is favorable by \$404K primarily due to lower spending on Fuels & Lube Revenue Vehicles
- Other Expenses – actual is \$1,417K, while budget is \$1,483K; variance to budget is favorable by \$66K, primarily due to decreased interest expense, employee training, telecommunications, and travel, partially offset by unanticipated expenses related to COVID-19.

Slide 6

FY21 Transfers to Capital Budget: Measure D Year to Date as of December 31, 2020

- FY21 Transfer to Capital Budget Commitment is \$2.3M (Measure D and STA) “Bus Replacement Program”; actual is \$1,156K while budget is \$1,045K; variance to budget is favorable by \$111K primarily due to higher than anticipated receipts

Slide 7

FY21 Capital Budget Spending Year to Date (by Funding Source) as of December 31, 2020

- Total Capital Spending year to date is \$1,022K; FY21 budget is \$27.6M
 - Federal Capital Grants spending is \$578K
 - Operating and Capital Reserve Fund spending is \$255K
 - Transfers from Operating Budget (Measure D) spending is \$136K
 - State Transportation Improvement Plan (STIP) spending is \$53K

Slide 8

FY21 Capital Budget Spending Year to Date as of December 31, 2020

- Total Capital Projects spending year to date is \$1,022K; FY21 budget is \$27.6M
 - Construction Related Projects spending is \$37K for the following projects:
 - New METRO-owned ParaCruz facility
 - Pacific Station/METRO Center redevelopment, conceptual design
 - Facilities Repair & Improvements spending is \$624K for the following projects:
 - Maintenance facility roof replacement
 - Maintenance yard security/expanded parking
 - Fuel management system
 - Bus stop improvements
 - Golf Club Drive fire egress
 - Awning at fueling station
 - Asphalt Repair – Pacific Station
 - Watsonville Bus Shelter
 - Revenue Vehicle Replacement & Campaigns spending is \$201K for the following projects:
 - Principal lease payment on three new Flyer replacement buses
 - AVL/ITS
 - Completion of cameras on six buses
 - Revenue Vehicle Replacement Electrification Projects spending is \$76K for the following project:
 - ZEB deployment and fleet planning

- Non-Revenue vehicle replacement spending is \$0.98K
 - Replace custodial support vehicle
 - Bus yard scrubber/sweeper
- Fleet & Maintenance Equipment spending is \$8K for the following project:
 - Transmission Jack – VTA Gillig buses
- Miscellaneous spending is \$76K for the following projects:
 - Laptops for Marketing
 - WTC Server and security cameras (3 new, 3 replacement)
 - Four folding machines
 - Four METRO ParaCruz cameras
 - Furniture for Customer Service

Slide 9 & Slide 10

FY21 Top Nine Capital Projects Status Report Year to Date as of December 31, 2020

A list of the top Capital Projects with budgets of at least \$1 million, current Year-to-Date spending and status of projects

- Electric Bus (3) + Infra & Project Mgmt. (FTA 5339c Low-No FY16) - nothing has been spent against a budget of \$4.7 million
 - METRO working with CTE and Santa Barbara Consortium on purchases for electric buses.
- Replace Six (6) CNG Buses (PTMISEA) - nothing has been spent against a budget of \$4.2 million.
 - Purchase placed on Dec 10, 2020
- FY18 STIP – 2 ZEBs (STIP, LPP, HVIP = \$300K) & 2 Electric Buses (Watsonville Circulator & Service) (FY15/16 & 17/18 LCTOP) - nothing has been spent against a budget of \$4.4 million.
 - One bus scheduled to arrive early February, continue to work through punch list. Other buses to arrive throughout February.
- METRO-owned ParaCruz Facility FY20 LPP, Grant Match for 5339(b) - \$36 thousand has been spent against a budget of \$2.3 million.
 - Civil Engineers and Architects working on site drawings. Goal to apply for county permit in early March 2021; Grant Application shortly after.

- Pacific Station/METRO Center Redevelopment w/City of Santa Cruz (Bus Replacement Funds – Board Commitment: \$4M (\$1M/year: FY20 – FY23) - \$875 has been spent against a budget of \$2.1 million.
 - Ongoing discussions with the City/Consultant.
 - Identifying METRO needs for administrative space and bus tarmac logistics.
 - Grant application delayed to spring 2021.
- 14 CNG Buses, Lease to Buy; Capital Lease - Year 1 of 6 Principle Only - (Bus Replacement Fund: SGR; Measure D) - nothing has been spent against a budget of \$1.5 million.
 - Project is on hold pending re-evaluation after the pandemic.
- Two 35' CNG Buses (FY19 Caltrans Discretionary FTA 5339, Bus Replacement Fund) - nothing has been spent against a budget of \$1.4 million.
 - Standard Agreement to be in place Feb 2021.
 - METRO working on formal procurement documents to be prepared to extend purchase when funding is released.
- Maintenance Yard-Security Hardening/Expanded Parking/Access Control - \$22 thousand has been spent against a budget of \$1.0 million.
 - Developing Invitation for Bid (IFB)
- 7 Replacement ParaCruz Vans (FY19 LLP, Measure D); 3 ParaCruz Vans (STBG FY19 via RTC) - nothing has been spent against a budget of \$863 thousand.
 - Procurement placed January 15, 2021

The top nine projects have spent a total of \$58.6 thousand against a budget of \$22.5 million, or 0.3%. All other smaller projects have spent \$963.9 thousand against a budget of \$5.1 million, or 18.9%, for a total spend of \$935 thousand against a total budget of \$27.6 million or 3.7%.

Slide 11

(Cover Sheet) - Additional Information

Slide 12

Additional Information for the Month of December 2020

- Unemployment Rate %

- Santa Cruz County is 8.5%
- State of California is 9.0%
- National is 6.7%
- \$ Gasoline per Gallon for the San Francisco-Oakland-San Jose area is \$3.33;
\$ Diesel is \$3.36
- Ridership YTD as of December 2020 changed as follows, year-over-year (FY20 – FY21):
 - 82.9% decrease in Total ridership
 - 86.3% decrease in Highway 17 ridership
 - 82.7% decrease in Local ridership
 - 96.0% decrease in UCSC ridership - 2020 – 2021 school year is primarily online due to COVID-19
 - 98.2% decrease in Cabrillo ridership - 2020 – 2021 school year is primarily online due to COVID-19
 - 63.6% decrease in Non-Student ridership
- Ridership recovery is 63,867 total passengers in December 2020 compared to 36,113 total passengers at the start of the Covid-19 pandemic in April 2020

Slide 13

FY21 Operating Revenue, Expenses, and Transfers Year to Date as of January 31, 2021: Preliminary

- Revenue – unfavorable by \$1,602K
- Operating Expenses:
 - Personnel Expenses - favorable by \$2,878K
 - Non-Personnel - favorable by \$636K
- Total Operating Expenses - favorable by \$3,514K
- Transfers to Capital Budget – favorable by \$140K
- Transfers from COVID Reserves – none
 - COVID Reserve balance remains \$18M, as the Operating Balance YTD is positive
- Operating Balance – favorable by \$1,772K

Slide 14

FY21 Operating Revenue, Expenses, and Transfers Year to Date as of June 30, 2021: Preliminary

Reflects Actual Data for Qtrs. 1 and 2 and projections for Qtrs. 3 and 4 in FY21

- Revenue – unfavorable by \$5,394K
- Operating Expenses:
 - Personnel Expenses - favorable by \$4,342K
 - Non-Personnel - favorable by \$947K
- Total Operating Expenses - favorable by \$5,289K
- Transfers to Capital Budget – no variance
- Transfers from COVID Reserves – favorable by \$105K
 - COVID Reserve balance decreased by \$0.1M; Anticipated FY21 Year – End Balance: \$17.9M
- Operating Balance – net zero

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

Unfavorable budget variances in Operating Revenues, offset by favorable Expenses contributed to higher than anticipated Transfer to Capital Budget and favorable budget variance in Operating Balance, Year to Date as of December 31, 2020.

VI. ALTERNATIVES CONSIDERED

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

VII. ATTACHMENTS

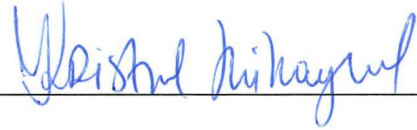
Attachment A: Year to Date Monthly Financial Report as of December 31, 2020 Presentation

Prepared by: Cathy Downes, Sr. Financial Analyst

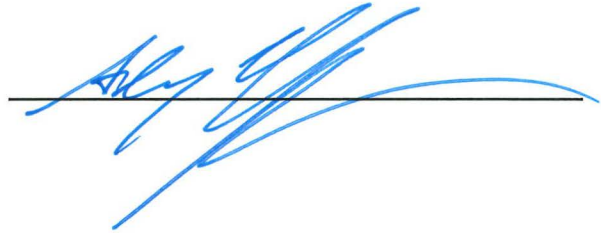
VIII. APPROVALS

Approved as to fiscal impact:

Kristina Mihaylova, Finance Deputy Director



Alex Clifford, CEO/General Manager



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Year to Date Monthly Financial Report as of December 31, 2020

Board of Directors

Feb 26, 2021

Kristina Mihaylova, Finance Deputy Director

FY21 Operating Revenue and Expenses For the Month Ending December 31, 2020

50% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual Favorable/ (Unfavorable)
Operating Revenue:	\$4,271	\$5,093	(\$822)
Operating Expenses:			
Labor - Regular	\$1,240	\$1,563	\$323
Labor - Overtime	\$131	\$130	(\$1)
Fringe Benefits	\$1,746	\$1,719	(\$27)
Non-Personnel Expenses	\$755	\$803	\$48
Total Operating Expenses:	\$3,872	\$4,214	\$343
Transfers:	(\$183)	(\$174)	(\$8)
Operating Balance:			(\$471)

FY21 Operating Revenue and Expenses

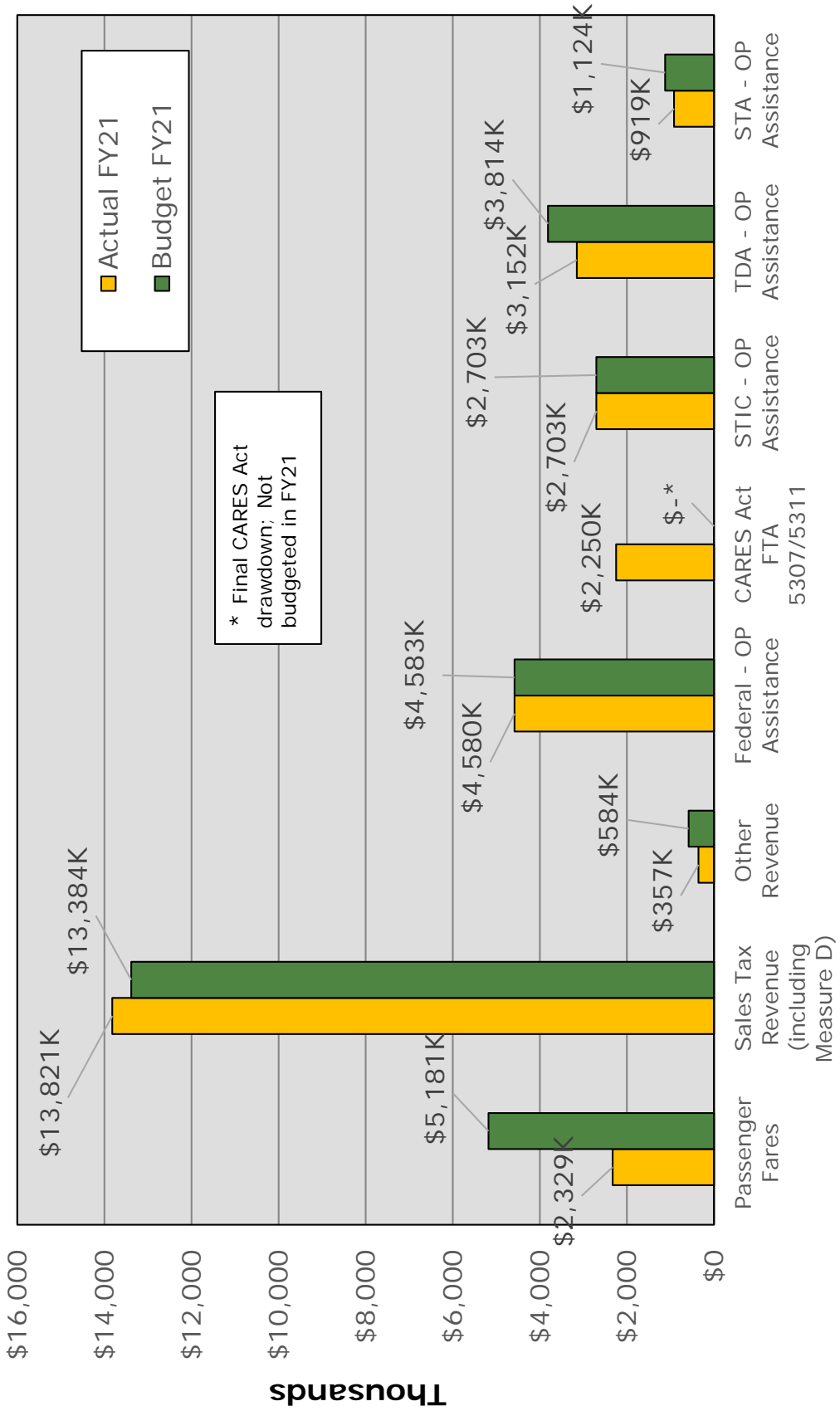
Year to Date as of December 31, 2020

50% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual Favorable/ (Unfavorable)
Operating Revenue:	\$30,111	\$31,372	(\$1,261)
Operating Expenses:			
Labor - Regular	\$7,944	\$9,376	\$1,432
Labor - Overtime	\$509	\$779	\$270
Fringe Benefits	\$13,907	\$14,745	\$838
Non-Personnel Expenses	\$4,253	\$4,817	\$563
Total Operating Expenses:	\$26,613	\$29,717	\$3,103
Transfers:	(\$1,156)	(\$1,045)	(\$111)
Operating Balance:	\$2,342*	\$610	\$1,732

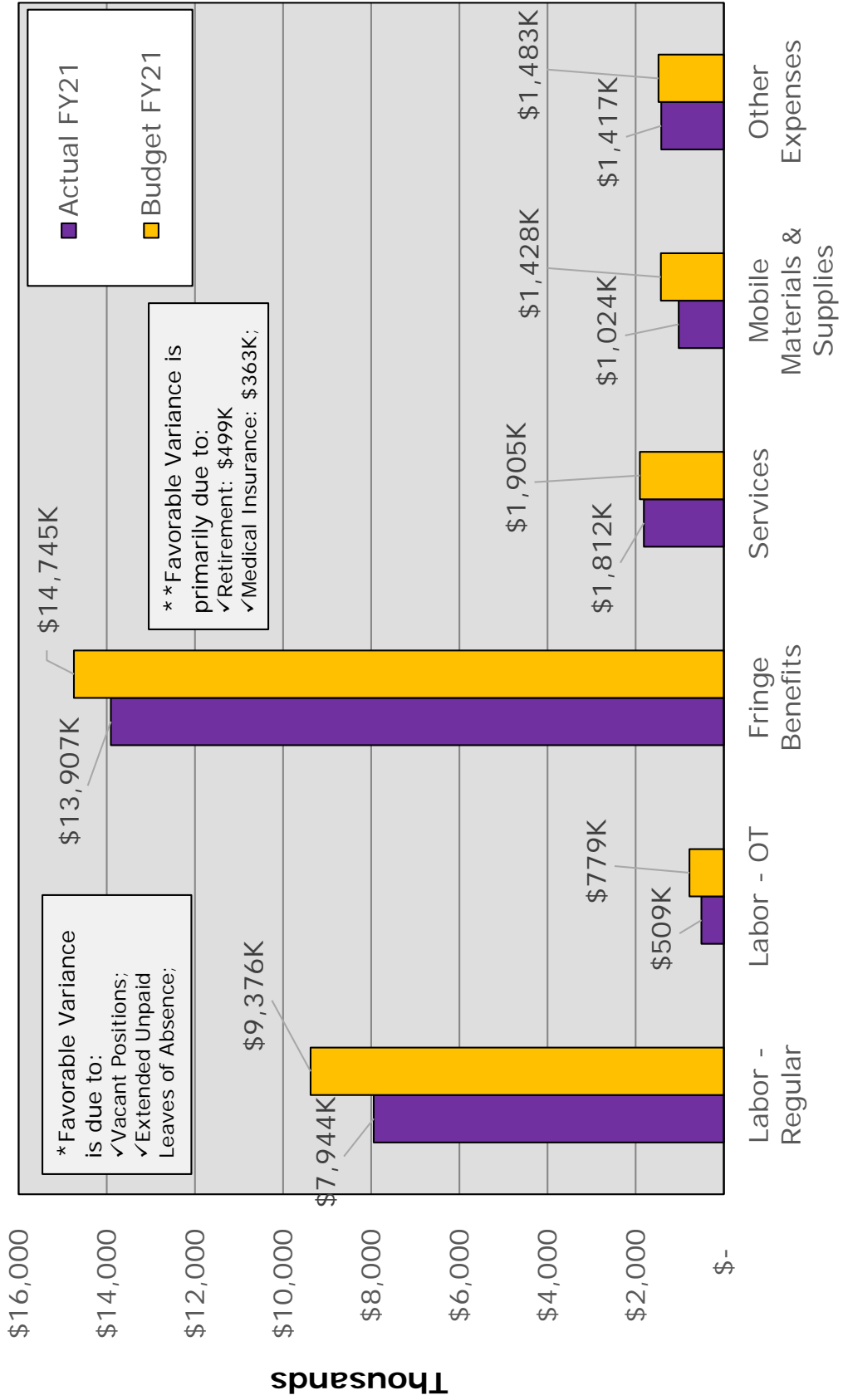
*Operating Balance remains positive; transfers from COVID Reserves are not needed.

FY21 Operating Revenue by Major Funding Source
Year to Date as of December 31, 2020:
50% of Fiscal Year Elapsed

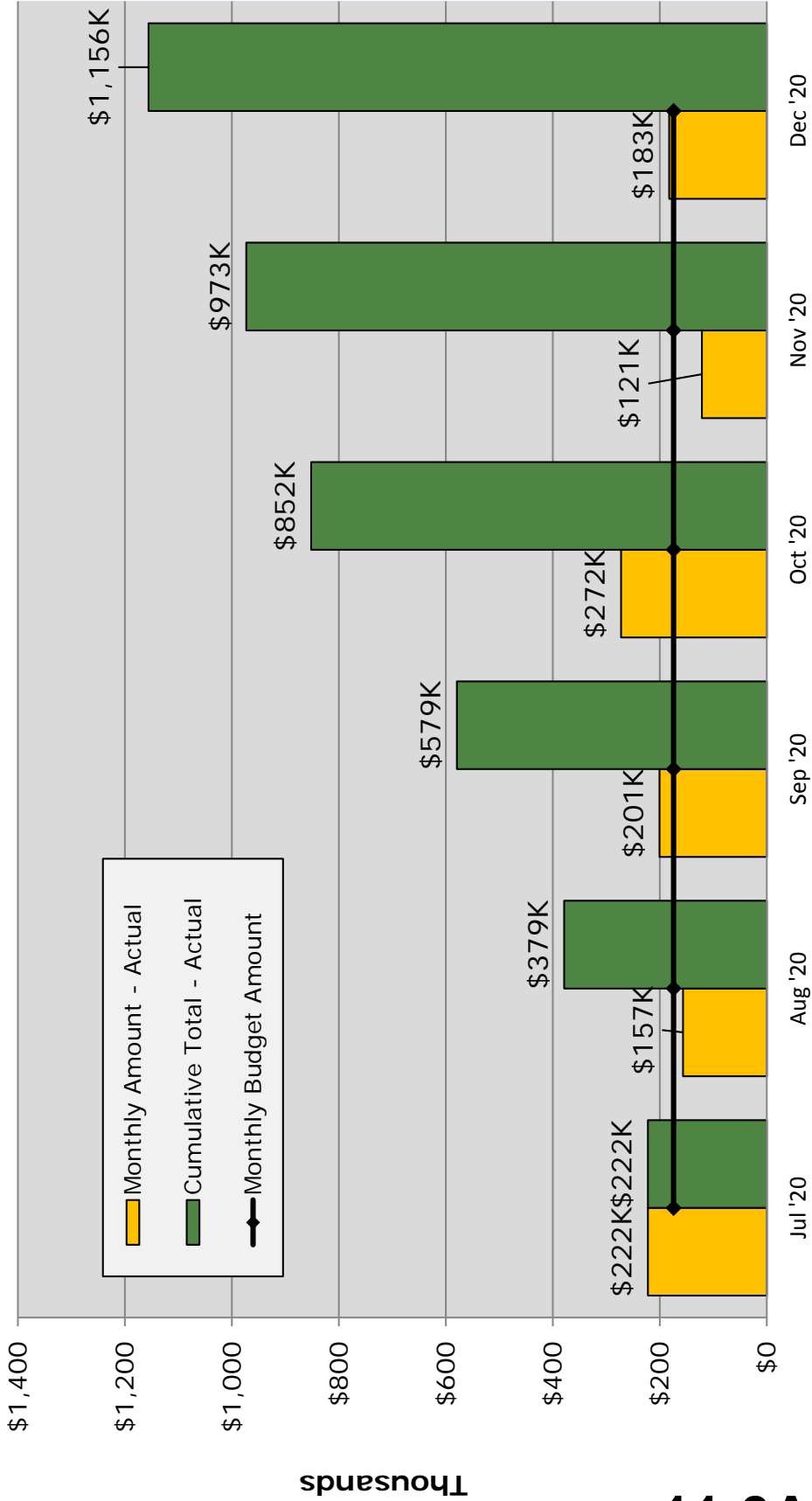


FY21 Operating Expenses by Major Expense Category Year to Date as of December 31, 2020

50% of Fiscal Year Elapsed



FY21 Transfers to Capital Budget: Measure D
Year to Date as of December 31, 2020
50% of Fiscal Year Elapsed



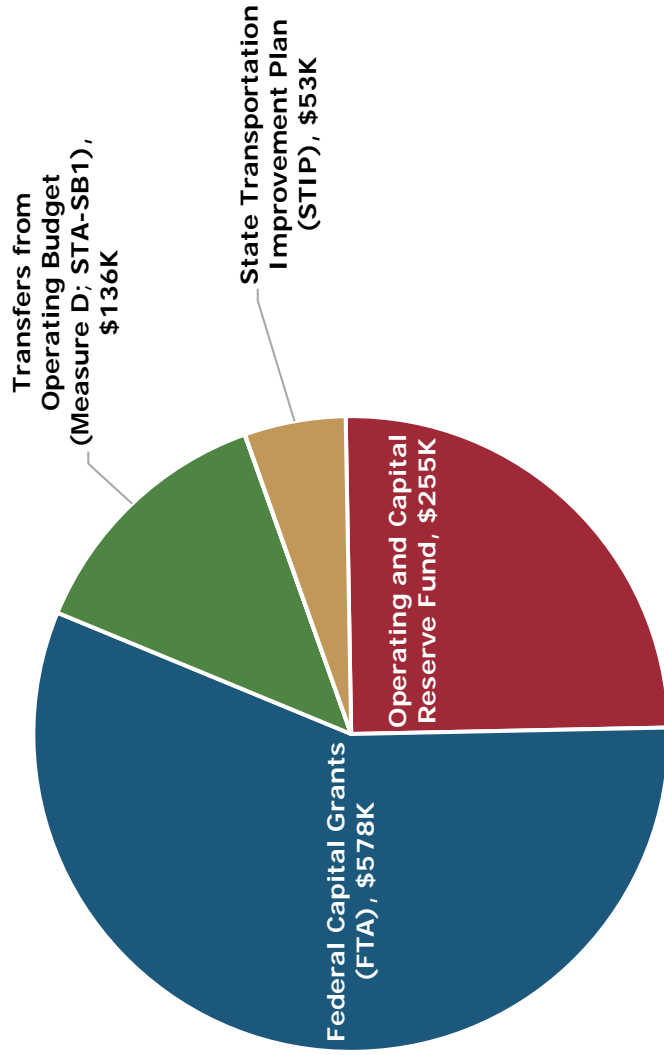
FY21 Transfer to Capital Budget Commitment = \$2.3M (Measure D and STA)
"Bus Replacement Program"

FY21 Capital Budget:

Spending Year to Date (by Funding Source) as of December 31, 2020

50% of Fiscal Year Elapsed

	Actual YTD	Total FY21 Budget	% Spent YTD
Total Capital Funding:	\$1,022,489	\$27,628,620	3.7%



Actual YTD

FY21 Capital Budget:

Spending Year to Date as of December 31, 2020

50% of Fiscal Year Elapsed

	Actual YTD	Total FY21 Budget	% Spent YTD
Total Capital Projects:	\$1,022,489	\$27,628,620	3.7%



Project Category:	Actual Spending YTD:
Construction Related Projects	\$36,621
Facilities Repair & Improvements	\$623,668
Revenue Veh Replacement & Campaigns	\$201,237
Revenue Veh Replacement & Campaigns - Electrification Projects	\$75,836
Non-Revenue Vehicle Replacement	\$984
Fleet & Maintenance Equipment	\$7,659
Misc.	\$76,485

FY21 Top Nine Capital Projects:

Status Report: Year to Date as of December 31, 2020

50% of Fiscal Year Elapsed

Top Capital Projects: (=> \$1M)	Actual YTD	Total FY21 Budget: \$27.6M	% Spent YTD	Status:
Electric Bus (3) + Infra & Proj Mgmt. (FTA 5339C Low-No FY16)	\$0	\$4.7M	0%	METRO working with CTE and Santa Barbara Consortium on purchases for electric buses.
Replace Six (6) CNG Buses (PTMISEA)	\$0	\$4.2M	0%	Purchase placed on Dec 10, 2020
FY18 STIP – 2 ZEBs (STIP, LPP, HVIP = \$300K) & 2 Electric Buses (Watsonville Circulator & Service) (FY15/16 & 17/18 LCTOP)	\$0	\$4.4M	0%	One bus scheduled to arrive early February, continue to work through punch list. Other buses to arrive throughout February
Metro owned Paracruz Facility FY20 LPP, Grant Match for 5339(b)	\$36K	\$2.3M	1%	Civil Engineers and Architects working on site drawings. Goal to apply for county permit in early March 2021, and Grant Application shortly after that.
Pacific Station/Metro Center Redevelopment w/City of SC (Bus Replacement Funds – Board Commitment: \$4M (\$1M/year: FY20 – FY23)	\$0.9K	\$2.1M	0%	Ongoing discussions with the City/Consultant. Identifying METRO needs for administrative space and bus tarmac logistics. Grant application delayed to spring 2021

FY21 Top Nine Capital Projects con't:

Status Report: Year to Date as of December 31, 2020

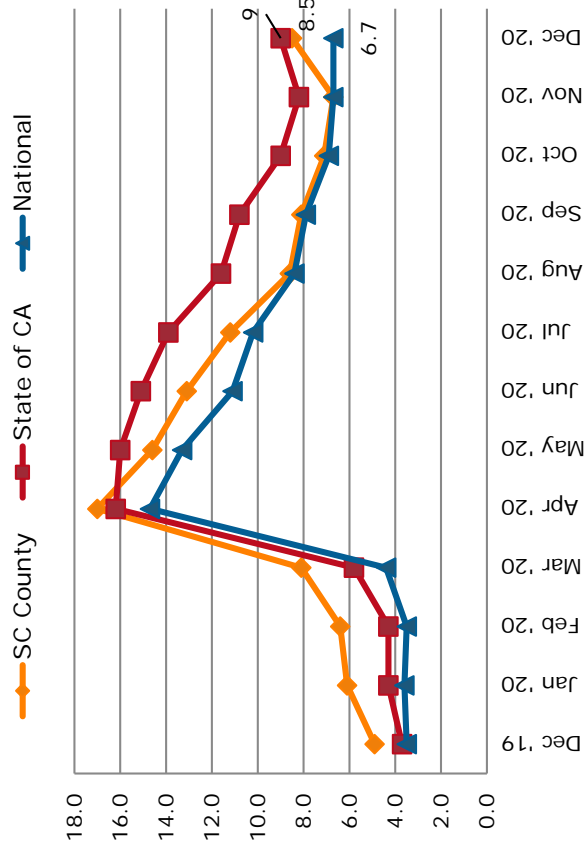
50% of Fiscal Year Elapsed

Top Capital Projects: (=>\$1M)	Actual YTD	Total FY21 Budget: \$27.6M	% Spent YTD	Status:
14 CNG Buses, Lease to Buy; Capital Lease - Year 1 of 6 Prin Only - (Bus Replacement Fund: SGR; Measure D)	\$0	\$1.5M	0%	Project is on hold until funding is secured.
2 35' CNG Buses (FY19 Caltrans Discretionary FTA 5339, Bus Replacement Fund)	\$0	\$1.4M	0%	Standard Agreement to be in place Feb 2021. METRO working on formal procurement documents to be prepared to extend purchase when funding is released.
Maint Yard-Security Hardening/Expanded Parking/Access Control	\$22K	\$1.0M	2%	Developing IFB
7 Replacement Paracruz Vans (FY19 LLP, Measure D); 3 Paracruz Vans (STBG FY19 via RTC)	\$0	\$0.9M	0%	Procurement placed on Jan 15, 2021
Total Top 9:	\$58.6K	\$22.5M	0.3%	
Other Smaller Projects:	\$963.9K	\$5.1M	18.9%	
Total All Projects:	\$1,023K	\$27.6M	3.7%	

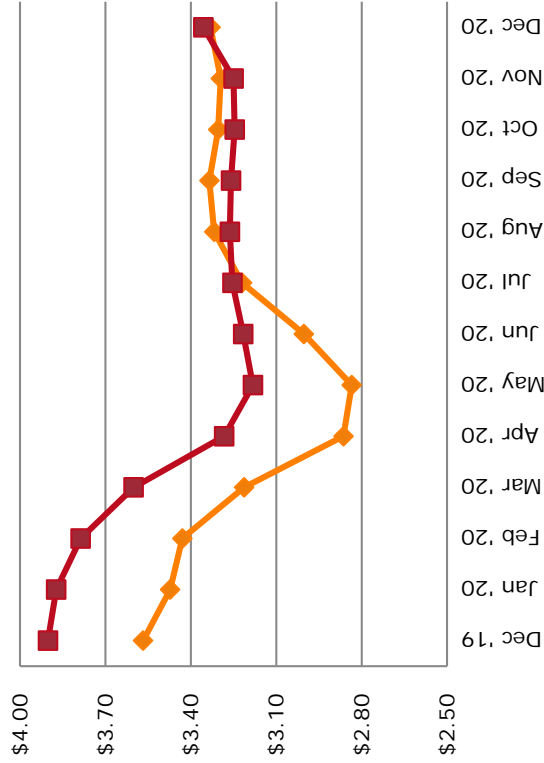
Additional Information

Economic Indicators & Ridership:

Unemployment Rate %



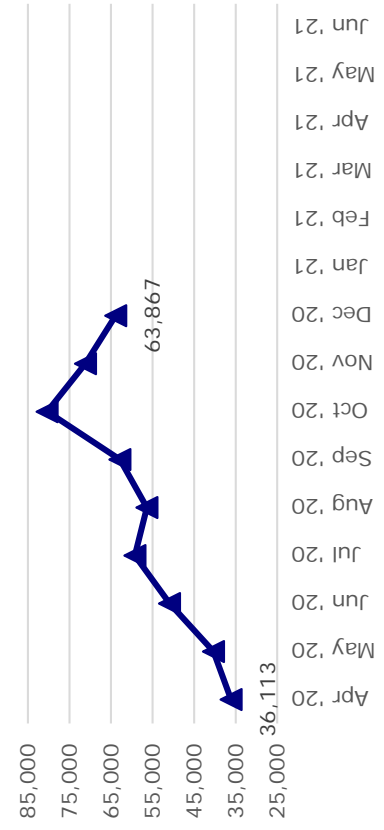
\$ Diesel/Gasoline per Gallon
San Francisco – Oakland – San Jose
\$ Gasoline per Gallon \$ Diesel per Gallon



FY20-FY21 Ridership: December YTD

Ridership	FY20	FY21	% Change
Total	2,304,401	394,263	-82.9%
Hwy 17	139,261	19,141	-86.3%
Local	2,165,140	375,122	-82.7%
UCSC	1,108,535	44,433	-96.0%
Cabrillo	155,355	2,774	-98.2%
Non-Student	901,250	327,915	-63.6%

FY20-FY21 Ridership Recovery



FY21 Operating Revenue, Expenses, and Transfers:
Year to Date as of January, 2021: PRELIMINARY:

58% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual Favorable/ (Unfavorable)
Revenue:	\$32,890	\$34,492	(\$1,602)
Operating Expenses:			
Personnel Expenses	\$25,433	\$28,311	\$2,878
Non-Personnel Expenses	\$4,983	\$5,619	\$636
Total Operating Expenses:	\$30,416	\$33,930	\$3,514
Transfers:			
Transfers to Capital Budget	(\$1,359)	(\$1,219)	(\$140)
Transfers to Operating and Capital Reserve Fund	\$0	\$0	\$0
Total Transfers:	(\$1,359)	(\$1,219)	(\$140)
Operating Balance:	\$1,118*	(\$657)	\$1,772

*Operating Balance remains positive; transfers from COVID Reserves are not needed.

FY21 Operating Revenue, Expenses, and Transfers:

Year to Date as of June 30, 2021: PRELIMINARY*:

100% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual Favorable/ (Unfavorable)
Revenue:	\$51,869	\$57,263	(\$5,394)
Operating Expenses:			
Personnel Expenses	\$41,023	\$45,365	\$4,342
Non-Personnel Expenses	\$8,686	\$9,633	\$947
Total Operating Expenses:	\$49,709	\$54,998	\$5,289
Transfers:			
Transfers to Capital Budget	(\$2,265)	(\$2,265)	\$0
Transfers (to)/from COVID Reserves	\$105*	\$0	\$105
Total Transfers:	(\$2,160)	(\$2,265)	\$105
Operating Balance:	\$0	\$0	\$0
*COVID Reserve balance decreased by \$0.1M; Anticipated FY21 Year – End Balance: \$17.9M.			

*Reflects Actual Data for Qtrs. 1 & 2 and Projections for Qtrs. 3 & 4 in FY21

Questions

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DATE: February 26, 2021
TO: Board of Directors
FROM: Kristina Mihaylova, Deputy Finance Director
SUBJECT: CONSIDERATION OF RESOLUTION APPROVING THE FY21 REVISED CAPITAL BUDGET

I. RECOMMENDED ACTION

That the Board of Directors adopt a resolution approving the FY21 Revised Capital Budget, as presented in Attachment B

II. SUMMARY

- The Board of Directors (Board) adopted the FY21 Capital Budget on June 26, 2020.
- 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 FY21 & FY22 Operating and FY21 Capital Budget on June 26, 2020.

Periodically, capital budget revisions are required to add new projects, revise project balances and funding sources, update project descriptions, etc. This will be the third revision to the FY21 Capital Budget since adoption.

Staff requests that the Board adopt a resolution (Attachment A) to approve the FY21 Revised Capital Budget (Attachment B).

A Reconciliation by Project as of February 26, 2021 (Attachment C) is provided; this reconciles the (current) FY21 Revised Capital Budget against the (original) Final FY21 Capital Budget adopted on June 26, 2020.

This revision impacts multiple projects.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

The original FY21 Capital Budget adopted June 26, 2020 totals \$29,136,935.

- Revision 1 – August 28, 2020 – This revision added four (4) projects, removed eight (8) projects; revised the available budget balances for twelve (12) existing projects; added additional funding to one (1) existing project, and revised the description on one (1) project. This revision resulted in a net decrease of \$998,343, for a Revised FY21 Capital Budget balance of \$28,138,592.
- Revision 2 – October 23, 2020 – This revision added eleven (11) projects, removed one (1), revised the available budget balance for one (1) existing project; added additional funding to two (2) existing projects, and revised the description on two (2) projects. This revision resulted in a net decrease of \$509,972 for a Revised FY21 Capital Budget balance of \$27,628,620.
- Revision 3 – February 26, 2021 – This revision added three (3) projects and revised available budget balances for nine (9) projects. This revision resulted in a net increase of \$1,131 for a Revised FY21 Capital Budget balance of \$27,629,751.

The Reconciliation by Project as of February 26, 2021 (Attachment C) lists the detail of all changes by project since adoption on June 26, 2020, and includes an explanation for the action. The year to date change is a net decrease of \$1,507,184.

The estimated balance of the Operating and Capital Reserve Fund after this revision is an accrued balance of approximately \$706K. Reminder: The Operating and Capital Reserve Fund is comprised of Alternative Fuel Tax Rebates from prior years, and any excess revenues above actual expenses (carryover) transferred from the Operating Budget. Note that the estimate provided here includes deductions for approved capital projects *and* commitments (the required local match) against grants that may *not* yet have been awarded; those un-awarded projects are *not* included in the attached revised budget. If or when those grants are awarded, the capital budget will be revised accordingly.

VI. CHANGES FROM COMMITTEE

N/A.

VII. 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.

VIII. ATTACHMENTS

Attachment A: FY21 Capital Budget Resolution

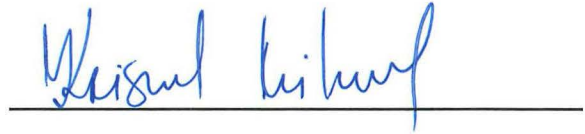
Attachment B: FY21 Revised Capital Budget as of February 26, 2021

Attachment C: FY21 Revised Capital Budget – Reconciliation by Project as of February 26, 2021

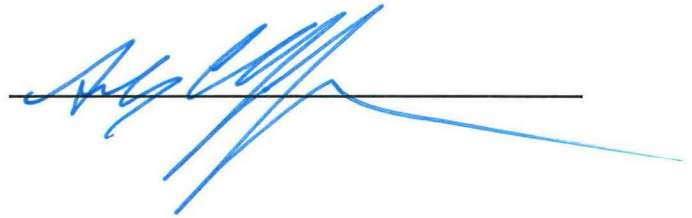
Prepared by: Kristina Mihaylova, Deputy Finance Director

IX. APPROVALS

Approved as to fiscal impact:
Kristina Mihaylova,
Deputy Finance Director



Alex Clifford, CEO/General Manager



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:

A RESOLUTION OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AUTHORIZING A REVISION TO THE FY21 CAPITAL BUDGET

WHEREAS, the Board of Directors approved the FY21 Capital Budget on June 26, 2020 with a total budget of \$29,136,935; and

WHEREAS, it is necessary to revise the adopted FY21 Capital Budget by \$1,507,184;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District hereby amends the FY21 Capital Budget per Attachment B to this resolution for a total FY21 Revised Capital Budget of \$27,629,751.

PASSED AND ADOPTED this 26th day of February 2021, by the following vote:

AYES: Directors -

NOES: Directors -

ABSENT: Directors -

ABSTAIN: Directors -

Approved _____
Board Chair

ATTEST _____
ALEX CLIFFORD
CEO, General Manager

APPROVED AS TO FORM

JULIE A. SHERMAN
General Counsel

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY21 (REVISED) CAPITAL BUDGET
AS OF FEBRUARY 26, 2021**

	PROJECT/ACTIVITY	RESTRICTED	PTMISEA (1B)	STIP	LCTOP	LPP	BUS REPLACEMENT FUND		OPERATING & CAPITAL RESERVE FUND	TOTAL	
							RESTRICTED	RESTRICTED			
	FEDERAL FUNDS						STA-SB1 (XFR FROM OPER BUDGET)	STA-SGR (SB 1) RESTRICTED	MEASURE D (XFR FROM OPER BUDGET) RESTRICTED		
							\$3M PER YEAR				
Construction Related Projects											
1	19-0001 New METRO Owned Paracruz Facility-FY20 LPP (Grant Match for 5339(b))									\$ 2,285,539	\$ 2,285,539
2	19-0002 Pacific Station/Metro Center Redevelopment w/ City of SC	\$ 118,634					\$ 29,658		\$ 2,000,000	\$ 2,000,000	
3	19-0003 Pacific Station/Metro Center-Conceptual Design/MOU (5309)	\$ 118,634					\$ 29,658		\$ 2,000,000	\$ 2,285,539	
	Subtotal	\$ 118,634					\$ 29,658		\$ 2,000,000	\$ 4,433,630	
IT Projects											
4	19-0004 ERP Consultant (\$50K Consulting) & System									\$ 800,000	
	Subtotal									\$ 800,000	
Facilities Upgrades & Improvements											
5	19-0006 Maint. Yard-Security Hardening/Expanded Parking									\$ 910,570	
6	19-0006a Access Control for Maintenance Facility									\$ 63,262	
7	19-0007 Maintenance Facility Roof Replacement (FTA 5339a FY19)	\$ 300,119								\$ 300,119	
8	19-0009 Fuel Management System (FTA 5339a FY17 & FY18)	\$ 94,156								\$ 124,725	
9	19-0010 Bus Stop Improvements (FTA 5339a FY18)	\$ 124,725								\$ 124,725	
10	19-0011 Gate Control at JKS Bus Entry (FTA 5339a FY18)	\$ 100,000								\$ 100,000	
11	19-0012 JKS Facility - Bus Wash Rehab (FTA 5339a FY19)	\$ 100,000								\$ 100,000	
12	19-0013 JKS Facility - Upper Security Gates									\$ 100,000	
13	19-0017 138 Golf Club Fire Egress (FTA 5339a FY17 & FY19, Reserves)	\$ 214,466								\$ 249,000	
14	19-0016 Paint Exterior-Maint. Facility (FTA 5339a FY18)	\$ 128,659								\$ 34,534	
	Fire Egress - (Design Only) was Facilities Improvements (FTA 5339a FY15/16)-all FTA funds spent - only local match remains									\$ 20,368	
15	19-0014 Awning @ Fueling Station A&E only (FTA 5339a FY18 & Reser									\$ 9,667	
16	19-0018 Admin Bldg. Engineering & Renovations									\$ 20,000	
17	19-0020 Asphalt Repair-Pac Station Layover (FTA 5339a FY18)	\$ 3,638								\$ 3,638	
18	19-0021 Watsonville Bus Shelter									\$ 15,554	
19	21-0001 Awning @ Fueling Station - Construction Phase (FTA 5339a FY2	\$ 238,908								\$ 238,908	
20	19-0018a Subtotal	\$ 1,304,671								\$ 1,182,009	
										\$ 2,486,680	

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY21 (REVISED) CAPITAL BUDGET
AS OF FEBRUARY 26, 2021**

PROJECT/ACTIVITY	RESTRICTED	PTMISEA (1B)	STIP	LCTOP	RESTRICTED	RESTRICTED	LPP	BUS REPLACEMENT FUND		OPERATING & CAPITAL RESERVE FUND	TOTAL
								STA-SB1 (XFR FROM OPER BUDGET)	MEASURE D (XFR FROM OPER BUDGET)		
								\$3M PER YEAR (MEASURE D + SB1 STA&SGR)			
Revenue Vehicle Purchases, Replacements & Campaigns											
21 19-0024		\$ 4,036,017							\$ 100,000		\$ 4,136,017
22 19-0028									\$ 171,213		\$ 171,213
23 19-0027			\$ 688,163								\$ 688,163
24 20-0001					\$ 302,000				\$ 303,131		\$ 605,131
25 19-0032									\$ 259,182		\$ 259,182
26 19-0033	\$ 200,000								\$ 52,132	\$ 7,210	\$ 259,342
27 19-0035										\$ 27,235	\$ 27,235
28 20-0002	\$ 1,068,000								\$ 272,000		\$ 1,360,000
29 20-0003									\$ 800,000		\$ 1,500,000
	\$ 1,288,000	\$ 4,036,017	\$ 688,163	\$ -	\$ 302,000	\$ -	\$ 34,445	\$ 700,000	\$ 1,957,658	\$ 34,445	\$ 9,006,283
Revenue Vehicle Purchases, Replacements & Campaigns-Fleet Electrification Projects											
30 19-0026									\$ 656,811		\$ 2,168,601
31 19-0037	\$ 3,568,123		\$ 725,790		\$ 786,000				\$ 1,087,153		\$ 4,655,276
32 19-0038									\$ 185,051		\$ 1,107,349
33 19-0039		\$ 357,216		\$ 565,082	\$ 863,102				\$ 231,843		\$ 1,094,945
34 19-0041										\$ 262,500	\$ 262,500
35 19-0042										\$ 69,200	\$ 69,200
36 20-0004										\$ 52,000	\$ 52,000
37 21-0002										\$ 526,060	\$ 526,060
	\$ 3,568,123	\$ 357,216	\$ 725,790	\$ 1,428,184	\$ 786,000	\$ -	\$ -	\$ -	\$ 2,686,918	\$ 383,700	\$ 9,935,931
Non-Revenue Vehicle Purchases & Replacements											
38 19-0043	\$ 2,969										\$ 2,969
39 19-0044	\$ 934										\$ 934
40 21-0005	\$ 100,000										\$ 100,000
41 21-0006	\$ 150,000										\$ 150,000
	\$ 253,903	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 253,903

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY21 (REVISED) CAPITAL BUDGET
AS OF FEBRUARY 26, 2021**

	PROJECT/ACTIVITY	RESTRICTED	PTMISEA (1B)	STIP	LCTOP	LPP	RESTRICTED	BUS REPLACEMENT FUND		OPERATING & CAPITAL RESERVE FUND	TOTAL
								STA-SB1 (XFR FROM OPER BUDGET)	STA-SGR (SB 1)		
								\$3M PER YEAR (MEASURE D + SB1 STASGR)	RESTRICTED		
Fleet & Maint. Equipment											
42	19-0045 Floor Scrubber (1) for Maint. Shop (FTA 5339a FY18)	\$ 45,000									\$ 45,000
43	21-0003 Transmission Jack (VTA Gillig buses, vehicles 4201-4210)	\$ 80,000						\$ 7,700			\$ 7,700
44	21-0004 Golf Club Part Washers (FTA 5339a FY20)	\$ 125,000									\$ 80,000
	Subtotal										\$ 132,700
Office Equipment											
	Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.											
45	19-0048 Misc Capital Contingency-\$800K - 11/15/19 BOD										\$ 188,426
46	19-0046b WTC - Server and Security Cameras (3 new, 3 replacement)										\$ 44,529
47	19-0048e Laptop - Marketing										\$ 3,200
48	19-0048f Folding Machines (4)										\$ 12,500
49	19-0048g METRO ParaCruz Camera Additions										\$ 13,450
50	19-0048h EOC Equipment										\$ 10,400
51	19-0048i Vapor Compressor replacement (at Fueling Station)										\$ 162,134
52	19-0048k Furniture (Customer Service)										\$ 4,300
53	19-0048l Security Radios										\$ 2,000
54	19-0048m Zoom System for Conference Room										\$ 5,500
55	19-0048n Radio Console Upgrade										\$ 41,800
56	19-0050 TVM Pin Pad Bezel 8 Upgrade (6)										\$ 22,185
57	21-0007 Hardware for Bus Stop Redesign										\$ 70,000
	Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 580,424
TOTAL CAPITAL PROJECTS		\$ 6,658,331	\$ 4,393,233	\$ 1,413,953	\$ 1,426,184	\$ 1,088,000	\$ 29,658	\$ 700,000	\$ 6,652,276	\$ 5,266,117	\$ 27,629,751

11-4B.3

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY21 (REVISED) CAPITAL BUDGET
AS OF FEBRUARY 26, 2021**

PROJECT/ACTIVITY	RESTRICTED	PTMISEA (1B)	STIP	LCTOP	LPP	RESTRICTED	BUS REPLACEMENT FUND		OPERATING & CAPITAL RESERVE FUND	TOTAL
							STA-SB1 (XFR FROM OPER BUDGET)	STA-SGR (SB 1)		
							\$3M PER YEAR (MEASURE D + SB1 STA&SGR)	RESTRICTED	MEASURE D (XFR FROM OPER BUDGET)	
CAPITAL PROGRAM FUNDING										
Federal Sources of Funds:										
Federal Grants (FTA)	\$ 6,458,331									\$ 6,458,331
Surface Transportation Block Grant (STBG)	\$ 200,000									\$ 200,000
State Sources of Funds:										
PTMISEA (1B)		\$ 4,393,233								\$ 4,393,233
State Transportation Improvement Program (STIP)			\$ 1,413,953							\$ 1,413,953
Low Carbon Transit Operations Program (LCTOP)				\$ 1,428,184						\$ 1,428,184
Local Partnership Program (LPP)					\$ 1,088,000					\$ 1,088,000
State Transit Assistance (STA)-Prior Years						\$ 29,658				\$ 29,658
Transfers from Operating Budget (STA-SB1)										\$ -
STA-SGR (SB1)							\$ 700,000			\$ 700,000
Transfers from Operating Budget (Measure D)									\$ 6,652,276	\$ 6,652,276
Local Sources of Funds:										
Operating and Capital Reserve Fund										\$ 5,266,117
TOTAL CAPITAL FUNDING BY FUNDING SOURCE	\$ 6,658,331	\$ 4,393,233	\$ 1,413,953	\$ 1,428,184	\$ 1,088,000	\$ 29,658	\$ 700,000	\$ 6,652,276	\$ 5,266,117	\$ 27,629,751
Restricted Funds	\$ 6,658,331	\$ 4,393,233	\$ 1,413,953	\$ 1,428,184	\$ 1,088,000		\$ 700,000	\$ 6,652,276		\$ 22,333,977
Unrestricted Funds							\$ 29,658		\$ 5,266,117	\$ 5,295,774
TOTAL CAPITAL FUNDING	\$ 6,658,331	\$ 4,393,233	\$ 1,413,953	\$ 1,428,184	\$ 1,088,000	\$ 29,658	\$ 700,000	\$ 6,652,276	\$ 5,266,117	\$ 27,629,751

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.

11-4B.4

**FY21 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF FEBRUARY 26, 2021- 3rd REVISION**

Attachment C

FY21 FINAL CAPITAL BUDGET ADOPTED JUNE 26, 2020:					\$ 29,136,935
CAPITAL PROJECT	PJT#	SOURCE	AMOUNT	TOTAL	
Revise Project Budget Balance: New METRO Owned Paracruz Facility	19-0001	OP & CAPITAL RESERVE	\$ 3,142		
Reason: Adjust available budget based on prior year spending					
Revise Project Budget Balance: Pacific Station/Metro Center-Conceptual Design/MOU (5309)	19-0003	FTA & STA	\$ (3,447)		
Reason: Adjust available budget based on prior year spending					
Revise Project Budget Balance: Main Yard-Security Hardening/Expanded Parking	19-0006	OP & CAPITAL RESERVE	\$ (26,168)		
Reason: Adjust available budget based on prior year spending					
Revise Project Budget Balance: Maintenance Facility Roof Replacement (FTA 5339a FY19)	19-0007	FTA	\$ (120,330)		
Reason: Adjust available budget based on lower bid for the project					
Remove: Vernon Generator Replacement Project	19-0008	OP & CAPITAL RESERVE	\$ (17,536)		
Reason: Project Completed in prior year					
Add Funds: 138 Golf Club Fire Egress (FTA 5339a FY17 & FY19, Reserves)	19-0017	FTA OP & CAPITAL RESERVE	\$ 116,943 \$ 22,584		
Reason: Add additional funding needed to backfill the difference between the cost of the project and the amount of the grant awards (FTA 5339a FY17)					
Revise Project Budget Balance: Fire Egress - (Design Only) was Facilities Improvements	19-0014	OP & CAPITAL RESERVE	\$ (8,151)		
Reason: Adjust available budget based on prior year spending					
Revise Project Budget Balance: Awning @ Fueling Station A&E only	19-0018	FTA OP & CAPITAL RESERVE	\$ (337) \$ (2,333)		
Reason: Adjust available budget based on prior year spending					
Remove: Security Camera Install - JKS	19-0019	MEASURE D	\$ (3,687)		
Reason: Project Completed in prior year					

**FY21 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF FEBRUARY 26, 2021- 3rd REVISION**

Attachment C

CAPITAL PROJECT	PJT#	SOURCE	AMOUNT	TOTAL
Revise Project Budget Balance: Asphalt Repair-Pac Station Layover	19-0021	FTA	\$ (12,362)	
Reason: Adjust available budget based on prior year spending				
Remove: Fencing Behind Diesel Tank	19-0023	FTA	\$ (575)	
Reason: Project Completed in prior year				
Revise Project Budget Balance: FY18 STIP - AVL/ITS (STIP, Measure D)	19-0027	STIP	\$ (53,086)	
Reason: Adjust available budget based on prior years spending				
Remove: VTA Bus Transfer - Decommission & Retrofit 10 Electric	19-0029	MEASURE D	\$ (544,149)	
Reason: Project Completed in prior year				
Remove: CNG Bus (1) "Bus 6"	19-0030	FTA MEASURE D	\$ (456,957) \$ (207,158)	
Reason: Project Completed in prior year				
Change Description Only: 3 New Flyer Repl. Capital Lease - Year 4 of 6 Prin Only	19-0032	MEASURE D	\$ -	
Reason: Title change				
Remove: Mid-Life Bus Engine Overhaul (4)	19-0034	FTA	\$ (7,966)	
Reason: Project Completed in prior year				
Revise Project Budget Balance: Completion of Cameras on Buses (6 buses)	19-0035	OP & CAPITAL RESERVE	\$ (72,765)	
Reason: Adjust available budget based on prior years spending				
Remove: Cameras on Buses #2	19-0036	MEASURE D	\$ (2,438)	
Reason: Project Completed in prior year				
Revise Project Budget Balance: Electric Bus (3) + Infra & Proj Mgmt	19-0037	FTA	\$ (20,499)	
Reason: Adjust available budget based on prior years spending				

**FY21 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF FEBRUARY 26, 2021- 3rd REVISION**

Attachment C

CAPITAL PROJECT	PJT#	SOURCE	AMOUNT	TOTAL
Revise Project Budget Balance: Completion of JKS Facility - ZEB Yard Charging Infrastructure	19-0041	OP & CAPITAL RESERVE	\$ (2,603)	
Reason: Adjust available budget based on prior years spending				
Remove: Workstation & Cubicles (HR)	19-0047	OP & CAPITAL RESERVE	\$ (10,768)	
Reason: Project Completed in prior year				
Revise Project Budget Balance: Misc Capital Contingency-\$800K - 11/15/19 BOD	19-0048	OP & CAPITAL RESERVE	\$ (120,211)	
Reason: Adjust available budget based on prior years spending				
Add project: Laptop - Marketing	19-0048e	OP & CAPITAL RESERVE	\$ 3,200	
Reason: New equipment needed				
Add project: Watsonville Bus Shelter	21-0001	OP & CAPITAL RESERVE	\$ 15,554	
Reason: New equipment needed				
Add project: Drivers Barriers	21-0002	MEASURE D	\$ 526,060	
Reason: New equipment needed (remaining funding from project 19-0029 VTA Bus Transfer - Decommission & Retrofit 10 Electric Hybrids)				
Add project: Transmission Jack (VTA Gillig buses, vehicles 4201-4210)	21-0003	MEASURE D	\$ 7,700	
Reason: New equipment needed (remaining funding from project 19-0029 VTA Bus Transfer - Decommission & Retrofit 10 Electric Hybrids)				
Change Description Only: ERP Consultant (\$50K Consulting) & System	19-0004	OP & CAPITAL RESERVE	\$ -	
Reason: Title change				
Add Funds & Change Project Description: Awning @ Fueling Station A&E only (FTA 5339a FY18 & Reserves)	18	Misc. Capital Contingency	\$ 2,000	
Transfer Funds: Funds needed for new project	48	Misc. Capital Contingency	\$ (2,000)	
Reason: Funds needed to finish project 19 - 0018				
Add project: Awning @ Fueling Station - Construction Phase (FTA 5339a FY20)	18a	FTA	\$ 238,908	
Reason: METRO will install awnings around the Fueling and Wash Facility to protect employees against rain and direct sunlight when fueling buses.				

**FY21 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF FEBRUARY 26, 2021- 3rd REVISION**

Attachment C

CAPITAL PROJECT	PJT#	SOURCE	AMOUNT	TOTAL
Change Project Category Only: FY18 STIP - 2 ZEBs (STIP, LPP, HVIP = \$300K)	26	STIP & LPP & Measure D	\$ -	
Reason: Project is moved to category Revenue Vehicle Purchases, Replacements & Campaigns-Fleet Electrification Projects				
Revise Project Budget Balance: Refurb 4 Buses @ ~ \$254K (FY18 STIP, Measure D)	28	STIP Measure D	\$ (900,000) \$ (245,280)	
Reason: Adjust available budget based on prior years spending				
Add Funds: ZEB Deployment & Fleet Planning (CTE)	42	Misc. Capital Contingency	\$ 60,700	
Transfer Funds: Funds needed for new project	48	Misc. Capital Contingency	\$ (60,700)	
Reason: Funds needed to finish project 19 - 0018				
Add back: Bus Yard Scrubber/Sweeper (FTA 5339a FY18)	44	FTA	\$ 934	
Transfer Funds: Replace Custodial Support Vehicle (1) (FTA5339a FY18)	43	FTA	\$ (934)	
Reason: Additional spending in FY21				
Add project: Folding Machines (4)	48f	Misc. Capital Contingency	\$ 12,500	
Transfer Funds: Funds needed for new project	48	Misc. Capital Contingency	\$ (12,500)	
Reason: Folding machines in Finance/Payroll, Customer Service, Operations and Paracruz will expedite the distribution of printed materials to employees and the public				
Add project: METRO ParaCruz Camera Additions	48g	Misc. Capital Contingency	\$ 13,450	
Transfer Funds: Funds needed for new project	48	Misc. Capital Contingency	\$ (13,450)	
Reason: Safety related request for surveillance at ParaCruz				
Add project: EOC Equipment	48h	Misc. Capital Contingency	\$ 10,400	
Transfer Funds: Funds needed for new project	48	Misc. Capital Contingency	\$ (10,400)	
Reason: Funding needed for the new EOC project				
Add project: Vapor Compressor Replacement (at Fueling Station)	48j	Misc. Capital Contingency	\$ 160,000	
Transfer Funds: Funds needed for new project	48	Misc. Capital Contingency	\$ (160,000)	
Reason: New equipment needed urgently				
Add project: Furniture (Customer Service)	48k	Misc. Capital Contingency	\$ 4,300	
Transfer Funds: Funds needed for new project	48	Misc. Capital Contingency	\$ (4,300)	
Reason: New furniture needed				

**FY21 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF FEBRUARY 26, 2021- 3rd REVISION**

Attachment C

CAPITAL PROJECT	PJT#	SOURCE	AMOUNT	TOTAL
Remove project: Watsonville Transit Mural	54	OP & CAPITAL RESERVE	\$ (3,600)	
Reason: Project completed in prior fiscal year				
Add project: Golf Club Part Washers (FTA 5339a FY20)	21-0004	FTA	\$ 80,000	
Reason: METRO has a critical need to replace parts washers that have exceeded their useful lifespan of six years				
Add project: Non-Revenue Electric Vehicles (FTA 5339a FY20)	21-0005	FTA	\$ 100,000	
Reason: METRO has a need to replace non-revenue vehicles that have exceeded their useful lifespan of eight years.				
Add project: Service Truck (FTA 5339a FY20)	21-0006	FTA	\$ 150,000	
Reason: METRO's service truck has exceeded its useful service life and needs to be replaced.				
Add project: Hardware for Bus Stop Redesign Project	21-0007	OP & CAPITAL RESERVE	\$ 70,000	
Reason: Funds needed for new project				
Add project: Security Radios	48l	Misc. Capital Contingency	\$ 2,000	
Transfer Funds: Funds needed for new project	48	Misc. Capital Contingency	\$ (2,000)	
Reason: New equipment needed				
Add project: Zoom System for Conference Room	48m	Misc. Capital Contingency	\$ 5,500	
Transfer Funds: Funds needed for new project	48	Misc. Capital Contingency	\$ (5,500)	
Reason: New equipment needed				
Add project: Radio Console Upgrade	48n	Misc. Capital Contingency	\$ 41,800	
Transfer Funds: Funds needed for new project	48	Misc. Capital Contingency	\$ (41,800)	
Reason: New equipment needed urgently				
Add Funds: Access Control for Maintenance Facility	19-0006a	OP & CAPITAL RESERVE	\$ 13,262	
Transfer Funds: Maint Yard-Security Hardening/Expanded Parking	19-0006	OP & CAPITAL RESERVE	\$ (13,262)	
Reason: Funds needed to complete the project				

**FY21 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF FEBRUARY 26, 2021- 3rd REVISION**

Attachment C

CAPITAL PROJECT	PJT#	SOURCE	AMOUNT	TOTAL
Add Funds: Paint Exterior-Maint. Facility	19-0016	FTA	\$ 29,551	
Transfer Funds: Maintenance Facility Roof Replacement	19-0007	FTA	\$ (29,551)	

Reason: Funds needed to complete project 19-0016, excess funds available in project 19-0007

Add Funds: 138 Golf Club Fire Egress	19-0017	Misc. Capital Contingency	\$ 11,950	
Transfer Funds: Funds needed	48	Misc. Capital Contingency	\$ (11,950)	

Reason: Funds needed to complete project 19-0017

Add Funds: Vapor Compressor replacement (at Fueling Station)	48j	Misc. Capital Contingency	\$ 2,134	
Transfer Funds: Funds needed	48	Misc. Capital Contingency	\$ (2,134)	

Reason: Funds needed to complete project 19-0048j

Add Funds: 7 Replacement Paracruz Vans	20-0001	Measure D	\$ 1,131	
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Reason: Funds needed to complete project 20-0001

FUNDING SUMMARY:			
	OP & CAPITAL RESERVE	\$	(606,612)
	FTA	\$	521,024
	LCTOP	\$	-
	LPP	\$	-
	MEASURE D	\$	(467,821)
	PTMISEA	\$	-
	STA	\$	(689)
	STA-SGR	\$	-
	STBG	\$	-
	STIP	\$	(953,086)
TOTAL CAPITAL BUDGET REVISIONS THROUGH 02/26/21:			\$ (1,507,184)

FY21 REVISED CAPITAL BUDGET AS OF FEBRUARY 26, 2021: **\$ 27,629,751**



DATE: February 26, 2021
TO: Board of Directors
FROM: Wondimu Mengistu, Grants/Legislative Analyst
SUBJECT: ACCEPT AND FILE QUARTERLY STATUS REPORT OF GRANT APPLICATIONS, ACTIVE AND PENDING GRANTS FOR THE SECOND QUARTER OF FY21

I. RECOMMENDED ACTION

That the Board of Directors receive and file the quarterly report on grant applications, active and pending grants. This is for information only. No action is required.

II. SUMMARY

- During the second quarter (Q2) of FY21 (October 1-December 31, 2020), the Santa Cruz Metropolitan Transit District (METRO) received two formula grants, which will be used for operating capital assistance.
- Staff also submitted a formula grant application for the Federal Transit Administration (FTA) FFY20 Federal Section 5339 Bus and Bus Facilities funds for capital assistance.
- Previously awarded grant-funded projects are underway to purchase replacement vehicles and upgrade facilities.
- A list of METRO's active grants (Attachment A) and pending applications (Attachment B) is provided quarterly to apprise the Board of Directors (Board) of grant funding status.
- No action is required; this report is for information only.

III. DISCUSSION/BACKGROUND

During Q2 of FY21, METRO received two formula grants. METRO has been awarded \$13,551,007 million in FTA FFY21 Federal Section 5307 formula funds through the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA), approved by Congress and signed into law on December 27, 2020. A primary objective of the CRRSAA funding is to ensure that METRO receives sufficient funding under this bill, when combined with its Coronavirus Aid, Relief, and Economic Security (CARES) Act apportionments, to equal at least 75% of its 2018 operating expenses totaling to nearly \$46 million, setting METRO's 75% cap at \$34 million in CRRSAA funding. Accounting for the \$21 million in funds that

were already awarded to METRO through the CARES Act, METRO will receive \$13,551,007 in CRRSAA funding to be applied to operating costs. The CRRSAA funds will pay for FTA qualifying METRO operating expenses going back to January 20, 2020 to help offset the extraordinary direct costs and revenue losses as a result of the novel coronavirus (COVID-19) pandemic. The federal share is 100 percent. METRO also received \$7,288,924 in formula funds for FY21 FTA 5307 operating assistance for public transit service within the Santa Cruz and Watsonville urbanized areas.

Staff submitted a formula grant application for the FTA FFY20 Federal Section 5339 Bus and Bus Facilities funds for capital assistance. FTA Sections 5339 Bus and Bus Facilities formula funds will provide a total of \$568,908 to replace parts washers, to install awnings around the Fueling and Wash Facility and to replace a service truck and non-revenue vehicles that have exceeded their useful service life.

Closed-out, Active, Pending and Future Grants

During the quarter, staff closed-out three grants.

- Project # 19-0009 and 19-0017:FFY17 FTA 5339(a) Bus mid-life overhaul and Facilities Maintenance
 - All applicable Federal funds expended and the FTA approved the closeout report. This application requested \$437,523 apportioned by formula to METRO from the FY17 FTA 5339 (a) program to install a Fuel Management System (\$180,000) and construct an emergency egress from the second floor of the Fleet Maintenance building (\$97,523). \$160,000 was used to perform mid-life overhauls on four 35- and 40-foot fixed-route New Flyer CNG buses to maintain a state of good repair through the end of their 14-year useful life. California Transportation Development Toll Credits in the amount of \$87,505 provided the 20% local match to the FTA grant.
- Project # CA-2020-144-01:FFY20 FTA 5307 CARES Act Grant - Operating
 - METRO received \$20,560,417 in FTA FFY20 Federal Section 5307 formula funds through the CARES Act for operating assistance for public transit service within the Santa Cruz and Watsonville urbanized areas for the period 1/20/20 - 9/30/20. The CARES Act funds helped METRO offset the extraordinary direct costs and revenue losses as a result of the novel coronavirus (COVID-19) pandemic. All applicable Federal funds expended and the FTA approved the closeout report.

- Project # CA-2020-143-01: FFY20 FTA 5307 Operating Assistance
 - METRO received \$7,282,012 in formula funds for FY20 FTA 5307 for operating assistance, for fixed-route operators' wages and fringe benefits for the period 7/1/19 - 1/15/20 within the Santa Cruz and Watsonville urbanized areas. All applicable Federal funds expended and the FTA approved the closeout report.

This staff report appraises the Board of active (Attachment A), pending and future (Attachment B) grants which fund METRO's operations and capital improvements.

Active operating and capital improvement grants total \$29,947,482 in formula and \$12,313,051 in competitive funds. Of this amount, \$10,053,555 is to replace and refurbish buses. The remaining awarded funds are for operating assistance and capital improvement projects.

Pending grant applications request \$1,595,827 of new formula funding and \$1,360,000 of new discretionary funding. Of this \$2,955,827 in funding requests, \$1,360,000 is to replace buses. The remaining applications request funds for operating assistance and facilities improvement projects.

METRO staff continuously seeks grant funds for operating assistance and capital improvements. During the next three months, staff will prepare grant applications for State and Federal disaster relief funding through the California Office of Emergency Services (CalOES), the FY21 FTA 5339(b) Buses and Bus Facilities Discretionary Grant Program, Low Carbon Transit Operations Program (LCTOP) and Affordable Housing and Sustainable Communities (AHSC) funding program.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

The actions taken in this report tie to METRO's Financial Stability, Stewardship and Accountability.

V. FINANCIAL CONSIDERATIONS/IMPACT

Current active grants (Attachment A) of \$42,260,533 for METRO's operations and capital improvements projects. The Operating and Capital Budgets will be amended as necessary when grants are awarded.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

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

VIII. ATTACHMENTS

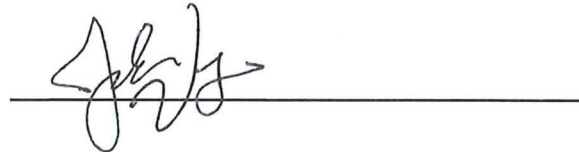
Attachment A: Active Grants as of February 2021

Attachment B: Pending Grants as of February 2021

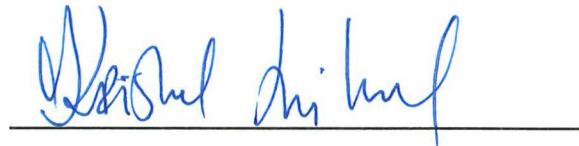
Prepared by: Wondimu Mengistu, Grants/Legislative Analyst

IX. APPROVALS

John Urgo, Planning
and Development Director



Approved as to fiscal impact:
Kristina Mihaylova,
Finance Deputy Director



Alex Clifford, CEO/General Manager



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Santa Cruz METRO

Active Grants as of 2/26/2021

Formula Grant

#	Project Description	Project Scope	Funding Source	\$ Budget Grant	\$ Budget Total Project	Project % Complete
Operating Projects						
1	Operate Watsonville Circulator	Operate new circulator route w/ ZEB in Wats DAC	FY18 Air District 2018 AB2766 Program Award: 1/18/18	\$ 200,000	\$ 678,111	5%
2	FY21 Operating assistance	Operating assistance	FY21 SCCRTC Transportation Development Act-Local Transportation Fund (TDA-LTF) Award Revised 6/29/2020 RTC AGENDA Special Meeting	\$ 6,304,655	\$ 12,609,310	50%
3	FY20 operating and capital assistance	Operating and capital assistance	FY21 SCCRTC Transportation Development Act-State Transit Assistance (TDA-STA) Revised based on State Controller's estimate as of Aug 2020	\$3,438,477	\$ 6,876,954	50%
End of Operating Projects						
Capital Projects						
4	1 CNG Replacement Bus	Purchase 40" CNG Bus	FY13-17 Caltrans Discretionary FTA 5339 Program Award: 4/4/2018	\$ 456,957	\$ 664,799	95%

Santa Cruz METRO

Active Grants as of 2/26/2021

5	3 ParaCruz Vans Replacement	Purchase 3 ParaCruz Vans Replacement	SCCRTC FY19 Surface Transportation Block Grant program Award: 9/5/19	\$ 200,000	\$ 222,940	50%
6	Vouchers for 4 ZEBs	HVIP for 4 Proterra ZEBs	CALSTART Heavy-duty zero-emission Vehicle Incentive Program (HVIP) for 4 ZEBs	\$ 600,000	\$ 600,000	95%
7	FY20 LCTOP Capital assistance	Caltrans FY20 Formula Capital assistance	Caltrans FY20 Formula Capital assistance Award:7/28/2020	\$ 969,394	\$ 1,256,489	0%
8	Roof for Golf Club Facility	Renovating Golf Club Roof	FTA FY19 5339(a) Bus and Bus Facilities Formula Program Pre-Award: 12/10/19	\$ 450,000	\$ 450,000	20%
9	Bus Washer	Mid-life overhaul for bus washer	FTA FY19 5339(a) Bus and Bus Facilities Formula Program Pre-Award: 12/10/19	\$ 100,000	\$ 100,000	20%
10	Gate control-bus entries at JKS	Install Gate control-bus entries at JKS-Lower	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 100,000	\$ 100,000	20%
11	Maintenance Facility-Paint Exterior	Paint Exterior-Maintenance Facility	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 60,000	\$ 60,000	25%

Santa Cruz METRO

Active Grants as of 2/26/2021

12	Custodial Vehicles	Purchase Custodial Vehicles	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 30,000	\$ 30,000	100%
13	Floor scrubber	Purchase Floor scrubber	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 45,000	\$ 45,000	75%
14	Bus Yard Scrubber/Sweeper	Purchase Bus Yard Scrubber	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 75,000	\$ 75,000	75%
15	SBF-Awning A&E	Engineering and design cost for ABF-awning	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 25,000	\$ 25,000	20%
16	Fencing projects	Fencing behind diesel tank for facilities	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 7,000	\$ 7,000	75%
17	Metro Center-layover Lot repair	Metro Center-layover Lot repair	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 16,000	\$ 16,000	75%
18	Facilities improvement bucket	Used for emergency security gate at Facilities and other projects	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 85,000	\$ 85,000	100%

Santa Cruz METRO

Active Grants as of 2/26/2021

19	Concrete surface repair-bus yard	Concrete surface repair-bus yard	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 10,000	\$ 10,000	50%
20	CS Call Center cubicles & furniture	CS Call Center cubicles & furniture	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 19,000	\$ 19,000	100%
21	Bus stop improvements	Bus stop improvements	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 124,725	\$ 124,725	20%
22	1 Electric Bus for Watsonville DAC	Watsonville Circulator	FY17 and FY18 Low Carbon Transit Operations Program (LCTOP) Award: 6/30/18	\$ 709,292	\$ 1,251,559	95%
23	1 Electric Bus for Watsonville DAC	Serving Watsonville DAC area	FY16 Low Carbon Transit Operations Program (LCTOP) Award: 3/31/16.	\$ 863,102	\$ 1,094,945	95%
24	2 ZEBs	STIP purchase 2 ZEBs	CTC FY18 Local Partnership Program CTC FY19 STIP Award: 10/17/18	\$ 870,000	\$ 2,312,811	95%
25	Refurbish 4 buses	Extend useful life of the bus by 6-8 years	CTC FY19 STIP Award: 10/17/18	\$ 900,000	\$ 1,316,493	95%
26	Automatic Vehicle Locator	Install tracking system to manage an overview of vehicle travel.	CTC FY19 STIP Application: 8/25/17 Award: 10/17/18	\$ 1,400,000	\$ 1,581,385	75%

Santa Cruz METRO

Active Grants as of 2/26/2021

27	3 Electric replacement buses for Highway 17 Express	Purchase 3 ZEBs, Depot and end-route charging	FTA FY16 5339(c) LoNo Award:8/21/17	\$ 3,810,348	\$ 4,936,512	20%
28	6 CNG Bus Replacements	Buy 6 CNG Buses w/ remaining PTMISEA funding per BOD: 11/15/2019	FY10 - 13, FY15 Public Transportation Modernization, Infrastructure and Service Enhancement Act (PTMISEA) Award:10/25/16	\$ 4,000,000	\$ 4,000,000	20%
29	Pacific Station expansion and renovation architectural services	Design and engineering	FY08 FTA 5309 CA-04-0102 Award:9/12/08	\$ 490,000	\$ 612,500	90%
30	Pacific Station expansion and renovation architectural services	Design and engineering	FY06 FTA 5309 CA-04-0021 Award:2/14/07	\$ 396,000	\$ 495,000	90%
31	ParaCruz Van	Purchase 6	FY19 LPP	\$ 302,000	\$ 604,000	25%
Total				\$ 27,056,950	\$ 42,260,533	
End of Active Grants						

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Attachment B

Santa Cruz METRO Pending Grants as of 2/26/2021

Competitive Grant					
Formula Grant					
#	Project Description	Project Scope	Funding Source	\$ Budget Grant	\$ Budget Total Project
1	FY20 Rural Transit Operations	Phase I&II FTA FY20 5311 CARES ACT Formula Operating Assistance	FTA FY20 5311 CARES ACT Formula Operating Assistance Phase II Award: 3/27/2020	\$584,604	\$584,604
2	FY20 Rural Transit Operations	FTA FY20 5311 Formula Operating Assistance	FY20 FTA5311 Rural Operating Assistance Award:TBD	\$191,234	\$442,315
3	Replace two 1998 diesel-fueled buses with two CNG buses	FY20 State of California FTA Section 5339 program	CalTrans FY20 5339 Discretionary Funds	\$1,088,000	\$1,360,000
4	FY20 capital assistance	FY20 FTA 5339a Formula Buses and Bus Facilities	FY20 FTA 5339a Buses and Bus Facilities	\$568,908	\$568,908
Total				\$ 2,432,746	\$ 2,955,827
End of Pending Grants					

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DATE: February 26, 2021
TO: Board of Directors
FROM: Daniel L. Zaragoza, Operations Manager, Paratransit Division
SUBJECT: ACCEPT AND FILE THE METRO PARACRUZ OPERATIONS STATUS REPORT FOR OCTOBER, NOVEMBER AND DECEMBER 2020

I. RECOMMENDED ACTION

That the Board of Directors accept and file the quarterly METRO ParaCruz Operations Status Report for October, November and December 2020

II. SUMMARY

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

ParaCruz during the months of October, November and December provided 8,715 rides. On Time Performance for this period was 99.92%.

ParaCruz is currently funded for 30 Paratransit Operators; two of these positions are vacant.

III. DISCUSSION/BACKGROUND

- Summary review of monthly operational statistics for ParaCruz.
Comparing the monthly statistics of FY19 to the monthly statistics of FY20:
 - In October, the number of ParaCruz rides decreased by: 4,130
 - In November, the number of ParaCruz rides decreased by: 3,667
 - In December, the number of ParaCruz rides decreased by: 3,440
- Summary review of monthly operational information about ParaCruz:
 - October number of total ParaCruz rides: 3,245
 - November number of total ParaCruz rides: 2,805
 - December number of total ParaCruz rides: 2,665

- Comparing September 2020 statistics to October 2020, ParaCruz rides increased by 121
- Comparing October 2020 statistics to November 2020, ParaCruz rides decreased by 440
- Comparing November 2020 statistics to December 2020, ParaCruz rides increased by 140

ParaCruz response to Covid-19

ParaCruz has experienced a decrease in ridership due to the Covid-19 pandemic Shelter in Place order.

ParaCruz vehicles are sanitized after every shift.

ParaCruz implemented a mandatory face mask policy for all ParaCruz office staff, ParaCruz Operators and riders, and a mandatory face shield for all ParaCruz Operators when securing any mobility device.

ParaCruz has established passenger capacity limits for all revenue vehicles.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

There are no financial considerations for this report.

VI. CHANGES FROM COMMITTEE

N/A

VII. COORDINATION

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

VIII. ATTACHMENTS

Attachment A: ParaCruz On-time Performance Charts for October, November and December.

Attachment B: Comparative Operating Statistics Tables for October, November and December.

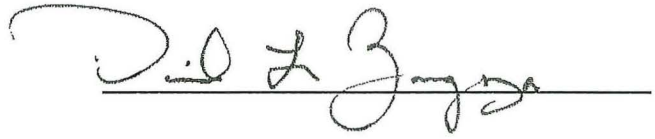
Attachment C: Number of Rides Comparison Chart.

- Attachment D:** Total Ride vs. Shared Ride Chart.
- Attachment E:** Annual Miles Comparison Chart.
- Attachment F:** Monthly Assessments.
- Attachment G:** Top Monthly Ride Destinations for October, November and December.

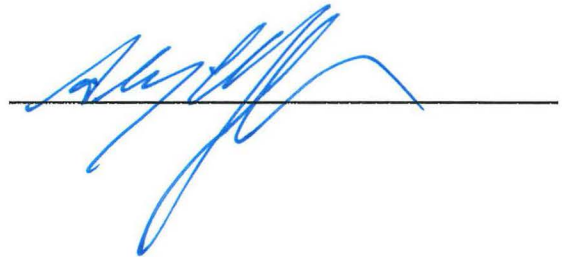
Prepared by: Daniel L. Zaragoza, Operations Manager, Paratransit Division.

IX. APPROVALS

Daniel L. Zaragoza, Operations
Manager, Paratransit Division



Alex Clifford, CEO/General Manager



Attachment A

ParaCruz On-time Performance Report for October 2020

	October 2019	October 2020
Total pick ups	7,375	3,245
Percent in “ready window” *	96.47%	99.85%
1 to 5 minutes late	1.53%	.12%
6 to 10 minutes late	.77%	.00%
11 to 15 minutes late	.52%	.03%
16 to 20 minutes late	.42%	.00%
21 to 25 minutes late	.11%	.00%
26 to 30 minutes late	.11%	.00%
31 to 35 minutes late	.04%	.00%
36 to 40 minutes late	.01%	.00%
41 or more minutes late (excessively late/missed trips)	.01%	.00%
Total beyond “ready window”	3.53%	0.15%

*Target: 90%

On-time Performance

During October, ParaCruz' on time performance decreased by .02% from last month. Ridership increased from last month. ParaCruz has two Operator positions unfilled. The total number of available working ParaCruz Operators is now 24 per weekday, not including Operators on annual leave.

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

During the month of October 2020, ParaCruz received five Customer Service Reports. Two of the reports were valid complaints: a rude Operator and an unsafe driving maneuver by an Operator. One was a non-valid complaint regarding an Operator opening the air conditioner vents in his vehicle. Two were compliments: one for a ParaCruz Operator and one for a Customer Service Representative.

Attachment A

ParaCruz On-time Performance Report for November 2020

	November 2019	November 2020
Total pick ups	6,472	2,805
Percent in “ready window”	95.50%	99.96%
1 to 5 minutes late	1.41%	.00%
6 to 10 minutes late	1.19%	.00%
11 to 15 minutes late	.85%	.00%
16 to 20 minutes late	.28%	.04%
21 to 25 minutes late	.11%	.00%
26 to 30 minutes late	.12%	.00%
31 to 35 minutes late	.05%	.00%
36 to 40 minutes late	.03%	.00%
41 or more minutes late (excessively late/missed trips)	.02%	.00%
Total beyond “ready window”	4.05%	0.04%

*Target: 90%

On-time Performance

During November, ParaCruz' on time performance increased by .11% from last month. Ridership decreased from last month. ParaCruz has two Operator positions unfilled; one Operator out on Medical. The total number of available working ParaCruz Operators is 24 per weekday, not including Operators on annual leave.

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

During the month of November 2020, ParaCruz did not receive any Customer Service Reports.

Attachment A

ParaCruz On-time Performance Report for December 2020

	December 2019	December 2020
Total pick ups	6,105	2,665
Percent in “ready window”	95.14%	99.92%
1 to 5 minutes late	1.49%	.08%
6 to 10 minutes late	1.41%	.00%
11 to 15 minutes late	1.08%	.03%
16 to 20 minutes late	.49%	.00%
21 to 25 minutes late	.20%	.00%
26 to 30 minutes late	.15%	.00%
31 to 35 minutes late	.03%	.00%
36 to 40 minutes late	.00%	.00%
41 or more minutes late (excessively late/missed trips)	.02%	0.08%

On-time Performance

During December, ParaCruz' on time performance decreased by .04 % from last month. December had a decrease in ridership from last month. ParaCruz has two Operator positions unfilled and one Operator out on medical leave. The total number of available working ParaCruz Operators is 24 per weekday, not including Operators on annual leave.

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

During the month of December 2020, ParaCruz received six Customer Service Reports. Two were compliments: one was for a ParaCruz Operator and one for a Customer Service Representative. One complaint was valid: a rider that was charged the wrong fare for a ride. Three complaints were not valid: one was for a person who was upset that his Operator did not wait for him until he was done with his appointment. One was for a person that was upset that his Operator went for another passenger before taking him first to his destination, and one from the same person upset that a Paratransit Supervisor called him to explain that ParaCruz is a shared ride service.

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Attachment B

Comparative Operating Statistics through October 2020

	October 2019	October 2020	FY 20	FY 21	Performance Averages	Performance Goals
Requested	8,088	5,261	27,914	20,506	5,419	
Performed	7,375	3,245	24,888	12,464	4,019	
Cancels	20.36%	36.80%	20.74%	39.22%	28.13%	
No Shows	3.86%	4.57%	3.70%	4.69%	4.80%	Less than 3%
Total miles	56,440	26,463	205,554	99,869	32,370	
Av trip miles	5.47	6.21	6.19	5.91	6.01	
Within ready window	96.47%	99.85%	81.51%	99.81%	96.56%	90.00% or better
Call center volume	5,756	2,162	22,252	8,832	3,489	
Hold times less than 2 minutes	95.99%	97.65%	95.36%	97.40%	97.65%	Greater than 90%
Distinct riders	722	367	1,119	1378	454	
Most frequent rider	60 rides	64 rides	171 rides	277 rides	59 rides	
Shared rides	62.30%	19.97%	65.40%	15.85%	35.93%	Greater than 60%
Passengers per rev hour	1.86	1.73	1.67	1.78	1.86	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	N/A	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	N/A	
Rides < 10 miles	63.24%	63.17%	65.11%	61.09%	59.04%	
Rides > 10	36.76%	36.83%	34.89%	38.91%	40.96%	
Denied Rides	0	0	0	0	0	Zero
Missed Trips	1	0	70	0	2	
Excessively Long Trips	1	0	12	0	1.08	
# Trips at Base Fare	4,516	2,047	15,741	7,079	2,320	
# Trips > Base Fare	1,370	477	4,482	2,176	759	

Attachment B

Comparative Operating Statistics through November 2020

	November 2019	November 2020	FY 20	FY 21	Performance Averages	Performance Goals
Requested	7,483	4,706	36,568	25,212	5,188	
Performed	6,472	2,805	32,340	15,269	3713	
Cancels	23.77%	37.95%	22.10%	36.93%	29.31%	
No Shows	4.50%	3.94%	4.01%	4.54%	4.75%	Less than 3%
Total miles	49,242	23,876	250,077	123,745	30,255	
Av trip miles	5.32	6.34	5.58	5.86	6.09	
Within ready window	95.50%	99.96%	94.93%	99.84%	97.94%	90.00% or better
Call center volume	5,306	2,100	32,340	10,932	3,221	
Hold times less than 2 minutes	93.90%	97.98%	94.32%	97.51%	95.66%	Greater than 90%
Distinct riders	700	330	1,700	1,708	423	
Most frequent rider	52 rides	64 rides	215 rides	341 rides	60 rides	
Shared rides	62.70%	15.94%	60.7%	15.73%	32.03%	Greater than 60%
Passengers per rev hour	1.85	1.72	1.84	1.77	1.85	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	N/A	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	N/A	
Rides < 10 miles	63.83%	60.78%	64.12%	59.80%	58.79%	
Rides > 10	36.17%	39.22%	35.88%	40.20%	41.05%	
Denied Rides	0	0	0	0	0	Zero
Missed Trips	1	0	22	0	2	
Excessively Long Trips	2	0	5	0	.92	
# Trips Base Fare	3,943	1799	20,050	8,878	2,141	
# Trips > Base Fare	1,234	396	5,580	2,530	689	

Attachment B

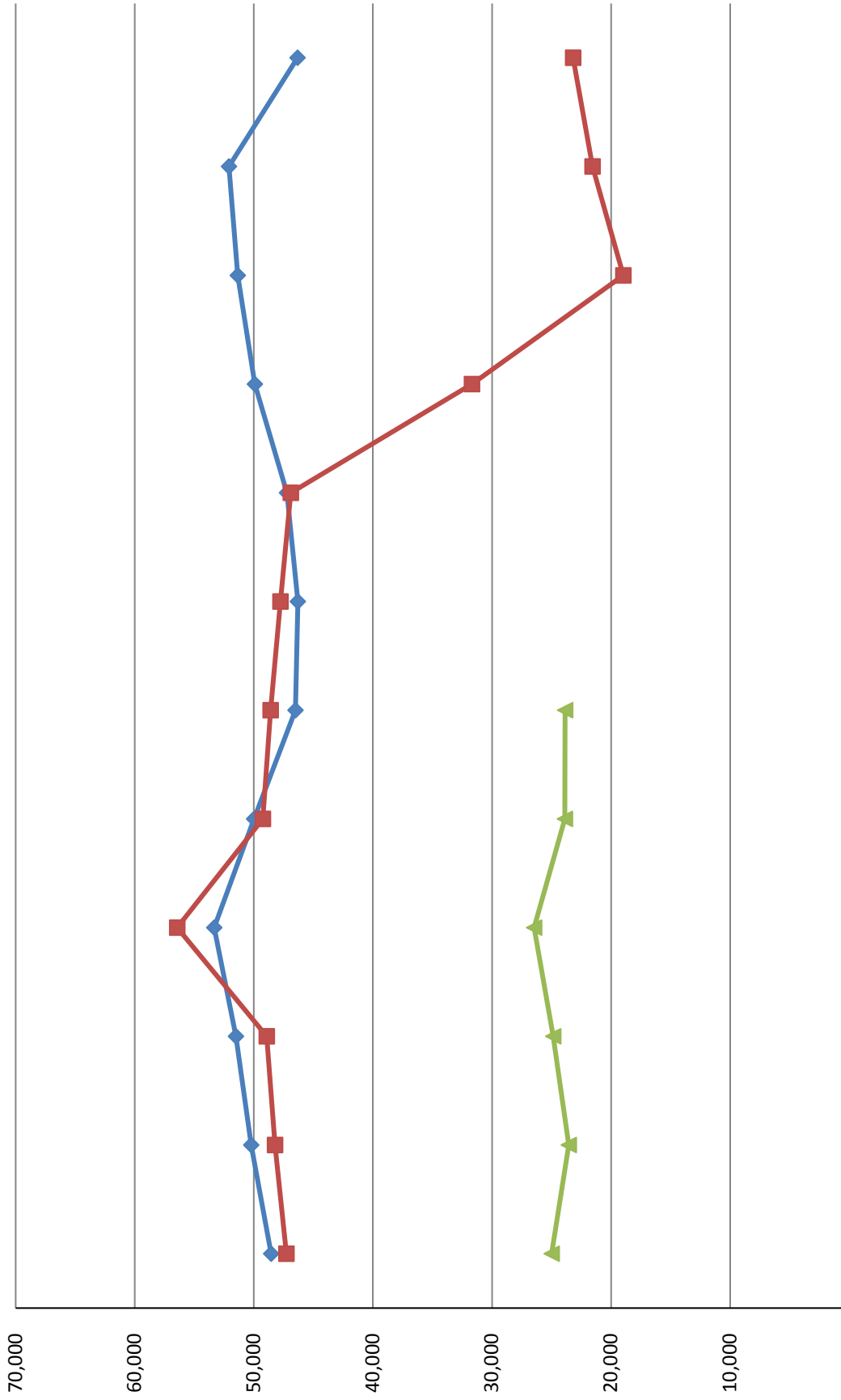
Comparative Operating Statistics through December 2020

	December 2019	December 2020	FY 20	FY 21	Performance Averages	Performance Goals
Requested	7,237	4,555	43,805	29,767	4,964	
Performed	6,105	2,665	38,445	17,934	3,427	
Cancel	26.28%	39.17%	22.79%	37.30%	30.38%	
No Shows	4.38%	3.82%	4.07%	4.42%	4.70%	Less than 3%
Total miles	48,591	23,867	298,668	128,300	28,195	
Av trip miles	5.58	6.70	5.58	6.00	6.18	
Within ready window	95.14%	99.92%	94.96%	99.85%	98.33%	90.00% or better
Call center volume	5,832	2,248	38,445	10,932	2,923	information not available
Hold times less than 2 minutes	87.45%	98.17%	93.10%	97.71%	96.60%	Greater than 90%
Distinct riders	691	290	1,319	1,998	389	
Most frequent rider	44 rides	72 rides	257 rides	378 rides	62 rides	
Shared rides	59.10%	22.22%	60.5%	16.82%	28.96%	Greater than 60%
Passengers per rev hour	1.80	1.77	1.83	1.77	1.84	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	N/A	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	N/A	
Rides < 10 miles	62.96%	58.91%	63.94%	59.65%	58.45%	
Rides > 10 miles	37.04%	41.09%	36.06%	40.35%	41.55%	
Denied Rides	0	0	0	0	0	Zero
Missed Trips	1	0	23	0	1.50	N/A
Excessively Long Trips	1	0	15	0	.83	
# Trips Base Fare	3,700	1,642	23,750	10,520	2,526	
# Trips > Base Fare	1,078	435	6,958	2,553	833	

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Attachment C

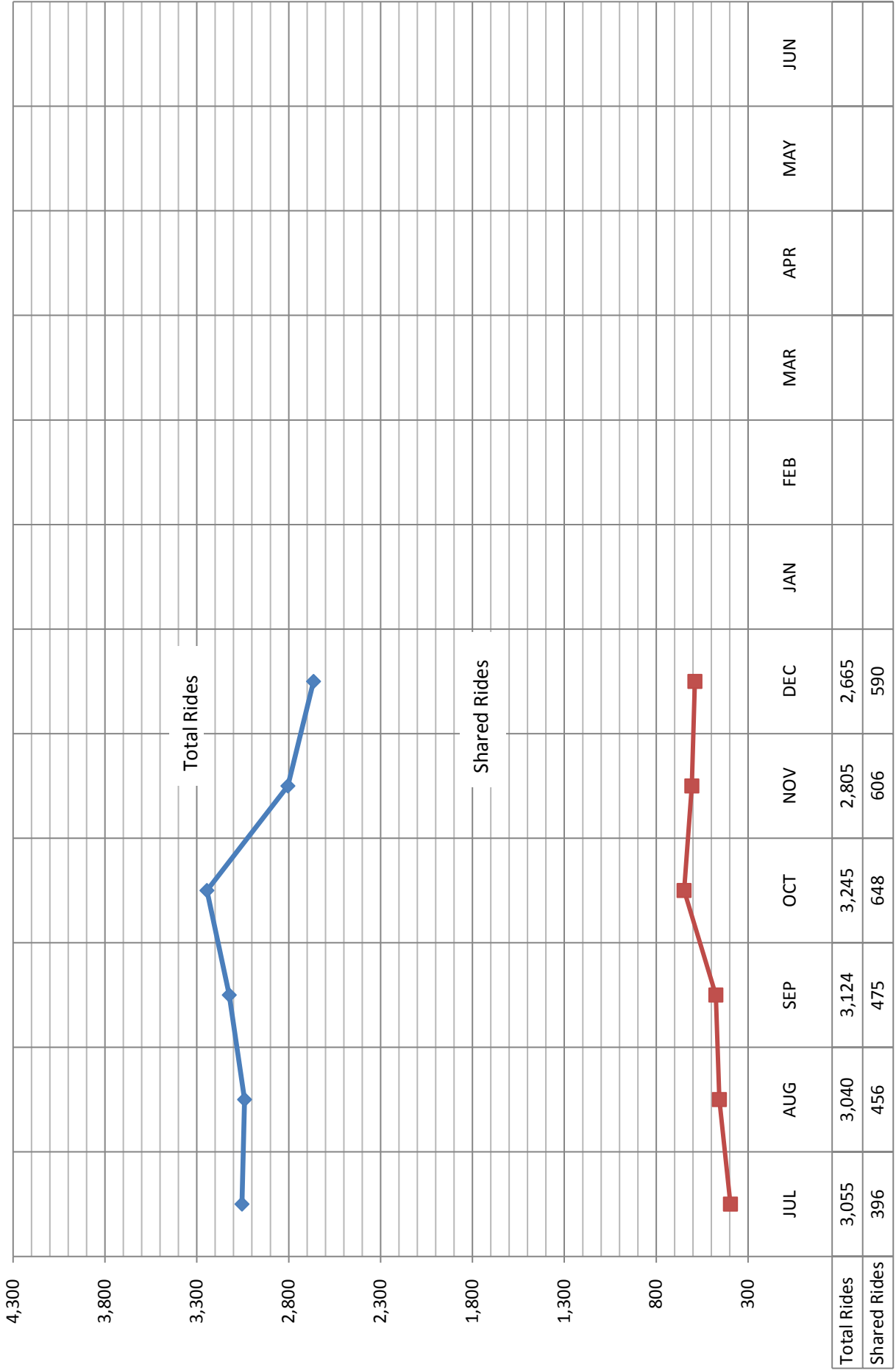
Annual Miles Comparison



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Attachment D

Total Ride vs. Shared Ride Count

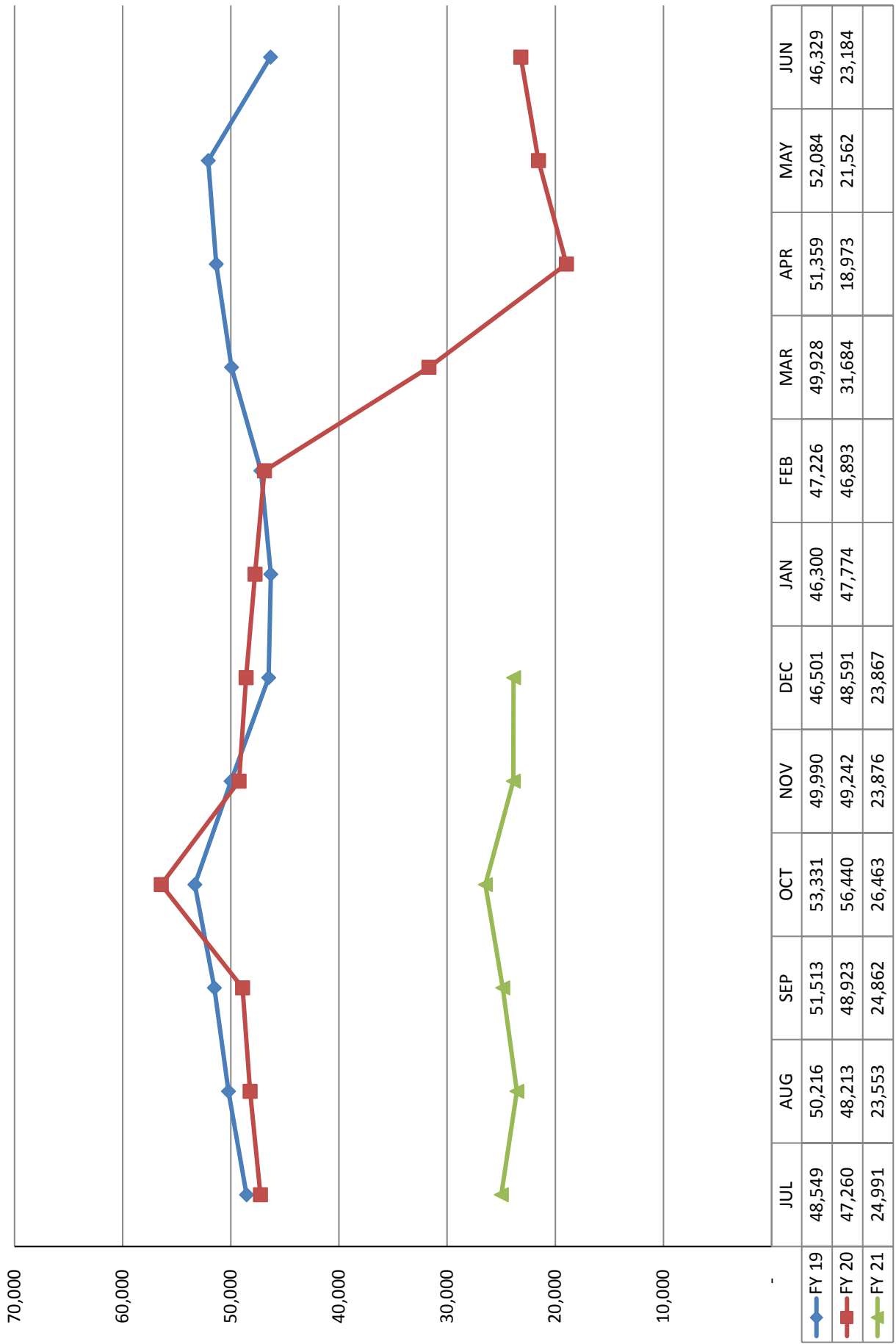


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Attachment E

Annual Miles Comparison



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Attachment F

Monthly Assessments

MONTHLY ASSESSMENTS						
	UNRESTRICTED	RESTRICTED CONDITIONAL	RESTRICTED TRIP BY TRIP	TEMPORARY	DENIED	TOTAL
JANUARY 2020	15	0	0	0	0	15
FEBRUARY2020	0	0	0	55	0	55
MARCH 2020	0	0	0	49	0	49
APRIL 2020	0	0	0	23	0	23
MAY2020	0	0	0	32	0	32
JUNE 2020	0	0	0	36	0	36
JULY 2020	0	0	0	36	0	36
AUGUST 2020	0	0	0	55	0	55
SEPTEMBER 2020	0	0	0	48	0	48
OCTOBER 2020	0	0	0	39	0	39
NOVEMBER 2020	0	0	0	28	0	28
DECEMBER 2020	0	0	0	23	0	23

Number of Eligible Riders for the month of October 2020 = 3,245

Number of Eligible Riders for the month of November 2020 = 2,805

Number of Eligible Riders for the month of December 2020 = 2,665

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

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

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

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

ParaCruz is currently providing all applicants for ParaCruz Certification or recertification with a temporary 6 month certification due to the current COVID-19 pandemic.

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Attachment G

Top Ride Destinations

LOCATION	October	November	December	TOTAL	% of total Rides
Satellite Dialysis - Capitola	721	652	655	2028	23.27%
Satellite Dialysis - Watsonville	273	248	267	788	9.04%
Palo Alto Medical Foundation- Soquel Ave. Location	74	56	66	196	2.25%
Pleasure Pizza- 800 41 st Ave. Capitola	64	56	52	172	1.97%
Santa Cruz Post-Acute – 1115 Capitola Rd.	132	37	0	169	1.94%
LA Posada – 609 Fredrick St. SC	45	55	50	150	1.75%
Pajaro Valley Medical Clinic 65 Nielsen St. Watsonville	48	53	32	133	1.53%
Rodeo Mobile Estates - 100 N. Rodeo Gulch	41	40	50	131	1.50%
Via Pacifica Gardens – 1860 Via Pacifica - Aptos	40	41	45	126	1.45%
Watsonville Community Hospital	44	26	55	125	1.43%
Katz Cancer Resource Center – 3150 Mission Dr. SC	44	49	26	119	1.37%
Safeway Supermarket – 2600 41 st Ave. Soquel	42	44	27	113	1.30%

Number of rides for the month of October 2020 = 3,245
 Number of rides for the month of November 2020 = 2,805
 Number of rides for the month of December 2020 = 2,665

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DATE: February 26, 2021
TO: Board of Directors
FROM: John Urgo, Planning & Development Manager
SUBJECT: ACCEPT AND FILE THE METRO SYSTEM RIDERSHIP REPORTS FOR THE SECOND QUARTER OF FY21

I. RECOMMENDED ACTION

That the Board of Directors accept and file the METRO system ridership report for the second quarter of FY21

II. SUMMARY

- FY21 Q2 total ridership decreased 84.6% (-1,187,975) compared to FY20 Q2.
- Non-student ridership decreased 59.7% (-257,480)
- Highway 17 ridership decreased 85.8% (-61,807)
- UCSC ridership decreased 96.5% (-782,732)
- Cabrillo College ridership decreased 97.9% (-85,956)

III. DISCUSSION/BACKGROUND

This report contains ridership summaries and ridership by route for Santa Cruz Metropolitan Transit District (METRO) fixed route bus service for the second quarter (Q2) of FY21, October 1 – December 31, 2020. Quarterly ridership reports keep the Board of Directors (Board) apprised of METRO's ridership statistics and ridership trends:

- Attachment A shows system-wide and college student ridership statistics for Q2 of FY21 and makes year-over-year comparisons with ridership statistics.
- Attachment B shows the average ridership and pass/fare usage per route and system-wide.

FY21 Q2 total fixed-route ridership decreased 84.6% compared to FY20 Q2.

Reason(s) include:

- Shelter-in Place directives, carrying capacity restrictions adhering to social distancing protocols, and increased remote learning and teleworking in response to COVID-19.

- Due to decreased ridership, METRO reduced vehicle revenue hours operated by an average of 21.9% in the second quarter of FY21, compared to Q2 of FY20. [October: -24.4%, November: -21.4%, December: -19.9%]
- Local ridership declined 84.6%. [95.3% of total fixed route ridership].
 - Non-Student ridership on METRO's local system decreased 59.7%. [84.7% of local ridership].
 - Student pass usage decreased 96.5% [15.3% of local ridership].
 - Total UCSC ridership decreased 96.4%.
 - No in-person classes were held in Q2 FY21.
 - UCSC had approximately 1,800 residential students on campus in the fall quarter. Given the total UCSC ridership of 29,522, the average Q2 ridership per on-campus student was 16.4.
 - Attachment C contains a weekly ridership comparison with Q2 of FY21 to Q2 of FY20. At the start of FY21 Q2, Santa Cruz County (the County) was in Level Orange of the Tiered Recovery Stages. By the end of Q2, the County was upgraded to Level Purple and Shelter-in-Place Orders that resumed on 12/18/20. Ridership was reduced significantly by the end of the December Q2 compared to the beginning of October Q2; in part due to this change in recovery status, but also as a result of the start of Winter Break for UCSC and Cabrillo students and Winter Holidays.
 - Total Cabrillo ridership decreased 98.6%.
 - No regular in-person classes were held in Q2 FY21.
 - Cabrillo student Enrollment in the fall Semester was 8,500. However, with most classes taking place remotely through the end of 2020, Cabrillo ridership remained very low in FY21 Q2.
- Highway 17 ridership decreased 85.8%. [4.7% of total fixed route ridership].
 - Shelter-in-Place directives implemented in both Santa Cruz and Santa Clara County, and the resulting increases in telecommuting and remote learning, severely depressed Highway 17 ridership.
 - According to FY20 spring COVID-19 survey results, about one-third of respondents indicated that they were likely to ride less due to increased telecommuting. Furthermore, it is expected that remote learning for universities and colleges will continue through the end of the 20-21 school year. As a result, Highway 17 ridership is likely to have reduced boardings through the end of FY21.
- Quarterly discounted ridership decreased 51.9% [Passes -58.0% and Cash -41.3%]

- Regular pass and cash fares decreased 68.4% [Passes -1.7% and Cash - 65.0%]
 - Shelter-in-Place orders, social distancing measures and widespread telecommuting precipitated decreases in overall ridership throughout FY21 Q2.
 - Public concern with crowding and disease transmission likely persists, contributing to continued loss of transit ridership, even after restrictions were eased and many activities resumed. Transit users with access to cars may be more likely to avoid public transit in the future.
 - Lower-income households, particularly those most impacted economically by the shutdown, may be less able to afford a car and will favor public transit as a means of transportation. This may have long-term impacts on overall rider demographics, with lower-income riders comprising a larger share of overall ridership.

Attachment B shows average ridership per trip for all weekday and weekend routes in Q2 of FY21.

- Total ridership per trip decreased 79.0% [Weekday 80.0% & Weekend -75.0%].
- System-wide, there are 6.4 riders on the average weekday trip and an average of 7.0 riders on a weekend trip.
 - The capacity restriction on all trips for local routes is 10 riders on a 35' bus and 15 riders on a 40' bus.
 - The average trip ridership for all local weekday routes is 66.0% and 44.0% of the maximum carrying capacity with a 35' or a 40' bus, respectively.
 - The average trip ridership for local weekend routes, operated on either a 35' bus or a 40' bus, is 75.0% or 50.0% of the maximum carrying capacity.
 - The Highway 17 bus has a capacity restriction of 8 riders' maximum, due to Santa Clara County Health Office restrictions.
 - The average trip ridership for weekday and weekend routes is 47.5% and 36.9%, respectively.
 - The weekday route with the highest ridership average is the Route 69A [Weekday-10.5]
 - This route is an intercity route that operates round-trip service from Santa Cruz to Watsonville, serving Capitola Road. This route serves Neilson Hospital in Watsonville.

- The weekend route with the highest ridership average is the Route 69W [Weekend-11.1]
 - This route is an intercity route that operates round-trip service from Santa Cruz to Watsonville, serving Capitola Road and Cabrillo College. This route serves Neilson Hospital in Watsonville.
- The weekday route with the lowest ridership average is the Route 40 [Weekday-1.1]
 - Route 40 serves Davenport and the North Coast.
 - Without in-person classes, ridership on this route remained low into the fall of FY21. This route, along with the Route 41, was entirely suspended in the Winter Bid due to low ridership. To maintain coverage in this area, there is a trip in the AM on Route 42 to supplant that service.
- The weekend route with the lowest ridership average is the Route 79 [Weekend-1.9]
 - Route 79 serves local Watsonville along Pajaro/East Lake.
 - The service on this route was reduced by 50% in the Winter Bid to reduce under-utilized service, while still maintaining some coverage in the Pajaro/East Lake area.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

Revenue derived from passenger fares and passes is reflected in the FY21 operating budget. Farebox revenue this quarter decreased 64.2% compared to Q2 in FY20. The COVID-19 pandemic fallout will adversely affect actual passenger fares in the remainder of FY21. The severity of this negative impact will be realized in the coming months.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

There are no alternatives to consider.

VIII. ATTACHMENTS

Attachment A: Quarterly System Ridership Summary for FY21 Q2 October 1, 2020-December 31, 2020

Attachment B: Quarterly Average Ridership by Route Report for FY21 Q2 October 1, 2020-December 31, 2020

Attachment C: Quarterly Ridership by Week for FY21 Q2 October 1, 2020-December 31, 2020

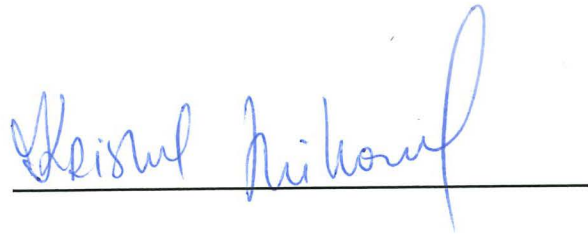
Prepared by: Cayla Hill, Planning Analyst

IX. APPROVALS

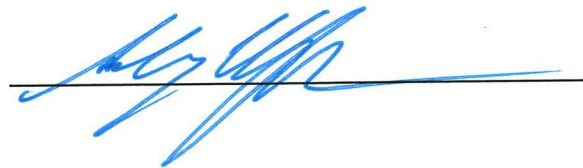
John Uργο
Planning and Development Director



Approved as to fiscal impact:
Kristina Mihaylova,
Finance Deputy Director



Alex Clifford, CEO/General Manager

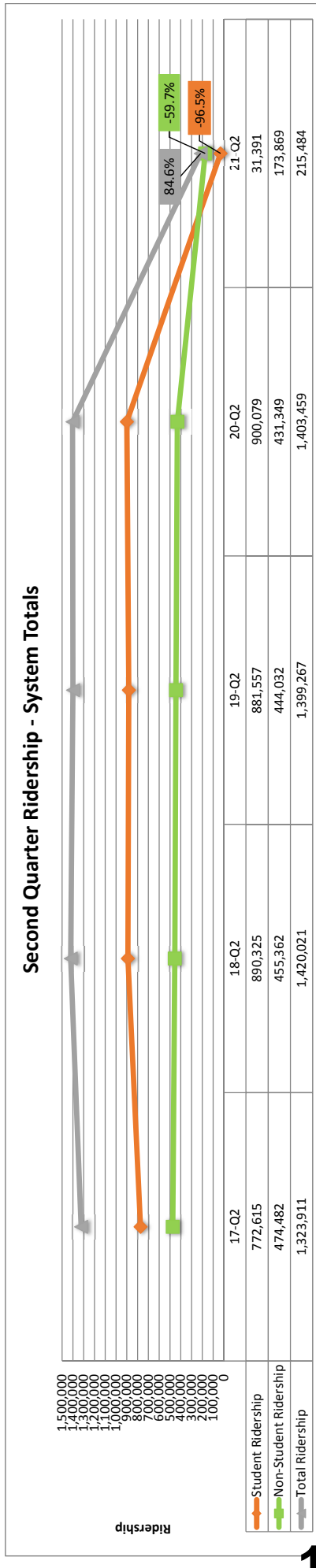


Quarterly System Ridership Summary

Calendar Operating Days		Discounted Pass Usage (Senior/Disabled)			Regular Pass Usage				
This Year	Last Year	FY21 Q2	FY20 Q2	Difference	% Change	FY21 Q2	FY20 Q2	Difference	% Change
66	66	40,334	95,963	(55,629)	-58.0%	44,185	133,562	(89,377)	-66.9%
26	26	Total Pass Usage							
		4,130	35,336	(31,206)	-88.3%	4,130	35,336	(31,206)	-88.3%
		UCSC School Days * 0 46							
		* No in-person classes, with limited exceptions							
		Cabrillo School Days ** 0 51							
		** No in-person classes, with limited exceptions							

Discounted Cash Usage (Senior/Disabled)				Regular Cash Usage			
FY21 Q2	FY20 Q2	Difference	% Change	FY21 Q2	FY20 Q2	Difference	% Change
31,334	50,441	(19,107)	-37.9%	56,661	143,577	(86,916)	-60.5%
1,112	4,809	(3,697)	-76.9%	4,561	31,461	(26,900)	-85.5%
32,446	55,250	(22,804)	-41.3%	61,222	175,038	(113,816)	-65.0%

System Totals				Student Pass Totals			
FY21 Q2	FY20 Q2	Difference	% Change	FY21 Q2	FY20 Q2	Difference	% Change
205,260	1,331,428	(1,126,168)	-84.6%	29,522	812,254	(782,732)	-96.4%
10,224	72,031	(61,807)	-85.8%	1,869	87,825	(85,956)	-97.9%
215,484	1,403,459	(1,187,975)	-84.6%	31,391	900,079	(868,688)	-96.5%



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Quarterly Average Ridership by Route Report

October 1, 2020 -December 31, 2020		Average Weekday Ridership per Trip					Average Weekend Ridership per Trip				
Route	Corridor	Total Riders	UCSC Riders %	Cabrillo Riders %	Discount Fares and Passes %	*Regular Fares and Passes %	Total Riders	UCSC Riders %	Cabrillo Riders %	Discount Fares and Passes %	*Regular Fares and Passes %
UCSC											
10	UCSC via High St.	5.4	87.1%	0.1%	5.0%	7.8%	6.9	82.3%	0.1%	5.0%	12.7%
15	UCSC via Laurel West	-	-	-	-	-					
16	UCSC via Laurel East	6.7	80.5%	0.5%	8.3%	10.7%	5.5	78.6%	0.2%	6.1%	15.1%
19	UCSC via Lower Bay	7.9	72.0%	0.1%	16.1%	11.8%	7.4	72.9%	0.1%	13.9%	13.1%
20	UCSC via West Side	6.5	63.6%	0.4%	15.0%	21.0%	6.4	74.8%	0.3%	6.1%	18.8%
20D	UCSC via West Side Supp.	-	-	-	-	-					
22	UCSC/Coastal Science Campus	-	-	-	-	-					
Intercity											
35/35A	Santa Cruz/Scotts Valley/SLV	5.4	2.5%	0.8%	34.6%	62.1%	7.6	1.9%	0.6%	34.8%	62.7%
69A	Capitola Road/Watsonville	10.5	2.5%	0.8%	39.1%	57.5%	9.5	3.9%	1.1%	36.0%	59.0%
69W	Cap. Road/Cabrillo/Watsonville	9.5	4.2%	1.1%	32.8%	61.9%	11.1	4.8%	0.9%	29.7%	64.7%
71	Santa Cruz to Watsonville	10.1	2.6%	1.2%	37.2%	59.0%	9.5	2.4%	1.2%	34.7%	61.6%
91X	Santa Cruz/Watsonville Express	4.3	2.3%	2.1%	35.6%	60.0%					
Rural											
40	Davenport/North Coast	1.1	4.2%	2.8%	31.3%	61.7%					
41	Bonny Doon	1.3	11.0%	0.4%	24.4%	64.2%					
42	Davenport/Bonny Doon	3.6	11.0%	0.6%	38.7%	49.7%	4.6	8.2%	0.0%	40.7%	51.0%
Local											
3	Mission/Beach	3.4	8.2%	0.6%	53.1%	38.0%	3.2	18.2%	1.8%	52.5%	27.6%
4	Harvey West/Emeline	3.8	6.3%	0.9%	50.9%	41.9%					
55	Rio Del Mar	3.7	7.8%	1.4%	47.3%	43.5%	4.1	3.6%	2.3%	47.7%	46.4%
66	Live Oak via 17th	5.3	6.6%	0.8%	40.6%	52.0%	5.3	5.8%	1.0%	39.8%	53.5%
68	Like Oak via Broadway/Portola	4.1	7.0%	0.7%	38.7%	53.5%	3.8	4.0%	0.6%	41.5%	53.9%
72	Watsonville Hospital/Pinto Lake	4.8	0.5%	0.7%	44.5%	54.3%	4.3	1.2%	0.7%	40.8%	57.3%
74S	PVHS/Watsonville Hospital	1.4	4.4%	1.3%	31.3%	63.1%					
75	Green Valley Road	6.0	0.8%	0.7%	48.0%	50.5%	6.3	0.2%	0.6%	44.6%	54.6%
79	Pajaro/East Lake	2.0	3.4%	0.2%	42.9%	53.5%	2.0	1.3%	0.0%	29.7%	69.0%
Highway 17											
Hwy 17	Hwy 17 Express	3.8	-	-	13.4%	86.6%	3.0	-	-	9.2%	90.8%
	Avg. Ridership per Trip	6.4	13.4%	0.9%	32.9%	47.1%	7.0	14.3%	0.8%	30.0%	54.9%

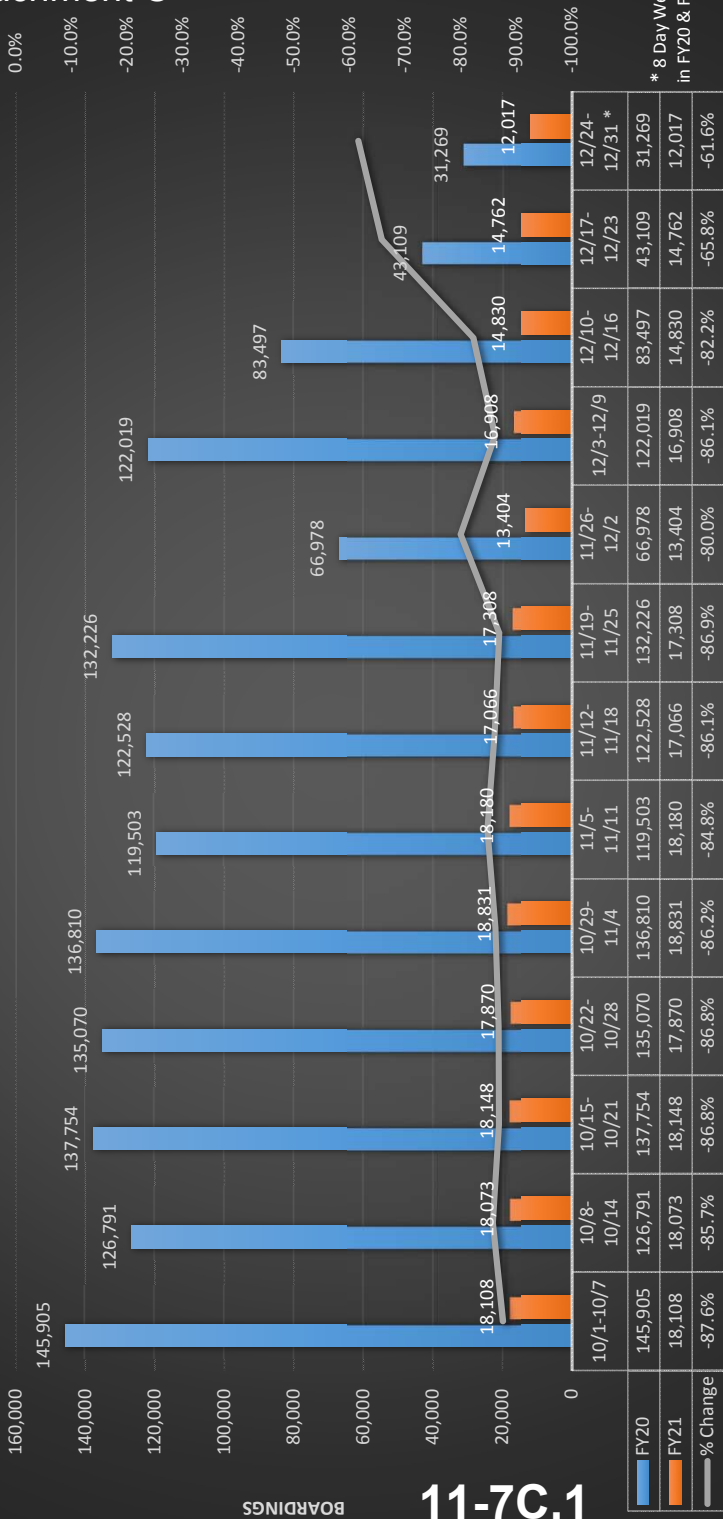
0 * Calendar School Days of SJSU
 0 * Calendar School Days of Cabrillo
 0 * Calendar School Days of UCSC

* In-person Classes Suspended, due to COVID-19

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Attachment C

Q2 FY21 Weekly Ridership



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DATE: February 26, 2021
TO: Board of Directors
FROM: Margo Ross, Chief Operations Officer
SUBJECT: **ADOPTION OF AN AMENDED CHAPTER 4 TO TITLE I OF THE SANTA CRUZ METRO ADMINISTRATIVE CODE POLICY FOR LOST AND FOUND ITEMS**

I. RECOMMENDED ACTION

That the Board of Directors adopt the amended Chapter 4 to Title I of the METRO Administrative Code

II. SUMMARY

- Santa Cruz Metropolitan Transit District (METRO) is required to have a policy regarding the safeguarding and disposal of lost and found items which come into METRO's custody.
- METRO has created an Administrative Code to codify certain actions taken by the Board and METRO staff with regard to the safeguarding and disposal of lost and found items.
- Changes are reflected in Attachment A, redline version.

III. DISCUSSION/BACKGROUND

In 1996, the Board of Directors (Board) adopted a regulation regarding its procedures for the logging, storage, and disbursement of lost and found items. In 2003 the regulation was amended to update the hours of operation of the Customer Service Department and in 2005 it was amended to add additional language to the policy.

The proposed revisions to the policy will provide guidelines for staff with respect to the disposition of personal property found or saved on its property. In addition, it will allow the Board to adopt reasonable regulations for the care, restitution, sale or destruction of unclaimed property in its possession.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

In keeping with METRO's effort of strategic alliances and community outreach this change in policy and procedures will provide easy access to the public to

retrieve loss items from METRO's Customer Service Department. Additionally, the policy updates the disposal of unsafe articles found on METRO buses.

V. FINANCIAL CONSIDERATIONS/IMPACT

None.

VI. CHANGES FROM COMMITTEE

At the February 12, 2021 Personnel/Human Resources Standing Committee meeting, the Committee requested the following edits:

- Combine Subsection H with Section B
- Subsection H to be moved up under Section B7

These changes have been incorporated into the redline and clean versions attached.

VII. ALTERNATIVES CONSIDERED

- Do nothing is an alternative, but staff does not recommend this action as the prior policy was outdated.

VIII. ATTACHMENTS

Attachment A: Amended Chapter 4 to Title I of the METRO Administrative Code – Clean and REDLINE versions

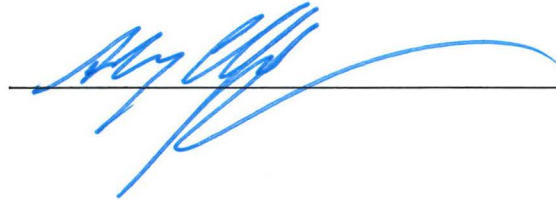
Prepared by: Margo Ross, Chief Operations Officer

IX. APPROVALS

Margo Ross,
Chief Operations Officer



Alex Clifford, CEO/General Manager



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CLEAN AND REDLINE VERSIONS

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Attachment A - CLEAN

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT ADMINISTRATIVE CODE

TITLE I – ADMINISTRATION CHAPTER 4

LOST AND FOUND POLICY

Table of Contents:

Article I	General Requirements
Article II	Applicability of the Lost and Found Policy
Article III	Unclaimed Items

Article I

General Requirements

1.4.101 Administrative Procedures

- A. The Santa Cruz Metropolitan Transit District (Santa Cruz METRO) maintains this Lost and Found Policy in compliance with *CA Civil Code Section 2080.6* to safe guard and properly dispose of found items that come into Santa Cruz METRO's custody. Items are kept at the Customer Service Office located within Pacific Station, 920 Pacific Avenue, Santa Cruz, California.
- B. With the exception of items that are purposely discarded (e.g., soiled clothing), lost items listed in Section 1.4.101.C (below) that are left on Santa Cruz METRO buses, bus benches, at transit centers, and /or which have been turned into Bus or ParaCruz Operators, Customer Service Representatives, or any METRO employee will be held at Customer Service for a 3-month period.
- C. Lost items can be claimed by calling Customer Service at (831) 425-8600 between the hours of 8:00AM and 5:00PM, Monday through Friday, to check on the status of the lost & found item in order determine if Santa Cruz METRO is in the possession of said item. If it is determined that Santa Cruz METRO is in possession of the item, the owner can then schedule an appointment with the Customer Service Department to pick-up the item from Pacific Station. Lost & found items will only be released during a scheduled appointment and the owner shall produce proof of their ownership. Items may not be claimed after normal business hours or on the weekends.
- D. Lost items will be stored according to the procedures outlined in this policy.
- E. ONLY the following intact items will be held by Santa Cruz METRO:
 - 1) Electronic devices (cell phones, laptops, iPods, etc.).

Attachment A - CLEAN

- 2) Wallets/purses and Drivers Licenses or Identification cards.
- 3) Keys, glasses, jewelry, credit cards, gift cards and cash.
- 4) Musical Instruments.
- 5) Skateboards and strollers.
- 6) Umbrellas.
- 7) Bicycles, bike helmets, and locks.

A.) To claim items in #7 listed above (Bicycles, etc.) the owner must be able to describe the item in full detail and then an on-site Security Guard will release the owner's property directly to them at Pacific Station.

8) Briefcases, portfolios, books and backpacks.

- F. Purposely discarded items and/or broken/non-functional items will be discarded at the end of the business day they are found.
- G. The following items will be disposed of immediately:
 - 1) Hazardous, perishable and unsanitary items.
 - 2) Items prohibited by law (as defined in State or Federal statutes), or items held as evidence, will be turned over to security or law enforcement.
 - 3) Drugs, knives, weapons, and prescription drugs-will be turned over to security for proper disposal.
- H. If it is after business hours, and a customer realizes that they have lost a personal item on the bus or at a transit center, the customer can complete a "Customer Service Report" on Santa Cruz METRO's website. To access this, go to the "Rider's Guide" tab on Santa Cruz METRO's website and then select "Lost & Found":
<https://www.scmttd.com>.

Article II

Applicability of the Lost and Found Policy

1.4.102

Purpose and Applicability

- A. As a public entity and recipient of state, federal and local funds, Santa Cruz METRO must follow the guidelines of the *CA Civil Code Section 2080.6* regarding Lost and Unclaimed Property. *CA Civil Code 2080.6* allows any public agency to elect to be governed by the provisions of this article with respect to disposition of personal property found or saved on its property subject to its jurisdiction, or may adopt

Attachment A - CLEAN

reasonable regulations for the care; restitution; sale or destruction of unclaimed property in its possession. (*CA Civil Code Section 2080.6 (a)*)

- B. The standards established herein shall apply to all activities associated with all Lost and Found items recovered by Santa Cruz METRO and its employees.

Article III **Unclaimed Items**

1.4.301 **Disposal of Unclaimed Items**

- A. Lost items, having a value of \$100.00 or greater and those having a value of less than \$100.00 that Santa Cruz METRO deems appropriate for auction, listed in Section 1.4.101.C. that remain unclaimed after the 3-month period will be sold at auction to the highest bidder. The auction may be conducted by Santa Cruz METRO or their authorized representative; Santa Cruz METRO may enlist the services of a professional auctioneer to conduct the auction on behalf of Santa Cruz METRO.
- B. Santa Cruz METRO shall publish a “Notice of Auction” to sell/dispose of any property found and stored by Santa Cruz METRO pursuant to the requirements of *CA Civil Code Section 2080.6*.
 - 1) Santa Cruz METRO shall publish the Notice of Auction in a newspaper of general circulation in the County of Santa Cruz at least 5 days before the time fixed for the auction.
 - 2) Any property remaining unsold after being offered at auction may be destroyed or otherwise disposed of by Santa Cruz METRO as the General Manager/CEO or designee may direct.
- G. Lost and unclaimed money in the custody of Santa Cruz METRO that is not claimed within the 3-month period shall be delivered to Santa Cruz METRO's CFO for deposit into Santa Cruz METRO's general fund.

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Attachment A - REDLINE

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT ADMINISTRATIVE CODE

TITLE I – ADMINISTRATION CHAPTER 4

LOST AND FOUND POLICY

Table of Contents:

Article I	General Requirements
Article II	Applicability of the Lost and Found Policy
Article III	<u>Appendices</u> <u>Unclaimed Items</u>

Article I

General Requirements

1.4.101 Definitions

~~The following capitalized words and phrases whenever used in this Chapter shall be construed as defined below:~~

~~BOARD shall mean the Board of Directors of the Santa Cruz Metropolitan Transit District (Santa Cruz METRO).~~

~~GENERAL MANAGER shall mean the chief executive officer of Santa Cruz METRO appointed by the Board of Directors.~~

Attachment A - REDLINE

~~“Santa Cruz METRO” shall mean the Santa Cruz Metropolitan Transit District as established and operated under Part 10, Division of the California Public Utilities Code.~~

Administrative Procedures

A. The Santa Cruz Metropolitan Transit District (Santa Cruz METRO) maintains this Lost and Found Policy in compliance with CA Civil Code Section 2080.6 to safe guard and properly dispose of found items ~~which that~~ come into Santa Cruz METRO’s custody. Items are kept at the Customer Service Office located within Pacific Station (~~formerly Santa Cruz Metro Center~~), 920 Pacific Avenue, Santa Cruz, California.

~~B.~~ With the exception of items that are purposely discarded (e.g., soiled clothing), ~~lost~~ items listed in Section 1.4.101.C.22-C (below) ~~which that~~ are left on Santa Cruz METRO buses, bus benches, at transit centers, and /or which have been turned into Bus or ParaCruz Operators, Customer Service Representatives, or any METRO employee will be held at Customer Service for a 330-day month period~~period~~.

~~C.~~ Lost items can be claimed by calling Customer Service at (831) 425-8600 between the hours of 8:00AM and 5:00PM, Monday through Friday, to check on the status of the lost & found item in order determine if METRO is in the possession of said item. If it is determined that Santa Cruz METRO is in possession of the item, the owner can then schedule an appointment with the Customer Service Department to pick-up the item from Pacific Station. Lost & found items will only be released during a scheduled appointment and the owner shall produce proof of their ownership. Items may not be claimed after normal business hours or on the weekends.

~~B.~~

~~C.D.~~ Lost items will be stored according to the procedures outlined d in this policy.

~~C.~~ ONLY ~~†~~ The following intact items will be held by Santa Cruz METRO:

~~a.1)~~ 1) Electronic devices (cell phones, laptops, iPods, etc.).

~~C. -b.2)~~ 2) Wallets/purses and Drivers Licenses or Identification cards.

~~c.3)~~ 3) Keys, glasses, jewelry, credit cards, gift cards and cash.

~~d.4)~~ 4) Musical Instruments.

Attachment A - REDLINE

~~e.5)~~ Skateboards and strollers.

~~f.6)~~ Umbrellas.

~~g.7)~~ Bicycles, bike helmets, and locks.

To claim items in #7 listed above (Bicycles, etc.) the owner must be able to describe the item in full detail and then an on-site Security Guard will release the owner's property directly to them at Pacific Station.

8) Briefcases, portfolios, books and backpacks.

~~h.~~

~~D. All other~~ Purposely discarded items and/or broken/non-functional items will be discarded at the end of ~~that the~~ business day they are found.

~~E.~~ The following items will be disposed of immediately:

~~a.1)~~ Hazardous, perishable and unsanitary items.

~~b.2) Illegal items~~ Items prohibited by law (as defined in State or Federal statutes), or items held as evidence, will be turned over to security or law enforcement.

~~c.3)~~ Drugs, knives, weapons, and ~~pre~~prescription ~~drugs~~ drugs will be turned over to security for proper disposal.

~~Lost items can be claimed by calling Customer Service at (831) 425-8600 between the hours of 8:00AM and to 5:00PM, Monday through Friday, to check on the status of the a lost & found item and in order determine if METRO is in the possession of the said item. If it is determined that Santa Cruz METRO is in possession of the item, the owner can then schedule an appointment with the Customer Service Department to pick up the item from Pacific Station. Lost & fFound items will only be released during a scheduled appointment and the owner shall produce proof of their ownership. Items may not be claimed after normal business hours or on the weekends.~~

To claim items in #7 listed above (Bicycles, etc.) the owner must be able to describe the item in full detail and then an on-site Security Guard will release the owner's property directly to them at Pacific Station.

Attachment A - REDLINE

~~F. from 7:00 AM to 6:00 PM, Monday through Friday ONLY. Items can be picked up at Customer Service located at Pacific Station. If an owner appears and the property in question is in the possession of Santa Cruz METRO, the owner shall produce proof of his or her ownership. Items may not be claimed after normal business hours or on weekends.~~

~~F. a.1~~ If it is after business hours, and a customer realizes that ~~he/she/they~~ has lost a personal item on the bus or at a transit center, the customer can complete a "Customer Service Report" on Santa Cruz METRO's wWebsite. To access this, go to the "Rider's Guide" tab on Santa Cruz METRO's website and then select "Lost & Found": <https://www.scmtd.com>.

~~Simply click the Customer Service icon on METRO's homepage to obtain a Customer Service Report. <https://www.scmtd.com>~~

Article II

Applicability of the Lost and Found Policy

1.4.201 Purpose and Applicability

- A. As a public entity and recipient of state, federal and local funds, Santa Cruz METRO must follow the guidelines of the *CA Civil Code Section 2080.6* regarding Lost and Unclaimed Property. *CA Civil Code 2080.6* allows any public agency to elect to be governed by the provisions of this article with respect to disposition of personal property found or saved on its property subject to its jurisdiction, or may adopt reasonable regulations for the care; restitution; sale or destruction of unclaimed property in its possession. (*CA Civil Code Section 2080.6 (a)*)
- B. The standards established herein shall apply to all activities associated with all Lost and Found items recovered by Santa Cruz METRO and its employees.

Article III Unclaimed Items

1.4.301 Disposal of Unclaimed Items

- A. Lost items, having a value of \$100.00 or greater and those having a value of less than \$100.00 that Santa Cruz METRO deems appropriate for auction, listed in Section 1.4.101.C. 2-C that remain unclaimed after the 3-month~~30-day~~ period will

Attachment A - REDLINE

be sold at auction to the highest bidder by an auction house chosen by Santa Cruz METRO's BOARD. The auction may be conducted by Santa Cruz METRO or their authorized representative; Santa Cruz METRO may enlist the services of a professional auctioneer to conduct the auction on behalf of Santa Cruz METRO.

- B. Santa Cruz METRO The CEO/General Manager shall publish a "Notice of Auction" to sell/dispose of any property found and stored by Santa Cruz METRO pursuant to the requirements of CA Civil Code Section 2080.6.

1.1) Santa Cruz METRO The CEO/General Manager shall publish have the Notice of Auction published in a newspaper of general circulation in the County of Santa Cruz, at least 5 days before the time fixed for the auction.

2.2) Any property remaining unsold after being offered at auction may be destroyed or otherwise disposed of by Santa Cruz METRO as the General Manager/CEO or designee may direct.

- C. Lost and unclaimed money in the custody of Santa Cruz METRO that is not claimed within the three (3)-month period shall be delivered to Santa Cruz METRO's CFO for deposit into Santa Cruz METRO's general fund. If METRO determines that any property transferred to it for sale is needed for a public use, such property may be retained by METRO and need not be sold.

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DATE: February 26, 2021
TO: Board of Directors
FROM: Margo Ross, Chief Operations Officer
**SUBJECT: RECEIVE A REPORT REGARDING THE EXTENDED PROJECT
SCHEDULE FOR THE PROTERRA ZERO EMISSIONS BUS PROJECT**

I. RECOMMENDED ACTION

That the Board of Directors receive and file the report on the extended project schedule for the Proterra Bus Project

II. SUMMARY

- This staff report provides the Board of Directors (Board) with an update to the Proterra Zero Emissions Bus Project.
- At its September 25, 2015 meeting, the Santa Cruz Metropolitan Transit District (METRO) Board of Directors (Board) adopted its first Electric Bus Implementation Strategy authorizing METRO to pursue grant funding to deploy electric buses.
- At its May 19, 2017 meeting, the METRO Board adopted a resolution to set a goal for achieving a full zero-emission fleet by 2040 and to support a fleet management plan which phases out the purchase of Compressed Natural Gas (CNG) buses by 2030.
- Between 2016 and 2018 METRO received grants sufficient to fund four zero emission fixed route buses.
- METRO has worked with Proterra, Inc. (Proterra) since March 2017 to acquire battery electric buses.
- In September of 2018 Proterra improved their bus range from the 440 kWh to 660kWh; which prompted METRO to terminate the purchase of the 440 kWh, and move to the 660 kWh, which was yet to be produced.
- The 660 kWh bus has now cleared the Altoona testing, the FTA requirement, and is expected to be delivered to METRO in mid-March 2021.
- The buses will then be put through an exhaustive acceptance program before they are accepted and placed into service, estimated Fall 2021.
- Staff requests that the Board receive and file this report.

III. DISCUSSION/BACKGROUND

At its September 25, 2015 meeting, the Board authorized METRO to begin pursuing grant funding to deploy electric buses and adopted its first Electric Bus Implementation Strategy, which documented a favorable technological, regulatory, operating and financial environment for Zero Emission Bus (ZEB) deployment, and proposed a timeline to implement ZEBs incrementally, beginning with the first acquisition in 2016.

On June 1, 2016, Caltrans announced a grant award to METRO for the purchase of one battery electric bus to run new circulator service in downtown Watsonville. The grant is funded through the States Cap and Trade Program – Low Carbon Transit Operations Program (LCTOP). In October 2018, the California Transportation Commission approved an allocation of State Transportation Improvement Program (STIP)/Local Partnership Program (LPP) funding to METRO for the purchase of two electric buses. In June 2018, the combined fiscal year 2017 and fiscal year 2018 LCTOP awards were approved to fund one ZEB.

On December 14, 2018, the California Air Resources Board (CARB) adopted its Innovative Clean Transit (ICT) Regulation which requires any transit agency designated as a small transit agency to transition their bus fleet to all ZEBs beginning in 2026. Starting in 2026, small transit agencies must purchase ZEBs for 25% of all bus purchases; and, 100% of all bus purchases must be ZEBs starting in 2029 (Zero Emission Buses or Battery Electric Buses).

On April 28, 2017, the Board authorized staff to participate in a joint procurement with Clemson Area Transit (CAT). On May 1, 2017, CAT issued a Request for Proposals for Purchase and Delivery of Zero Emission Electric Buses and Equipment. On June 16, 2017, proposals were received and opened from Build Your Dreams (BYD), New Flyer of America and Proterra, Inc. An evaluation team composed of CAT, Solano County Transit (SolTrans), Center for Transportation and the Environment (CTE), and METRO staff reviewed and evaluated the proposals, and interviewed BYD and Proterra, Inc. On February 23, 2018, staff recommended an award to Proterra, Inc. for the Purchase and Delivery of one Zero Emission Electric bus and related charging equipment, with nine additional bus purchase options. The Board awarded the contract and authorized the CEO to execute future amendments with Proterra, Inc. for the nine options as funding became available. Staff added each subsequent purchase to the applicable Capital Budget for Board approval before proceeding with an order.

In March 2018, Proterra and METRO started engaging in the initial configuration discussion to meet METRO's routes, local terrains and performance and range expectations. METRO's bus configuration consists of Proterra's 660kWh battery energy capacity and Duo-Power transmission. Both configuration options required full Altoona testing. However, due to the COVID-19 pandemic, the Altoona testing facility was completely closed from March 2020 until September 2020, shifting the project timeline.

Proterra recently announced that their 40' Catalyst E2 Plug-In Electric Bus has successfully completed the safety, structural strength and distortion tests at the Altoona Bus Research and Testing Center. The new-targeted delivery date for the vehicle is March 15, 2021. With delivery of the vehicle in early March 2021 and vehicle testing and operator training through the summer of 2021, METRO intends to include the bus to service as part of its Fall service change in early September 2021.

Project Details	Date
CATZEB RFP Issued	05/01/2017
CATZEB RFP Awarded to Proterra	09/07/2017
First Discussion between METRO & Proterra	03/19/2018
Proterra submitted a program timing letter for 660kWh+DuoPower per METRO's request to upgrade from 440kWh to 660kWh battery capacity Contract Executed	09/10/2018
Notice to proceed issued by METRO	04/12/2019
Proterra engineering design started	07/23/2019
Design Review Meeting #1	09/09/2019
Contract Amendment #1 executed	10/29/2019
Design Review meeting #2	11/20/2019
Contract Amendment #2 executed	02/24/2020
Production of Bus #1 started	04/01/2020
Proterra sends Force Majeure letter to METRO related to COVID-19 delays within the Proterra plant	04/03/2020
Production of bus #4 completed	07/16/2020
METRO Bud Post-build inspection visit to Proterra	07/21/2020

Proterra CPM changed	10/08/2020
Altoona Testing-Phase 1- Full Test for Durability Test Started-3/28/2020 Altoona Facility Shut Down-March 2020	3/28/2020
Altoona Facility Reopened 9/10/2020	9/10/2020
Test Completed 9/10/2020	9/10/2020
Test Report (LTI-BT-R1906 Released	9/24/2020
Altoona Testing-Phase 2: Partial Test for Performance & Fuel Economy Test Started	8/24/2020
Test Completed	9/17/2020
Test Report (LTI-BR-R2020-06-P) Released	11/09/2020

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

The actions taken in this report tie to METRO's Financial Stability, Stewardship and Accountability and State of Good Repair.

V. FINANCIAL CONSIDERATIONS/IMPACT

Funding for this project is currently available from various identified sources at total budget of \$5,254,315. METRO has combined the scopes of work from various sources of funding into one project to purchase four ZEB replacement bus. Attachment A reflects funding sources for the purchase agreements for four Proterra Electric buses:

- METRO received \$709,292 from the FY2015-16 LCTOP program to purchase one ZEB for Watsonville Circulator. Additional funding in amount of \$357,216 in Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA), \$150,000 in the Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) and \$185,051 in Measure D were needed to purchase the first ZEB.

- METRO received \$863,102 from the FY2017-18 LCTOP program. Additional funding in amount of \$150,000 in HVIP and \$231,843 in Measure D were needed to purchase the second ZEB for the Watsonville service area.
- In October 2018, METRO received \$1,656,000 from CTC's STIP and LPP funding to purchase two ZEBs. Additional funding in amount of \$300,000 in HVIP and \$651,811 in Measure D were needed to purchase the two ZEBs.
- Eddie Benson, Maintenance Manager, is the Project Manager responsible for budgeting the appropriate capital amount in the budget during the life of the project.

VI. ALTERNATIVES CONSIDERED

There are no alternatives to consider. This is just a project status report.

VII. ATTACHMENTS

Attachment A: Funding Sources for the Purchase agreements for Four Proterra Electric Buses

Attachment B: Santa Cruz METRO's Preliminary Outlook for Zero Emission Bus Purchases

Prepared by: Margo Ross, Chief Operations Officer
Wondimu Mengistu, Grants/Legislative Analyst

VIII. APPROVALS

Margo Ross, COO



Approved as to fiscal impact:
Kristina Mihaylova,
Finance Deputy Director



Alex Clifford, CEO/General Manager



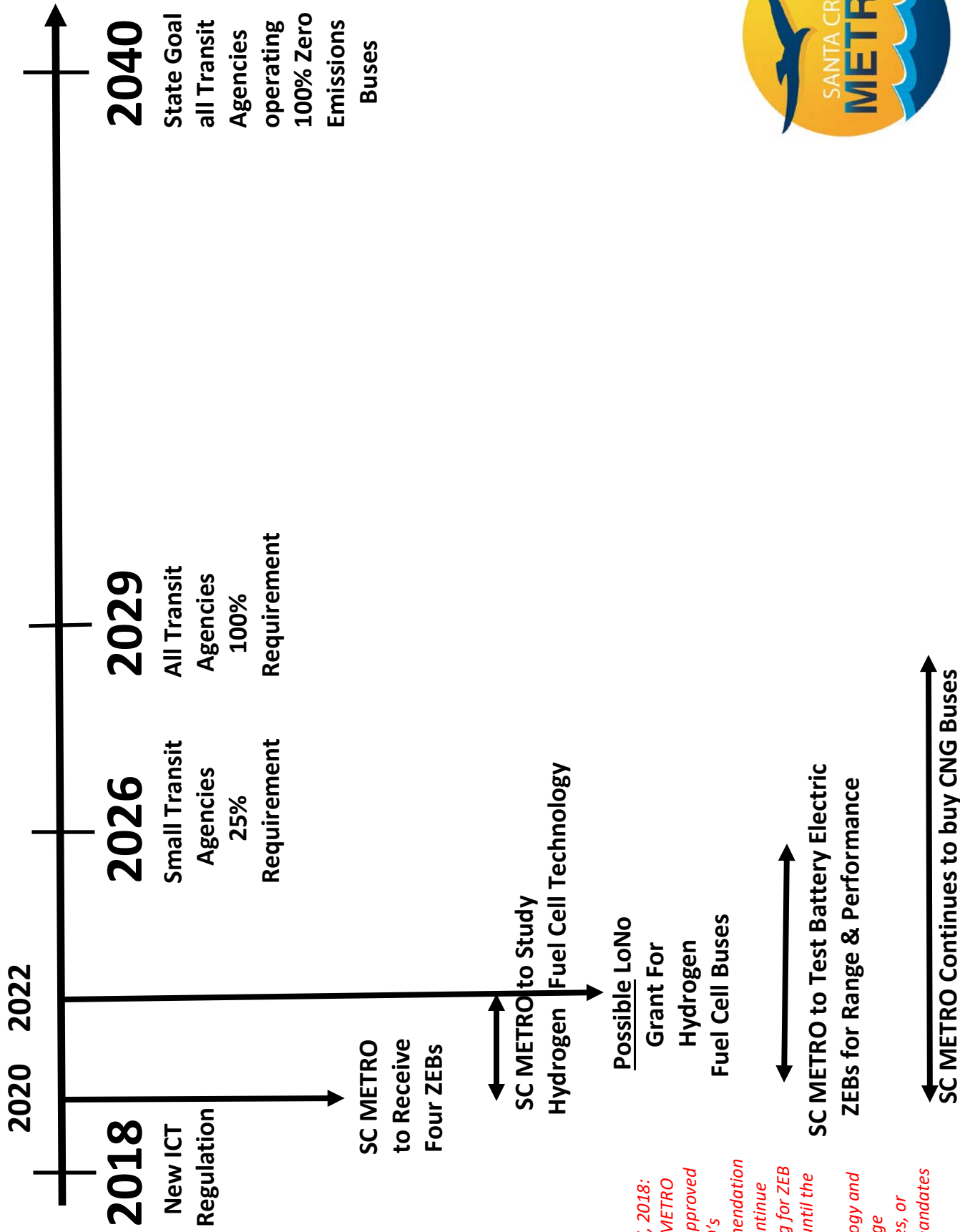
Attachment A

Table 1: Funding sources for the Purchase agreements for 4 Proterra Electric buses

Funding Sources	19-4006	19-4008	19-4009
	1 bus	1 bus	2 buses
FY16 LCTOP Grant	\$709,292		
PTMISEA Local Match	\$357,216		
HVIP local Match	\$150,000		
<i>misc (Measure D)</i>	\$185,051		
TOTAL FUNDING	\$1,401,559		
FY7-18 LCTOP Grant		\$863,102	
HVIP Local Match		\$150,000	
<i>misc (Measure D)</i>		\$231,843	
TOTAL FUNDING		\$1,244,945	
FY18 CTC STIP Grant			\$ 870,000
LPP Metro & RTC Local Match			\$ 786,000
HVIP Voucher			\$ 300,000
<i>misc (Measure D)</i>			\$ 656,811
TOTAL FUNDING			\$ 2,612,811

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SC METRO's Preliminary Outlook for Zero Emission Bus Purchases



*April 27, 2018:
The SC METRO Board approved the CEO's recommendation to discontinue applying for ZEB grants until the battery technology and bus range improves, or CARB mandates begin.*

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DATE: February 26, 2021
TO: Board of Directors
FROM: Danielle Glagola, Marketing, Communications, & Customer Service Director
SUBJECT: ACCEPT AND FILE THE METRO MARKETING STATUS REPORT

I. RECOMMENDED ACTION

That the Board of Directors accept and file the METRO Marketing Status Report. This report is for informational purposes only. No action is required.

II. SUMMARY

Summary review of external-customer facing marketing initiatives since Marketing, Communications, and Customer Service Director hiring in July 2020.

III. DISCUSSION/BACKGROUND

Since July 2020, the Santa Cruz Metropolitan Transit District (METRO) Marketing Department has highlighted several campaigns focused on external customer awareness, promoting company initiatives, and encouraging ridership. These campaigns centered around promoting awareness regarding METRO's COVID-19 safety prevention measures onboard vehicles and transit centers, new programs, event promotions, and promoting contactless/touchless resources. Many of these campaigns were picked up by national and local media outlets and further supported by press interviews including KSBW, KION, Univision, KSCO, KSQD, The Santa Cruz Sentinel, The Pajaronian, Goodtimes, Lookout, Mass Transit Magazine, Metro Magazine and Politico. Coordination of these initiatives were done with help from Planning, Safety & Risk, Fixed Route and ParaCruz Operations, Facilities, Fleet and Customer Service Departments.

Marketing campaigns included:

Educating the community about METRO's COVID-19 response. Promoting safety and prevention measures including guidance from the CDC, state, and local health agencies (July 2020 – Current):

- Press release and press coverage including interviews
- Press event at the JKS Operations Yard (10/21/2020)
- Social media graphics and postings

- Newsletter/Gov Delivery alerts
- Onboard bus advertisements: car cards, decals
- External bus advertisements: king, queen, tail ads
- Transit Center postings
- Promoting Customer Service Call Kiosks at METRO Center and Watsonville Transit Center
- Promotion in Headways
- Promotion via METRO's website: Homepage, stationary Coronavirus bar, Coronavirus tab, supporting sub-pages
- Safety Tips Brochure
- In-office and facility postings
- Submitted Comprehensive COVID-19 Prevention Campaign to APTA Ad Wheel Awards (1/13/2021)

California Clean Air Day (10/07/2020)

- Social media graphics and postings
- Newsletter/Gov Delivery alerts
- Promotion via METRO's website
- Employee Engagement

METRO Joins the APTA Health & Safety Commitments Program (10/12/2020)

- Press release and press coverage, including interviews
- Press event at the JKS Operations Yard (10/21/2020)
- Social media graphics and postings
- Newsletter/Gov Delivery alerts
- Onboard bus advertisements: car cards, decals
- External bus advertisements: king, queen, tail ads
- Transit Center postings
- Promotion in Headways
- Promotion via METRO's website

Watsonville Transit Center Mural Unveiling Event (10/29/2020)

- Press release and press coverage, including interviews
- Press and community event at the Watsonville Transit Center
- Social media graphics and postings
- Newsletter/Gov Delivery alerts
- Promotion via METRO's website

Free Fares on Election Day (11/03/2020)

- Press release and press coverage
- Social media postings
- Newsletter/Gov Delivery alerts
- Promotion via METRO's website

Save Public Transit Day (12/15/2020)

- Press release and press coverage
- Social media postings
- Newsletter/Gov Delivery alerts
- Promotion via METRO's website
- Employee Engagement

Free Fares on New Year's Eve (12/31/2020)

- Press release and press coverage
- Social media postings
- Newsletter/Gov Delivery alerts
- Promotion via METRO's website

METRO Encourages Prioritization of Public Transportation Workers in the COVID-19 Vaccine Distribution Plan (1/05/2021)

- Press release, press coverage and interviews
- Social media postings
- Newsletter/Gov Delivery alerts
- Promotion via METRO's website

METRO to Receive Additional Funding Through Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) (1/26/2021)

- Press release, press coverage and interviews
- Social media postings
- Newsletter/Gov Delivery alerts
- Promotion via METRO's website

METRO/Greyhound Connection Service (2/04/21)

- Press release and press coverage
- Social media graphics and postings
- Newsletter/Gov Delivery alerts
- Promotion in Headways
- Promotion via METRO's website

TSA Security Directive Mask Mandate (2/18/21)

- Press release and press coverage
- Social media graphics and postings
- Newsletter/Gov Delivery alerts
- Onboard bus advertisements: car cards
- Transit Center postings
- Promotion in Headways
- Promotion via METRO's website
- In-office and facility postings

METRO's Splash Pass (October 2020 – March 2021)

- Soft launch October 2020
- Large campaign push March 2021
- Press release and press coverage
- Covered in press event at JKS Operations Yard (10/21/2020)
- Social media graphics and postings
- Newsletter/Gov Delivery alerts
- Onboard bus advertisements: car cards
- Transit Center postings
- Promotion in Headways
- Promotion via METRO's website
- Step-by-Step Brochure Guide

Upcoming Initiatives (Next 6 months)

- Code of Conduct Policy Awareness (Requested by Metro Advisory Committee)
 - Brochure available onboard buses/vehicles
 - Transit Center signage
- Microtransit (Pending)
 - Possible logo/tagline development (TBD)
 - Press release and distribution
 - Social media graphics and postings
 - Newsletter/Gov Delivery alerts
 - Onboard bus advertisements: car cards
 - Transit Center postings
 - Promotion in Headways
 - Promotion via METRO's website
 - Brochure (TBD)
- Proterra Electric Vehicles
 - Metro Magazine April/May cover and article
 - Photoshoot
 - Press release and distribution
 - Social media graphics and postings
 - Newsletter/Gov Delivery alerts
 - Transit Center postings
 - Promotion in Headways
 - Promotion via METRO's website
- Revise METRO Advertising Offerings
 - Update advertising contract
 - Review price plans
 - Increase advertising space
 - Internal car cards and decals
 - External vinyl ads
 - Bus wraps
 - Bus shelters
 - Transit Centers
- Increase Community Awareness

- Advertising
 - TV Commercials
 - Radio Ads
 - External website promotions
- Increase Social Media Channels
 - LinkedIn
 - Youtube
- Produce Videos
 - Commercials
 - Social Media postings
 - Website: internal and external
 - Employee Engagement
 - METRO Hiring

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

The actions taken in this report tie to METRO's Safety First Culture, Service Quality and Delivery, Internal and External Technology, and Strategic Alliances and Community Outreach.

V. FINANCIAL CONSIDERATIONS/IMPACT

These marketing campaigns printed collateral required funding from the Marketing, Communications & Customer Service Printing budget (1300-504215).

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

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

VIII. ATTACHMENTS

Attachment A: METRO Marketing Campaigns Feb 2021 Report

Prepared by: Danielle Glagola, Marketing, Communications and Customer Service Director

VIII. APPROVALS

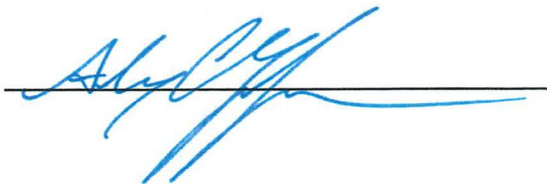
Danielle Glagola,
Marketing, Communications &
Customer Service Director



Approved as to fiscal impact:
Kristen Mihaylova,
Finance Deputy Director



Alex Clifford, CEO/General Manager





METRO Marketing Campaigns

(July 2020 – Current)
Informational Purposes Only

February 26, 2021

Danielle Glagola, Marketing, Communications and
Customer Service Director

Promoting METRO's COVID-19 Prevention Measures

METRO's COVID-19 Safety Response
Safety Logo



Press Event Focused on METRO's COVID-19 Response

Press Release



For Immediate Release
Date: October 21, 2020
Contact: Danielle Glagola
(831) 420-2550
dglagola@scmttd.com
scmttd.com

Today METRO Launched Its American Public Transportation's (APTA) Health & Safety Commitments Program.

METRO Joins Over 200 Public Transit Centers in the Pledge

Santa Cruz, CA (October 21, 2020) Today METRO launched our APTA Health & Safety Commitment Program with a masked social distanced event with local media and County Representatives.

Now more than ever, we need our community to know that the health and safety of METRO passengers and employees is a priority for METRO. To convey this priority, METRO signed onto the American Public Transportation Association's (APTA) Health and Safety Commitments Program with more than 200 public transit systems, the public transportation industry's overarching pledge to passengers that public transit systems are taking all the necessary measures to operate safely as the nation recovers from the COVID-19 pandemic.

Attendees were able to hear from METRO CEO/General Manager, Alex Clifford, County of Santa Cruz Supervisor and METRO Board of Directors Vice Chair, John Leopold, METRO Board of Director Chair, Mike Rotkin, and SMART Local 0023 Union General Chairperson, James Sandoval about METRO's safety and prevention measures, such as: between row sneeze barriers, operator curtains, hand sanitizer dispensers, and additional efforts METRO is taking to keep our employees and customers safe while using METRO services. These prevention efforts also includes the launch of the METRO Splash Pass, our new mobile ticketing application available for download on the Apple App Store and Google Play. Allowing for a cash-free, contactless, and COVID-19 safe way for customers to purchase fares and display tickets on their smartphone devices.

METRO is doing our part to make our community feel confident in continuing to use METRO services and getting them to their destinations safely.

For more information on METRO's commitment to safety visit scmttd.com/safety

For more information on METRO's Health & Safety Commitments Pledge visit scmttd.com/aptabpledge

###

About Santa Cruz Metropolitan Transit District:

Established in 1968, Santa Cruz METRO provides fixed-route and Highway 17 commuter service throughout Santa Cruz County, with limited service connecting to Monterey-Salinas Transit at our Watsonville Transit Center and Santa Clara County, transporting more than 5 million passenger trips a year. METRO also operates ParaCruz paratransit service to Santa Cruz County, providing about 73,500 trips per year. METRO's operating budget in FY21 is almost \$55 million and is funded through a combination of farebox revenue, sales tax, and state and federal sources. Today it operates a fleet of 102 buses on 26 fixed-routes. For more information, visit www.scmttd.com.

Press Event Focused on METRO's COVID-19 Response

JKS Operations Yard


On October 21, 2020 METRO hosted a press event for local press, our Board of Directors, and Committee Members to view all of the additional prevention measures that METRO installed onboard our buses and to encourage our riders to return to METRO services. Speakers included our CEO Alex Clifford, METRO Chair Mike Rotkin, County Supervisor John Leopold and Union Representative James Sandoval. This masked, socially distanced event was widely attended by all major news outlets and covered throughout the evening news and daily papers.



Advertising Focused on METRO's COVID-19 Response

Advertising -Onboard Bus Car Cards, Transit Center Signage, Social Media


To keep our employees and customers safe onboard a bus and visiting our Transit Centers METRO created internal and external bus signage in both English and Spanish.



PHYSICAL DISTANCE
DISTANCIA FISICA

Unless traveling with immediate family, protect yourself and other riders by maintaining as much physical distance as possible.



A menos que usted viaje con su familia inmediata, protéjase y proteja a otros pasajeros manteniendo la mayor distancia física posible.



Face Covering Mandatory!

Your face covering prevents airborne droplets from infecting others.

- Always fully cover your nose and mouth.
- Do not pull your face covering below your nose or mouth.
- Make sure that ear loops are properly adjusted behind your ears.
- Discard or sanitize/wash face coverings after use.

Let's Connect From a Distance

Customer Service Call Center Available Daily: (831) 425-8600.

Visit us online at scmtd.com.

Schedule-by-Stop: Visit our website for more information by using the Location ID to 483-311.

Text/Email Notifications: Subscribers receive route alerts. Details at scmtd.com/connect.

Follow us!






Our Commitments To Health & Safety

Our partners have joined public health agencies across the region to help us in our commitment to making every ride safer — and more fun for everybody!

WE'RE DOING OUR PART



- Creating science-based policies** (Following all health & safety rules)
- Cleaning & disinfecting more frequently** (Wearing face coverings & washing hands)
- Sharing information about safe rides** (Respecting fellow riders' space)
- Keeping our employees healthy** (Staying home if you're sick)



Worried About COVID-19?

More information at cdc.gov



- Wash your hands often with soap and water for at least 20 seconds.
- Cover your cough and sneeze with your elbow.
- Stay home when sick.
- Use hand sanitizer with at least 60% alcohol.
- For added safety, talking, singing, and yelling are discouraged on the bus.

Face masks required.

TSA requires proper wearing of face masks, per federal law. Face masks are to be worn at all times. Failure to comply will result in denial of boarding or removal, and may result in penalties.

Stay Healthy. Stay Secure.
tsa.gov/coronavirus

Quiet on the Bus

For added safety, riders should be quiet on the bus. Refrain from talking, singing, and yelling while riding the bus.

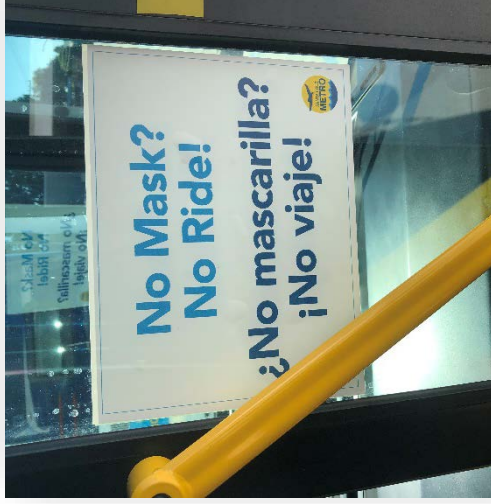
Silencio en el autobús

Para mayor seguridad, los pasajeros deben permanecer callados en el autobús. Absténgase de hablar, cantar y gritar mientras viaja en el autobús.




Advertising Focused on METRO's COVID-19 Response

Onboard Bus Advertising - Decals



Advertising Focused on METRO's COVID-19 Response

External Bus Advertising – King, Queen, Tail Ads

METRO is spreading the word to our community about our added safety measures with a full fleet of advertisements on the sides of our buses through King, Queen, and Tail ad placements. This series of ads features three messages: Serious About Safety, Deliberately Disinfecting, and Seriously Sanitizing.



Advertising Focused on METRO's COVID-19 Response

External Bus Advertising



11-10A.9

Postings Focused on METRO's COVID-19 Response

Transit Centers



Postings Focused on METRO's COVID-19 Response

Transit Centers – Customer Service Call Kiosk

METRO installed a Customer Service Call Kiosk at two of our transit centers. The kiosk provides customers a contactless method of reaching a Customer Service Representative using a video phone call service that maintains social distancing while still serving our customers. Calls and signage are available in English and Spanish.



Have a question about METRO services? No problem.

Introducing, METRO's Customer Service Calling Kiosk

Virtually connect with a Customer Service agent using our one-way video calling system. Representatives will be able to view and hear the customer placing the call, so you can get assistance right away while still social distancing. **It's as simple as pushing a button.**

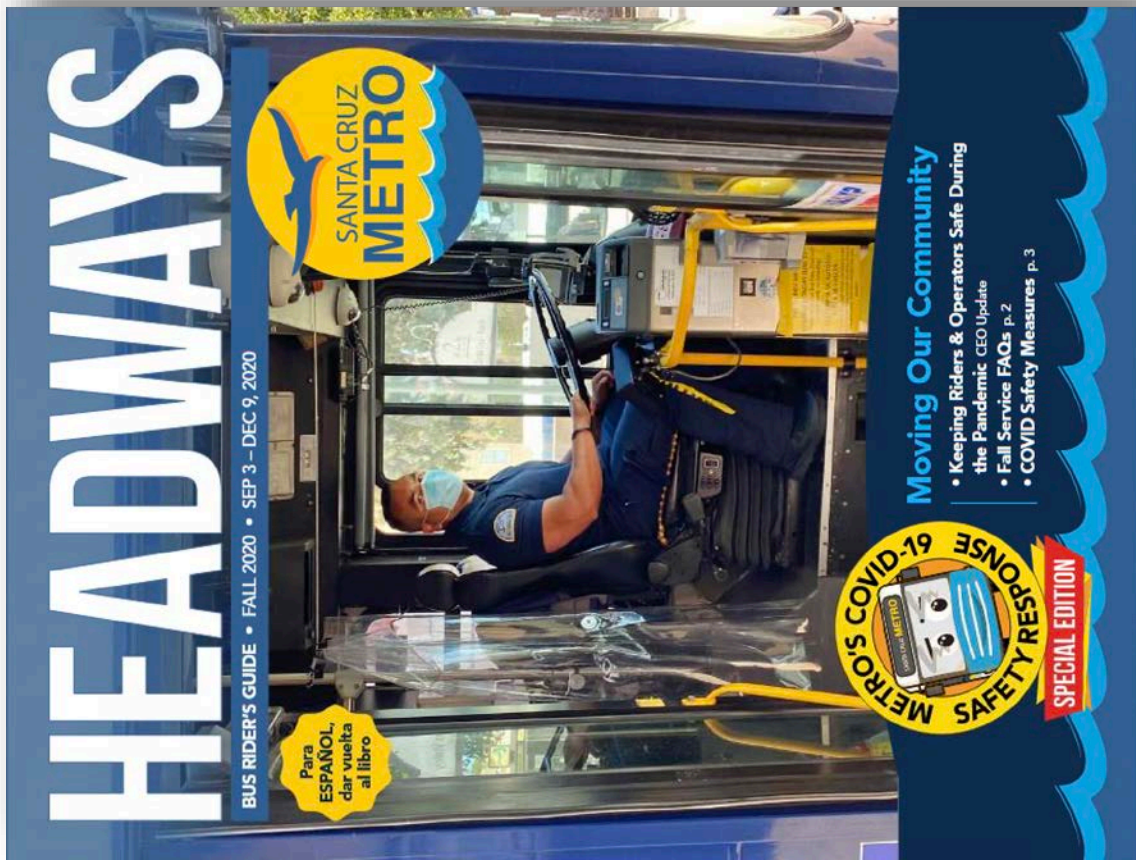
¿Tiene alguna pregunta sobre los servicios de METRO? No hay ningún problema.

Presentamos el quiosco de llamadas "a pedido" de Servicio al Cliente de METRO

Conéctese virtualmente con un agente de Servicio al Cliente utilizando nuestro sistema de llamadas unidireccionales. Los representantes podrán ver y escuchar al cliente que realiza la llamada, por lo que puede obtener asistencia de inmediato sin dejar de mantener la distancia social. **Es tan fácil como presionar un botón.**



Collateral Focused on METRO's COVID-19 Response
Fall 2020 Headways



Collateral Focused on METRO's COVID-19 Response

Fall 2020 Headways – CEO Letter



METRO is serious about the safety of our employees and our customers. On March 3, 2020, METRO began initiating new safety measures to address COVID-19. This initial phase included daily deep cleaning of high-touch areas on buses and ParaCruz vehicles, including seats, handrails, stanchions, hand straps, and the bus operator's compartment. Additionally, we began nightly use of an electrostatic fogger to disinfect interior bus surfaces.

On March 23rd, in order to further protect our employees and customers, we initiated deeper and more frequent cleaning of our transit centers. We also added hand sanitizer dispensers for public use. More recently, we added hand-washing stations to our Santa Cruz, Watsonville, and Scotts Valley Transit Centers and are in the process of installing hand sanitizer dispensers on all buses.

If you've recently traveled through our transit centers, you have undoubtedly noticed that METRO has posted numerous flyers reflecting CDC and County Health Agency COVID-19 prevention tips and other safety measures. Additionally, to assist with physical distancing we've added ground markers at bus stops denoting where to stand while lining up for a bus. We have also hired additional cleaning staff and stationed them at all transit centers. Each time a bus or ParaCruz vehicle pulls into a transit terminal, all high-touch surfaces are cleaned with disinfectant.

Going beyond health guidelines, METRO has self-limited bus capacity to a maximum of 15 riders per bus, plus two additional ADA seats—25% of regular bus capacity, set at 60 riders. If a bus passes you by, this means that the bus is currently full and either a "shadow bus" will be following behind or the operator may radio dispatch to see if a back-up bus can be deployed.

Please also note that METRO is enforcing the current County Health Agency Order that all customers waiting at a bus stop, boarding a bus, and/or riding the bus must wear a face covering at all times.

Once aboard the bus, please maintain physical distancing by not sitting in seats that are blocked off, unless you are traveling with one or more members of your immediate family. Additionally, for the protection of the bus operator

we ask that you maintain a minimum of six feet between you and the operator and do not stand while the bus is moving. During this COVID-19 pandemic, an emergency directive is in place: restricting personal carry-on items to no more than one item that can be carried on one's lap.

Going forward, METRO will continue to innovate new safety measures. We have completed installation of clear curtain protective barriers for the operator compartment and have started to install clear sneeze barriers between rows of seating on all fixed-route buses to mitigate the risk of passing the virus. We also continue to monitor all COVID-19 prevention information from the CDC, California Health Agency, and the Santa Cruz County Health Agency, along with industry-wide best practices. For Highway 17 service, we are closely monitoring guidance and orders from the Santa Clara County Health Agency.

Santa Cruz Transit Center (METRO Center) and the Watsonville Transit Centers lobbies have been closed since mid-March and will remain closed indefinitely. In order to better serve you, METRO has installed customer service windows that can be accessed from outside. We are also in the process of expanding our Customer Service accessibility to include an "on-demand" calling kiosk at Santa Cruz and Watsonville Transit Centers to give customers direct access to a Customer Service Representative. Moreover, for ease of processing transactions via credit card or to reload your CruzCard, we have moved the two transit ticket vending machines from inside to outside and they are available 24-hours a day.

Additionally, to help our customers' needs in real-time we have created schedule-by-stop route updates, subscription alerts, and overnight parking apps. Also be on the lookout for new service initiatives to launch this fall, including the ability to purchase passes with your mobile phone.

Finally, a recent survey indicates our customers want METRO's services to go back to pre-COVID 19 levels. In response, we are working to increase routes and frequencies during these challenging times.

This fall METRO is bringing back more buses and schedules on all local routes and restoring service to pre-pandemic weekday and weekend levels. These service changes will



Collateral Focused on METRO's COVID-19 Response

Fall 2020 Headways – CEO Letter cont...

KEEPING RIDERS & OPERATORS SAFE (Continued from CEO Note)

support enhanced essential travel, provide adequate physical distancing onboard, and help sustain the gradual reopening of economic activity.

The biggest exceptions to a return to "normal" schedule remain School Term and Highway 17 service. With all university campuses moving the majority of activities online, School Term service has been suspended until further notice. Highway 17 service will operate with enhanced weekday and weekend schedules compared to summer, but at reduced levels.

There is opportunity in every crisis and we are working hard to make the most of the current situation to reimagine what METRO service could look like in the post-COVID world. We hope you'll come along for the ride. Thank you to all of our riders and dedicated employees for their support. Please know that METRO continues to be here for you.

In Service,



Alex Clifford, METRO CEO



IMPORTANT PHONE NUMBERS

Accessible Services Coordinator (831) 423-3868
 ADA Paratransit (METRO ParaCruz) (831) 425-4664
 ADA Paratransit Ombudsman (831) 462-8720
 AMTRAK Automated Agent (800) 872-7245
 BART (510) 464-6000
 Cabrillo College Cart / Tram Service (831) 479-6379
 Caltrain (Schedules & Fares) (800) 660-4287
 Commute Solutions (831) 429-7665
 Early Bird Airport Shuttle (831) 462-3933
 Greyhound (831) 423-1800 / (831) 423-4082
 Monterey-Salinas Transit (888) 678-2871
 San Mateo Transit (800) 660-4287
 VTA: Santa Clara Valley Transportation Authority (408) 321-2300
 (800) 894-9908

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For complete pass and transfer information, refer to our new fares brochure or visit scmtd.com/fares.

METRO FARES

	Santa Cruz County (Local Service)				Amtrak / Highway 17 Express					
	1 Ride (cash)	Day Pass	3-Day Pass	7-Day Pass	31-Day Pass	15-Ride Pass	Day Pass (cash)	31-Day Pass	15-Ride Pass	
Adult (Age 18 and over)	\$2	\$6	\$15	\$32	\$65	\$27	\$7	\$14	\$145	\$94.50
Youth (through age 17)	\$2	\$6	\$15	\$32	\$48	\$27	\$7	\$14	\$145	\$94.50
Discount Fare (see p. 10)	\$1	\$3	\$7.50	\$16	\$32	\$13.50	\$3.50	\$14	\$145	\$94.50
Child (Under 46" tall)	A limit of three children ride FREE with a fare-paying passenger (height is marked at bus entrance)									

CASH FARES: Please have exact change ready when boarding the bus. Operators do not make change and will not provide cash refunds.



Collateral Focused on METRO's COVID-19 Response

Fall 2020 Headways – Face Covering Requirement

FALL SERVICE FAQs

What level of service will METRO provide in Fall 2020 and when does Fall Service begin?

Beginning in the Fall, METRO will be going back to providing separate weekday and weekend service. All School Term (ST) service will remain suspended, and previously suspended NON (ST) service will be restored. Fall service begins Sep. 3, 2020, and runs through Dec. 9, 2020.

Will there be a school/university schedule in Fall 2020?

We will be providing service to Cabrillo, UCSC, and SLV schools; however any trips and full routes designated as School Term (ST) will not be in service.

Thank You Essential Workers

METRO thanks the community's critical front-line workers for their services, including, METRO employees.

Will Cabrillo/UCSC IDs be valid in Fall 2020?

As of July 1, 2020, METRO has a new contract with UCSC. Service is reduced due to the majority of campus activity moving online. UCSC student IDs with an enrollment sticker from the 2019/20 or 2020/21 academic year are still being accepted. Cabrillo College suspended collection of its student transportation fee, which funds student METRO passes and School Term service. As such, Cabrillo IDs are not being accepted until further notice.

Do I need a permit to park overnight at Cavallaro Transit Center?

Yes, overnight parking permits are required for parking at Cavallaro Transit Center in Scotts Valley. Parking permits can be purchased using the "Passport Parking" App. When prompted in the App, enter zone number 9506 for Cavallaro Transit Center.



LARGE PRINT HEADWAYS

A large print copy can be requested from Customer Service (831) 425-8600 or from the Accessibility Coordinator (831) 423-3868 (CRS Hearing / Speech Impaired dial 711).

Face Covering Mandatory!

Your face covering prevents airborne droplets from infecting others.

- Always fully cover your nose and mouth.
- Do not pull your face covering below your nose or mouth.
- Make sure that ear loops are properly adjusted behind your ears.
- Discard or sanitize/wash face coverings after use.



Collateral Focused on METRO's COVID-19 Response

Fall 2020 Headways – Safety Measures FAQ

COVID SAFETY MEASURES

How many riders are allowed on each bus?

10 riders are permitted on a 35' bus, 15 on a 40' bus and only 8 on a Hwy 17 Express Bus plus 2 additional ADA seats. Please monitor the capacity sign on the bus for potential changes. METRO has petitioned Santa Clara County for a variance to increase the capacity back to 15.

What schedule changes has METRO made due to COVID-19?

When COVID-19 began, METRO reduced bus service to weekend level service with a few additional routes being temporarily suspended. METRO also temporarily reduced our passenger capacity and only offered rides for essential needs in conjunction with suspending all bus fares. Since then, METRO has now resumed collecting bus fares, removed the essential-travel-only restrictions and has slightly increased our passenger capacity. Beginning in the fall METRO will be increasing bus service back to pre-COVID-19 levels with the exception of designated school term trips/routes and Highway 17 service.



What safety measures is METRO taking to keep passengers and staff safe?

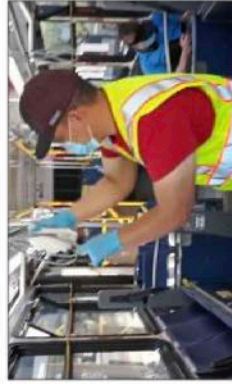
Your health and safety, as well as that of our employees, is our top priority. In an effort to keep everyone healthy and safe METRO has reduced the capacity on our buses, seats have been marked off to allow for physical distancing, all passengers and staff are required to wear face coverings. We have completed installation of clear curtain protective barriers for the operator compartment and have started to install clear sneeze barriers between rows of seating on all fixed-route buses to mitigate the risk of passing the virus. Additionally, to assist with physical distancing we've added ground markers at transit centers denoting where to stand while lining up for a bus. We have also hired additional cleaning staff and stationed them at all transit



centers to clean high-touch surfaces on each bus that goes through the center. We have added hand-washing stations to our Santa Cruz, Watsonville, and Scotts Valley Transit Centers and are in the process of installing hand sanitizer dispensers on all buses. In addition, buses are fogged with disinfectant every night.

Do I have to wear a mask?

Yes, face coverings are required for all customers using METRO's services including while riding a bus, waiting in line, waiting at a bus stop, and using a Customer Service window (unless exempt which then requires a face shield).



When will the Customer Service booths, lobbies, and restrooms re-open?

The Santa Cruz METRO Center Information Booth (Customer Service window) is currently open Monday – Friday, 8am – 12pm (Noon). A re-opening date for the Watsonville Transit Center Information Booth is expected in late August. Lobbies and restrooms at the two Transit Centers are closed until further notice. We apologize for any inconvenience. Please see website for updates as they become available.



Website Focused on METRO's COVID-19 Response

Coronavirus Advisory Bar

To keep our customers up-to-date with the latest developments and safety protocols, METRO created a banner visible on each page to easily highlight important information.



Coronavirus Advisory (Updated 10/23/2020):

- Customer Service Call Center (831) 425-8600 is open 7 days a week 8am-5pm
- Customer Service Call Kiosk available at Pacific Station & WTC 7 days a week, 8am-5pm
- Pacific Station Customer Service outside window now open Monday-Friday 8am-12pm (Noon)
- WTC Customer Service outside window now open Monday-Friday 8am-12pm (Noon) & Santa Cruz Transit Center
- Watsonville & Santa Cruz Transit Center interior lobbies remain closed to the public

Bus Service:

- Mandatory Face Covering, No Mask, No Ride
 - * unless exempt, which a face shield will be required
- Please adhere to all posted protocol while on the bus
- Maximum of 10 – 15 passengers per size of METRO Bus:
 - o Per the Santa Clara County Public Health Order, Hwy 17 bus capacity is limited to 8 passengers plus 2 ADA seats
- For more details on METRO's Safety Policy Visit [METRO's Commitment to Safety Page](#)

Paratransit Service:

- Mandatory Face Covering, No Mask, No Ride unless exempt, which a face shield will be required
- To book a ParaCruz ride or apply for eligibility, please call (831) 425-4664 7 days a week, 8am-5pm
- Maximum of 4-5 passengers per METRO ParaCruz Vehicle

Coronavirus Advisory

- Customer Service Phone Number
- Customer Service Call Kiosk
- Transit Center Hours of Operation

Bus Service

- Mandatory Face Coverings: No Mask, No Ride
- Please adhere to all posted protocol
- Rider Capacity
- For more information visit METRO's Commitment to Safety Page

ParaTransit Service

- Mandatory Face Coverings: No Mask, No Ride
- How to book a ride
- Rider Capacity

Website Focused on METRO's COVID-19 Response

Dedicated Coronavirus Tab

METRO created a series of COVID-19 resource pages for our customers under a dedicated Coronavirus tab making it easy to find service impacts, coronavirus information, additional prevention measures and METRO's participation in the APTA Health & Safety Commitments Program.



Website Focused on METRO's COVID-19 Response

Service Impacts Page

Spanish English

Contact Us Customer Service Help My Cart Sign In

Home Fares/Passes Rider's Guide Routes Agency Info Coronavirus

You are here: [Service Impacts](#)

Impacts and Information Related to COVID-19

Service Impacts: Coronavirus Advisory (Updated 12/2/2020)

To contact our Customer Service Call Center please call (831) 425-8600, open ParaCruz please call (831) 425-4664, open 7 days a week, 8am-5pm.

Due to COVID-19, METRO has implemented new safety and prevention measures onboard transit centers in order to keep our employees, operators, and riders safe. As always, the health and safety of our community is our number one priority. We apologize for any inconvenience.

For more information on METRO's Commitment to Safety [go here](#) or for more information on METRO's added safety measures [go here](#).

Service and Facility Impacts:

Transit Centers:

- Pacific Station Customer Service outside window is currently closed, check back for updates & reopening date
- WTC Customer Service outside window is currently closed, check back for updates & reopening date
- Watsonville & Santa Cruz Transit Center interior lobbies remain closed to the public
- Customer Service Call Kiosk available at Pacific Station & WTC 7 days a week, 8am-5pm
- Face coverings are required when visiting our transit centers or using any of METRO's services. Complimentary face coverings are available onboard our buses as supplies last.

Bus Service:

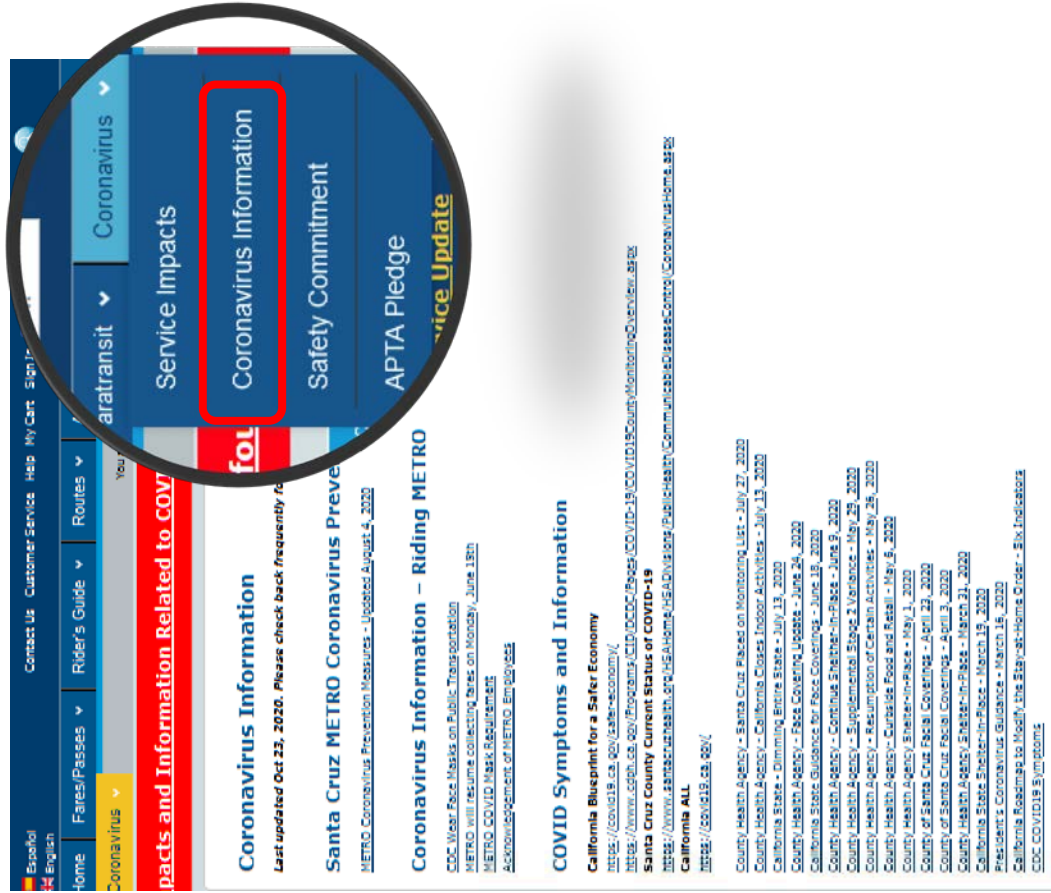
- Face coverings are required onboard all of our vehicles: No Mask, No Ride (unless exempt, which a face shield will be required)
- Maximum of 10 - 15 passengers per size of METRO bus:
 - Per the Santa Clara County Public Health Order, Hwy 17 bus capacity is limited to 8 passengers plus 2 ADA seats
- Please adhere to all posted protocol while on the bus

Paratransit Service:

- Face coverings are required onboard all of our vehicles: No Mask, No Ride (unless exempt, which a face shield will be required)
- Maximum of 4-5 passengers per METRO ParaCruz Vehicle
- To book a ParaCruz ride or apply for eligibility, please call (831) 425-4664 7 days a week, 8am-5pm

Website Focused on METRO's COVID-19 Response

Coronavirus Information Page



Website Focused on METRO's COVID-19 Response

Safety Commitment Page

Spanish English

Contact Us Customer Service Help My Cart

Home Fares/Passes Rider's Guide Routes Coronavirus

Service Impacts

Coronavirus Information

Safety Commitment

Service Update

Impacts and Information Related to COVID-19

METRO's Commitment to Safety

The health and safety of our customers and employees is a top priority. During the COVID-19 pandemic, METRO has worked tirelessly to keep riders and employees safe from the coronavirus. METRO is actively working to instill confidence in our riders and employees regarding health and safety.

To do this, METRO conducted a customer survey of our riders and employees to learn riders' confidences:

- Following public health guidelines from official sources such as CDC, State of California, and wherever possible
- Cleaning and disinfecting transit vehicles frequently and requiring face coverings and other protections
- Keeping passengers informed and providing resources to support safe travel
- Putting health first by requiring riders and employees to avoid public transit if they have been exposed to COVID-19 or feel ill and installing additional safety measures

METRO has pledged to meet these commitments by enforcing specific policies that are effective for our system, our riders, and our community. A key component to the success of this mission is the shared responsibility of our system and our riders to follow the guidelines. Riders rely on us to follow these commitments, and METRO relies on riders to protect themselves and other customers.

METRO needs your help to protect you and other riders, to do so please adhere to the following rules when using METRO services.

- Stay at home if sick or with COVID-19 symptoms such as fever, cough, or shortness of breath
- Face coverings are mandatory for all customers using METRO services including waiting at a bus stop, boarding the bus, and riding the bus (unless exempt, which a face shield will be required)
- Please adhere to all posted protocols while on the bus including no eating, drinking, smoking, or vaping while riding a bus
- Do not sit in blocked seats; unless travelling with immediate family
- Maintain physical separation with other passengers while waiting at a bus stop/terminal, boarding, and while riding a bus
- For added safety, talking, singing, and yelling are discouraged while on the bus
- Wash your hands with soap and warm water or use hand sanitizer to disinfect your hands before and after riding a bus
- Do not stand near the bus operator or in the restricted ADA securement area
- Limit carry-on items. No personal items are allowed in the aisle, restricted areas, on the wheel well, or empty seats; and all carry-on items must be carried in one's lap
- Always exit through the rear door
- Do not attempt to engage the bus operator in conversation and never dwell near the front of the bus when boarding

Website Focused on METRO's COVID-19 Response

APTA Health & Safety Commitments Page

Spanish English

Contact Us Customer Service Help My Cart

Home Fares/Passes Rider's Guide Routes

atransit Coronavirus

Service Impacts

Coronavirus Information

Safety Commitment

APTA Pledge

Service Update

APTA HEALTH AND SAFETY COMMITMENTS PROGRAM

Impacts and Information Related to COVID-19

Santa Cruz METRO Announces Public Transportation Industry Health and Safety Commitments

METRO joins more than 150 public transit agencies across the country in the APTA Health and Safety Commitments Program.

METRO announced Monday, October 12, 2020 that it has joined the American Public Transportation Association's (APTA) "Health and Safety Commitments Program," the public transportation industry's overarching pledge to passengers that public transit systems are taking all the necessary measures to operate safely as the nation recovers from the COVID-19 pandemic.

The health and safety of passengers and operators is a priority for METRO. Since the beginning of the pandemic, METRO has worked tirelessly to keep riders safe from infection from the coronavirus. By signing on to the APTA Health and Safety Commitments Program with more than 150 public transit systems, METRO and the public transit industry are actively working to instill confidence in riders by committing to protecting their health and safety.

The Program was developed after asking transit users from across the country what measures would make them feel more confident riding public transportation amid concerns about COVID-19.

Additionally, METRO conducted a customer survey of our riders and identified four key areas to address to earn riders' confidence:

- Following public health guidelines from official sources such as CDC, State, and local guidance whenever possible
- Cleaning and disinfecting transit vehicles frequently and requiring face coverings and other protections
- Keeping passengers informed and providing resources to support safe travel
- Putting health first by requiring riders and employees to avoid public transit if they have been exposed to COVID-19 or feel ill and installing additional safety measures

METRO has pledged to meet these commitments by enforcing specific policies that are effective for our system, our riders, and our community. A key component of the Health and Safety Commitments Program is the shared responsibility of our system and our riders to follow these guidelines. Riders rely on us to follow these commitments, and METRO relies on riders to protect themselves and other customers.

"METRO is serious about the safety of our employees and our customers. On March 3, 2020 METRO began initiating new safety measures to address COVID-19 and we continue to do so. This includes following official guidelines, protecting each other with face coverings and healthy behavior, and giving you the information to make smart choices. We're putting health first – yours and our employees."

- Alex Clifford, METRO CEO/General Manager

Collateral Focused on METRO's COVID-19 Response

Safety Tips Brochure

METRO developed a Safety Tips Brochure for our riders around COVID-19 prevention measures and other safety measures to follow while using METRO services. This brochure is available onboard our buses, at Transit Centers and on our website.



SAFETY TIPS

for
Passengers, Pedestrians
and Cyclists

Your health and safety, as well as that of our employees, is our top priority.

In an effort to keep everyone healthy and safe, METRO has increased our safety measures in our buses and transit centers. This includes reduced bus capacity, blocking off seats to assist with physical distancing, and requiring mandatory face coverings at all times.

Additionally, METRO has installed clear curtain protective barriers at the operator compartment and have started to install clear sneeze barriers between rows of seating on all fixed-route buses to mitigate the risk of passing the virus.

To assist with physical distancing METRO has also added ground markers at transit centers denoting where to stand while lining up for a bus.

Additional cleaning staff have also been hired and stationed at all of our transit centers to clean high-touch surfaces on each bus that goes through the center and all METRO buses are fogged with disinfectant nightly.

METRO has also added hand-washing stations and hand sanitizer dispensers to our Santa Cruz, Watsonville, and Scotts Valley Transit Centers and we have installed hand sanitizer dispensers on all buses.

Additionally, METRO has just launched a new mobile ticketing app to allow for contactless payment of fares. Simply download the METRO Splash Pass app from the App Store or Google Play and you are ready to go. Additional details can be found at sctmd.com/apps.

Through these measures and your efforts to follow our safety guidelines, we can provide the best bus riding experience for all.



COVID-19 PREVENTIVE MEASURES

- 1 Stay home if sick or with COVID-19 symptoms such as fever, cough, or shortness of breath.
- 2 Wear a face covering when in line, boarding, or while riding a bus.
- 3 Maintain physical separation with other passengers while waiting at a bus stop/terminal or while riding a bus.
- 4 Wash your hands with soap and warm water for at least 20 seconds or use hand sanitizer that contains at least 60% alcohol.
- 5 Refrain from talking, singing, or yelling on a bus.
- 6 Do not eat, drink, smoke, or vape on a bus.

Buy your ticket anywhere, anytime.

Download the new METRO Splash Pass app now

Schedule By Stop
View today's schedule via web or text message.

Subscribe to Route Alerts
Choose email or text alerts, or both!

sctmd.com/connect

SANTA CRUZ METRO

Customer Service
920 Pacific Avenue
Santa Cruz, CA 95060
(831) 423-3868
Mon-Fri 7am-6pm

Administrative Offices
110 Vernon Street
Santa Cruz, CA 95060
(831) 426-6080
Mon-Fri 8am-5pm

Accessible Services
Coordinator
(831) 423-3868

METRO ParaCruz
2880 Research Park Dr.
Suite 160
Soquel, CA 95073
(831) 425-4664
Daily 8am-5pm

sctmd.com

11-10A.23

23

Attachment A

Clean Air Day

October 7, 2020

Clean Air Day

Social Media

CALIFORNIA CLEAN AIR DAY
A PROJECT OF THE COALITION FOR CLEAN AIR

- City of Long Beach - Environmental Services Bureau
- City of Los Angeles
- City of Los Angeles Department of Neighborhood Empowerment
- City of Menifee
- City of Ojai
- City of Paramount
- CITY OF POWAY
- City of Richmond
- City of Sacramento
- City of Thousand Oaks
- City of West Hollywood
- Clarity Movement Co
- Clean Energy
- Clean Power Alliance
- CleanEarth4Kids.org
- CleanFuture, Inc.
- Cleantech San Diego
- Cleantek - EV Charging
- Climate Action Reserve
- Climate First: Replacing Oil & Gas (CFROG)
- Climate Reality Project Bay Area Chapter
- Climate Reality Project Los Angeles Chapter
- Climate Reality Project, Santa Barbara Chapter
- Climate Reality SLO
- Climate Resolve
- ClimatePlan
- ClimateWorks Foundation

Like · Reply · 17h



Author
California Clean Air Day Simple Impact Siemens Mobility Shrine Auditorium & Expo Hall Ship & Shore Environmental Inc. Sharp HealthCare SGA Marketing Seminis Vegetable Seeds - United States/Canada San Diego Gas & Electric Services Health ScrapsLabs Savvy Millennial Santa Monica College Santa Cruz METRO Transit District Santa Barbara MTD VTA Santa Barbara Bicycle Coalition SANDAG - San Diego Association of Governments SLO County Air Pollution Control District San Joaquin Valley Air Pollution Control District San Diego Natural History Museum Metropolitan Transit System San Diego Junior Theatre San Diego Humane Society San Diego County Water Authority

Like · Reply · 19h

Santa Cruz METRO Transit District California Clean Air Day Santa Cruz METRO Transit District is so happy to participate in this years pledge. Thank you for all that you do in helping keep our environment healthy.

Like · Reply · Commented on by Alex Clifford [?] · 1m



Reply as Santa Cruz METRO Transit District



- San Luis Obispo County Air Quality Control District
- San Luis Obispo Mothers for Peace
- SANDAG iCommute
- Santa Barbara Bicycle Coalition
- Santa Barbara MTD
- Santa Cruz METRO
- Santa Cruz Metropolitan Transportation Authority
- Savvy Millennial
- Scrap Labs
- Scripps Health
- SDG&E
- SGA Marketing
- Sharn HealthCare

TRANSPORTATION
is the biggest source of air pollution in California

reduce your footprint by taking **PUBLIC TRANSIT**

CALIFORNIA CLEAN AIR DAY
A PROJECT OF THE COALITION FOR CLEAN AIR

REDUCE VEHICLE EMISSIONS

Activity	# of Pledges
Hypermileage	2
Walking, biking or carpooling to work	4
Taking public transit	1
Carpooling	1
Attending meetings virtually	0
Eliminating idling (at home, in the car, at work)	5
Don't take your engine for a ride (turn off the engine when you wait in traffic)	5



METRO Joins the APTA Health & Safety Commitments Program

October 12, 2020

11-10A.26

METRO's Pledge

APTA Health & Safety Commitments Press Release



For Immediate Release

Date: October 12, 2020

Contact: Danielle Giagola

(831) 420-2550

dgiagola@scmttd.com

scmttd.com

Santa Cruz METRO Announces Participation in Nationwide Public Transportation Industry "Health and Safety Commitments" Program

METRO joins more than 150 public transit agencies across the country in signing on to the program

Santa Cruz, CA (October 12, 2020) – METRO announced Monday that it has joined the American Public Transportation Association's (APTA) "Health and Safety Commitments Program," the public transportation industry's overarching pledge to passengers that public transit systems are taking all the necessary measures to operate safely as the nation recovers from the COVID-19 pandemic.

The health and safety of passengers and operators is a priority for METRO. Since the beginning of the pandemic, METRO has worked tirelessly to keep riders safe from infection from the coronavirus. By signing on to the APTA Health and Safety Commitments Program with more than 150 public transit systems, METRO and the public transit industry are actively working to instill confidence in riders by committing to protecting their health and safety.

The Program was developed after asking transit users from across the country what measures would make them feel more confident riding public transportation amid concerns about COVID-19.

Additionally, METRO conducted a customer survey of our riders and identified four key areas to address to earn riders' confidence:

- Following public health guidelines from official sources such as CDC, State, and local guidance whenever possible
- Cleaning and disinfecting transit vehicles frequently and requiring face coverings and other protections
- Keeping passengers informed and providing resources to support safe travel
- Putting health first by requiring riders and employees to avoid public transit if they have been exposed to COVID-19 or feel ill and installing additional safety measures

METRO has pledged to meet these commitments by enforcing specific policies that are effective for our system, our riders, and our community. A key component of the Health and Safety Commitments Program is the shared responsibility of our system *and* our riders to follow these guidelines. Riders rely on us to follow these commitments, and METRO relies on riders to protect themselves and other customers.

"METRO is serious about the safety of our employees and our customers. On March 3, 2020 METRO began initiating new safety measures to address COVID-19 and we continue to do so. This includes following official guidelines, protecting each other with face coverings and healthy behavior, and giving you the information to make smart choices. We're putting health first – yours and our employees." – Alex Clifford, METRO CEO/General Manager

METRO's Pledge

APTA Health & Safety Commitments Press Release cont...

Attachment A

METRO is committed to continually addressing and implementing prevention measures. Current prevention measures include:

- Self-imposed bus capacity limits on our buses to provide a measure of physical distance; current capacity limits are set at 25% of regular bus capacity
- Blocked off seats to allow for a measure of physical distance
- Deeper cleaning of our buses and ParaCruz vehicles by cleaning all high-touch surfaces with disinfectant including seats, handrails, stanchions, hand straps, and bus operator's compartment
- Installed between row sneeze barriers on all fixed-route buses to provide an added level of protection from someone seated in the row immediately behind or in front of you
- Installed hand sanitizer dispensers on all of our buses
- Nightly use of an electrostatic fogger to disinfect the interior bus surfaces
- Deeper and more frequent cleaning of the transit centers, including the addition of hand washing stations and hand sanitizer dispensers
- Posted official guidance from CDC and County Health Agency regarding prevention tips and other safety measures
- Closed our Santa Cruz and Watsonville Transit Center lobbies and moved ticket vending machines (TVMs) to the outside of the building to avoid creating crowded spaces
- Installed a Customer Service Call Kiosk at both Santa Cruz and Watsonville Transit Centers so that customers can virtually connect with a Customer Service Representative while physically distance
- Installed ground markers at our transit centers to denote where to stand while boarding, in order to maintain physical distance
- Launched our new Splash Pass App, METRO's new mobile ticketing app, allowing for contactless payment of fares. Visit www.scmtd.com/apps for more detail
- Launched a new fleet of advertisements on our buses to promote and gain confidence from our community on all of METRO's added safety measures. Messaging includes *Serious About Safety*, *Deliberately Disinfecting*, and *Seriously Sanitizing*.

APTA's Health and Safety Commitments Program is the public transportation industry's pledge to encourage sensible policies and practices established to keep customers and employees safe during the COVID-19 pandemic and METRO is proud to join our fellow leading transit agencies in this mission. METRO's number one priority has always been to keep our customers, community, and employees safe and through these additional measures, we will fulfill our pledge to you.

For more information on METRO's commitment to safety visit scmtd.com/safety

###

METRO's Pledge

APTA Health & Safety Commitments Program

- METRO joined over 150 public transit agencies across the country in signing on to the American Public Transportation Association (APTA) "Health and Safety Commitments" Program. The public transportation industry's overarching pledge to passengers that public transit systems are taking all of the necessary measures to operate safely as the nation recovers from the COVID-19 pandemic.
- The health and safety of passengers and Operators is a priority for METRO. Since the beginning of the pandemic, METRO has worked tirelessly to keep employees and riders safe from infection from the Coronavirus. By signing on to the APTA Health and Safety Commitments Program, METRO and the public transit industry are actively working to instill confidence in riders by committing to protecting their health and safety.



METRO's Pledge

APTA Health & Safety Commitments Program

- METRO has pledged to meet these commitments by enforcing specific policies, outlined in this Playbook, that are effective for our system, our employees, our riders and our community. A key component of the Health and Safety Commitments Program is the shared responsibility of our system and our riders to follow these guidelines. Riders rely on us to follow these commitments, and METRO relies on riders to protect themselves and other customers.
- **METRO is committed to continually addressing and implementing prevention measures. Examples of current prevention measures include:**
 - Self-imposed bus capacity limits on our buses to provide a measure of physical distance; current capacity limits are set at 25% of regular bus capacity
 - Blocked-off seats to allow for a measure of physical distance
 - Deeper cleaning of our buses and ParaCruz vehicles by cleaning all high-touch surfaces with disinfectant including seats, handrails, stanchions, hand straps, and bus operator's compartment
 - Installation of between-row sneeze barriers on all fixed-route buses to provide an added level of protection from someone seated in the row immediately behind or in front of you
 - Installation of hand sanitizer dispensers on all of our buses
 - Nightly use of an electrostatic fogger to disinfect the interior bus surfaces
 - Deeper and more frequent cleaning of the Transit Centers, including the addition of hand washing stations and hand sanitizer dispensers

METRO's Pledge

APTA Health & Safety Commitments Program

- Posted official guidance from CDC and County Health Agency regarding prevention tips and other safety measures, including physical distancing in our buses and at our transit centers
- Closed our Santa Cruz and Watsonville Transit Center lobbies and moved ticket vending machines (TVMs) to the outside of the building to avoid creating crowded spaces
- Installed a Customer Service Call Kiosk at both Santa Cruz and Watsonville Transit Centers so that customers can virtually connect with a Customer Service Representative while maintaining physical distance
- Installed ground markers at our Transit Centers to denote where to stand while boarding in order to maintain physical distance
- Launched our new Splash Pass App, METRO's new mobile ticketing app, allowing for contactless payment of fares. Visit www.scmtd.com/apps for more detail
- Launching a new fleet of advertisements on our buses to promote and gain confidence from our community on all of METRO's added safety measures

APTA's Health and Safety Commitments Program is the public transportation industry's pledge to encourage sensible policies and practices established to keep customers and employees safe during the COVID-19 pandemic and METRO is proud to join our fellow leading transit agencies in this mission. METRO's number one priority has always been to keep our customers, community and employees safe; and, through these additional measures, we will fulfill our pledge. Additional information on METRO's commitment to safety can be found at scmtd.com/safety

METRO's Pledge

APTA Health & Safety Commitments Program



APTA HEALTH & SAFETY COMMITMENTS PROGRAM

The health and safety of transit passengers and employees is the most important priority for public transportation agencies. The coronavirus pandemic and its impact on our industry have underscored this principle and challenged us to develop innovative solutions. As the work continues to mitigate the spread of COVID-19, our industry will speak with a single voice about its commitment to transit users.

The APTA Health & Safety Commitments Program is designed to help public transit agencies put in place their own, individualized policies and practices that transit users have told us they want and expect. The Program defines four core categories of responsibilities – for every transit agency and for their passengers – making this a true partnership for health and safety.

By agreeing to participate in the Program, my agency pledges to address the following areas:

Santa Cruz Metropolitan Transit District (METRO):		METRO Customers:
We follow CDC, State, and Local guidance whenever possible.	We follow Federal, State, Local, and METRO guidance.	
We deep clean high-touch surfaces and disinfect our buses, ParaCruz vehicles, and facilities.	We always wear a face covering properly when at a bus stop and when riding the bus. We never remove our face covering while riding the bus. We follow CDC guidance and wash our hands.	
We provide useful COVID-19 prevention information and resources to support safe travel.	We adjust our travel time to the off-peak whenever possible to help reduce the number of people on a bus.	
Our employees use PPE; adjust the air flow within the bus to increase the exchange of outside air; deploy the protective clear curtain; provide hand sanitizer dispensers on the bus; and don't come to work sick.	We don't ride sick; observe physical distancing from bus operators/drivers and others; don't sit in blocked seats; and don't talk when riding the bus.	

Additionally, we agree to stay current with changes to these commitments as guidance and science regarding the pandemic continue to evolve.


 Alex Clifford
 Chief Executive Officer/General Manager
 Santa Cruz METRO
 Santa Cruz, CA



Please email pledge to APTA COO David Carol at dcarol@apta.com.

METRO's Pledge

Social Media, Onboard Bus Advertising, Bus Decals, Transit Center Signage

We're protecting each other.

WE'RE DOING OUR PART

Cleaning & disinfecting

YOU'RE DOING YOURS

Wear face coverings

HEALTH & SAFETY COMMITMENTS PARTICIPATING SYSTEM

SANTA CRUZ METRO

HEALTH & SAFETY COMMITMENTS PARTICIPATING SYSTEM

PHYSICAL DISTANCE
DISTANCIA FISICA

Unless traveling with immediate family, protect yourself and other riders by maintaining a physical distance as possible.

A menos que usted viaje con su familia inmediata, protéjase y proteja a otros pasajeros manteniendo la mayor distancia física posible.

HEALTH & SAFETY COMMITMENTS PARTICIPATING SYSTEM

Our Commitments To Health & Safety

Our system has joined public transit agencies across these country in committing to making every ride safer — and we need your help.

SANTA CRUZ METRO

YOU'RE DOING OUR PART

Creating science-based policies

Following all health & safety rules

Cleaning & disinfecting more frequently

Wearing face coverings & washing hands

Sharing information about safe rides

Respecting fellow riders' space

Keeping our employees healthy

Staying home if you're sick

OFFICIAL GUIDANCE

PROTECTING EACH OTHER

HEALTHY CHOICES

BE THE FIRST

To learn more about APTA's Health and Safety Commitments Program, visit apta.com/commitments

Advertising Focused on METRO's COVID-19 Response

APTA Health & Safety Commitments Program Bus Advertising



11-10A.34



Collateral Focused on METRO's COVID-19 Response
Winter 2020 Headways – Encouraging Ridership, Health & Safety Commitments Program



Collateral Focused on METRO's COVID-19 Response

Winter 2020 Headways – CEO Letter



The health and safety of passengers and employees is a priority for METRO. Since the beginning of the COVID-19 pandemic, METRO has worked tirelessly to keep riders safe from infection from the coronavirus by being proactive in installing prevention measures throughout the pandemic. I am proud of where METRO is today. I want our community and customers to know we are taking all necessary steps to safely transport riders to their destinations, encouraging riders to return to METRO services.

On October 12, 2020, METRO announced that it joined the American Public Transportation Association's (APTA) "Health and Safety Commitments Program," the public transportation industry's overarching pledge that public transit systems are taking all the necessary measures to operate safely as the nation recovers from the pandemic.

By signing on to the APTA program with more than 200 public transit systems across the nation, METRO is actively working to instill confidence in riders by committing to protecting their health and safety. The APTA program was developed after asking transit users what measures would make them feel more confident riding public transportation amid concerns about COVID-19.

Additionally, METRO conducted a customer survey of riders and identified four key areas to address, to earn riders' confidence, such as:

- Following public health guidelines from official sources such as CDC, state, and local guidance whenever possible
- Cleaning and disinfecting transit vehicles frequently and requiring face coverings and other protections
- Keeping passengers informed and providing resources to support safe travel
- Putting health first by requiring riders and employees to avoid public transit if they have been exposed to COVID-19 or feel ill, and installing additional safety measures

METRO has pledged to meet these commitments by enforcing specific policies that are effective for METRO's system, riders, and community. A key component of the APTA program is the shared responsibility of METRO's system and riders to follow these guidelines. Riders rely on METRO to follow these commitments and METRO relies on riders to protect themselves and other customers.

As part of METRO's Health and Safety Commitments Program, we are committed to continually addressing and implementing prevention measures. Our current prevention measures include:

- Self-imposed bus capacity limits on our buses to provide a measure of physical distance; current capacity limits are set at 25% of regular bus capacity, resulting in a maximum capacity of 15 people per bus.
- Blocked off seats to allow for physical distancing.
- Deeper cleaning of buses and ParaCruz vehicles by including all high-touch surfaces with disinfectant including seats, handrails, stanchions, hand straps, and bus operator's compartment.
- Installed between-row sneeze barriers on all fixed-route buses to provide an added level of protection from someone seated in the row immediately behind or in front of you.
- Installed hand sanitizer dispensers on all buses.
- Improved airflow inside of our buses by exchanging outside and inside air to increase air circulation.
- Upgraded all air filters on our buses to MERV 7 filters.
- Provide complimentary face coverings to customers.
- Nightly use of an electrostatic fogger to disinfect interior bus surfaces.
- Deeper and more frequent cleaning of transit centers, including the addition of hand washing stations and hand sanitizer dispensers.
- Posted official guidance from CDC and County Health Agency regarding prevention and other safety measures.
- Closed our Santa Cruz and Watsonville Transit Center lobbies, opened Customer Service windows, and moved ticket vending machines to the outside of the building.
- Installed a Customer Service Call Kiosk at both Santa Cruz and Watsonville Transit Centers so customers can virtually connect with a Customer Service Representative while physically distancing.
- Installed physical distancing ground markers at our transit centers to denote where to stand while boarding.

Additionally, in the spirit of prevention, we recently launched a new contactless way for customers to purchase fares through the METRO Splash Pass App. METRO's

Collateral Focused on METRO's COVID-19 Response

Winter 2020 Headways – CEO Letter cont...

new mobile ticketing app available for download at the AppStore or GooglePlay. This allows customers the option to pay using their smartphones instead of paying with cash or visiting a ticket vending machine. If you have not done so already, please help METRO be contactless/touchless by immediately utilizing the METRO Splash Pass App or to the METRO Cash Card or Cruz Card.

To further promote our safety messaging and gain confidence from our community that METRO is doing our part, we have also launched a new fleet of advertisements on our buses showing our commitment. This messaging includes Serious About Safety, Deliberately Disinfecting, and Seriously Sanitizing – all of which are sentiments we uphold at METRO.

Since the APTA program is the shared responsibility of METRO and our riders, we are asking all customers to also assist us in our prevention measures, including wearing a face covering at all times, not eating or drinking onboard, washing hands and/or using hand sanitizer frequently, not riding a bus if you are sick or think you are sick, not

standing while the bus is moving, and asking ambulatory customers to no longer use the ADA-restricted area towards the front of the bus. By requesting this, we are protecting our operators and providing them the ability to continue physical distancing.

Through all of these prevention measures and with your help, I believe we are on the right track in continuing to provide safe services to our community.

I would like to commend METRO employees for all of their efforts in keeping our community safe while providing an essential service. Through these additional measures, METRO is fulfilling our Health and Safety Commitments Pledge to our community. We look forward to our customers returning to METRO's safe services. We'll see you on your next ride.

Welcome Back

Alex Clifford, METRO CEO



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IMPORTANT PHONE NUMBERS

- Accessible Services Coordinator (831) 423-3868
- ADA Paratransit (METRO ParaCruz) (831) 425-4664
- AMTRAK Automated Agent (800) 872-7245
- BART (510) 464-6000
- Cabrillo College Cart / Tram Service. (831) 479-6379
- Caltrain (Schedules & Fares) (800) 660-4287
- Early Bird Airport Shuttle. (831) 462-3933
- METRO Customer Service (831) 425-8600
- Monterey-Salinas Transit (888) 678-2871
- San Mateo Transit (800) 660-4287
- VTA: Santa Clara Valley Transportation Authority (408) 321-2300
- (800) 894-9908

LARGE PRINT HEADWAYS

A large print copy can be requested from **Customer Service (831) 425-8600** or from the **Accessibility Coordinator (831) 423-3868 (CRS Hearing / Speech Impaired dial 711)**. Email MailOrderHeadways@scmtd.com to request to be added to the distribution list.



Collateral Focused on METRO's COVID-19 Response

Winter 2020 Headways – METRO's Pledge



METRO'S COMMITMENT TO SAFETY



The health and safety of riders and operators is a priority for METRO. The coronavirus pandemic and its impact on the transportation industry have underscored this principle and challenged us to develop innovative solutions to keep our riders and operators safe from infection. As the work to mitigate the spread of COVID-19 continues, METRO will remain committed to safe transit.

To further this commitment, METRO has signed onto the APTA Health & Safety Commitments Program, designed to help public transit agencies put in place their own, individualized policies and practices that transit users have told us they want and expect. The Program defines four core categories of responsibilities – for every transit agency and for their passengers – making this a true partnership for health and safety.

A key component of the Health and Safety Commitments Program is the shared responsibility of our system and our riders to follow these guidelines. Riders rely on us to follow these commitments, and METRO relies on riders to protect themselves and other customers.

Santa Cruz Metropolitan District (METRO)	METRO Customers
We follow CDC, state and local guidance whenever possible.	We ask that you follow federal, state, local, and METRO guidance.
We deep clean high-touch surfaces and disinfect our buses, ParaCruz vehicles, and facilities.	We ask that you always wear a face covering properly when at a bus stop and when riding the bus. Please never remove your face covering while riding the bus. We ask that you follow CDC guidance and wash your hands.
We provide useful COVID-19 prevention information and resources to support safe travel.	We ask that you adjust your travel time to the off-peak whenever possible to help reduce the number of people on a bus.
Our employees use PPE, adjust the air flow within the bus to increase the exchange of outside air, deploy the protective clear curtain, provide hand sanitizer dispensers on the bus, and don't come to work sick.	We ask that you don't ride sick; observe physical distancing from bus operators/drivers and others; don't sit in blocked seats; and don't talk when riding the bus.

Additionally, METRO agrees to stay current with changes to these commitments as guidance and science regarding the pandemic continue to evolve. For more information on METRO's Pledge visit scmtid.com/aptapledge. For more information on METRO's commitment to safety visit scmtid.com/safety.



Watsonville Transit Center Mural Unveiling Event

October 29, 2020

Mural Unveiling Event

Press Release



For Immediate Release

Date: October 26, 2020
Contact: Danielle Giagola
(831) 420-2550
dgiagola@scmtmd.com
scmtmd.com

Santa Cruz METRO and Arts Council of Santa Cruz County Unveil the Restored Watsonville Transit Center Mural

Santa Cruz, CA (October 26, 2020) – The Santa Cruz Metropolitan Transit District (METRO) and the Arts Council of Santa Cruz County announce the Watsonville Transit Center Mural Unveiling Event scheduled for Thursday, October 29, 2020 at 11:00AM at the Watsonville Transit Center in Watsonville, CA.

In July 2017, the Arts Council of Santa Cruz solicited project proposals for a competitive grant program, which would offer funds for a community art project. Only non-profit, non-governmental agencies were eligible to receive the funding and the grant required an equal matching share from the sponsor. The Watsonville Police Activity League (PAL) agreed to lead the project and in September 2017, METRO submitted a successful application to the Arts Council, which was awarded funds from the Create Grant Program.

In May and June of 2018, METRO staff conducted a public outreach process to garner public input for the proposed mural design. The majority of comments supporting restoring the existing mural and adding a new section of mural.

In 1999, the Pajaro Valley Housing Corporation sponsored the original 150' mural on a boundary wall separating Watsonville Transit Center from the adjacent residential area. This mural, "United by Pride, Dignity, and Knowledge" features community scenes by the original artist, Guillermo (Yermo) Aranda, and was collaborated with local youth.

After being exposed to the elements over the last 20 years the mural needed some love and our local community rallied together to make this happen and a new additional section to the mural with the assistance of Monterey Bay Murals artist Paul De Worken and local youth volunteers from PAL to restore the painting along with the support from the original artist, Guillermo (Yermo) Aranda.

The mural tells a historical story of the culture and tradition in our local community and it will be appreciated by generations to come. Thank you to everyone who participated in this restoration.

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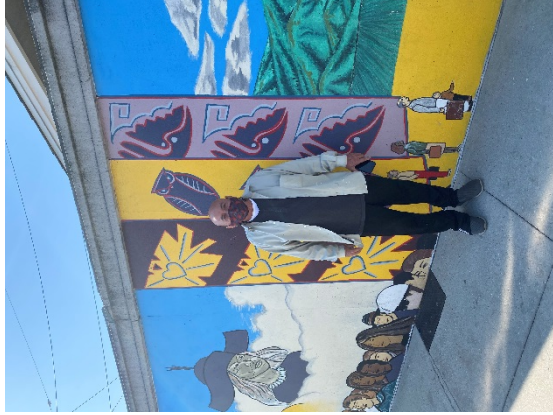
About Santa Cruz Metropolitan Transit District:

Established in 1968, Santa Cruz METRO provides fixed-route and Highway 17 commuter service throughout Santa Cruz County, with limited service connecting to Monterey Salinas Transit at our Watsonville Transit Center and Santa Clara County, transporting more than 5 million passenger trips a year. METRO also operates ParaCruz paratransit service to Santa Cruz County, providing about 73,500 trips per year. METRO's operating budget in FY21 is almost \$55 million and is funded through a combination of farebox revenue, sales tax, and state and federal sources. Today it operates a fleet of 102 buses on 26 fixed-routes. For more information, visit www.scmtmd.com.

About Arts Council of Santa Cruz County:

A private, non-profit agency that serves thousands of youth, artists, and arts organizations across Santa Cruz County every year. We invest in arts education programs, host the beloved Open Studios Art Tour, and support artists, arts organizations, and the thriving artist community at the Tannery Arts Center. Our mission is to generate creativity, vibrancy, and connection. Together, we're building a stronger Santa Cruz County, where creative expression thrives and the arts are integral to all aspects of our diverse community.

Mural Unveiling Event
Watsonville Transit Center



Free Fares on Election Day

November 3, 2020

Free Fares on Election Day

Press Release



For Immediate Release
Date: October 30, 2020
Contact: Danielle Glagola
(831) 420-2550
dglagola@scmttd.com
scmttd.com

Santa Cruz METRO Announces Free Fares County-Wide on Election Day

Santa Cruz, CA (Friday, October 30, 2020) - The Santa Cruz Metropolitan Transit District (METRO) announces that METRO will be providing free local transit rides county-wide including the Hwy-17 Express on Election Day, Tuesday, November 3, 2020.

The health and safety of METRO customers and operators has been a priority for METRO since the start of the COVID-19 pandemic and on Election Day this priority will no different. METRO recently joined the American Public Transportation Association's (APTA) Health and Safety Commitments Program, the public transportation industry's overarching pledge to passengers that public transit systems are taking all the necessary measures to operate safely as the nation recovers from the COVID-19 pandemic.

METRO is fulfilling this pledge in continuing to following public health guidelines from official sources such as CDC, State, and local guidance whenever possible. Cleaning and disinfecting transit vehicles frequently and requiring face coverings and other protections. Keeping passengers informed and providing resources to support safe travel. In addition, to putting health first by requiring riders and employees to avoid public transit if they have been exposed to COVID-19 or feel ill and installing additional safety measures.

This promotional campaign, offering voters free transportation to and from the polls is just another way METRO is committing to the health and safety of our customers and operators. This free fare day will provide a touchless boarding process without the need to navigate fare payment, minimize interaction between riders and operators, and reduce boarding times at bus stops. Free fares will also allow the Santa Cruz's community equal opportunity to get to the polls and provide an additional incentive for voters to take public transit to polling places.

All of METRO's travel in Santa Cruz County and travel on METRO's Hwy-17 Express to Diridon Station in San Jose will be free on Election Day.

On Election Day METRO will continue to adhere to physical distancing guidance onboard vehicles, and limit the number of passengers onboard at any given time.

If you haven't used METRO services in the past we encourage you try us out for free on Election Day.

On Election Day, the polls will be open from 7 a.m. to 8 p.m.

For information on METRO, visit scmttd.com. For information on METRO routes and schedules visit scmttd.com/en/routes or to stay connected to bus arrival information in real-time visit scmttd.com/en/riders-guide/stay-connected.

For more information on METRO's Health & Safety Commitments Pledge visit scmttd.com/apta-pledge

###

Save Public Transit Day

December 15, 2020

11-10A.44

Save Public Transit Day

Press Release



For Immediate Release
Date: December 10, 2020
Contact: Danielle Glagola
(831) 420-2550
delagola@scmttd.com
scmttd.com

Santa Cruz METRO Joins Public Transit Systems Around the Country in Urging Congress to #SavePublicTransit
APTA-organized day of action and engagement will take place on Tuesday, December 15

Santa Cruz, CA (December 10, 2020) - The Santa Cruz Metropolitan Transit District (METRO) is joining fellow APTA members and industry partners on Tuesday, December 15 to collectively fight to #SavePublicTransit with a day of mobilization and engagement.

Organized by the American Public Transportation Association (APTA), #SavePublicTransit Day will shine the light on the dire financial crisis facing the public transportation industry and urge elected officials to take immediate action.

It is critical that Congress move forward and provide emergency funding for public transit in the lame duck session before Congress recesses for the holiday. The industry is calling on Congress and the Administration to provide at least \$32 billion in emergency funding to ensure that public transit agencies can survive and help our communities and nation recover from the economic fallout of the pandemic.

Without at least \$32 billion in emergency funding the transportation industry will be forced into possible service reductions and/or labor cuts.

"Immediate action needs to be taken to address the public transportation industry's dire financial situation so that we can continue to serve essential employees every day and can help with the nation's economic recovery," said APTA President and CEO Paul P. Skoutelas. "The industry's very survival is at stake."

"It is crucial that Congress take the necessary time and steps to approve emergency funding for public transit as soon as possible. The Santa Cruz METRO and transit agencies across the nation need this funding in order to continue providing services to our community that rely on us to transport them to and from essential functions and essential jobs." – Alex Clifford, METRO CEO/General Manager

###

About Santa Cruz Metropolitan Transit District:

Established in 1968, Santa Cruz METRO provides fixed-route and Highway 17 commuter service throughout Santa Cruz County, with limited service connecting to Monterey Salinas Transit at our Watsonville Transit Center and Santa Clara County, transporting more than 5 million passenger trips a year. METRO also operates ParaCruz paratransit service to Santa Cruz County, providing about 73,500 trips per year. METRO's operating budget in FY21 is almost \$55 million and is funded through a combination of farebox revenue, sales tax, and state and federal sources. Today it operates a fleet of 102 buses on 26 fixed-routes. For more information, visit www.scmttd.com.

Save Public Transit Day

Social Media



Free Fares on New Year's Eve

December 31, 2020

Free Fares on NYE

Press Release

For Immediate Release
Date: December 30, 2020
Contact: Danielle Glagola
(831) 420-2550
dglagola@scmttd.com
scmttd.com



Santa Cruz METRO Announces Free Fares County-Wide on New Year's Eve and on Hwy-17 Express New Year's Day

Santa Cruz, CA (Wednesday, December 30, 2020) - The Santa Cruz Metropolitan Transit District (METRO) announces that METRO will be providing free local transit rides county-wide including the Hwy-17 Express all day on New Year's Eve, Thursday, December 31, 2020 and free fare on the Hwy-17 Express on New Year's Day, Friday, January 1, 2021.

METRO would like to express our gratitude to all essential workers who continue to assist our community in these difficult times and as a sign of our appreciation, we are saying goodbye to 2020 and ringing in a brighter 2021 by providing free fares all day to our riders.

The health and safety of METRO customers and operators has been a priority for METRO since the start of the COVID-19 pandemic and as 2020 comes to an end, we want to express our appreciation to all of our essential workers who support our community as the nation recovers from the COVID-19 pandemic.

METRO continues to follow public health guidelines from official sources such as CDC, State, and local guidance whenever possible. Cleaning and disinfecting transit vehicles frequently and requiring face coverings and other protections. Keeping passengers informed and providing resources to support safe travel. In addition, to putting health first by requiring riders and employees to avoid public transit if they have been exposed to COVID-19 or feel ill and installing additional safety measures.

This promotional campaign, offering riders free transportation to and from essential jobs and services is just another way METRO is committing to the health and safety of our customers and operators. This free fare day will provide a touchless boarding process without the need to navigate fare payment, minimize interaction between riders and operators, and reduce boarding times at bus stops while giving back to those who support essential functions.

METRO will continue to enforce physical distancing guidance onboard vehicles, and limit the number of passengers onboard at any given time.

If you haven't used METRO services in the past we encourage you try us out for free as we say goodbye to 2020 and welcome in an optimistic 2021.

Please note that on New Year's Day METRO will only be providing Weekend-Level service on the Hwy-17 Express to Diridon Station, all other routes will not be in service.

For information on METRO, visit scmttd.com. For future fare purchases check out our touchless and contactless mobile ticketing app, METRO's Splash Pass, at scmttd.com/apps.

For information on METRO routes and schedules visit scmttd.com/en/routes or to stay connected to bus arrival information in real-time visit scmttd.com/en/riders-guide/stay-connected.

###



METRO Encourages Prioritization of Public Transportation Workers in the COVID-19 Vaccine Distribution Plan

January 5, 2021

Prioritization of COVID-19 Vaccine Distribution Plan

Press Release

For Immediate Release
Date: January 5, 2021
Contact: Danielle Glagola
(831) 420-2550
dglagola@scmttd.com
scmttd.com



METRO Encourages Prioritization of Public Transportation Workers in the COVID-19 Vaccine Distribution Plan

Santa Cruz, CA (Tuesday, January 5, 2021) - The Santa Cruz Metropolitan Transit District (METRO) encourages the California Department of Public Health's COVID-19 Vaccine Drafting Guidelines Workgroup to include essential public transit workers to be included in the Phase 1B- Tier 2 vaccine distribution plan, making vaccines available to essential public transit workers as soon as January 2021.

METRO is requesting that public transit workers be included in Phase 1B- Tier 2 of the state's vaccine distribution plan, consistent with the interim recommendations of the Centers for Disease Control and Prevention's Advisory Committee on Immunization Practices.

Throughout the pandemic, California's public transportation agencies have played a critical role in transporting essential workers to their jobs in health care, education, food service and hospitality. Additionally, public transportation agencies have continued to provide critical services to elderly and disabled people throughout California, often serving as a lifeline. Public transit workers have supported these Californians directly by operating bus and ParaCruz services that get them to their destinations safely by sanitizing transit facilities and vehicles to limit the spread of the virus, consistent with federal, state and local guidance, as well as installing additional onboard safety measures, and enforcing additional prevention measures.

Given the clear societal, economic and equity benefits of the services public transit workers provide, METRO believes it would be a significant mistake for the state to fail to include public transit workers in Phase 1B - Tier 2 of the state's vaccine distribution plan. Much like health care professionals, emergency service workers and food and agricultural workers, public transit workers provide an essential service, cannot work from home, and must interact with the public in the course of their duties.

As the pandemic subsides, public transit service will be vital to a balanced recovery and the continued health of our public transit workers must be a top priority for the state. Please join METRO in advocating for the health & safety of all public transit workers in California and encouraging the California Department of Public Health's COVID-19 Vaccine Drafting Guidelines Workgroup to include public transit workers in Phase 1B - Tier 2 of the COVID-19 Vaccine Distribution Plan in their next public meeting being held January 6, 2021 at 3PM PST by emailing covid19vaccineoutreach@cdph.ca.gov.

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About Santa Cruz Metropolitan Transit District

Established in 1968, Santa Cruz METRO provides fixed-route and Highway 17 commuter service throughout Santa Cruz County, with limited service connecting to Monterey Salinas Transit at our Watsonville Transit Center and Santa Clara County, transporting more than 5 million passenger trips a year. METRO also operates ParaCruz paratransit service to Santa Cruz County, providing about 73,500 trips per year. METRO's operating budget in FY21 is almost \$55 million and is funded through a combination of farebox revenue, sales tax, and state and federal sources. Today it operates a fleet of 102 buses on 26 fixed-routes. For more information, visit www.scmttd.com.

METRO to Receive Additional Funding Through CRRSAA

January 26, 2021

11-10A.51

METRO to Receive Funding Through CRRSAA

Press Release

For Immediate Release
Date: January 26, 2021
Contact: Danielle Glagola
(831) 420-2550
dglagola@scmttd.com
scmttd.com



Santa Cruz METRO To Receive Additional COVID-19 Emergency Funding

Santa Cruz, CA (Tuesday, January 26, 2021) - The Santa Cruz Metropolitan Transit District (METRO) announces that METRO will receive additional funding through the federal Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA).

On December 21, 2020 both the House and Senate approved a \$1.4 trillion bill to fund the federal government through September 2021 and \$900 million in the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA). Included in the CRRSAA funding relief package is \$45 billion for transportation, which includes funding for transit, passenger rail, and private transportation providers. Of that bill \$14 billion will go to transit agencies nationwide and is broken down to \$13.27 billion for 49 U.S.C. § 5307 grants (including the 49 U.S.C. § 5337 formula) to urbanized areas, \$50 million for 49 U.S.C. § 5310 grants for seniors and persons with disabilities funds, and \$678.65 million 49 U.S.C. § 5311 grants to rural areas.

This emergency funding can't come soon enough as transit agencies nationwide are facing a deficit due to declines in ridership from the COVID-19 pandemic resulting in agencies having to make hard decisions in regards to layoffs and service reductions while still trying to provide an essential service to their communities.

The new Coronavirus Response and Relief Act (CRRSAA) will be awarded to transit agencies that fall within a specific threshold, that being only agencies that haven't already reached their additional funding cap, limited to 75% of the transit agency's 2018 operating budget. Calculated by adding the Coronavirus Aid, Relief and Economic Security (CARES) Act allocation for FY2020 and the CRRSAA allocation for FY2021.

Thankfully, for METRO this means that our agency will receive much needed funding to assist us in continuing to provide service to our community in reaching essential services and jobs over the coming year.

Per the allocation cap, METRO's additional funding is based on 2018 operating expenses totaling to nearly \$46 million, setting our 75% cap at \$34 million in CRRSAA funding. Accounting for the \$21 million in funds that were already awarded to METRO through the CARES Act, METRO will receive roughly \$13.5 million in CRRSAA funding to be applied to operating costs.

This additional emergency funding has been advocated by transit agencies, associations, and advocates nationwide as well as members of our federal and local governments and we would like to thank everyone who has championed for this bill, including specifically California's Congressman Panetta and Congresswomen Eshoo who made this funding possible for METRO and other transit agencies. This additional funding will go a long way in heeding possible layoffs and service reductions and allow METRO to continue providing an essential service to our community.

###

METRO/Greyhound Connection Service

February 4, 2021

11-10A.53

METRO/Greyhound Connection Service

Press Release



For Immediate Release
Date: February 4, 2021

METRO Contact: Danielle Giagola
(831) 420-2550
dgiagola@scmtfd.com
www.scmtfd.com

Greyhound Contact: Crystal Booker
(214) 849-6826
Crystal.Booker@greyhound.com
www.greyhound.com

Greyhound and Santa Cruz METRO Announce New Interline Partnership

Santa Cruz, CA (February 4, 2021) — Greyhound Lines Inc. and Santa Cruz Metropolitan Transit District (METRO) have officially announced their interline partnership, allowing customers to transfer from Greyhound's network to METRO's Highway 17 Express service providing travel between Santa Cruz, CA to San Jose, CA. Greyhound previously served this route until July of 2020 when it postponed service due to the impacts of COVID-19. Greyhound customers can once again travel this route with the assistance of METRO, strengthening the community's access to area and intercity transportation.

"METRO is excited to launch this partnership with Greyhound and to begin welcoming Greyhound customers aboard our Highway 17 Express service," said John Urgo, METRO Planning and Development Director. "We look forward to providing a seamless service for Greyhound customers traveling between Santa Cruz and San Jose or wherever their final destination may be."

With 11 schedules offered daily between the hours of 5 a.m. and 9 p.m., the Santa Cruz to San Jose connection is now part of Greyhound's network of 2,400 destinations nationwide. Greyhound customers interested in connecting to METRO's Santa Cruz to San Jose route via the Highway-17 Express can view schedule information at Greyhound.com.

"We look forward to partnering with METRO to provide customers with access to their Highway-17 Express service," said John Baranowski, Senior Director Accounting Operations, Greyhound Lines, Inc. "Partnerships like what we have created with METRO elevate the customer experience for area residents and visitors while creating a strong bond between local and intercity transportation."

For fare and schedule information, or to purchase tickets, call 1-800-231-2222, visit Greyhound.com or download Greyhound's mobile app.

###



METRO Splash Pass

Continued Promotion

Splash Pass

Press Release

For Immediate Release
Date: October 20, 2020
Contact: Danielle Giagola
(831) 420-2550
dgiagola@scmttd.com
scmttd.com



Santa Cruz Metro Launches METRO Splash Pass a Contactless Mobile Ticketing App

The Santa Cruz METRO Splash Pass, powered by Masabi's Justride™, mobile ticketing application is now available to riders across Santa Cruz County and to San Jose.

Santa Cruz, CA (October 20, 2020) – Santa Cruz Metropolitan Transit District (METRO) today announced the launch of the Santa Cruz METRO Splash Pass, its new mobile ticketing application, in partnership with Masabi, the global leader in mobile ticketing and the company bringing Fare Payments-as-a-Service to public transit. The cash-free, contactless, and COVID-19 safe, mobile ticketing solution allows Santa Cruz METRO riders to purchase fares and display tickets on their smartphone devices anytime, anywhere. For use in Santa Cruz County and the Highway 17 Express to the San Jose Diridon Station.

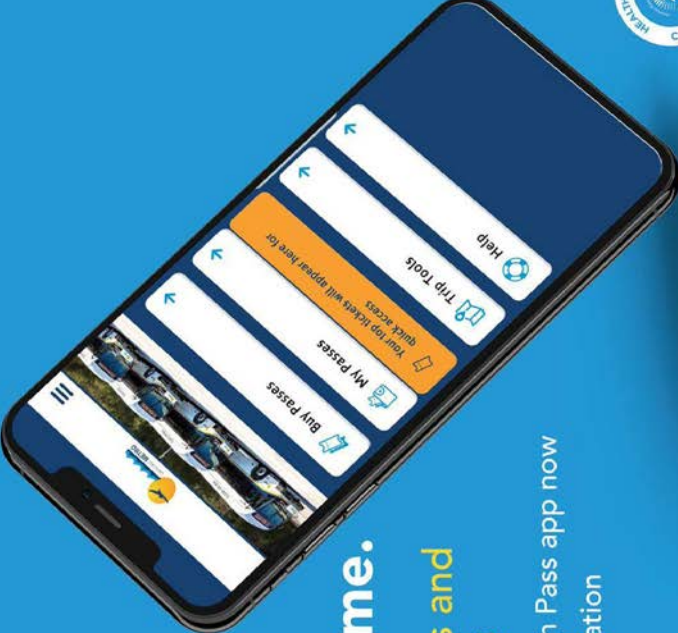
The METRO Splash Pass can be downloaded from Google Play and the Apple App Store. Riders have the option of purchasing Local and Highway 17 Express tickets including full or discounted options. 1-Ride, 15-Ride, Day, 3-Day, 7-Day and 31-Day passes are available using a debit or credit card or via digital payment services such as Apple Pay. Once purchased, riders simply activate their tickets on their phones and present them to the driver when boarding for visual validation.

"As a transit agency, our focus is on delivering a modern, frictionless transit experience that our riders can rely on and that is part of the fabric of the Santa Cruz community. It is also essential, now more than ever, that we continue to provide a service that puts customer safety first," said Alex Clifford, CEO/General Manager, at Santa Cruz Metropolitan Transit District. "Removing the need to use cash is just one of the many benefits of Masabi's solution which will help us keep riders safe throughout their journeys. We are excited to begin rolling the METRO Splash Pass out across our County and on the Highway 17 Express."

"In recent months the importance of mobile ticketing has taken on a new relevance to agencies with a focus on providing riders with a simple, contactless and safe ticketing experience," said Brian Zanghi, CEO of Masabi. "Masabi is delivering market-leading fare payment technology to forward-thinking cities by providing Fare Payment-as-a-Service, in a fraction of the time and at a fraction of the cost of bespoke ticketing systems. By using a multi-tenant platform, which is constantly updating with new features and functionality, we are helping agencies like Santa Cruz Metro deliver the latest innovations to riders, while helping them keep up with the pace of technology change."

METRO Splash Pass Mobile Ticketing App

METRO launched our Splash Pass in October 2020 as another prevention measure for COVID-19. Our mobile ticketing app is a great resource that allows for contactless payment and processing of fares that removes the need to purchase a ticket in-person from a sales agent or a ticketing vending machine. It is also limits the time a customer needs to spend in line allowing for less contact between passengers and operators.



The image shows a smartphone displaying the METRO Splash Pass app interface. The screen features a blue header with the METRO logo and a hamburger menu icon. Below the header, there are several menu items: 'Buy Passes', 'My Passes', 'Trip Tools', and 'Help'. The 'Trip Tools' section is highlighted in orange and contains the text 'Your top tickets will appear here for quick access'. In the top right corner of the app interface, there is a circular seal with the text 'HEALTH & SAFETY COMMITMENT' and 'AVR'.




Buy your ticket anywhere, anytime.

Available on local routes and the Highway 17 Express

Download the new METRO Splash Pass app now scmtd.com/apps for more information

Download on the App Store

GET IT ON Google Play



METRO Splash Pass

Spring 2021 Headways

METRO first did a soft launch of the Splash Pass in October 2020 and in March 2021 METRO will increase awareness through a larger roll-out campaign.

HEADWAYS

BUS RIDER'S GUIDE • SPRING 2021 • MARCH 4 – JUNE 9, 2021

Para ESPAÑOL, dar vuelta al libro

SANTA CRUZ METRO

Download METRO's Splash Pass App Today

- Committed to the Health and Safety of Riders and Operators CEO Letter
- Spring Service FAQ p.2
- Santa Cruz METRO Splash Pass p.3

SANTA CRUZ METRO SPLASH PASS

This cash-free, contactless, and COVID-19 safe, mobile ticketing solution allows Santa Cruz METRO riders to purchase fares and display tickets on their smartphone devices anytime, anywhere. The METRO Splash Pass can be downloaded from Google Play and the Apple App Store. Riders have the option of purchasing Local and Highway 17 Express tickets including full or discounted options: 1-Ride, 15-Ride, Day, 3-Day, 7-Day and 31-Day passes are available using a debit or credit card or via digital payment services such as Apple Pay. Once purchased, riders simply activate their tickets on their phones and present them to the driver when boarding for visual validation. For use in Santa Cruz County and the Highway 17 Express to the San Jose Diridon Station. Download the METRO Splash Pass today!

For more information visit cmtd.com/apps.

HOW TO USE METRO'S SPLASH PASS

- Download the application from the Google Play (for Android) by searching for "METRO Splash Pass." Once the app has downloaded open it up.
- Select "Buy Passes" to purchase a ticket or "Ticket Wallet" if you have already bought a ticket and want to use it.
- Select the fare types (Local, Highway 17 Express, Discount). Discount fares require proof of eligibility.
- Select the ticket or pass (1-Ride, Day Pass, 15-Ride, 31-Day Pass) then accept the terms and conditions.
- Choose the payment method you require by either entering credit or debit card information, which you can store on the app, or purchase a fare, or via a digital wallet.
- Once purchase is complete, tickets can be found in the Ticket Wallet. Select the ticket when you are getting ready to board.
- Activate "Ticket" just before boarding to make your ticket active. Tickets are active for 15 minutes from local routes and 30 minutes for Hwy 17 Express before expiring.
- When boarding, show your ticket to the driver. They will visually inspect the validity of the ticket.



METRO Splash Pass

Set-Up Guide Brochure

This step-by-step guide will be available onboard buses and at Transit Centers to assist customers who are not familiar with using apps and increase adoption.

SANTA CRUZ METRO

SPLASH PASS GUIDE

Buy your ticket anywhere, anytime.

Contactless, Safe, and Convenient

Buy your ticket anywhere, anytime.

Download the new METRO Splash Pass app now

Available on the App Store | Get it on Google Play | scmtd.com/spps

Your top tickets will appear here for quick access

Buy Passes

My Passes

Schedule By Stop
View today's schedule via web or text message.

Subscribe to Route Alerts
Choose email or text alerts, or both!

scmtd.com/connect

SANTA CRUZ METRO

Customer Service
920 Pacific Avenue
Santa Cruz, CA 95060
(831) 425-8600
Mon-Fri 7am-6pm

Administrative Offices
110 Vernon Street
Santa Cruz, CA 95060
(831) 426-6080
Mon-Fri 8am-5pm

Accessible Services Coordinator
(831) 423-3868

METRO ParaCruz
2980 Research Park Dr.
Suite 160
Soquel, CA 95073
(831) 425-4664
Daily 8am-5pm
scmtd.com

METRO Splash Pass

Set-Up Guide Brochure cont...

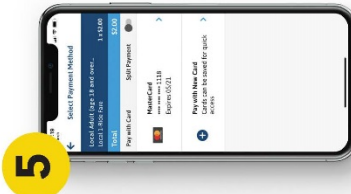
Attachment A

Step-by-Step User's Guide



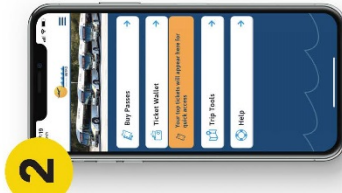
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Download the application from the App Store (for Apple iPhone) or Google Play (for Android). Once the app has downloaded open it up.



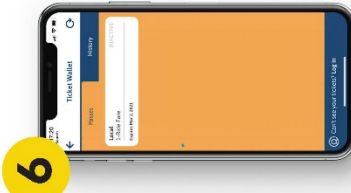
5

Choose the payment method you prefer either by entering credit or debit card information, which you can store on the app to make repurchase faster, or via a digital wallet such as Apple Pay or Mastercard.



2

Select "Buy Passes" to purchase a ticket or "Ticket Wallet" if you have already bought a ticket and want to use it.



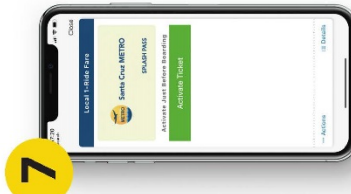
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Once purchase is complete tickets can be found in the "Ticket Wallet". Select the ticket when you are getting ready to board.



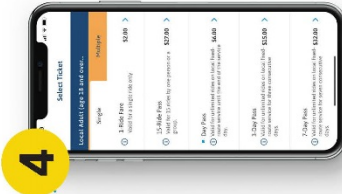
3

Select the Fare Type (Local, Highway 17 Express, Discount). Discount fares require proof of eligibility.



7

Select "Activate Ticket" just before boarding to make your ticket active. Tickets are active for 30 minutes on local routes and 90 minutes on the Hwy-17 Express before expiring.



4

Select the ticket or pass (1-Ride, Day Pass, 15-Ride, 31-Day Pass) then accept the terms and conditions.



8

When boarding, show your ticket to the driver. They will visually inspect the validity of the ticket.

METRO Splash Pass
Onboard Bus Advertising Car Cards, Transit Center Signage, Website

SANTA CRUZ METRO

HIGHWAY 17 EXPRESS

Buy your ticket anywhere, anytime.

Available on local routes and the Highway 17 Express

Download the new METRO Splash Pass app now
scmtd.com/apps for more information

Download on the App Store

GET IT ON Google Play



**Questions
and
Thank You**



DATE: February 26, 2021
TO: Board of Directors
FROM: Dawn Crummié, Human Resources Director
SUBJECT: APPROVE REQUEST FOR EXTENSION OF THE EMERGENCY PAID SICK LEAVE (EPSL) FOR COVID-19 IMPACTS

I. RECOMMENDED ACTION

That the Board of Directors:

- **Approve the request for extension of the Emergency Paid Sick Leave (EPSL) provision for the below-specified reasons, as illustrated in the Families First Coronavirus Response Act (FFCRA) to a Santa Cruz Metropolitan Transit District (METRO) agency program until March 31, 2021**
- **Approve a rollover of unused hours for all METRO employees with a remaining balance of the EPSL as of 12/31/20, retro to January 1, 2021.**
- **Direct staff to suspend the extension program if federal or state legislation results in an extension of FFCRA or a replacement program**

II. SUMMARY

- In light of the ongoing public health emergency, employees remain vulnerable to illness as a result of the community spread and necessitate time off. Federal legislation to provide employer paid time off for employees experiencing COVID related medical impact expired on December 31, 2020. Conversion of the federal legislation to a Santa Cruz Metropolitan Transit District (METRO) policy will provide employees with an ability to rollover unused hours and utilize them for time off for specified COVID related health needs through March 31, 2021.
- This report was submitted and reviewed at the February 12, 2021 METRO Personnel/Human Resources Standing Committee.

III. DISCUSSION/BACKGROUND

On March 18, 2020, the President signed into law the Families First Coronavirus Response Act (FFCRA), which aimed to provide initial relief to workers who were affected by the COVID-19 pandemic. This new law required covered employers to offer 80 hours of paid time for the employee's COVID related illness or quarantine. Due to the lack of any federal or similar state action, FFCRA expired on December 31, 2020. Absent an extension of the program, employees are now required to utilize their accruals for COVID related time off. Although FFCRA expired, the recent surge warrants extending the EPSL provision for METRO employees who did not utilize their available hours in calendar year 2020. The extension will ensure that employees are able to honor state and local guidance for quarantine or self-isolation in an effort to stop the community spread.

The current proposed extension of the EPSL Program would be available to employees for specified reasons, who did not exhaust their 80 hours by December 31, 2020. As such, unused hours, either the full 80 hours or partial remaining hours, will be rolled over for use until March 31, 2021. The intent of the program is also to bridge any gaps in employee eligibility from the expiration of FFCRA to the initiation of the METRO program.

This action applies only to the EPSL provisions of the FFCRA. Specifically, employees may only take paid EPSL under this METRO program for Qualifying Reasons 1 through 4 on the Employee Rights poster issued by the Department of Labor (attached).

EPSL under this METRO program may not be used during self-quarantine after non-essential travel.

This action does not extend or otherwise impact the expiration on December 31, 2020 of the Emergency Family and Medical Leave Expansion Act (EFMLEA) provision of the FFCRA, which required paid emergency family and medical leave for eligible employees caring for a child whose school or place of care was closed or whose child care provider was unavailable for reason related to COVID-19.

The extension of the EPSL provision will be funded in the operating budget by available federal, state and local revenue sources. In the event that federal and state stimulus funds are received, these funds could be appropriated to cover expenses related to the extension of the program. If there is a federal extension and/or state legislation enacted, the new federal and/or state legislation would replace METRO's extended program.

At the February 12, 2021 METRO Personnel/HR Standing Committee meeting, the Committee received, reviewed and recommended approval to the full Board.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report ties to the following strategic priorities:

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

V. FINANCIAL CONSIDERATIONS/IMPACT

Based on staff usage of EPSL between April 2020 and December 2020 in the amount of \$195K, it is anticipated that the fiscal impact of the extension to a METRO program until March 31, 2021 will be approximately \$30K. This amount takes the recent COVID-19 surge into consideration.

VI. CHANGES FROM COMMITTEE

None.

VII. ALTERNATIVES CONSIDERED

Not approving the extension of the Emergency Paid Sick Leave Program. Staff does not recommend this option. The extension will ensure that employees are able to honor state and local guidance for quarantine or self-isolation in an effort to stop the community spread without having to deplete their accrual balance.

VIII. ATTACHMENTS

Attachment A: FFRCA Poster

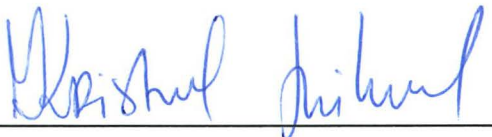
Prepared by: Dawn Crummié, HR Director

IX. APPROVALS

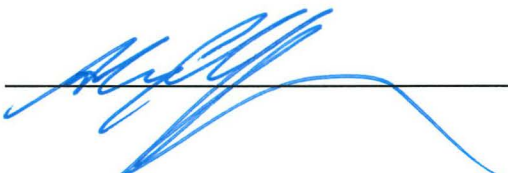
Dawn Crummié, HR Director



Approved as to fiscal impact:
Kristina Mihaylova,
Deputy Finance Director



Alex Clifford, CEO/General Manager



EMPLOYEE RIGHTS

PAID SICK LEAVE AND EXPANDED FAMILY AND MEDICAL LEAVE UNDER THE FAMILIES FIRST CORONAVIRUS RESPONSE ACT

The **Families First Coronavirus Response Act (FFCRA or Act)** requires certain employers to provide their employees with paid sick leave and expanded family and medical leave for specified reasons related to COVID-19. These provisions will apply from April 1, 2020 through December 31, 2020.

▶ PAID LEAVE ENTITLEMENTS

Generally, employers covered under the Act must provide employees:

Up to two weeks (80 hours, or a part-time employee’s two-week equivalent) of paid sick leave based on the higher of their regular rate of pay, or the applicable state or Federal minimum wage, paid at:

- 100% for qualifying reasons #1-3 below, up to \$511 daily and \$5,110 total;
- ⅔ for qualifying reasons #4 and 6 below, up to \$200 daily and \$2,000 total; and
- Up to 12 weeks of paid sick leave and expanded family and medical leave paid at ⅔ for qualifying reason #5 below for up to \$200 daily and \$12,000 total.

A part-time employee is eligible for leave for the number of hours that the employee is normally scheduled to work over that period.

▶ ELIGIBLE EMPLOYEES

In general, employees of private sector employers with fewer than 500 employees, and certain public sector employers, are eligible for up to two weeks of fully or partially paid sick leave for COVID-19 related reasons (see below). *Employees who have been employed for at least 30 days* prior to their leave request may be eligible for up to an additional 10 weeks of partially paid expanded family and medical leave for reason #5 below.

▶ QUALIFYING REASONS FOR LEAVE RELATED TO COVID-19

An employee is entitled to take leave related to COVID-19 if the employee is unable to work, including unable to **telework**, because the employee:

<ol style="list-style-type: none"> 1. is subject to a Federal, State, or local quarantine or isolation order related to COVID-19; 2. has been advised by a health care provider to self-quarantine related to COVID-19; 3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis; 4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2); 	<ol style="list-style-type: none"> 5. is caring for his or her child whose school or place of care is closed (or child care provider is unavailable) due to COVID-19 related reasons; or 6. is experiencing any other substantially-similar condition specified by the U.S. Department of Health and Human Services.
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▶ ENFORCEMENT

The U.S. Department of Labor’s Wage and Hour Division (WHD) has the authority to investigate and enforce compliance with the FFCRA. Employers may not discharge, discipline, or otherwise discriminate against any employee who lawfully takes paid sick leave or expanded family and medical leave under the FFCRA, files a complaint, or institutes a proceeding under or related to this Act. Employers in violation of the provisions of the FFCRA will be subject to penalties and enforcement by WHD.



WAGE AND HOUR DIVISION
UNITED STATES DEPARTMENT OF LABOR

11-11A.1

For additional information
or to file a complaint:
1-866-487-9243
TTY: 1-877-889-5627
dol.gov/agencies/whd



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DATE: February 26, 2021
TO: Board of Directors
FROM: John Urgo, Planning and Development Director
SUBJECT: UPDATE ON LAUNCH OF CRUZ ON-DEMAND MICROTRANSIT SERVICE

I. RECOMMENDED ACTION

That the Board of Directors receive an update on METRO's plans to initiate an on-demand transit service open to the general public ("microtransit")

II. SUMMARY

- On January 22, 2021, staff presented an update to the Board of Directors (Board) on plans to launch an on-demand transit pilot open to the general public.
- Staff's plan proposes to utilize capacity available within the Santa Cruz Metropolitan Transit District's (METRO) existing demand responsive operation, ParaCruz.
- METRO's operator's union, SMART Local 0023 (SMART), voiced some concerns regarding allowing ParaCruz to serve general public on-demand trips without a written agreement between METRO and SMART in place.
- METRO and SMART have since agreed in writing to establish a pilot project utilizing ParaCruz for general public on-demand trips for a period of up to one year.

III. DISCUSSION/BACKGROUND

On September 25, 2020 and January 22, 2021, staff apprised the Board of plans to initiate a pilot project for general public on-demand trips (commonly referred to as microtransit) that takes advantage of two unique factors of METRO's service operation: an on-demand transportation service operated in-house [ParaCruz, METRO's Americans with Disabilities Act (ADA) Complementary Paratransit Service] and an existing contract with a technology provider (Ecolane) that provides scheduling and ride-matching capabilities for that service. Additionally, with ParaCruz ridership currently down 70%, due to the COVID-19 pandemic, there is available capacity for additional on-demand trips to be open to the general public. By making use of existing resources, staff proposed that METRO could launch a microtransit pilot at no or low cost using ParaCruz's trained

operators and fully wheelchair accessible fleet. The pilot would also serve an important role in transporting customers to COVID-19 vaccination sites inaccessible by fixed-route transit.

On at least three occasions between September and January, staff met with SMART Local 0023 (SMART) to discuss the pilot program and receive feedback. Staff proposed that the pilot would not change anything related to the operation of ParaCruz: the service area and service hours would be the same, the fare would be the same, and ADA paratransit eligible customers and the general public would book trips in the same way. To the operator, trips would appear in the manifest in the same way. The only change would be that a new customer type would be eligible to book trips on ParaCruz. Staff responded to requests for clarification on all aspects of the program, and incorporated feedback from SMART representatives on program elements such as the size and distribution of the service zones and the decision to not allow the booking window to overlap between ADA customers and the general public, in order to give ADA customers first priority in booking.

In January, SMART indicated a refusal to serve general public trips on ParaCruz without a signed agreement in place.

On February 12, 2021, METRO and SMART, having engaged in bargaining, signed an agreement (Attachment A) that sets forth the term, operation and procedure for extension or curtailment of the Microtransit Pilot Project.

With the agreement with SMART now in place, staff plans to launch the pilot in mid to late March for a period of up to one year.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

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

VI. CHANGES FROM COMMITTEE

N/A.

VII. ALTERNATIVES CONSIDERED

The Board could consider not launching a microtransit pilot, or contracting with a third party operator for microtransit service. Staff does not recommend these options as they fail to take advantage of available resources and capacity within

METRO's ParaCruz operation. Contracting for service or operation would also incur cost without the surety of success given the experience of transit agencies around the country with microtransit pilots. However, should METRO wish to continue microtransit operation once ParaCruz ridership has returned to pre-COVID levels, staff will need to explore additional service models.

VIII. ATTACHMENTS

Attachment A: METRO and SMART Agreement for a Microtransit Pilot Project

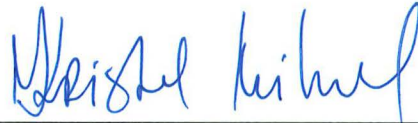
Prepared by: John Urgo, Planning and Development Director

IX. APPROVALS

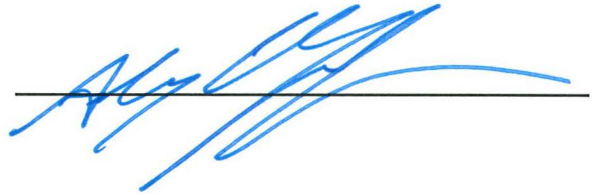
John Urgo, Planning & Development
Director



Approved as to fiscal impact:
Kristina Mihaylova,
Deputy Finance Director



Alex Clifford, CEO/General Manager



Attachment A

Santa Cruz Metropolitan Transit District & S.M.A.R.T Local 0023

Agreement for a Microtransit Pilot Project

February 12, 2021

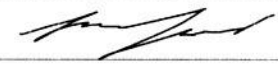
Santa Cruz Metropolitan Transit District (METRO) and SMART Local 0023 (SMART), having engaged in bargaining, hereby agree to the following:

- 1) To establish a pilot project, to last for a period of up to one year, to use ParaCruz vehicles and Operators to provide on demand local transportation services (microtransit), to riders in METRO's transit district. These services will be provided under terms and conditions established by METRO and reviewed and approved by its Board of Directors.
- 2) The microtransit services operated during the pilot project will not result in the replacement of fixed route or paratransit services or the layoff of any ParaCruz or Fixed Route Operators.
- 3) If METRO desires to extend the microtransit services program beyond the pilot project period it will again meet and bargain with SMART about the effects of the extension on the terms and conditions of employment of the ParaCruz Operators and or its existing agreement with SMART.
- 4) If demand for paratransit services changes during the pilot project period such that the terms and conditions of employment of the ParaCruz Operators are significantly impacted because of the existence of the pilot project, METRO will re-evaluate the scope of the microtransit pilot project and meet and bargain with SMART about the effects of any proposed changes to the project on the terms and conditions of the ParaCruz Operators.

This temporary agreement is non-precedential.

Dated: 02/17/2021

Santa Cruz Metropolitan Transit District

Dated: 2/12/21

S.M.A.R.T Local 0023

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THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

To

EULALIO ABRIGO BUS OPERATOR

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

GIVEN THIS 26TH DAY OF FEBRUARY 2021

CHAIR, BOARD OF DIRECTORS

CEO / GENERAL MANAGER

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VERBAL PRESENTATION

CEO UPDATE

Alex Clifford

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VERBAL PRESENTATION

COVID-19 UPDATE

Alex Clifford

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*Santa Cruz Metropolitan
Transit District*



DATE: February 26, 2021
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager

SUBJECT: CY21 STATE AND FEDERAL LEGISLATIVE AGENDA

I. RECOMMENDED ACTION

That the Board of Directors approve the Santa Cruz Metropolitan Transit District (METRO) CY21 State and Federal legislative agenda as presented in this report

II. SUMMARY

- At the start of each new legislative cycle, the CEO requests the Board of Directors (Board) to review, comment and approve the proposed State and Federal legislative agendas for the upcoming calendar year.
- Once approved, the CEO uses this legislative agenda as a guide throughout the year as he represents the Santa Cruz Metropolitan Transit District (METRO) on various state and federal transportation association Boards and Committees and as he provides legislative guidance to METRO's state and federal legislative advocates.
- The overall central goal of the program is to advocate for stable and growing state and federal capital and operating funding and to avoid costly unfunded mandates.
- The legislative program is further augmented this year by a need to seek continued state and federal emergency COVID-19 funding and regulatory relief.
- This year's legislative agenda includes, as top priorities, continued active outreach to Congress on the Fixing America's Surface Transportation Act (FAST Act) extension or replacement. The current FAST Act was authorized from October 1, 2016 – September 30, 2020, and was extended by a Continuing Resolution on October 1, 2020 by one-year to September 30, 2021.
- The legislative agenda also provides guidance to Board members. Typically, up to four Board members, designated by the Board Chair, join the CEO in a federal advocacy trip to Washington, D.C. in March or April each year. As a

result of the pandemic, such a visit may be via Zoom video conference in 2021.

- The Board also accepts and encourages the CEO to continue his active participation and expanded leadership roles in APTA, CTA, The Bus Coalition, CalACT, CTAA and ZEBRA.

III. DISCUSSION/BACKGROUND

CY20 State & Federal Outcomes

State

- The California State Legislature and Governor's Administration enacted several measures designed to temporarily reduce operating costs incurred by public transit agencies due to the pandemic, including pushing back costly regulatory mandates.
- As well, the State enacted measures to make existing sources of State transit funding temporarily more flexible, so transit agency managers could target operating as precisely as possible to meet pandemic-related needs.
- And the State enacted measures to temporarily suspend financial penalties that could arise and be assessed to transit agencies for non-compliance with certain statutory or regulatory requirements.
- Finally, most legislation adverse to transit operations and sound financial management, such as three bills that would have compelled transit agencies to provide fare free transit service to some demographic of transit's ridership, was halted due to the pandemic.

Federal

- CARES Act \$20 million to METRO for pandemic impacts on operations
- CRRSAA \$13.5 million to METRO for pandemic impacts on operations
- Free face coverings, two rounds for employees and customers
 - Round one for employees – 5,500
 - Round two for customers – 5,000
- Continuing Resolution extending the FAST Act by one year
 - Omnibus Bill – FY21 Budget – Transit (FAST Act & Alt Fuel Tax)
 - One year extension of the Alt fuel tax credit – approx. \$300K (Capital)
 - Plus Ups – Increase from FAST Act Authorized (5307, 5311 & 5339a):
 - \$198 M nationwide

- METRO's share (inclusive of STIC) approx. = +\$205K above our normal FAST Act authorization level (Operating & Capital)
- Competitive Program Plus Ups - Nationwide:
 - \$125 M Bus and Bus Facilities
 - \$125 M Low-No

(\$448 M Plus-Up total 5339a, 5339b, Low-No and 5311 Formula)

METRO Economic Background

METRO serves the County of Santa Cruz, which has a population of over 273,000. According to a 2019 survey and a 2020 COVID-19 survey, approximately 32% of METRO riders use the service to get to and from work. Santa Cruz County is home to the University of California, Santa Cruz (UCSC) and Cabrillo College. METRO's ridership data also reflects that over 55% of METRO riders are students and faculty of these institutions.

Other notable data and demographics:

- Hwy 17 Express ridership comprises 6% of total METRO ridership
- 49% of METRO riders ride five or more days a week
- 87% of METRO riders rate their overall impression of METRO as good or excellent
- 37% of METRO riders do not have access to a personal vehicle
 - Almost one-third of METRO's riders depend on the service as their primary option for transportation
- 65% of METRO riders earn less than \$24,000 annually

While normal pre-COVID-19 annual ridership is typically around 5 million passenger trips per year. The impacts of the pandemic on ridership has resulted in METRO delivering 3.5 million trips in FY20 (year ended June 30, 2020). The ongoing pandemic continues to impact METRO ridership, with ridership down year-over-year an average of 84% by the end of January 2021.

METRO helps implement the California Global Warming Solutions Act of 2006 (AB 32) and its successor (SB 32) by reducing greenhouse gas emissions with deployment of low-emission, high capacity buses. METRO's buses reduce fuel consumption by delivering more trips with fewer vehicle miles of travel than single-occupant vehicles. Although delivery was delayed from 2020 due to the pandemic and other manufacturing delays, in early 2021 METRO's first zero emission buses will be received, and are tentatively scheduled to go into service in the fall. Over their life, these buses will reduce diesel fuel consumption by

thousands of gallons. Additionally, METRO's routes 69 A, 69W, 71 and 91X provide much needed traffic congestion relief to the gridlocked Highway 1.

METRO is a California Special District, employing about 300 people. METRO's FY21 operating budget is budget is \$55 million. METRO supports the local economy through the purchase of goods and services for its operations. Labor costs (wages and benefits) represent approximately 83% (FY20) of the operating costs. Since 82% of METRO's employees reside in Santa Cruz County, the local multiplier effect of these labor dollars to the region is high as our employees' income is reinvested locally in housing, goods, services and recreation.

Current Funding for Operations & Capital – see Attachment A

Operations and Capital are substantially supported by the ½ cent local sales tax approved by the voters in 1978, and further augmented by METRO's share of Measure D, State and Federal grants and customer fares. The FY21 budget includes: \$54,998,409 for Operations and a \$29,136,935 Capital Program, which contains new revenues, the carryover of obligated but unspent capital commitments to various projects in process, including bus purchases and Unrestricted Funds.

Operating Grants vs. Capital Grants

Think of the operating budget as “running buses” and the capital budget as “buying buses.” State and federal discretionary (competitive) grants do not typically provide revenue for the operating budget, and local grants that might provide operating funds are few and far between. Nearly all state and federal grant opportunities are for capital improvements and augment METRO's ability to buy buses and build/maintain facilities.

Formula Grants

State and federal formula grants come to METRO as a result of legislation; usually require an annual application; and always require follow-up information on how METRO used the money. While this is a cumbersome and time-consuming process for the Grants Department, METRO always follows the directed processes and never risks or jeopardizes its state and federal formula grant allocations. These state and federal formula dollars are typically used for operations and are sometimes flexible for use in both operations and capital.

Discretionary (Competitive) Grants

In any given year, there are a number of state and federal discretionary grant programs offered. METRO always submits highly competitive grant applications for programs for which it qualifies unless there is a strategic or local match reason not to do so.

When grants become available for competition, they are always extremely oversubscribed. Typically, the value of the federal grant applications nationwide exceeds by ten times or more the actual grant awards available, and the amount

awarded to each successful recipient is typically a fraction of the amount requested.

In FY20, METRO received \$38,361,399 in State & Federal Formula Grants for operating assistance.

In FY20, METRO received \$1,836,302 in State & Federal Formula Grants for capital assistance. In addition, in FY20, METRO received \$1,560,000 in State and Federal Discretionary Grants for capital assistance.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

The CEO will ensure that his state and federal advocacy efforts on behalf of METRO are consistent with and help support the Board's Strategic Priorities:

- a. Safety First Culture
- b. Financial Stability, Stewardship & Accountability
- c. Service Quality and Delivery
- d. Internal and External Technology
- e. Employee Engagement: Attract, Retain and Develop
- f. State of Good Repair
- g. Strategic Alliances and Community Outreach

V. FINANCIAL CONSIDERATIONS/IMPACT

There are no direct financial considerations to approving the proposed State and Federal legislative program. The overall goal of the program is to secure stable and growing State and Federal capital and operating funding for the agency and to avoid costly unfunded mandates.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

- Take no action. The CEO does not recommend this alternative since he will need Board direction on where to focus his State and Federal legislative efforts in CY 2021.
- Accept the proposed legislative program but with Board adopted edits/changes.

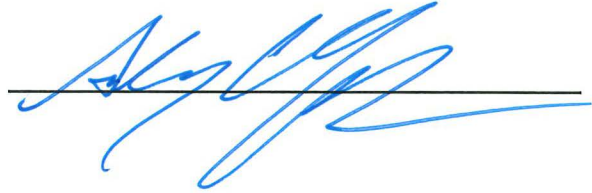
VIII. ATTACHMENTS

- Attachment A:** State Legislative Agenda
- Attachment B:** Federal Legislative Agenda
- Attachment C:** Current Funding for Operations & Capital Pie Chart
- Attachment D:** CEO Participation in State & Federal Transit Advocacy Organizations
- Attachment E:** The Changing Landscape of Grants Availability

Prepared by: Alex Clifford, CEO/General Manager

IX. APPROVALS

Alex Clifford, CEO/General Manager



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Attachment A

CY21 State Legislative Agenda

- **Existing Funding:** Protect against the elimination or diversion of any State-directed funds that support Santa Cruz County transportation needs.
- **Cap-and-Trade:** Continue to seek maximum flexibility in the use of Cap-and-Trade dollars and work to ensure growth in Cap-and-Trade funding available to transit.
- **Voter-Threshold:** Support efforts to amend the State Constitution to reduce the voter threshold required for a city, county, special district or regional transportation agency to impose a special tax for transportation projects or programs.
- **Transit Oriented Development:** Support establishing new funding sources for Transit Oriented Development (TOD) and bus facilities.
- **Bus on Shoulder Expansion:** Support other transit systems as they define and seek an expansion of the existing, very limited, bus on shoulder statutory authorization granted to Monterey-Salinas Transit District and Santa Cruz Metropolitan Transit District by AB 946 (Stone) [Chapter 426, Statutes of 2013].
- **Statewide Coordination:** Continue active involvement in the California Transit Association (CTA) and the California Association for Coordinated Transportation (CalACT) and their associated sub-committees, advocating for the METRO Legislative Agenda with these organizations.
- **Transportation Development Act Reform:** In 2019, the CEO was appointed to a statewide Transportation Development Act (TDA) Reform Task Force. On behalf of METRO, the CEO will continue to seek various changes to the current law that will protect or increase the TDA funds received today by METRO. The CEO will continue to seek to reduce the burden of the current outdated performance measures and eliminate the penalties associated with a transit agency missing its farebox recovery ratio.
- **Resiliency:** The implementation of Pacific Gas & Electric's Public Safety Power Shutoff program and the ongoing threat of natural disasters has increased the likelihood that METRO's bus depots will periodically be without power. This creates new challenges as METRO transitions to zero-emission buses and potentially threatens the role METRO plays in emergency response.

METRO will therefore pursue various strategies for mitigating the impacts on its operations of an unreliable grid. These strategies may include: advocating for a carve out or an exemption to the Innovative Clean Transit regulation, which would allow transit agencies to retain a contingency fleet of CNG or diesel buses; advocating for long-term consideration at the California Public Utilities Commission (CPUC), California Energy Commission (CEC) and California Air Resources Board (CARB) for funding that hardens and/or creates redundancies to the grid; and, advocating for legislation or regulation that requires Independently Owned Utilities (IOUs) to identify transit agencies as priority users of the grid, much like what is in place for fire and police departments and hospitals.

Attachment A

METRO will also support the Governor's proposal to statutorily extend and securitize current funding sources supporting the CEC's Clean Transportation Program, to continue and enhance investments in alternative fuel production, alternative fuel infrastructure, advanced vehicle technologies, and ancillary needs, including manufacturing, workforce training and development, and research. This program could support transit resiliency expenditures.

- Continue to monitor and participate in statewide discussions related to utility rate changes and the definition of peak/off-peak.
- Advocate and support efforts to increase the amount of Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) dollars available each year.
- Support legislation establishing expanded authorization for the use of automated enforcement technologies by transit agencies.
- Advocate for state-funded COVID-19 emergency funding assistance and continued statutory and regulatory relief, most notably relief from TDA's compliance penalties and other costly burdens, while California recovers from the economic impacts and ridership losses associated with the pandemic. Such relief would include ensuring vaccination opportunities are provided to frontline transit workers.

Attachment B

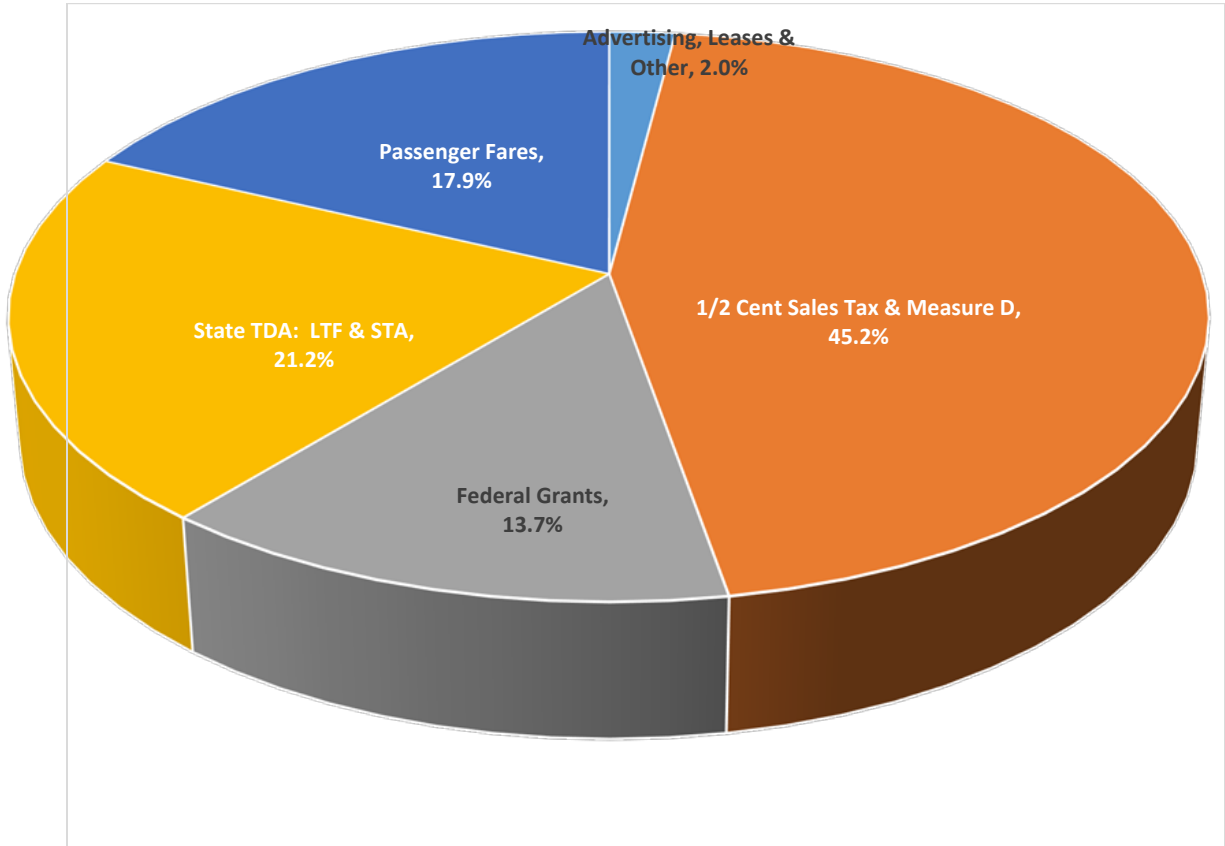
CY21 Federal Legislative Agenda

- Given that the FAST Act expired on September 30, 2020, and was extended by Congress through September 30, 2021, encourage Congress to continue to seek creative solutions to securing sufficient, long-term dependable and recurring revenues to ensure the stability of the federal Highway Trust Fund and address the growing transportation infrastructure needs of the country.
- Advocate for the reauthorization to include increasing year-over-year authorized appropriations for the FTA 5307, 5311 and STIC programs along with the FTA 5339 (a), (b) and (c) capital programs, using the FY2020 or FY2021 appropriations as the baseline from which to calculate the first year increase.
- Advocate for inclusion in the reauthorization an increase in the Small Transit Intensive Cities (STIC) Program to 3% of the Section 5307 urbanized area formula program.
- Advocate for a federal Infrastructure program that will include transportation and provide transit a much-needed infusion of capital dollars for state-of-good-repair, such as facilities and new buses. Advocate for this new program to NOT be restricted to “shelf ready or shovel ready” projects.
- Advocate for the Alternative Fuels Excise Tax Credit (tax extender) to be made permanent instead of continuing the annual attempts at renewal via the “Tax Extenders” approach.
- Advocate for the Alternative Fuels Excise Tax Credit Program to be modified to include zero emission electric buses.
- Advocate for and seek congressional support for an increase the federal gasoline and diesel fuel tax which would increase funding to the Highway Trust Fund and the Mass Transit Account. Federal gas tax has been unchanged since 1993 at 18.4 cents/gallon. Federal diesel fuel tax has been unchanged since 1993 at 24.4 cents/gallon. These federal gas and diesel taxes provide revenues to the Federal Highway Trust Fund (HTF). 2.86 cents/per gallon from each of these two fuel taxes goes to the Mass Transit Account. Federal bus transit funding comes from the Mass Transit Account. The Mass Transit Account, combined with other federal funding sources, help to fund METRO operations through the FTA-5307 & 5311 grant programs.
- Lift the ban on congressionally directed spending (earmarks).
- Support continued annual funding for the BUILD program at or above current levels.
- Develop strong METRO grant submissions to Department of Transportation (DOT) discretionary (competitive) programs such as BUILD, Bus and Bus Facilities, and Low and No Emissions Bus programs and advocate for their funding.
- Ensure that DOT implementation of MAP-21 and FAST Act rules and regulations do not have a negative impact on METRO operations.

Attachment B

- Reinststate the tax deduction for employers that provide commuter benefits, such as transit passes (and parking), that was eliminated in the 2017 federal tax law. While corporate tax rates overall were lowered in the 2017 tax law, the elimination of the deduction for commuter benefits provides a disincentive for employers to provide transit benefits (employees may still receive those benefits in a pre-tax manner if employers choose to offer them).
- Carefully monitor the next Census to encourage the U.S. Census Bureau to maintain separate urbanized area (UZA) designations for the cities of Santa Cruz, Watsonville and Salinas following the 2020 Census.
- Seek amendments to the Transportation Infrastructure Finance and Innovation Act (TIFIA) loan program at DOT to make it more attractive as a tool to assist bus purchases.
- Support establishing new dedicated funding sources for Transit Oriented Development (TOD) and bus facilities and allow planning, engineering and design to be eligible activities.
- Work with Congress and the FTA to help them understand the significant challenges for small to mid-size transit properties to fund operating and capital programs and to keep up with State-of-Good-Repair.
- Oppose any federal efforts that would preempt local authority over the use of autonomous vehicles in their communities.
- Oppose unfunded federal mandates.
- Start talking with Congress now about identifying stable, dependable and recurring funding sources for the successor or extension of the FAST Act.
- Continue active involvement in the STIC Coalition, The Bus Coalition, CTAA, CalACT, CTA, APTA, ZEBRA and various associated sub-committees, advocating the METRO Legislative Agenda with these organizations.
- When safe again, continue the annual transit funding advocacy trip to Washington, DC in March/April and encourage up to four Board members to participate
- Urge the Biden/Harris Administration and Congress to continue to provide transit agencies with emergency funding to address revenue losses associated with COVID-19 for as long as the pandemic the pandemic impacts the Santa Cruz area economy.

Attachment C



Reflects FY21 % of Total Revenues (Operating & [new] Capital)

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Attachment D

CEO Participation in State & Federal Transit Advocacy Organizations

- **California Transit Association (CTA)**
 - Executive Committee member
 - State Legislative Committee member
 - Program & Conference Committee member
 - TDA Reform Task Force member
 - Governance and Finance Task Force member

- **American Public Transportation Association (APTA)**
 - APTA Board Member
 - APTA Finance Committee
 - Access Committee
 - Bus & Paratransit CEOs Committee
 - Legislative Committee
 - Public Transportation CEOs Coordinating Council
 - Small Operations Committee, Vice-Chair

- **The Bus Coalition**
 - Board of Directors

- **Community Transportation Association of America (CTAA)**
 - Member
 - California CTAA delegate

- **California Association for Coordinated Transportation (CalACT)**
 - Board of Directors, Vice Chair
 - Legislative Committee

- **Zero Emission Bus Resource Alliance (ZEBRA)**
 - Member

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Attachment E

The Changing Landscape of Grants Availability

The grant funding landscape has changed dramatically over the past decade. Here are just a few examples:

- In 2006, California voters created a capital funding source through Proposition 1B – Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006. This ten-year capital program, which expired in 2016, funded numerous METRO security, facilities and bus procurements. Fortunately, the Governor signed the Road Repair and Accountability Act (SB1) in April 2017 to partially replace Proposition 1B and to provide additional State Transit Assistance (STA). Again, this legislation favors capital projects for the use of this money, although some of it can be used for operating assistance if METRO meets specific performance criteria.
- The American Recovery and Reinvestment Act of 2009 (ARRA), signed into law by President Barack Obama on February 17, 2009, was an economic stimulus package which provided METRO valuable capital dollars. ARRA was a one-time capital program and did not provide recurring resources.
- Up until 2012, the federal transportation authorization included a Bus and Bus Facilities Program, which was a discretionary capital grant program. Until 2012, METRO had competed successfully for some of this capital funding. With MAP-21 in 2012, the Bus and Bus Facilities discretionary grant program was eliminated and replaced with a small formula program (5339(a)). It was not until the FAST Act reauthorization in 2016 that the Bus and Bus Facilities discretionary grant program was reestablished, albeit at a substantially reduced funding level in comparison to pre-2012 funding levels. In 2017 METRO successfully applied for nine CNG buses from this program and received funding for four buses.
- In 2012, the US Congress eliminated federal “earmarks,” a process that provided legislative appropriations to specific projects in a congressional representative’s district. Until then, METRO had secured federal earmarks to fund multiple capital projects.
- The Biden/Harris administration has put forth for congressional action a \$1.9 trillion COVID-19 Emergency Relief package that includes \$30 billion in emergency relief for transportation. Over the past year, METRO has advocated for COVID-19 emergency relief to be distributed in an equitable manner using established FTA 5307 and 5311 grant programs. To our satisfaction, the \$30 billion Budget Reconciliation Title submitted to the House

Attachment E

T&I Committee on February 9, 2021 requests over \$26 billion in emergency relief for transit agencies and for it to be distributed via the FTA 5307 and 5311 programs.

Each year federal subsidies for public transit are threatened. The result of this constant threat is often flat or nominal growth in federal transportation funding, in an environment where operational costs typically grow at a rate equal to or greater than the Consumer Price Index (CPI).

With the loss and severe reduction of several substantial capital funding programs since 2012, METRO's capital challenge in the coming years will continue to be a struggle. METRO will need to find the resources with which to replace 21 buses that will reach the end of their useful life by the end of FY21 and are in need of replacement at an estimated cost of \$16 million to \$21 million, depending on whether METRO purchases CNG or zero emission electric buses.

In order to attempt to catch up and keep up with the capital needs of the agency in the coming years, starting in FY18, the METRO Board established a policy of budgeting \$3 million per year to a Bus Replacement Fund in an effort to leverage these local resources for state and federal discretionary grants. Even with this funding commitment, it will remain challenging for METRO to eliminate all buses in the fleet that are operating beyond their useful life.



State Legislative Update

Santa Cruz Metropolitan Transit District

Joshua W. Shaw and Michael Pimentel

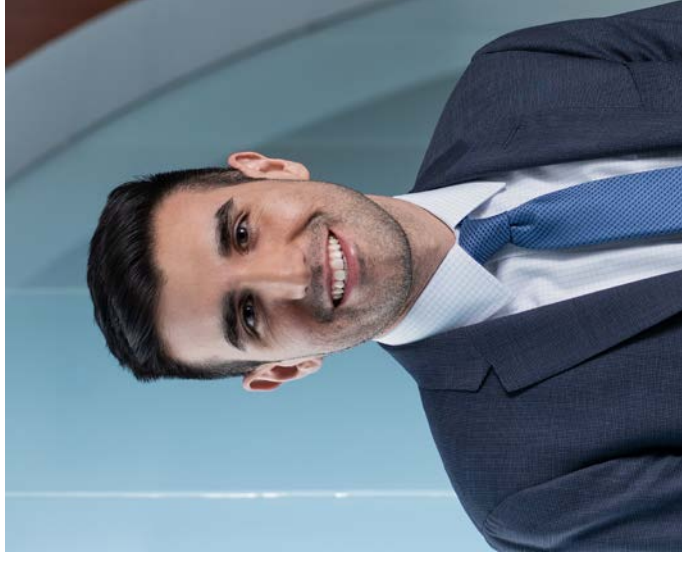
February 26, 2021

16.1

SYASL Advocacy Team



Joshua W. Shaw
Partner



Michael Pimentel
Legislative Advocate

01

Legislation

2021-2022 Regular Session

16.3

2021-22 Legislative Session

- Legislature convened 2021-22 Regular Session: **January 11**
- Deadline to introduce new legislation: **February 19**
 - Nearly 2,500 measures introduced

16.4

Focus on COVID-19 Pandemic

- Legislative leaders again requested legislators limit bill loads
 - Continued focus on COVID-19 relief/recovery measures
 - Continued interest in zero-emission vehicle technology, housing, CEQA streamlining
 - Mostly a return to business as usual

16.5

No New Fare Free Transit Bills

- No legislator has introduced a bill requiring transit agencies to provide fare free transit
 - Big focus of Legislature pre-COVID-19 pandemic

16.6

SB 44 (Allen) CEQA: Streamlined Judicial Review: Transit Projects.

- Establishes expedited administrative and judicial review procedures under CEQA for select public transit projects
- Limits public comment, requires courts to resolve CEQA lawsuits w/in 270 days of submittal of certified documents
- **Recommendation: Support**

16.7

ACA 1 (Aguilar-Curry) Local Government Financing: Voter Approval.

- Lowers the voter-threshold for special taxes that fund public infrastructure, like transit improvements, or affordable housing from 2/3 to 55%
- **Recommendation: Support**

16.8

02

Funding

2021-22 Budget Year

16.9

Funding Outlook

- STA and TDA expected to improve over initial estimates
 - Funding down relative to pre-pandemic levels
- Cap and Trade has stabilized
- New expenditures proposed for ZEBs, infrastructure

16.10

Estimated Transit Funding (January 2021)					
Source	2020-21 (2020 GB)	2020-21 (2020 MR)	2020-21 (2021 GB)	YOY Change (2020 GB to 2021 GB)	2021-22 (2021 GB)
STA					
Base (2.375%)	\$225,281	\$138,012	\$172,965	(\$52,317)	\$179,263
Gas Tax Swap (1.75%)	\$155,684	\$91,895	\$118,716	(\$36,968)	\$123,356
SB 1 (3.5%)	\$311,288	\$183,789	\$237,431	(\$73,857)	\$246,712
STA SOGR (TIF)	\$112,000	\$114,600	\$114,067	\$2,067	\$117,488
Total	\$804,253	\$528,296	\$643,178	(\$161,075)	\$666,819
INTERCITY & COMMUTER RAIL					
Base (2.375%)*	\$225,281	\$138,012	\$172,965	(\$52,317)	\$179,263
SB 1 (0.5%)	\$44,470	\$26,256	\$33,919	(\$10,551)	\$35,245
Total	\$269,751	\$164,267	\$206,883	(\$62,868)	\$214,507
LCTOP					
Cap & Trade (5.0%)**	\$114,666	\$115,900	\$100,000	(\$14,666)	\$106,000
Total	\$114,666	\$115,900	\$100,000	(\$14,666)	\$106,000
TIRCP					
Cap & Trade (10.0%)**	\$233,408	\$225,400	\$200,000	(\$33,408)	\$213,000
SB 1 (TIF)	\$261,000	\$267,400	\$266,155	\$5,155	\$274,140
Total	\$494,408	\$492,800	\$466,155	(\$28,253)	\$487,140
LTF					
Sales and Use Tax (.25%)	\$1,993,621	\$1,426,873	\$1,822,723	(\$170,898)	\$1,807,441
Total	\$1,993,621	\$1,426,873	\$1,822,723	(\$170,898)	\$1,807,441

* Funds also used for other Caltrans purposes

**Amount reflects auction revenues for the Fiscal Year

Zero-Emission Buses and Infrastructure

- Budget proposes \$315 million for zero-emission buses and trucks
 - \$165 million for FY2020-21
 - \$150 million for FY2021-22
- Budget proposes \$1 billion for charging infrastructure
 - \$500 million to be frontloaded in FY2021-22/2022-23

16.11

Statutory Relief



16.12

Questions?

16.13



Contact Information

Joshua W. Shaw

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Michael Pimentel

michael@SYASLpartners.com

16.14





State Legislative Update

Santa Cruz Metropolitan Transit District

Joshua W. Shaw and Michael Pimentel

February 26, 2021

16.15

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FEDERAL UPDATE



FEBRUARY 2021



TOPICS OF DISCUSSION



- **COVID-19 Relief**
- **Infrastructure Package**
- **Biden Administration**
 - **New Congress**



COVID-19 Relief



- Congress enacted \$2 trillion “CARES Act” in March 2020
 - \$25 billion for public transit
- Congress enacted \$900b “CRRSAA” in December 2020
 - \$14 billion for public transit, with some caveats
- White House \$1.9 trillion “American Rescue Plan” proposed in January; Congress advancing right now
 - \$30 billion for public transit with more generous distribution method



Infrastructure Package



- After pandemic relief, White House will move to infrastructure
- \$2 billion?
- Not just transportation
 - Water, Broadband, Affordable Housing, School Const.
- FAST Act Reauthorization likely included
- Themes: Climate Change and Racial Equity

Biden Administration



- **“Secretary Pete” Buttigieg Confirmed by Senate**
 - Former Mayor of South Bend, Indiana
 - “Boot-edge-edge”
- **Other key DOT Positions:**
 - Deputy Sec. Polly Trottenberg, NYC Transp. Commissioner
 - FTA Administrator Nuria Fernandez, Santa Clara VTA
- **New themes already on display**
 - Grant notices including priority for projects that address climate change and racial equity



New Congress



- House: 221 D - 211 R (3 vacancies)
 - Slimmest majority since WWII
- Senate: 50 D - 50 R (VP Harris breaks ties)
 - Committees evenly divided, Dems are Chairs
 - Filibuster remains (for now)
- Few leadership changes
- Earmarks making a comeback?

Federal Update



Questions?



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DATE: February 26, 2021
TO: Board of Directors
FROM: Kristina Mihaylova, Finance Deputy Director
SUBJECT: **ACCEPT AND FILE THE YEAR TO DATE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR QUARTER TWO AS OF DECEMBER 31, 2020**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the Year to Date Quarterly KPI Report as of December 31, 2020

II. SUMMARY

- Santa Cruz Metropolitan Transit District (METRO) has established common Key Performance Indicators (KPIs).
- METRO's KPI Report is prepared quarterly in order to inform the Board of Directors (Board) regarding METRO's financial and operational performance.
- Staff recommends that the Board accept and file the attached report.

III. DISCUSSION/BACKGROUND

METRO has established common Key Performance Indicators (KPIs) to ensure that the organization is constantly monitoring and improving its performance. The KPIs are a set of quantifiable measures that METRO can utilize to gauge its performance and determine if it is meeting its strategic and operational goals. Additionally, they would allow METRO to make data-driven decisions and work towards achieving its objectives by leveraging verified and carefully analyzed data, ultimately providing an improved service to our community.

The succeeding information will be discussed in further detail in Attachment A. KPIs are reported for six categories:

Financial Performance (Kristina Mihaylova)

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

METRO's Farebox Recovery Ratio for the past three fiscal years and FY21 through Quarter 2 (July – December) is presented on page 1 of Attachment A and demonstrates the ratio of passenger fares to total operating costs. The Farebox Recovery Ratio is an indication of how much of a transit agency's costs are covered by passenger fares and provides insight to the amount of non-passenger revenue (subsidy) needed to cover costs. Additionally, it allows the agency to compare cost-effectiveness within its own service.

Fixed Route and Commuter Cost per Revenue Service Hour KPIs, presented on page 2 of Attachment A, depict the cost per hour of service and are measured to ensure that transit services are delivered efficiently through effectively tracking and minimizing costs. Significant increases in Quarter 4 (Q4) of FY20, Quarter 1 (Q1) of FY21, and Quarter 2 (Q2) of FY21 are directly related to the global pandemic and the resulting cuts in revenue service hours, while the level of operating expenses is relatively stable. As revenue service hours increase, the measures of cost per hour of service will stabilize. The spike in July of FY21 is due to the PERS Unfunded Accrued Liability pre-payment of \$4.4M. The same pattern is present in the ParaCruz Cost per trip, also on page 2 of Attachment A.

Productivity (John Urgo)

Performance measures presented in this category are indicators of productivity and provide valuable insights regarding type of ridership; locations, route productivity, as well as seasonal fluctuations in ridership and routes.

Currently, all Productivity metrics reflect the plummet in ridership in Q4 of FY20 as a result of the pandemic. As shelter-in-place has ended and Santa Cruz County is opening up again, METRO's ridership is slowly increasing, as seen in metrics for Q1 and Q2 of FY21. UCSC and Cabrillo ridership, however, has remained low since both institutions continue to utilize online classes for the time being.

The Productivity KPIs listed below are discussed in more details on pages 3 to 7 of Attachment A and clearly depict the impact of COVID-19 on transit ridership:

- Total Ridership per Hour for FY19, FY20, and FY21 YTD
- Total Ridership for FY19, FY20, and FY21 YTD
- Highway 17 Ridership for FY19, FY20, and FY21 YTD
- UCSC Ridership for FY19, FY20, and FY21 YTD
- Cabrillo Ridership for FY19, FY20, and FY21 YTD
- Local Ridership for FY19, FY20, and FY21 YTD
- FY21 Total Ridership by Route YTD
- FY21 Total Average Passengers per Hour by Route YTD

Risk Management & Safety (Rufus Francis)

Note: This section has not been updated for FY21 Q2

Safety KPIs aid safety teams in tracking and determining progress on specific objectives, and evaluate protocols. Safety performance is commonly tracked at transit agencies for NTD reporting and OSHA requirements.

METRO's Traffic Accidents for the past three fiscal years (Q1) are presented on page 8 of Attachment A. Traffic accidents are tracked by a variety of causes including the location on the street and what kind of object the accident was with.

METRO's Passenger Incidents for the past three fiscal years (Q1) are presented on page 8 of Attachment A. Passenger Incidents are recorded by what period of the trip the incident occurred, while boarding the bus, while on board the bus, or while descending the bus.

Currently, both Traffic Accidents and Passenger Incidents are reporting low numbers for Q1 of FY21. While METRO's safety protocols are consistently improving, the decrease in Traffic Accidents and Passenger Incidents is likely in part due to the lower volume of trips.

- Traffic Accidents for FY19 Q1, FY20 Q1, and FY21 Q1 are presented on page 8 of Attachment A
- Passenger Incidents for FY19 Q1, FY20 Q1, and FY21 Q1 are presented on page 8 of Attachment A

Reliability (Eddie Benson)

Reliability KPIs assess the quality of the agency's vehicles, and help fleet maintenance staff run the department as efficiently as possible.

The Mean Distance between Chargeable Road Calls is a transit industry standard that measures the mechanical reliability of an agency's fleet by tracking the mean distance between bus breakdowns or failures. It is an important measure of the success of the agency's maintenance department and the investment in newer buses, which are less prone to maintenance issues. Additional definitions, information pertaining to KPIs listed below, as well as implemented steps to improve performance are presented on pages 9, 10 and 11 of Attachment A.

Currently, mean miles between chargeable road calls has been improving in Q1 and Q2 of FY21 for both Fixed Route (Local) and Highway 17. This is due to the fact that mileage has increased while the number of road calls has remained relatively the same, so the overall mileage between chargeable road calls has improved. For ParaCruz, miles between chargeable road calls has been declining. This is due to cut mileage starting in April of FY20 as a result of the

shelter-in-place. The number of miles were reduced nearly in half, while the number of road calls remained the same, resulting in a decrease of mean miles between chargeable road calls in Q4 of FY20 and into Q1 and Q2 of FY21.

- Mean Miles Between Chargeable Road Calls for FY19, FY20, and FY21 YTD – Fixed Route are presented on page 9 of Attachment A
- Mean Miles Between Chargeable Road Calls for FY19, FY20, and FY21 YTD – Highway 17 are presented on page 10 of Attachment A
- Mean Miles Between Chargeable Road Calls for FY19, FY20, and FY21 YTD – ParaCruz are presented on page 11 of Attachment A

Dependability (Margo Ross)

Service Dependability measures evaluate the quality of passengers' day-to-day experiences using transit, such as service reliability. Additionally, they allow agencies to pinpoint the key reasons behind cancelled trips, such as lack of manpower, road calls, traffic accidents and traffic congestion, and embark on corrective actions.

In Q2 of FY21 the majority of cancelled trips were in December. The regions with cancelled trips were primarily Cabrillo & South County, UCSC & Westside, Scotts Valley & San Lorenzo Valley (SLV), and Live Oak. The majority of these cancelled trips were due to staffing shortages, and occurred within one week of the Federal Holiday, Christmas Day.

Since March of FY20 the number of pass-ups has been tracked and recorded. This metric allows METRO to improve service by honing in on the different reasons why pass-ups occur and working on ways to reduce those numbers. Pass-up reasons vary from excess luggage and no fare, to no mask and full bus.

The following Cancelled Trips and Pass-ups KPIs are depicted and discussed in more details on pages 12 and 13 of Attachment A, respectively.

- Cancelled Trips by Region for Q2 FY21
- Cancelled Trips by Cause for Q2 FY21
- Pass-ups by Month for March FY20 through December FY21
- Pass-ups by Cause for March FY20 through December FY21

Peer Comparison

Peer Comparisons offer a rough guideline for where METRO is at compared to other transit agencies. While comparisons are a benefit, it is often difficult to come by true comparisons for a number of reasons, including different metrics, inconsistent data and lack of reporting.

The following Peer Comparisons are presented on pages 14 through 16 of Attachment A

- Monterey Salinas Transit – Farebox Recovery Ratio Fixed Route
- Monterey Salinas Transit – Cost/RSH Fixed route
- Monterey Salinas Transit – Average Passengers/RSH
- Monterey Salinas Transit – Miles Between Chargeable Road Calls Fixed Route
- Golden Empire Transit – Total System Boardings FY21 Q1
- Golden Empire Transit – Cost/RSH FY21 Q1 Fixed Route

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report pertains to METRO's Financial Stability, Stewardship & Accountability and will assist in management's effort to continuously improve the performance of the agency.

V. FINANCIAL CONSIDERATIONS/IMPACT

None.

VI. CHANGES FROM COMMITTEE

None.

VII. ALTERNATIVES CONSIDERED

- There are no alternatives to consider, as this is an accept and file KPI Report as of December 31, 2020

VIII. ATTACHMENTS

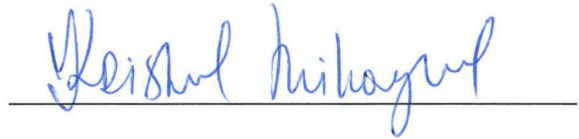
Attachment A: KPI Report as of December 31, 2020

Attachment B: KPI Presentation as of December 31, 2020

Prepared by: Caitlin Nelson, Financial Analyst

IX. APPROVALS

Approved as to fiscal impact:
Kristina Mihaylova,
Finance Deputy Director



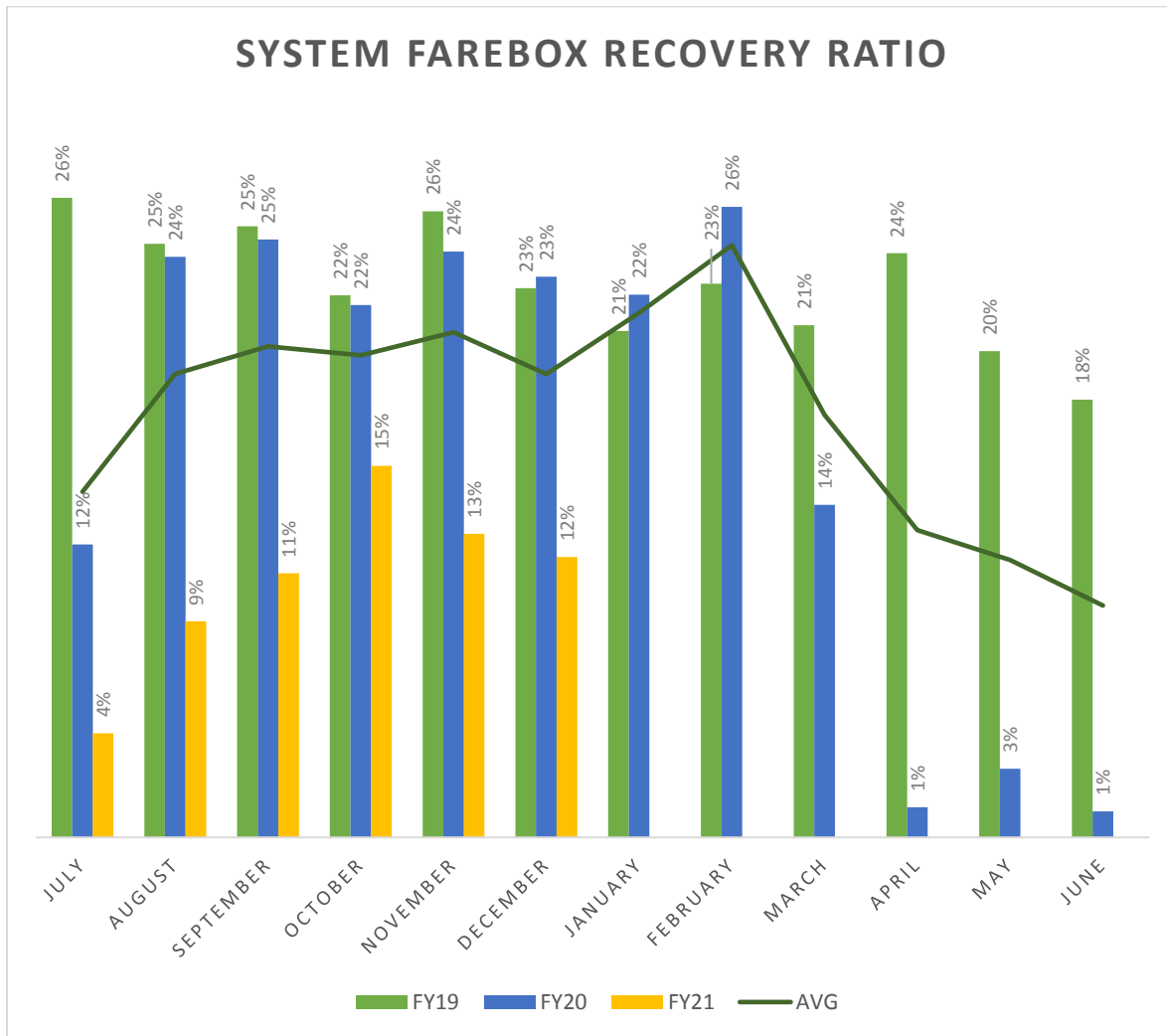
Alex Clifford, CEO/General Manager



Attachment A

KPI Report as of December 31, 2020

I. Financial Performance



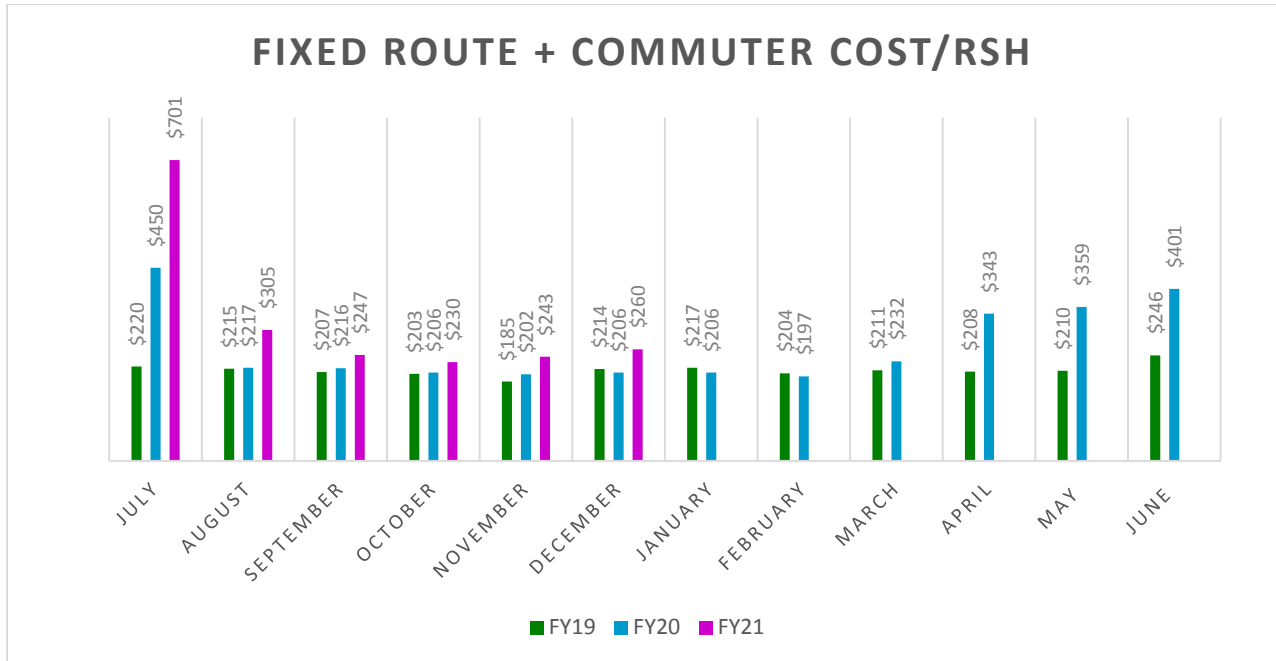
Above we have Santa Cruz METRO’s System Farebox Recovery Ratio over the past three fiscal years. Our Farebox Recovery Ratio demonstrates the ratio of passenger fares to total operating costs.

The Farebox Recovery Ratio is an indication of how much of a transit agency’s costs are covered by passenger fares and provides insight to the amount of non-passenger revenue (subsidy) needed to cover costs. Additionally, it allows the agency to compare cost-effectiveness within its own service.

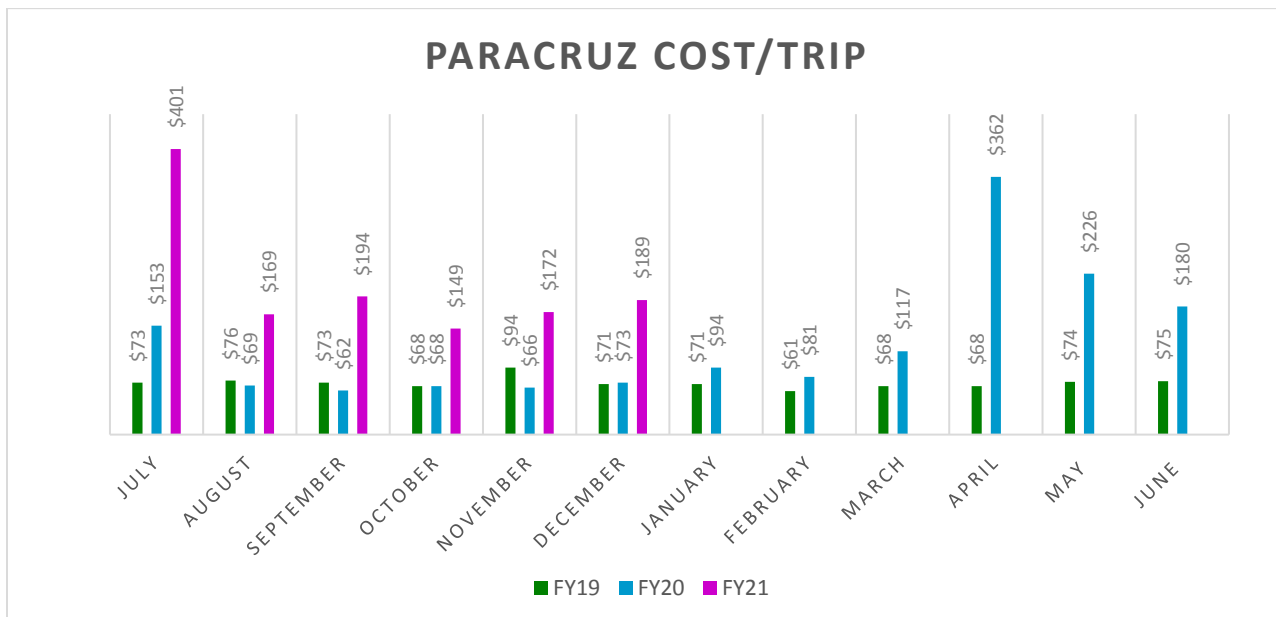
Our Fare Box Recovery Ratio has been slowly increasing in Q1 and Q2 of FY21 since Santa Cruz METRO resumed fare collection on June 15, 2020. Major factors affecting year-over-year performance is the loss of in-person classes at UCSC and Cabrillo. Year-to-date lost revenue from these institutions is approximately \$1,269K.

Attachment A

KPI Report as of December 31, 2020



Above is Santa Cruz METRO’s Fixed Route and Commuter Cost/Revenue Service Hours (RSH). The cost per RSH shows the cost per hour of service. The significant increase in July 2020 (FY21) is due to the PERS UAL pre-payment of \$4.4M. This payment was made in one month instead of being spread out over 12 months. In FY20 and FY21 cost per RSH increased due to reduced service hours during shelter-in-place, while expenses remained relatively fixed.

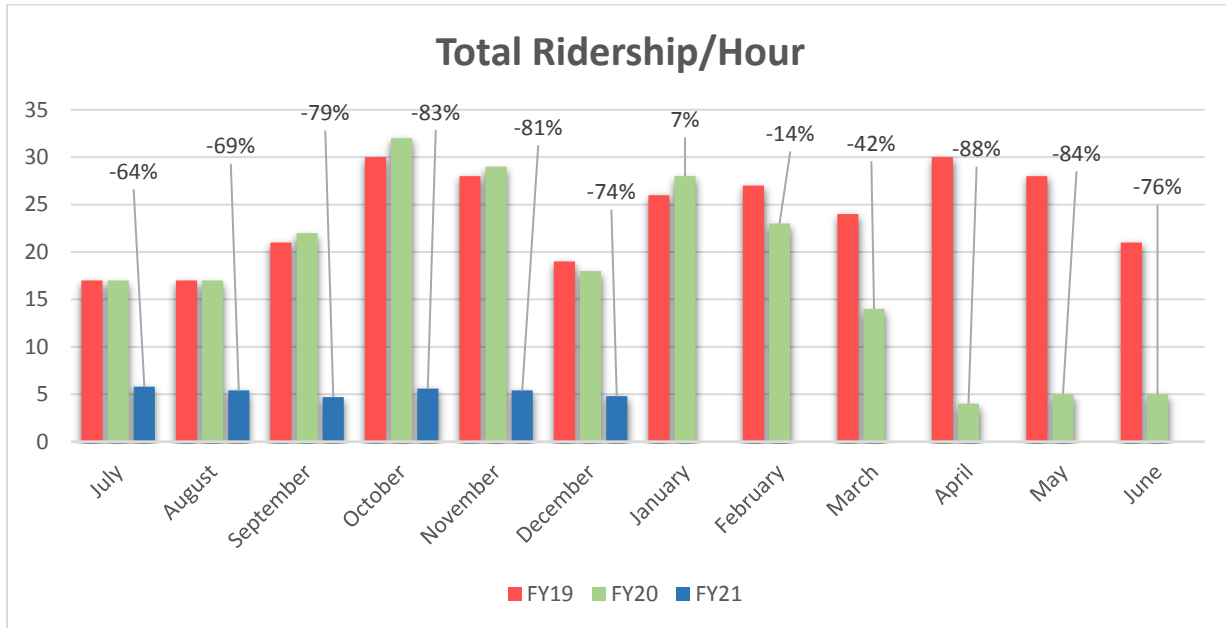


Above is ParaCruz’s cost per trip. In July 2020 (FY21) there was a spike in costs due to the PERS UAL pre-payment of \$4.4M. This payment was made in one month instead of distributed over 12 months. In FY20 and FY21 cost per trip increased due to reduced trips during shelter-in-place, while expenses remained relatively fixed.

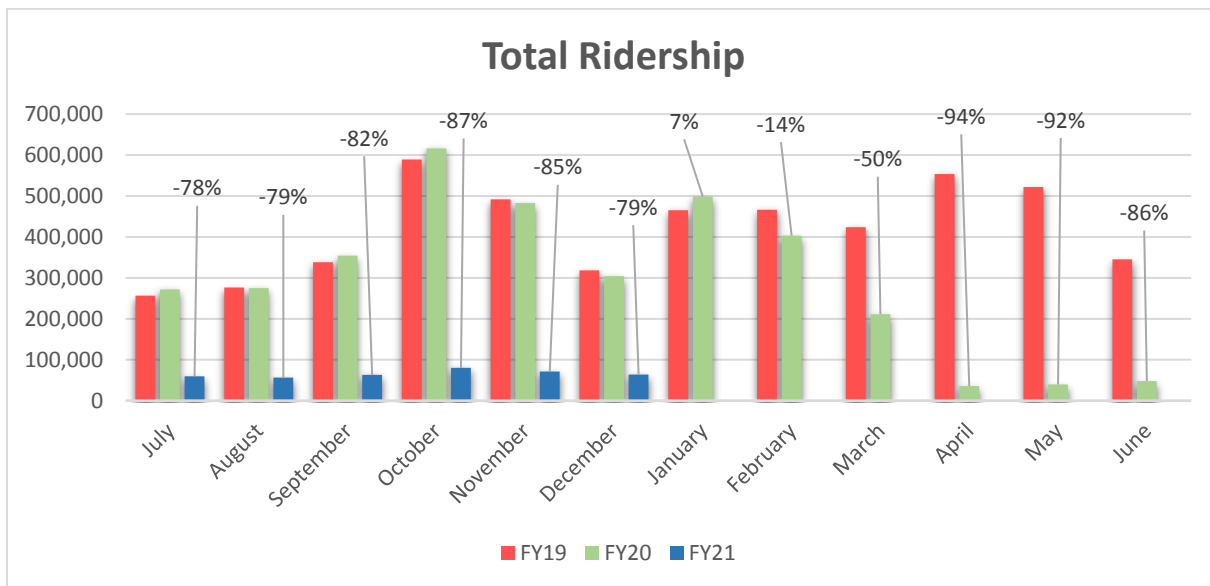
Attachment A

KPI Report as of December 31, 2020

II. Productivity



Above is a breakdown of Santa Cruz METRO’s Passenger per Hour. This is a measure of productivity. Ideally, productivity would be 30 or more passengers per hour; however, Santa Cruz METRO provides rural and intercity service which traditionally operate at a lower level of productivity.

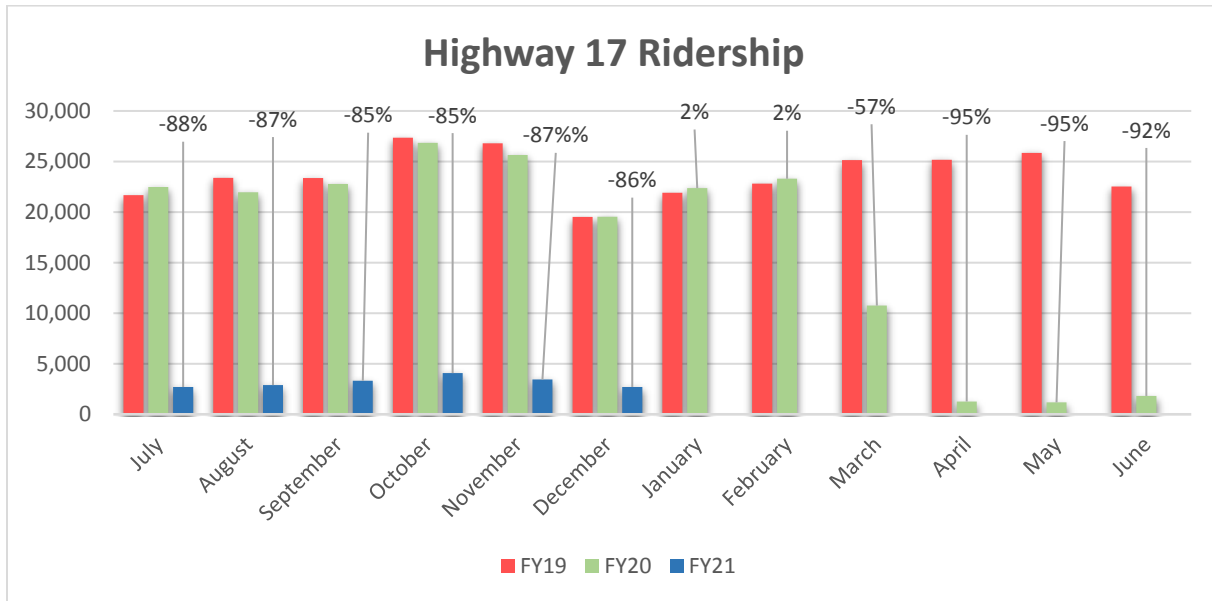


The graph above depicts Santa Cruz METRO’s total ridership throughout each month. The seasonal trends of ridership related to school term service and holidays can be seen in the changes from month to month. The effects of COVID-19 are reflected in the dramatic drop in ridership in Q4 of FY20 and has been slowly increasing in Q1 and Q2 of FY21.

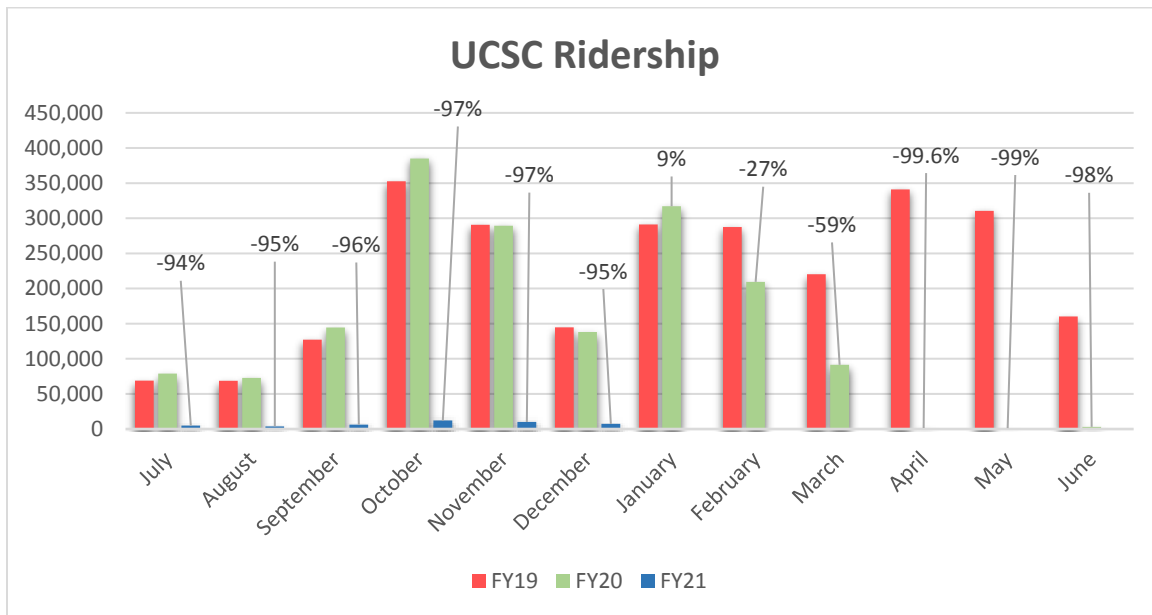
Attachment A

KPI Report as of December 31, 2020

The next four graphs breakdown the different areas of Santa Cruz METRO's Ridership: Highway 17 Commuter Ridership, UC Santa Cruz Ridership, Cabrillo Ridership, and all other Non-Student patrons.



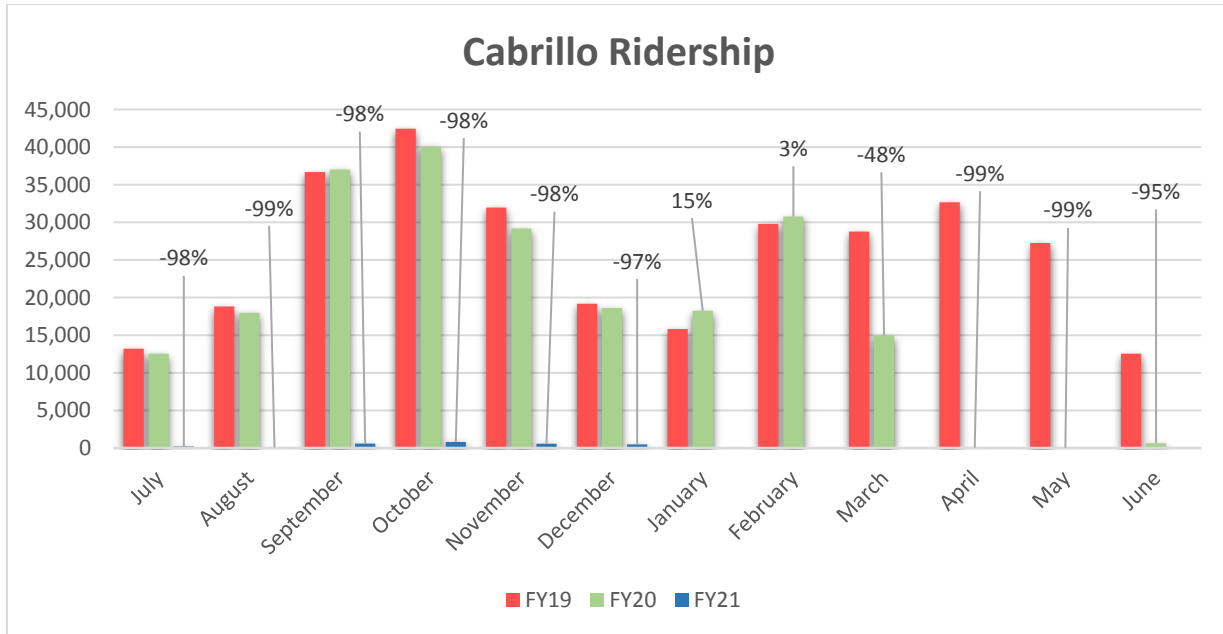
Highway 17's Ridership took a sharp decline in Q4 of FY20 due to COVID-19 and has been slowly climbing back in Q1 and Q2 of FY21.



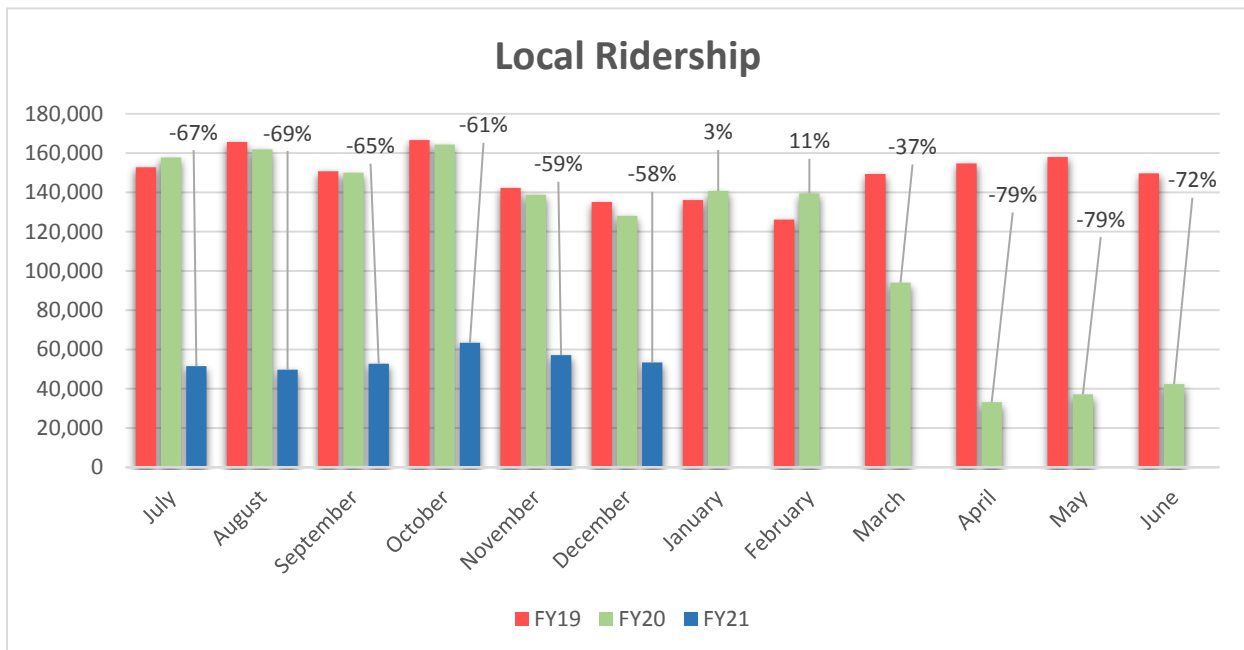
UCSC's Ridership decreased significantly throughout Q4 of FY20. On March 11, 2020 UCSC switched to online classes due to COVID-19. UCSC ridership has stayed low since online classes.

Attachment A

KPI Report as of December 31, 2020



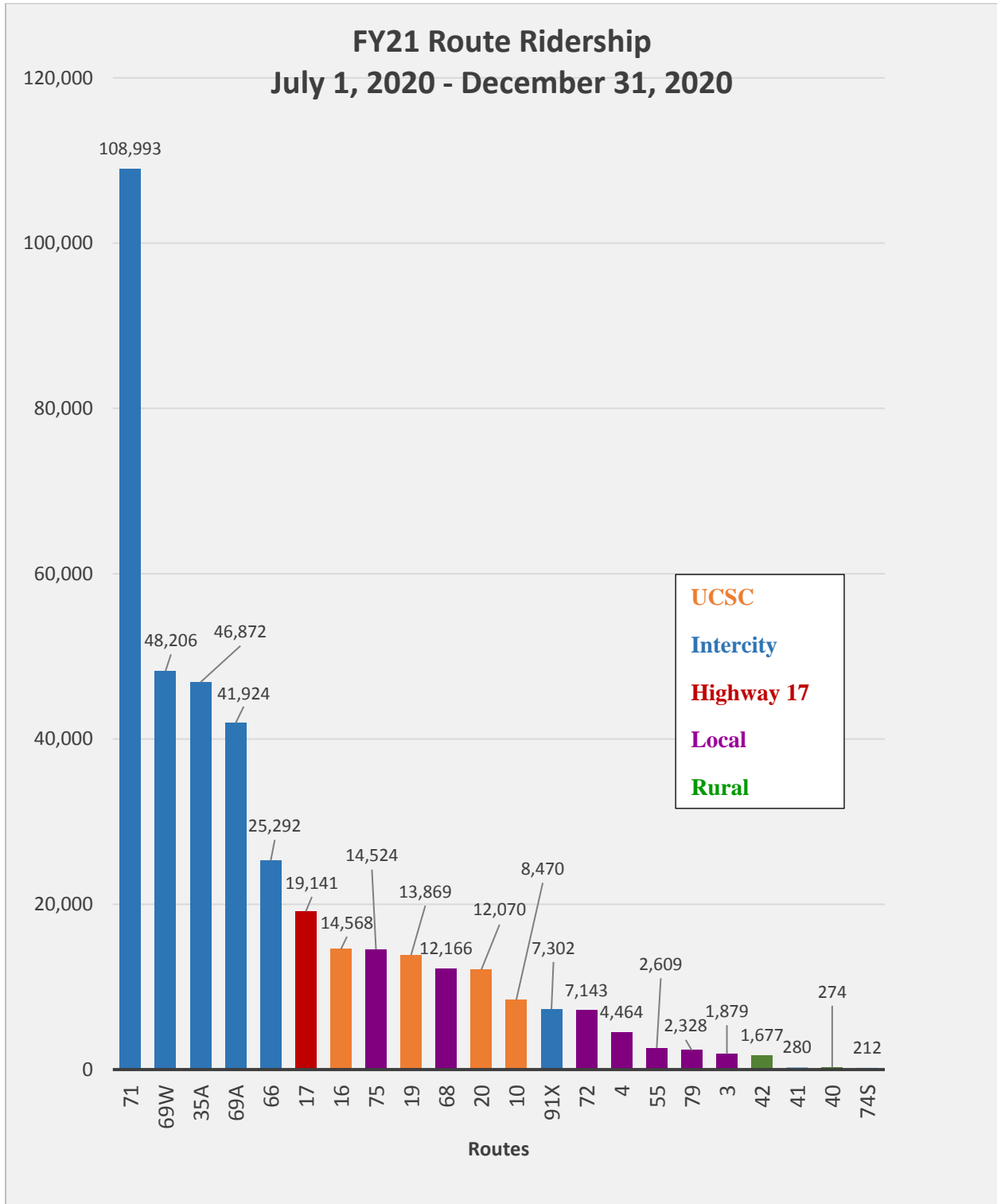
Similar to UCSC, Cabrillo’s Ridership decreased throughout Q4 of FY20 after changing to online classes on March 16, 2020 because of COVID-19. Cabrillo’s ridership has stayed low in Q1 and Q2 of FY21.



This graph also reflects a decrease in Q4 of FY20 because of COVID-19, and a slow yet steady increase in ridership for Q1 and Q2 of FY21.

Attachment A

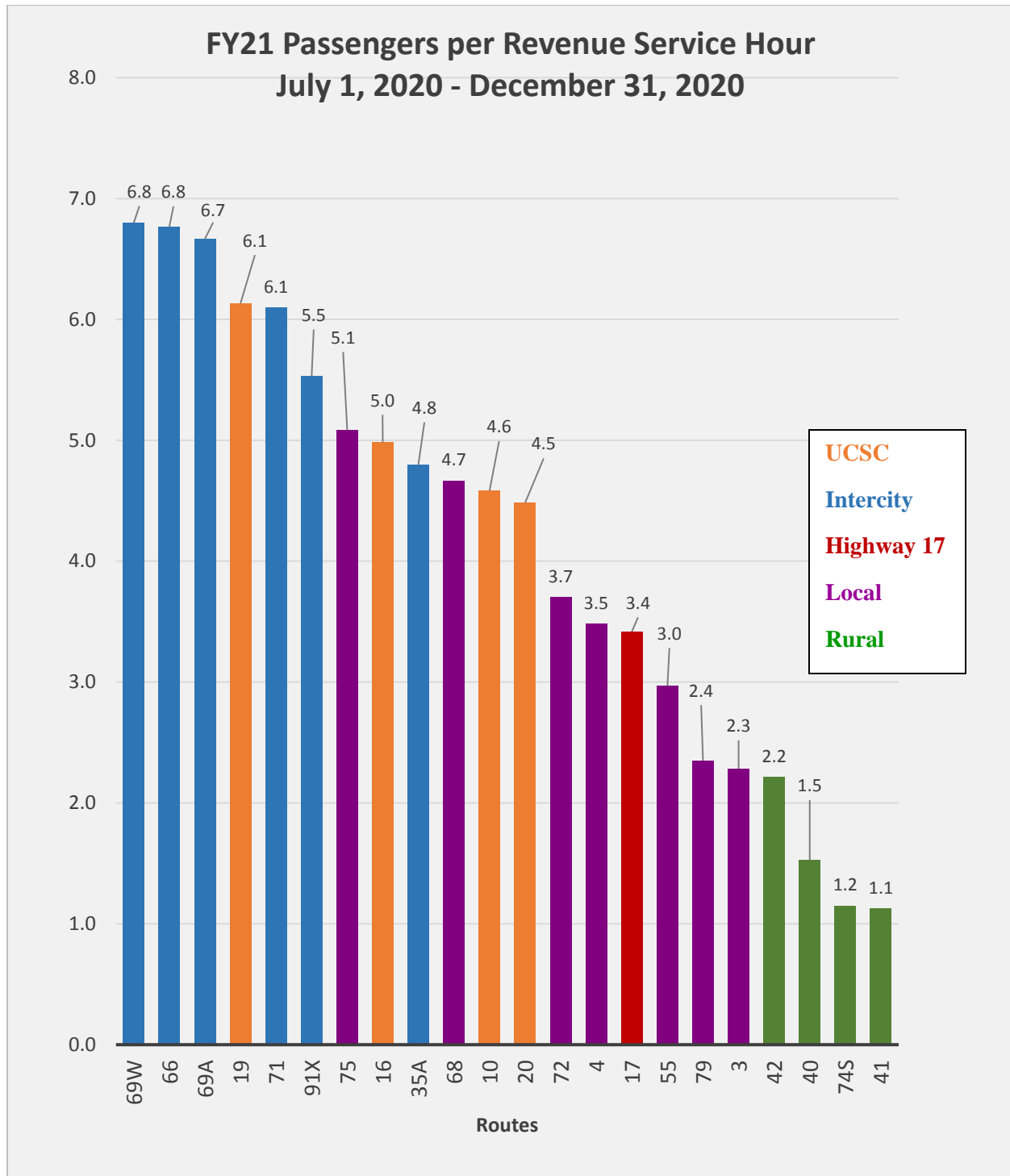
KPI Report as of December 31, 2020



Above is Santa Cruz METRO’s total Ridership delineated by Route for FY21 YTD. This combines the estimated total number of boarding’s for each route during the Fiscal Year.

Attachment A

KPI Report as of December 31, 2020



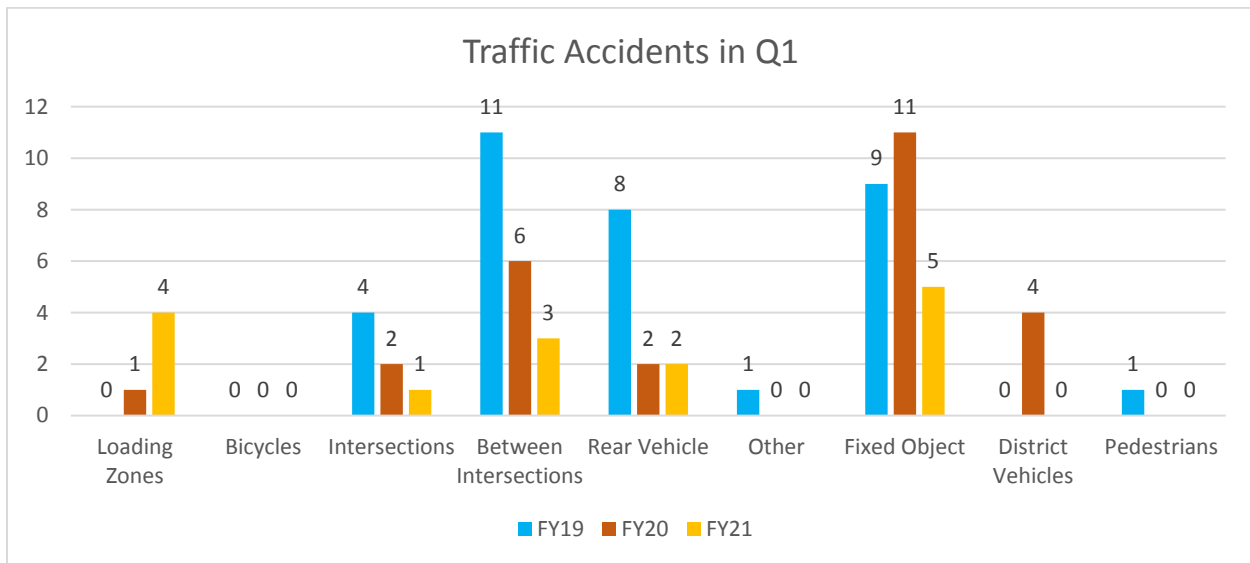
Above is the total annual average Passengers per Hour displayed by Route. This shows the productivity of each route as measured by passengers per hour. This ratio levels the playing field for Santa Cruz METRO's smaller Local and Rural Routes which do not have as many Service Hours compared to the larger, high-volume UCSC Routes. Intercity routes often have lower passengers per hour outcome because they have fewer stops.

Attachment A

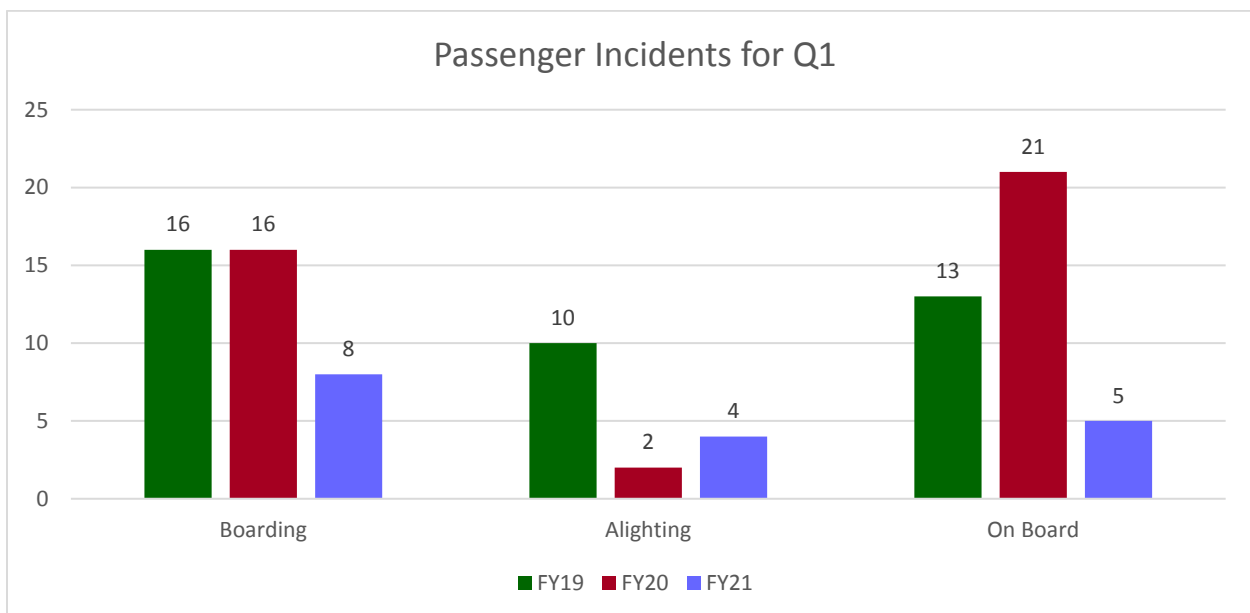
KPI Report as of December 31, 2020

III. Risk Management & Safety

Note: This section has not been updated for FY21 Q2



Traffic Collisions are broken down into different categories: in loading zones, in intersections, between intersections, with bicycles, with pedestrians, with other district vehicles, with the rear of the vehicle, with stationary objects, and a few other types. This chart does not represent the final determination of fault (chargeability). In Q1 of FY21 YTD there have been very few traffic accidents, likely in part due to the lower volume of trips.



Passenger Incidents are accidents with METRO passengers either while boarding a bus, on board a bus, or alighting (descending) a bus. Similar to the preceding graph, there are fewer passenger incidents to report of in FY21 YTD, in part due to METRO's decreased service during the pandemic.

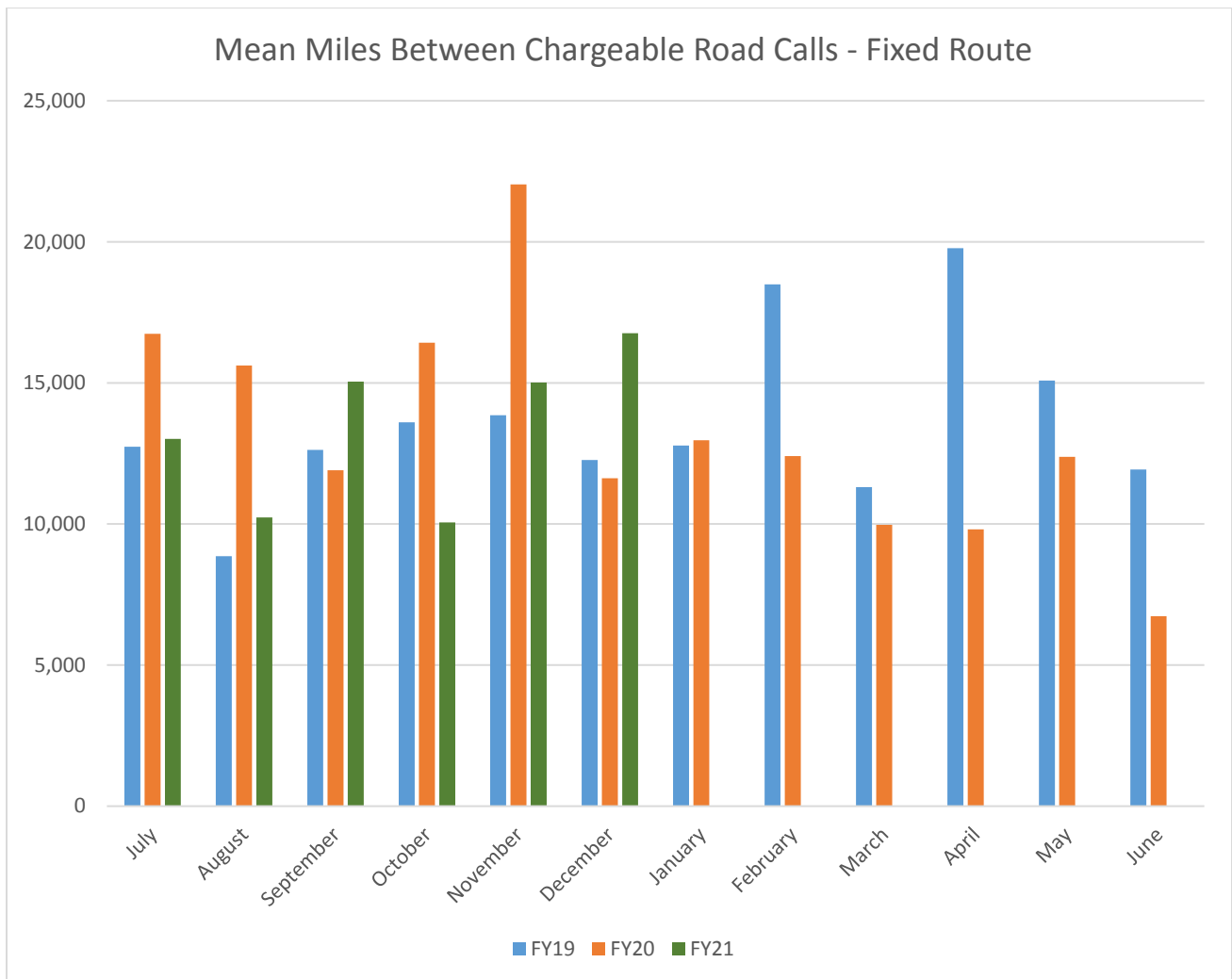
Attachment A

KPI Report as of December 31, 2020

IV. Reliability

A chargeable road call results from a mechanical failure. NTD defines major mechanical failures as failures that are the result of some mechanical element of the revenue vehicle and impedes the vehicle from completing or starting a scheduled revenue trip because actual movement is limited, or there are safety concerns. Some examples are breakdowns of brakes, doors, engine, cooling systems, steering, axels, and/or suspension.

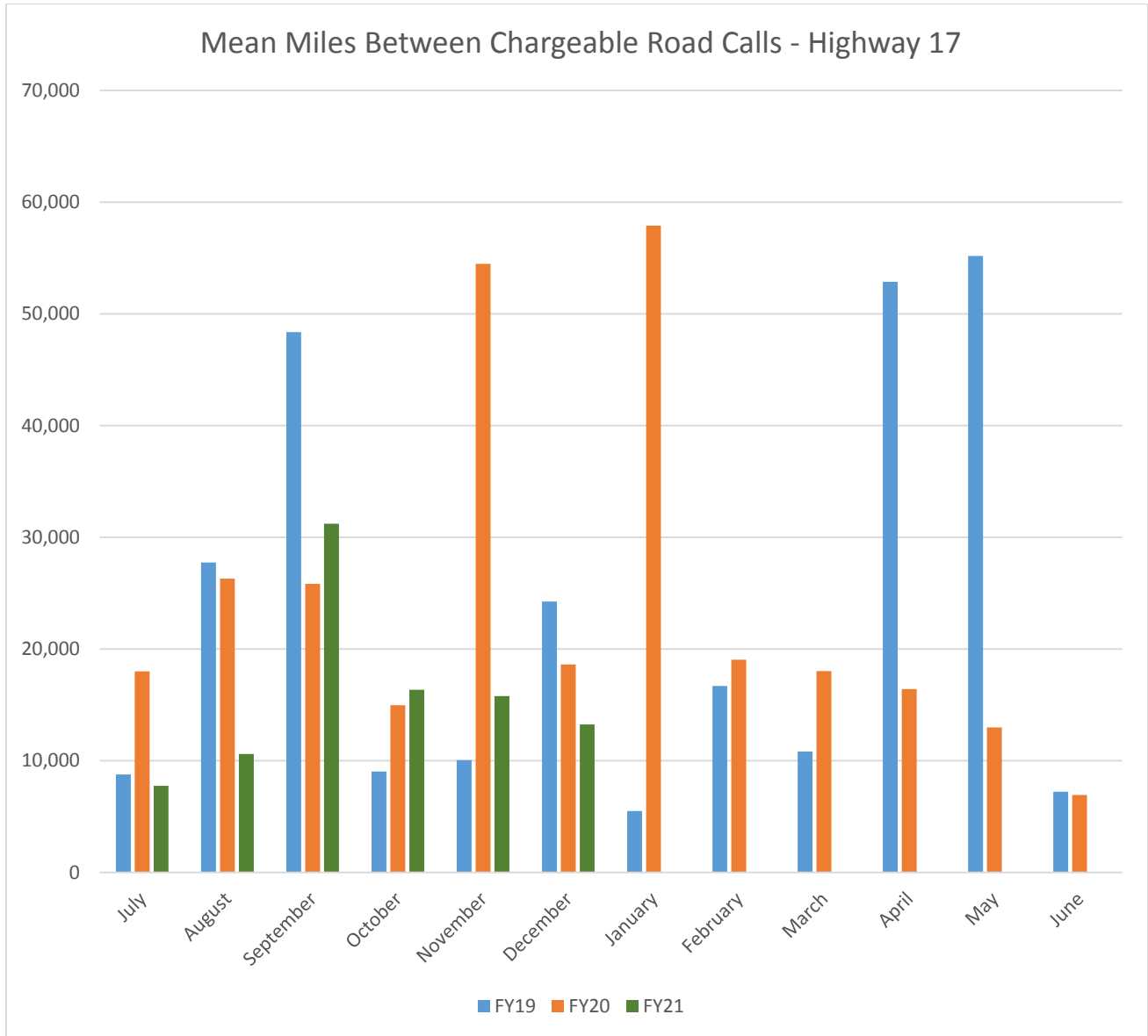
The mileage depicted is how many miles were run for the month divided by the number of Chargeable road calls in the month. This is an indicator of several things, including Santa Cruz METRO's maintenance program, age of fleet, state of good repair, and fleet failures.



Above is the metric for mean miles between chargeable road calls for METRO's Fixed Route (Local). Currently mileage is increasing while road calls vary by 1 or 2 so mileage between chargeable road calls has improved in Q1 and Q2 of FY21.

Attachment A

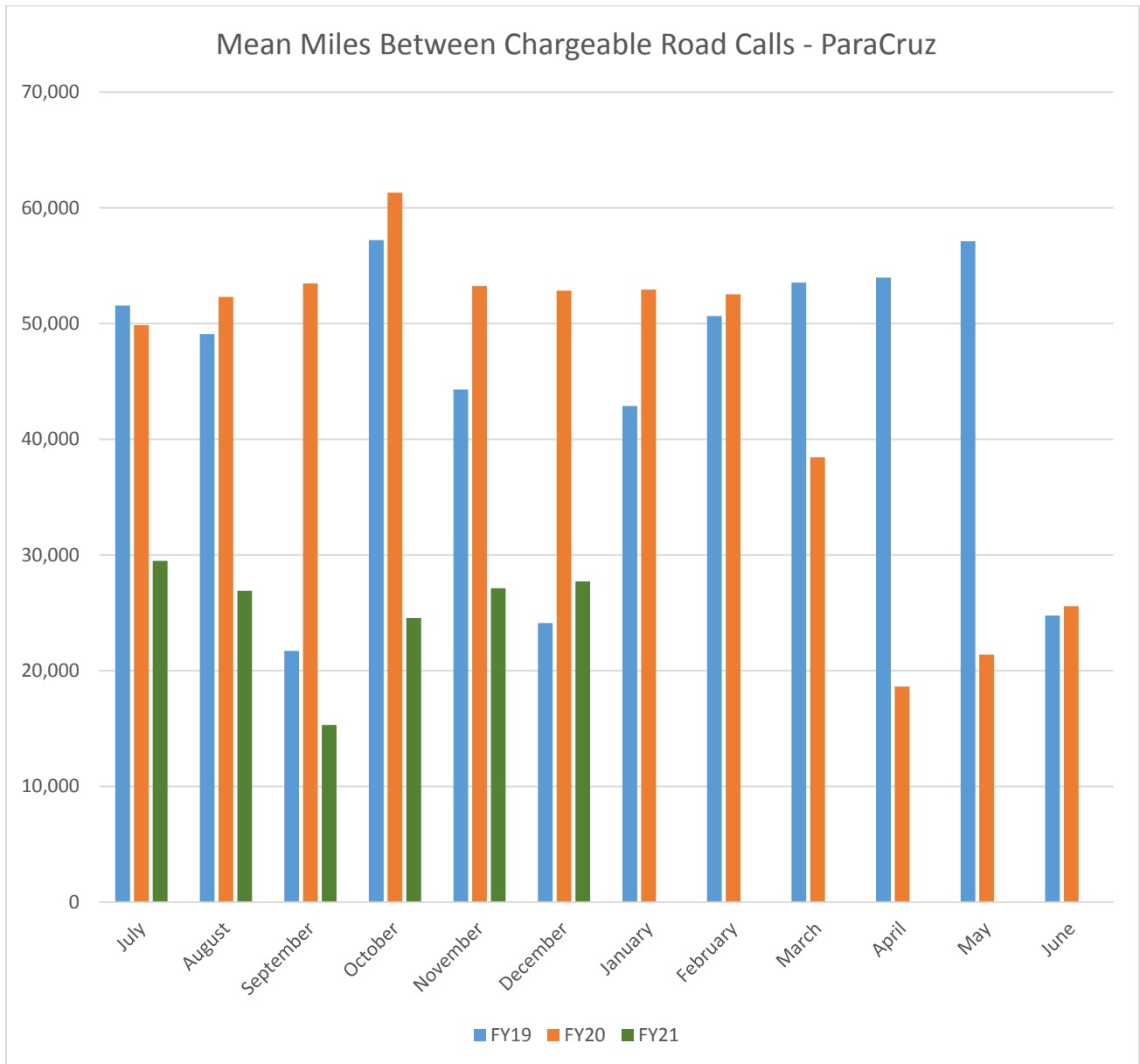
KPI Report as of December 31, 2020



Above is the metric for mean miles between chargeable road calls for METRO’s Highway 17 commuter route. Commuter buses tend to perform better due to more highway miles, fewer stops, and the newer fleet which has less wear and tear. Similar to Fixed Route, mileage has been increasing while road calls remain relatively the same, so the mean miles between chargeable road calls for Highway 17 has shown improvement in Q1 and slightly decreased in Q2 of FY21.

Attachment A

KPI Report as of December 31, 2020

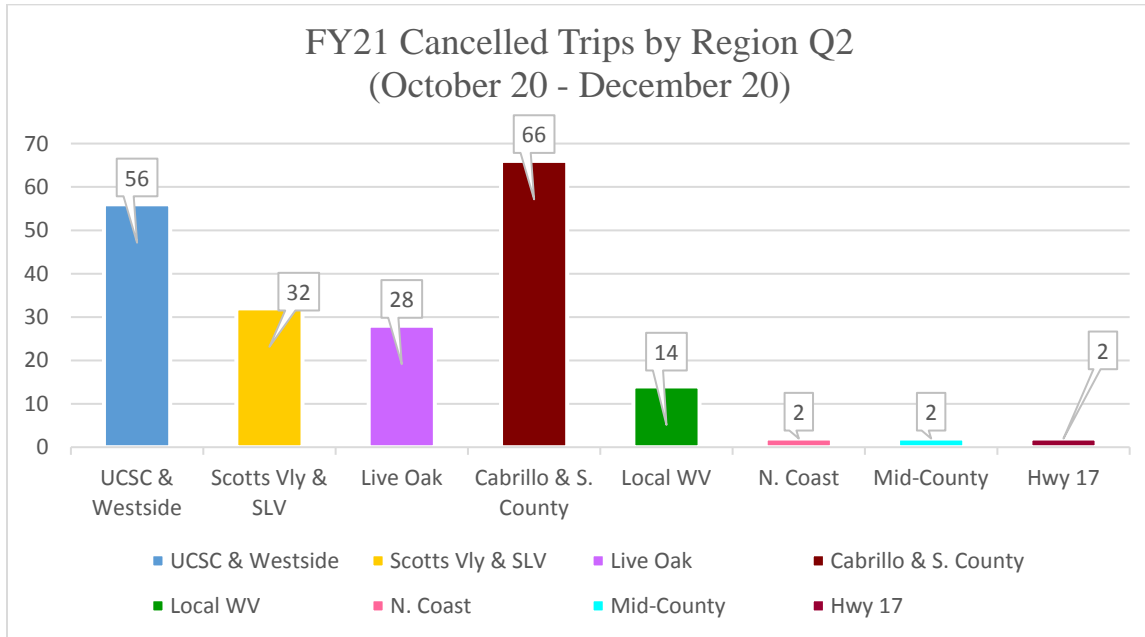


Above is the metric for mean miles between chargeable road calls for METRO’s ParaCruz vehicles. In April of FY20 the overall number of miles ran each month was abruptly cut nearly in half, compared to the number of miles ParaCruz would normally run prior to COVID-19. Since the number of miles decreased while the number of chargeable road calls remained the same, METRO’s mean miles between chargeable road calls decreased for ParaCruz in Q4 of FY20 and into Q1 of FY21. As of Q2 of FY21 the metric is improving.

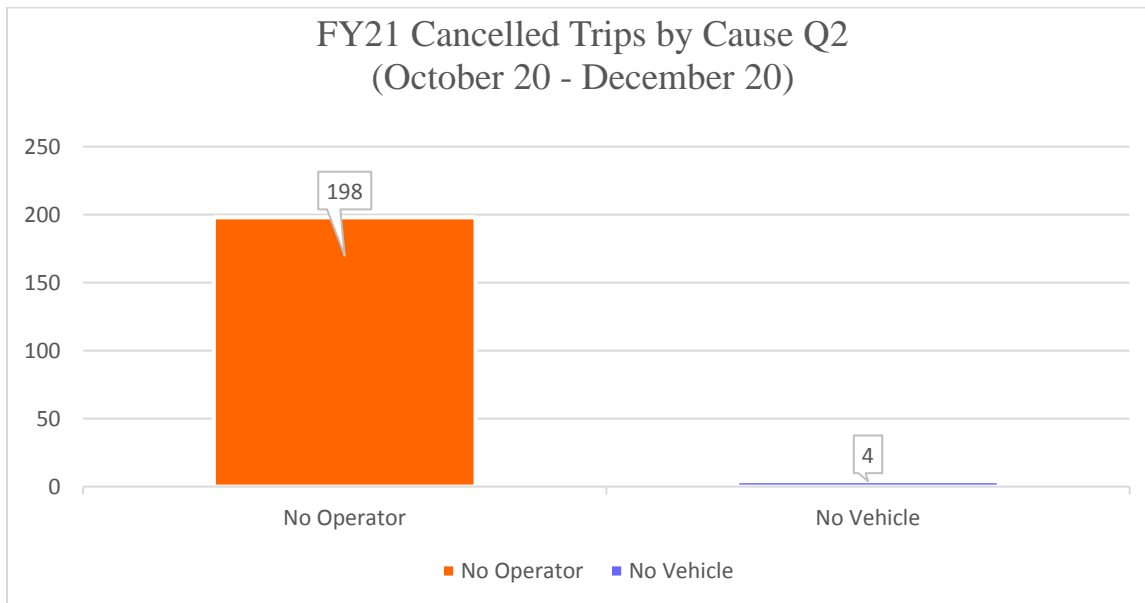
Attachment A

KPI Report as of December 31, 2020

V. Dependability



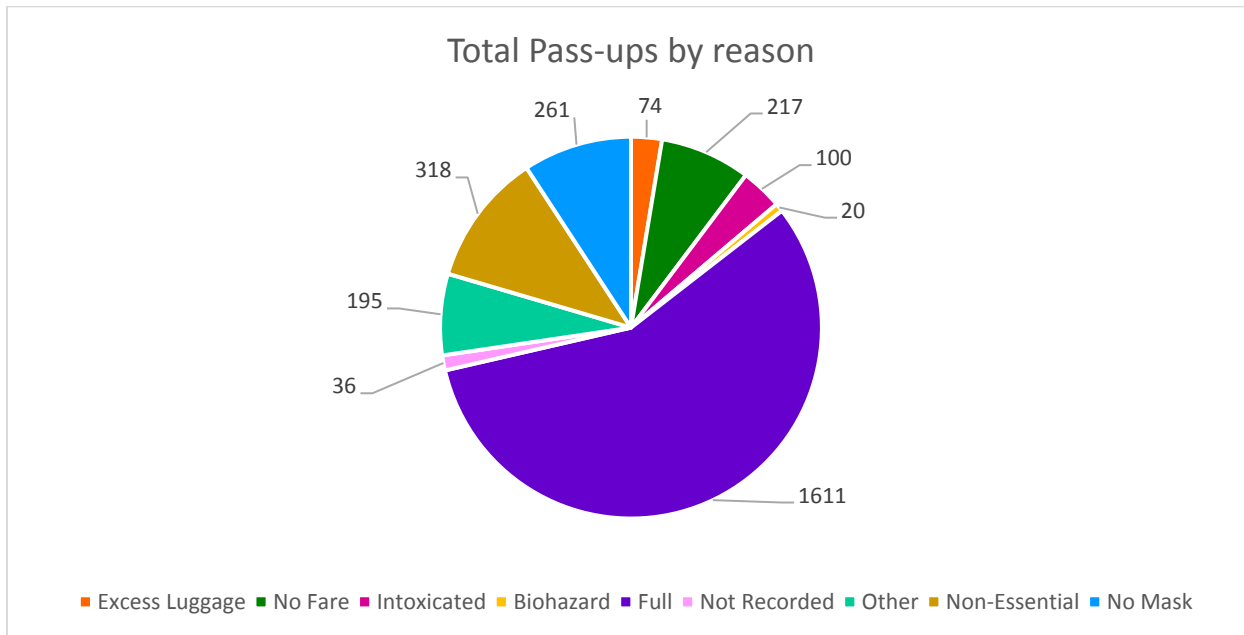
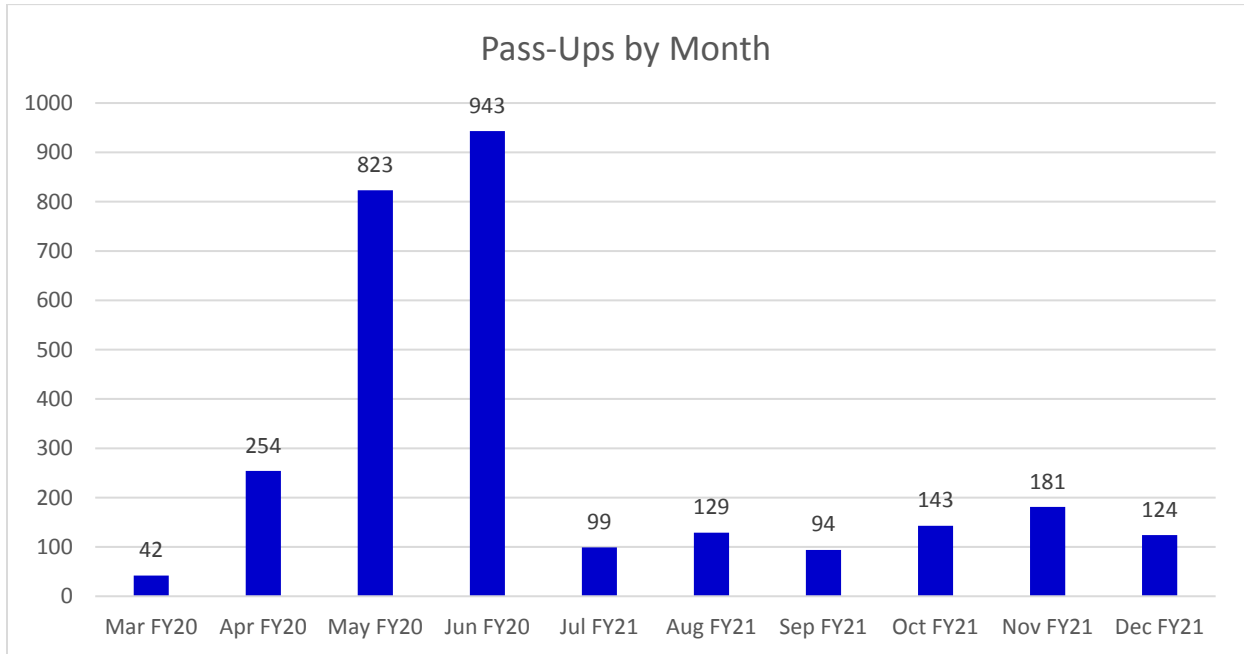
Above are Santa Cruz METRO’s cancelled trips separated into eight regions: UCSC & Westside, Scotts Valley & San Lorenzo Valley, Live Oak, Cabrillo & South County, Local WV, N. Coast, Mid-County, and Highway 17. In Q2 of FY21 the cancelled trips were dispersed amongst the regions Santa Cruz METRO provides service to and was due to a lack of personnel as a direct result of the Holiday season.



Above are Santa Cruz METRO’s cancelled trips by different causes. In Q2 of FY21 the majority of cancelled trips were in the week between Christmas Day and New Year’s Day and due to a lack of operators.

Attachment A

KPI Report as of December 31, 2020

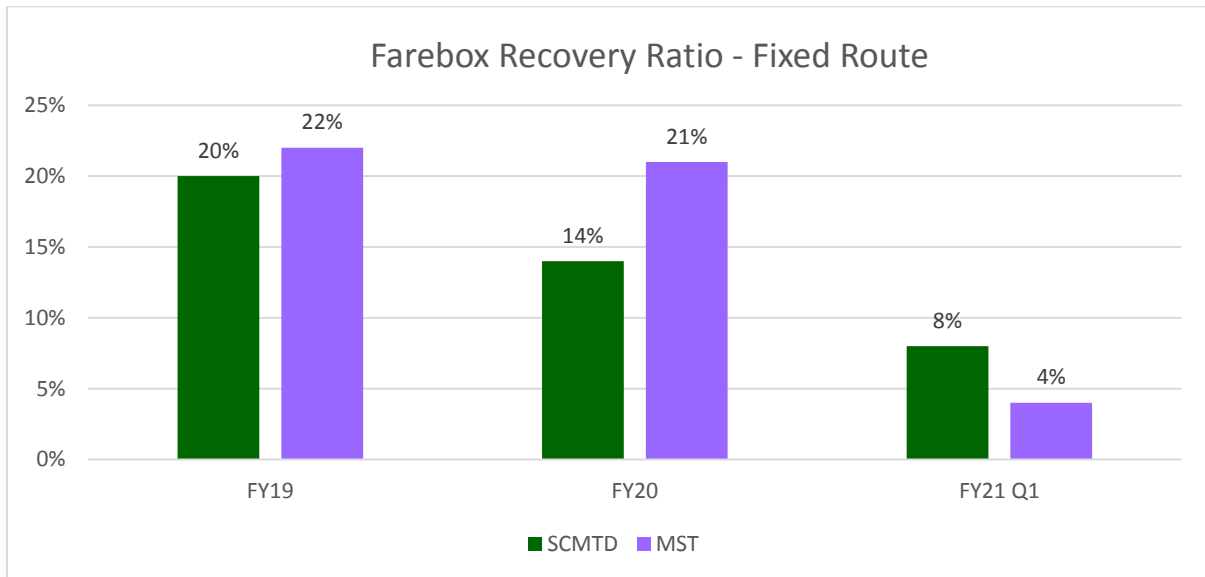


Above are graphs for pass-ups in two ways: on a monthly basis and by reason. Pass-ups are an imperative metric that allows METRO to reflect upon ways to enhance our service. The effects of COVID-19 are displayed in April, May, and June of FY20 as the number of pass-ups due to a limited bus capacity dramatically increased. This was primarily due to reduced bus capacity to comply with social distancing and fewer trips. When passenger capacity per bus increased, pass-ups declined. Other reasons for pass-ups vary from a full bicycle rack to no dog carrier.

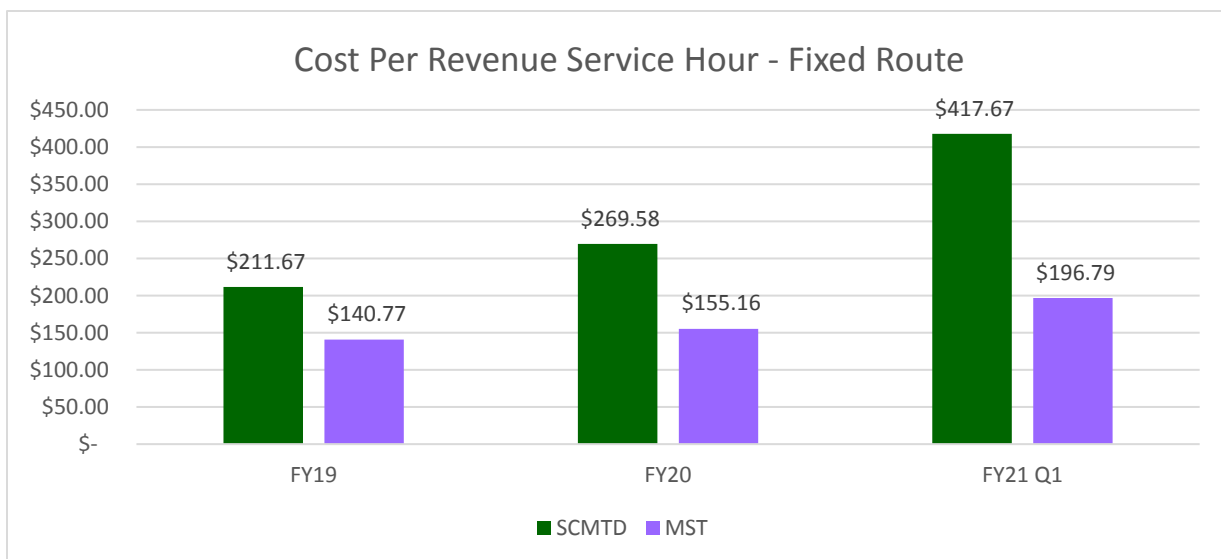
Attachment A

KPI Report as of December 31, 2020

VI. Peer Comparison



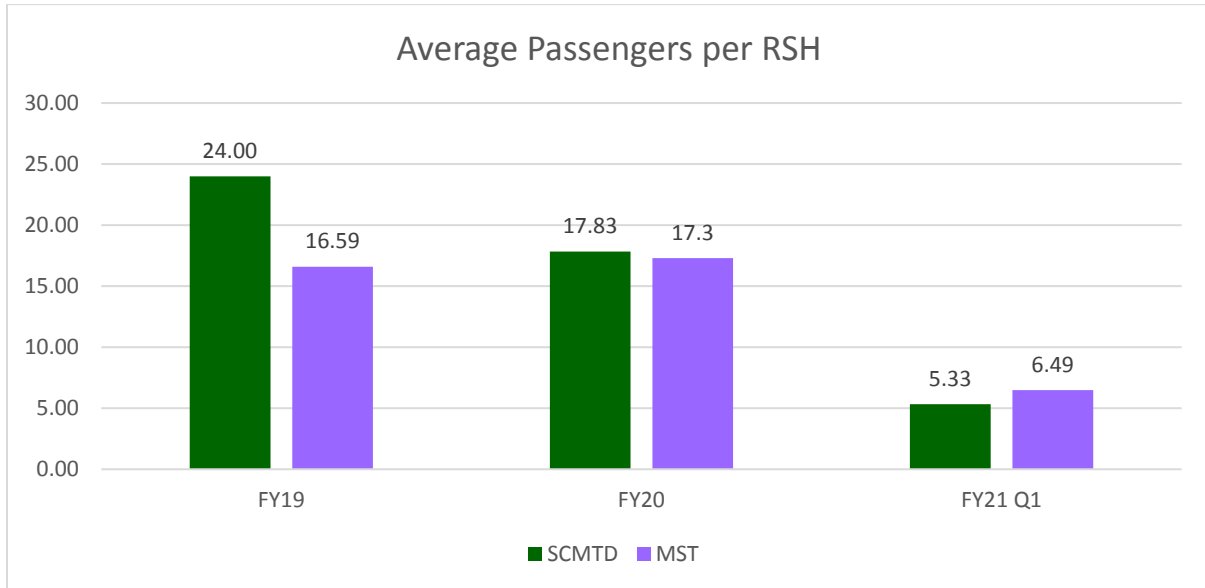
Above is the average Farebox recovery ratio for METRO’s Fixed Route compared to Monterey Salinas Transit’s (MST) average Farebox recovery ratio compared over two fiscal years and the current fiscal year through Q1.



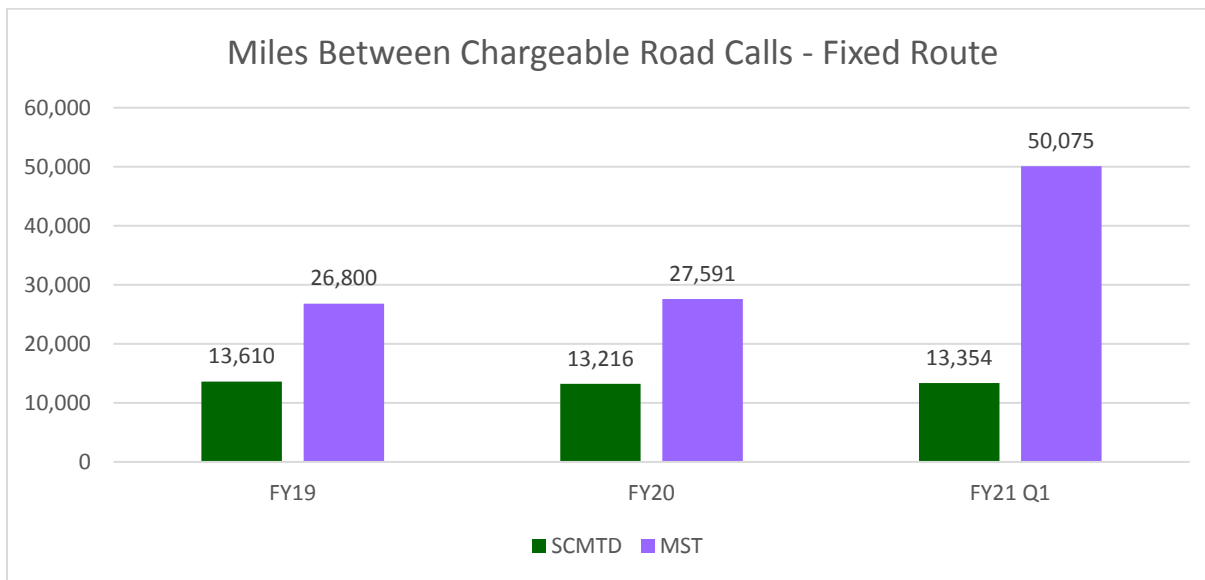
Above is METRO’s average Cost per Revenue Service hour for Fixed Route compared to Monterey Salinas Transit (MST) for FY19, FY20, and FY21 Q1. METRO has maintained a higher Cost per RSH over the past two years, however, in FY21 Q1 METRO shows a significantly higher Cost per RSH compared to MST. This is most likely due to METRO’s UAL payment in July FY21.

Attachment A

KPI Report as of December 31, 2020



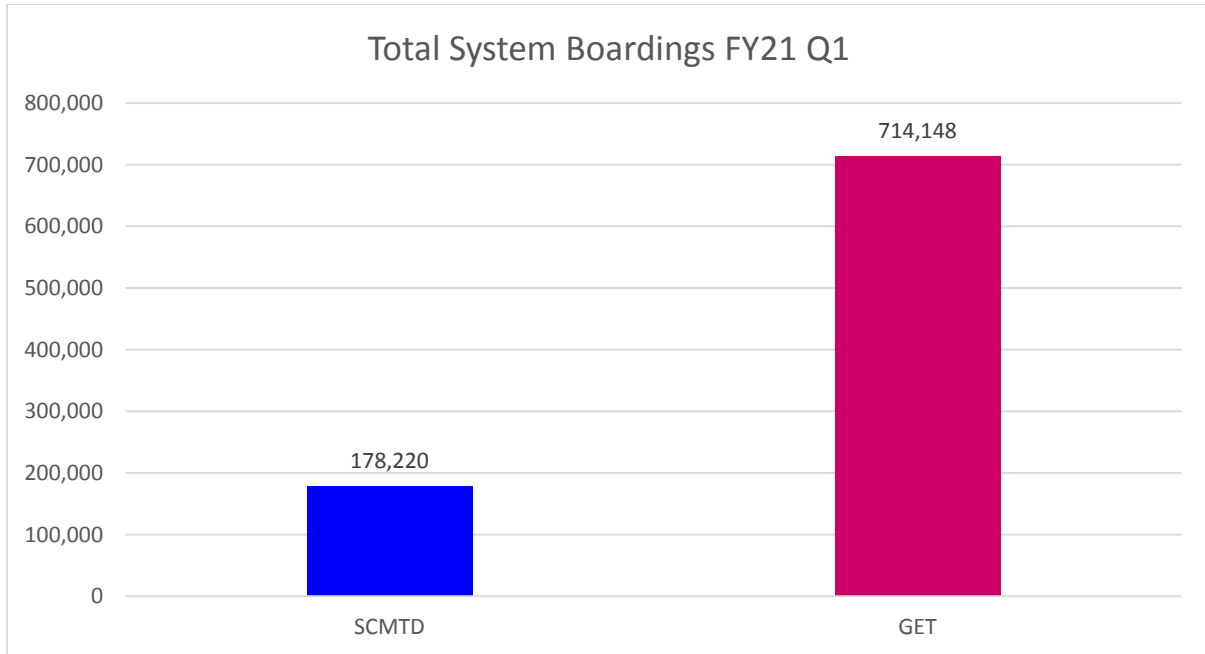
Above are the average number of passengers per revenue service hour for FY19, FY20, and FY21 through Q1. This demonstrates a comparison of how METRO is doing compared to Monterey-Salinas Transit (MST) before and during the pandemic.



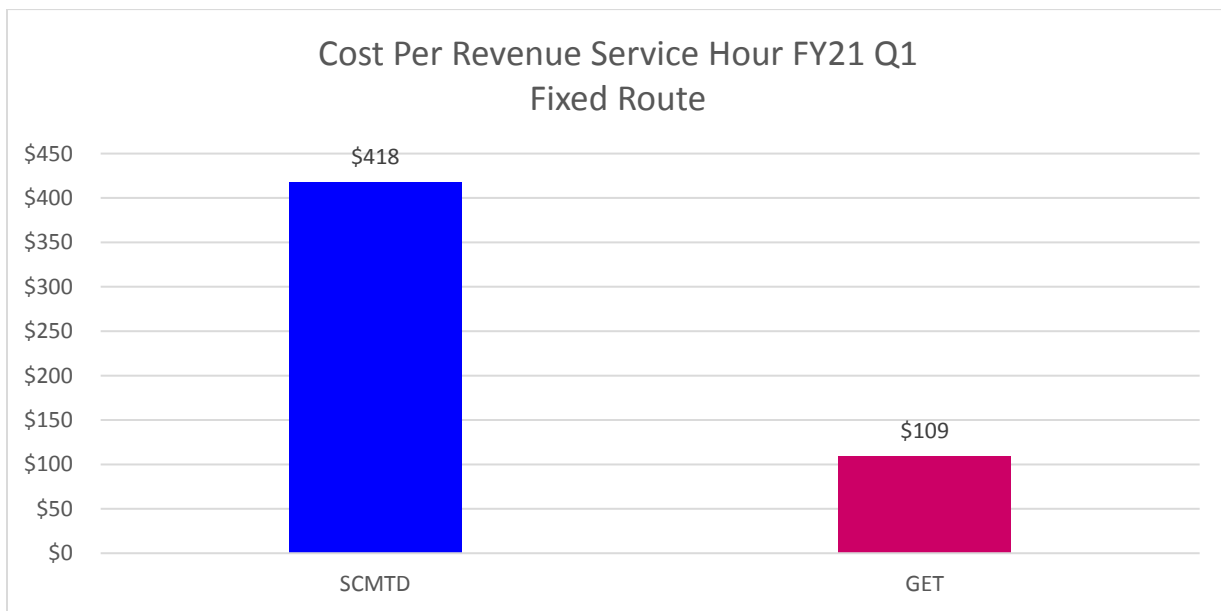
Above are METRO's average Miles between Chargeable Road Calls for Fixed Route compared to Monterey Salinas Transit (MST) for FY19, FY20, and FY21 Q1. METRO has maintained even numbers over the past 2 years and this past quarter while MST shows a significant spike in FY21 Q1.

Attachment A

KPI Report as of December 31, 2020



Above is METRO's total passenger boardings for FY21 Q1 compared to Golden Empire Transit District (GET). GET is located in Bakersfield, CA and services a large area.



Above is METRO's Cost per Revenue Service Hour for FY21 Q1 compared to Golden Empire Transit District (GET). METRO's higher Cost per RSH in FY21 Q1 is attributed to METRO's UAL payment.



KEY PERFORMANCE INDICATORS (KPI) REPORT FOR 2nd QUARTER THROUGH DECEMBER 31, 2020

Board of Directors

Feb 26, 2021

Kristina Mihaylova, Finance Deputy Director

Overview of Today's Presentation:

KPI Category	Criteria / Metric
Financial Performance	<ul style="list-style-type: none"> ✓ System Farebox Recovery Ratio ✓ Fixed Route & Commuter Cost / RSH ✓ ParaCruz Cost/Trip
Productivity	<ul style="list-style-type: none"> ✓ Total Ridership and Total Ridership / Hour ✓ Highway 17, USCS, Cabrillo, & Local Ridership ✓ Passengers / RSH by Route
Risk Management & Safety	<ul style="list-style-type: none"> ✓ Traffic Accidents ✓ Passenger Incidents
Reliability	<ul style="list-style-type: none"> ✓ Miles Between Chargeable Road Calls for Fixed Route, Highway 17, & ParaCruz
Dependability	<ul style="list-style-type: none"> ✓ Cancelled Trips by Cause ✓ Cancelled Trips by Region ✓ Pass-Ups
Peer Comparison	<ul style="list-style-type: none"> ✓ MST Comparisons ✓ GET Comparison

Financial Performance:

Metric:	System Farebox Recovery Ratio
Description & Importance:	The Farebox Recovery Ratio is an indication of how much of a transit agency's costs are covered by passenger fares and provides insight to the amount of non-passenger revenue (subsidy) needed to cover costs. Additionally, it allows the agency to compare cost-effectiveness within its own service.

SYSTEM FAREBOX RECOVERY RATIO



Current Status:

- Farebox recovery ratio started declining in March of FY20 due to COVID-19
- As Fare collection resumed in June of FY20 and gained traction, METRO's Farebox recovery ratio has steadily increased into Q2 of FY21
- Major factors affecting lower year-over-year performance is the loss of in-person classes at UCSC and Cabrillo. Year-to-date lost revenue from these institutions is approximately \$1,269K (year over year)

Financial Performance:

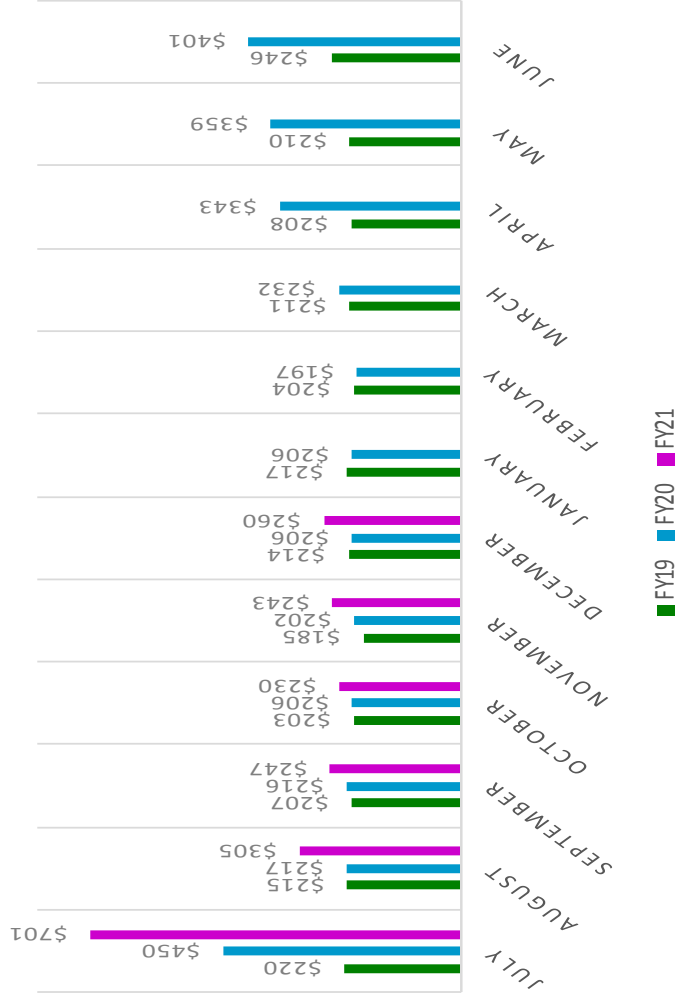
Metrics: Fixed Route & Commuter Cost per Revenue Service Hour (RSH)

Description & Importance: The metrics depict the cost per hour of service and are measured to ensure that transit services are delivered efficiently through effectively tracking and minimizing costs.

Current Status:

- Cost per Revenue Service Hour (RSH) increased in July FY21 because of the PERS pre-payment for the Unfunded Accrued Liability (UAL) for \$4.4M
- In FY20 and FY21 cost per RSH increased due to reduced service hours during shelter-in-place, while costs remained relatively fixed

FIXED ROUTE + COMMUTER COST/RSH



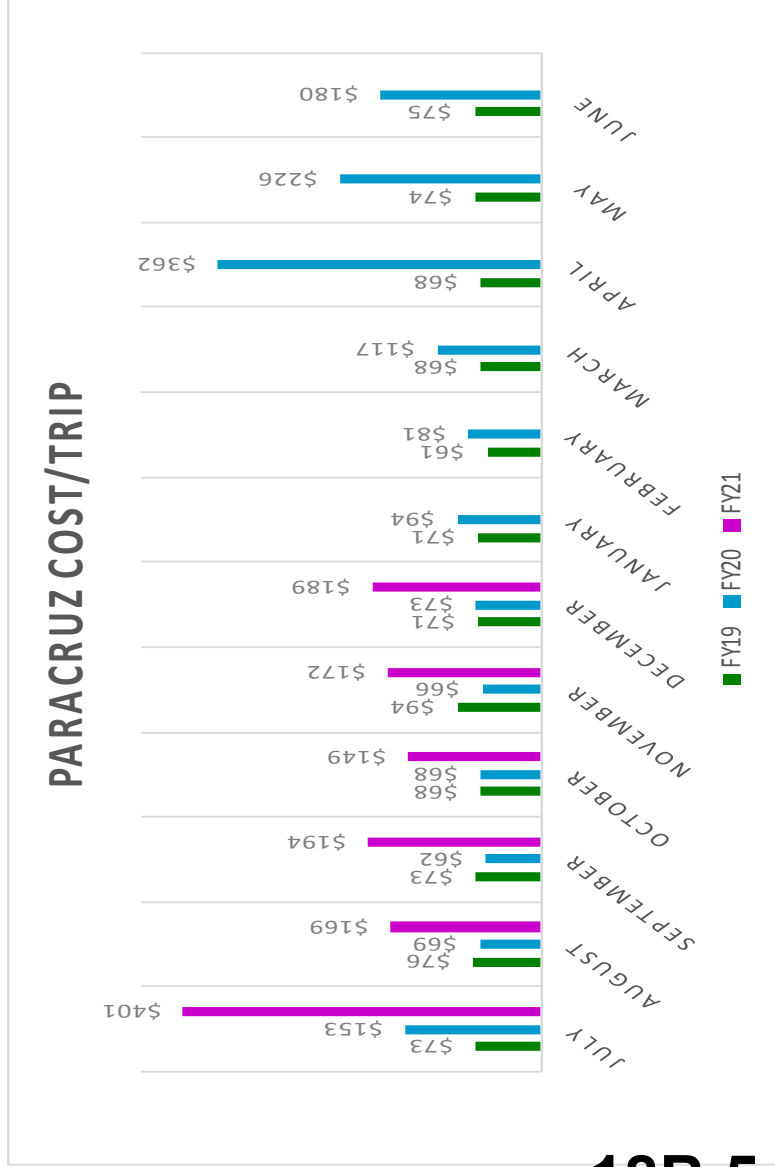
Fiscal Year	12 Month Average
FY19	\$212
FY20	\$395
FY21 YTD	\$331

Financial Performance:

Metrics:	<ul style="list-style-type: none"> ParaCruz Cost per Trip
Description & Importance:	<p>The metrics depict the cost per trip and are measured to ensure that transit services are delivered efficiently through effectively tracking and minimizing costs.</p>

Current Status:

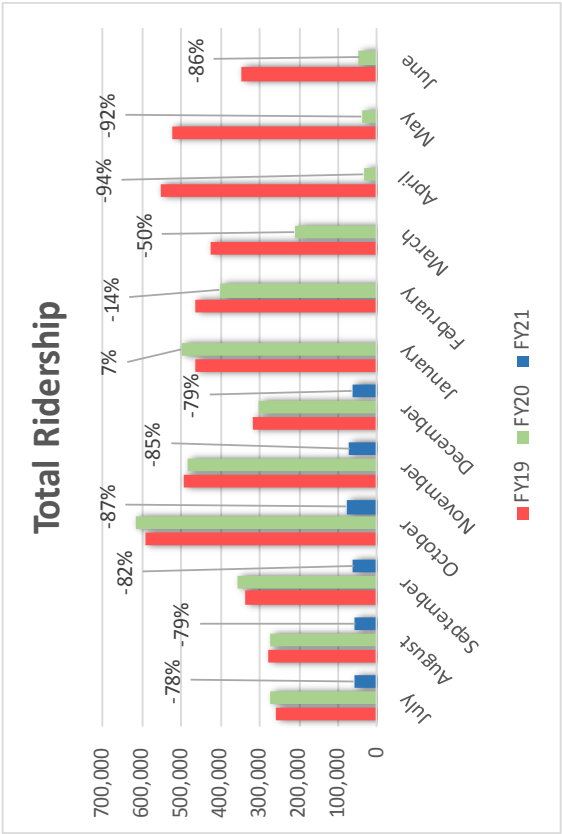
- ParaCruz cost per trip increased in July FY21 because of the PERS pre-payment for the Unfunded Accrued Liability (UAL) for \$4.4M
- In FY20 and FY21 ParaCruz cost per trip increased due to reduced trips during shelter-in-place because of the pandemic, while costs remained relatively fixed



Fiscal Year	12 Month Average
FY19	\$73
FY20	\$149
FY21 YTD	\$212

Productivity:

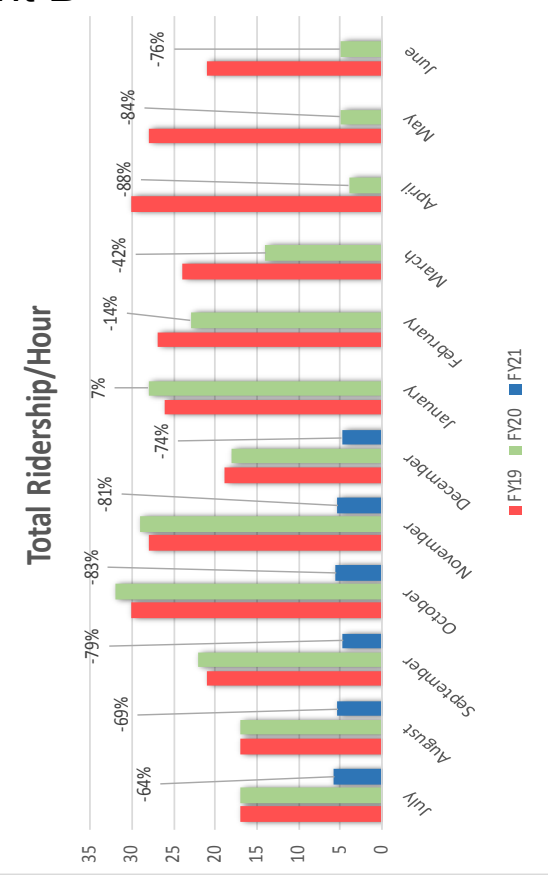
Metrics: <ul style="list-style-type: none"> • Total Ridership • Total Ridership per Hour 	Total Ridership and Ridership per hour are measures of productivity. The metrics depict seasonal fluctuations in ridership related to holidays and school terms and other.
Description & Importance:	Total Ridership across all routes has decreased due to COVID-19 compared to previous years. Ridership has stayed low throughout FY21 Q2



Current Status:
 Total Ridership per hour took a sharp decline in march and has been slowly increasing. Ridership has remained steady through FY21 Q2

Current Status:

Total Ridership across all routes has decreased due to COVID-19 compared to previous years. Ridership has stayed low throughout FY21 Q2



Productivity:

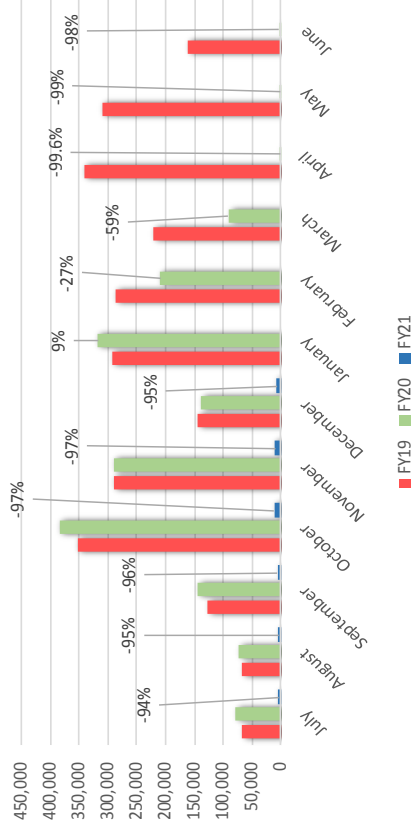
Metrics:

- UCSC Ridership
- Cabrillo Ridership

Description & Importance:

Historically, student ridership has been a large portion of METRO's total ridership. Increases in student enrollment and seasonal trends can be seen year over year in the graphs below.

UCSC Ridership



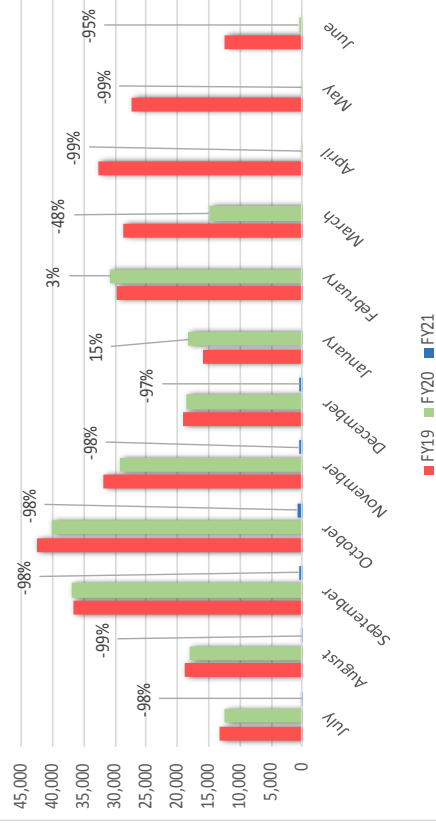
Current Status:

Cabrillo ridership has dramatically decreased since the community college started online classes in March of FY20 and has stayed low throughout FY21 Q2

Current Status:

In March of FY20 UCSC switched to online classes, thus ridership decreased. Through FY21 Q2 ridership has slightly increased

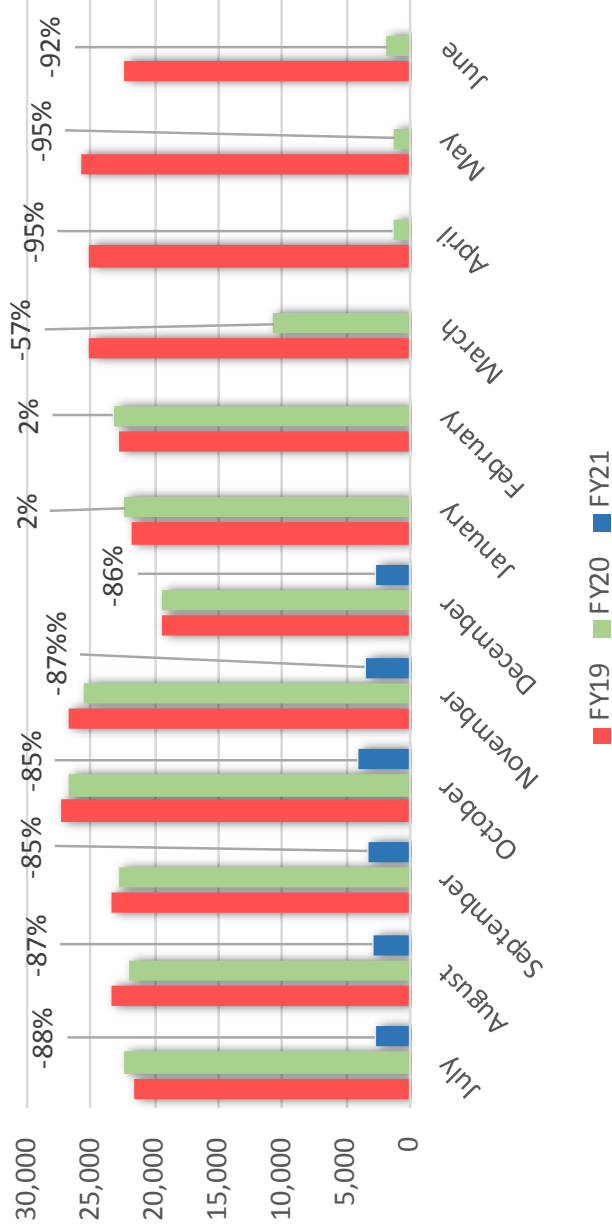
Cabrillo Ridership



Productivity:

Metrics:	<ul style="list-style-type: none"> Highway 17 Ridership
Description & Importance:	<p>Highway 17 demonstrates METRO's commuter ridership, connecting Santa Cruz to San Jose. Ridership excluding student and commuter routes reflects all other local routes within the county.</p>

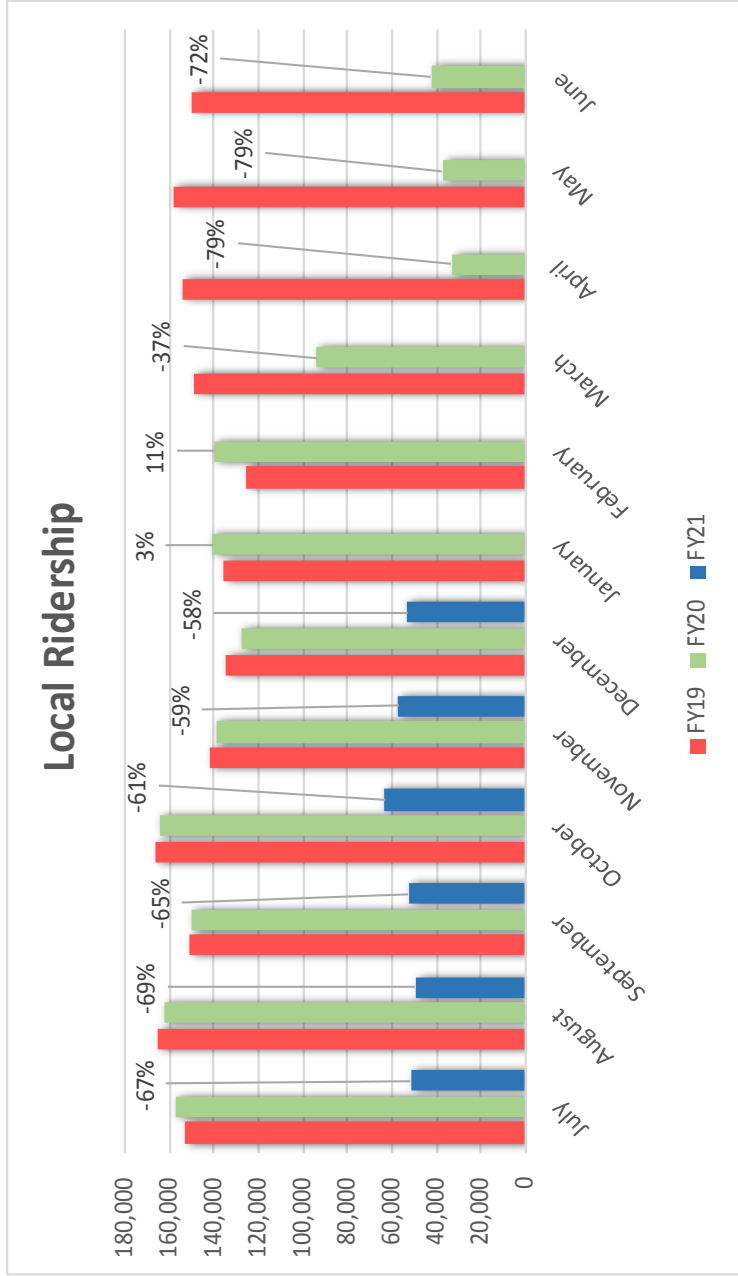
Highway 17 Ridership



Current Status:
 Highway 17 ridership plummeted since March FY20 and has been slowly increasing through FY21 Q2

Productivity:

Metrics:	<ul style="list-style-type: none"> Local Ridership
Description & Importance:	Local Ridership, excluding student and commuter routes, reflects all other local routes within the county.



Current Status:
 Local ridership has been increasing through FY21 Q2 compared to the decrease in Q4 of FY20

Productivity:

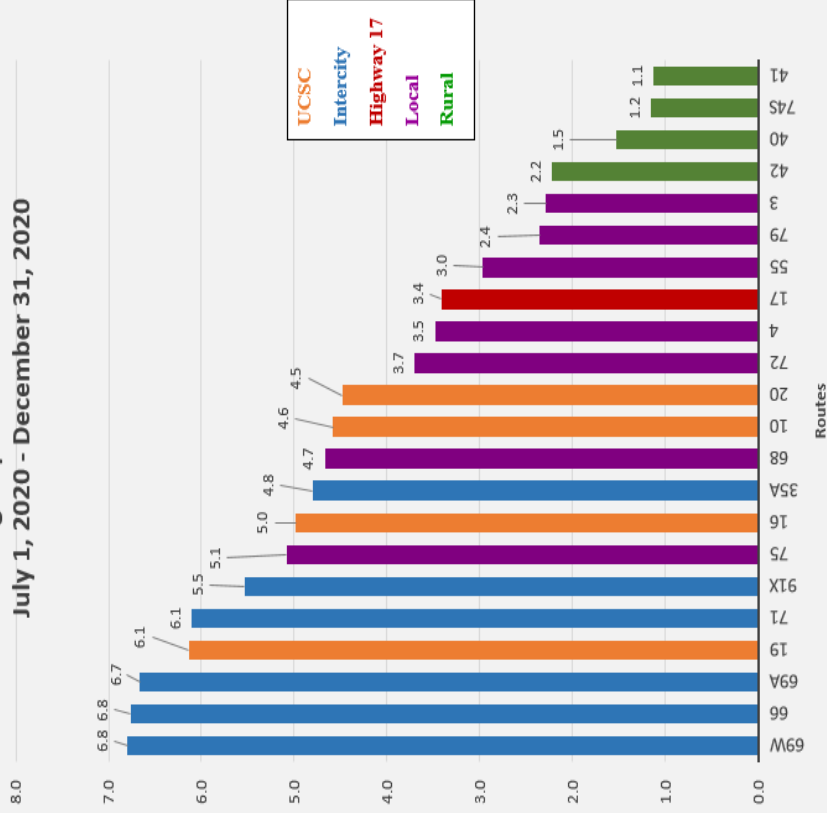
Metrics:

- **FY21 Passengers per Revenue Service Hour by Route**

Description & Importance:

Passengers per Revenue Service Hour (RSH) depicts the overall productivity of each route measured by passengers per hour of service. This ratio of productivity helps the agency focus on poor productivity routes and can stimulate discussions about frequency of service in urban and semi-urban areas of the county versus geographic coverage.

FY21 Passengers per Revenue Service Hour
July 1, 2020 - December 31, 2020



Current Status:

Traditionally UCSC routes have had higher passengers per RSH, however since COVID-19 and online classes, Intercity routes are showing a higher number of passengers per RSH

Risk Management & Safety:

Metrics:

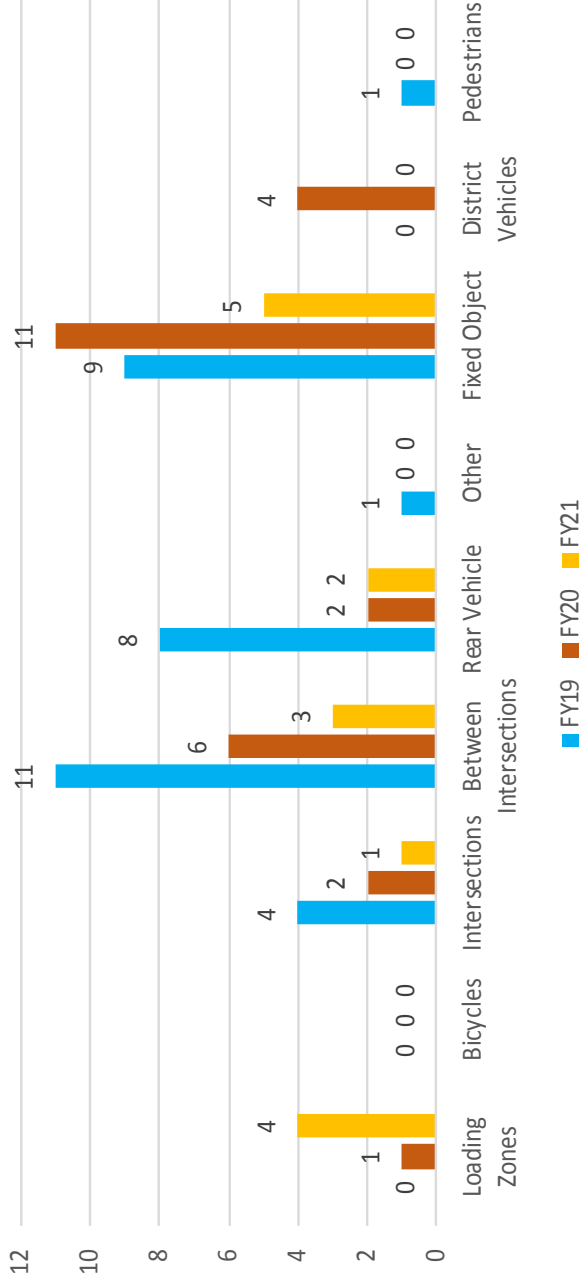
- Traffic Accidents

Description & Importance:

Traffic Collisions are broken down into different categories: in loading zones, in intersections, between intersections, with bicycles, with pedestrians, with other district vehicles, with the rear of the vehicle, and other types of collisions, including with stationary objects. This chart does not represent the final determination of fault (chargeability). This metric reflects Accidents that occurred during Q1 of each fiscal year.

Note: this slide has not been updated to reflect FY21 Q2

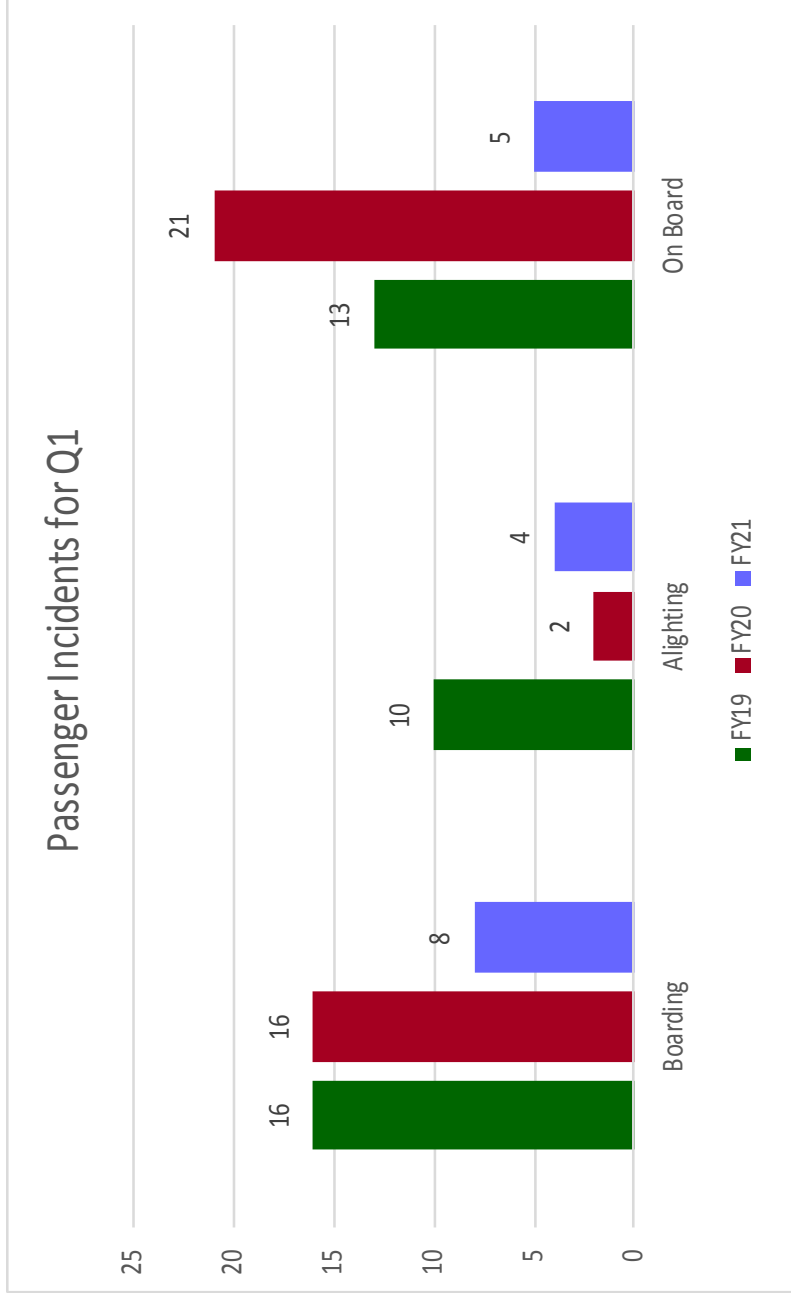
Traffic Accidents in Q1



Current Status:
 In FY21 Q1 there have been fewer traffic accidents, compared to Q1 of prior years. This is likely, in part, due to the lower volume of trips

Risk Management & Safety:

Metrics:	<ul style="list-style-type: none"> Passenger Incidents
Description & Importance:	<p>Passenger Incidents are accidents with METRO passengers either while boarding a bus, on board a bus, or alighting (descending) a bus. This metric reflects Incidents that occurred during Q1 of each fiscal year.</p> <p>Note: this slide has not been updated to reflect FY21 Q2</p>

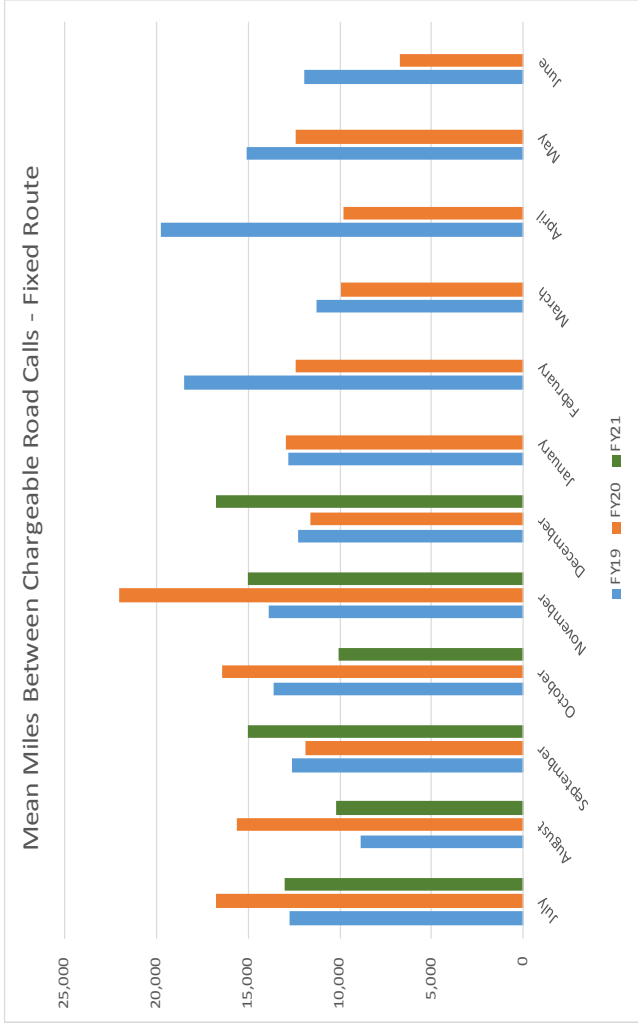


Current Status:
 Similar to Traffic Accidents, there are few passenger incidents to report in FY21 Q1 compared to Q1 of prior fiscal years. This is, in part, due to METRO's decreased service during the pandemic

Reliability:

Metrics: Mean Miles Between Chargeable Road calls – Fixed Route (Local)

Description & Importance: A chargeable road call results from a mechanical failure that impedes the vehicle from completing or starting a scheduled revenue trip because actual movement is limited, or there are safety concerns. The mileage depicted is how many miles were run for the month divided by the number of chargeable road calls. The graph below is for METRO's Fixed Route.



Fiscal Year	12 Month Average
FY19	13,610
FY20	13,216
FY21 YTD	13,354

Fiscal Year	Average age of Fleet	Avg. Road Miles
FY19	13.8 yrs	2,792,066
FY20	12.55 yrs	2,359,097
FY 21 YTD	12.96 yrs	1,779,027

Current Status:

Mileage is increasing while road calls vary by 1 or 2. Chargeable road calls in FY21 Q2 are 18, 11, and 10 for October, November, and December, respectively.

Reliability:

Metrics:

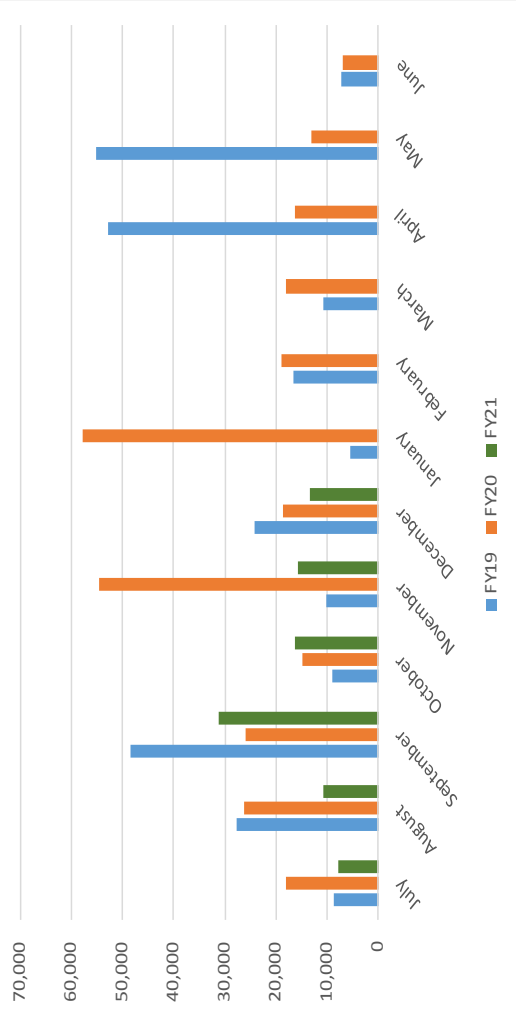
- Mean Miles Between Chargeable Road Calls – Highway
17

Description & Importance:

A chargeable road call results from a mechanical failure that impedes the vehicle from completing or starting a scheduled revenue trip because actual movement is limited, or there are safety concerns. The mileage depicted is how many miles were run for the month divided by the number of chargeable road calls. The graph below is for METRO's Commuter Route.

Mean Miles Between Chargeable Road Calls - Highway

17



Current Status:

- Commuter buses tend to perform better due to more highway miles, fewer stops, and the newer fleet with less wear and tear
- Chargeable road calls have been 2 per month in FY21 Q2. Mean miles between chargeable road calls has been steady in this time

Fiscal Year	12 Month Average
FY19	23,043
FY20	24,126
FY21 YTD	15,826

Fiscal Year	Average age of Fleet	*Avg. Road Miles
FY19	13.8 yrs	447,895
FY20	12.55 yrs	588,010
FY 21 YTD	12.96 yrs	198,982

*this is a percentage of Fixed Route road miles

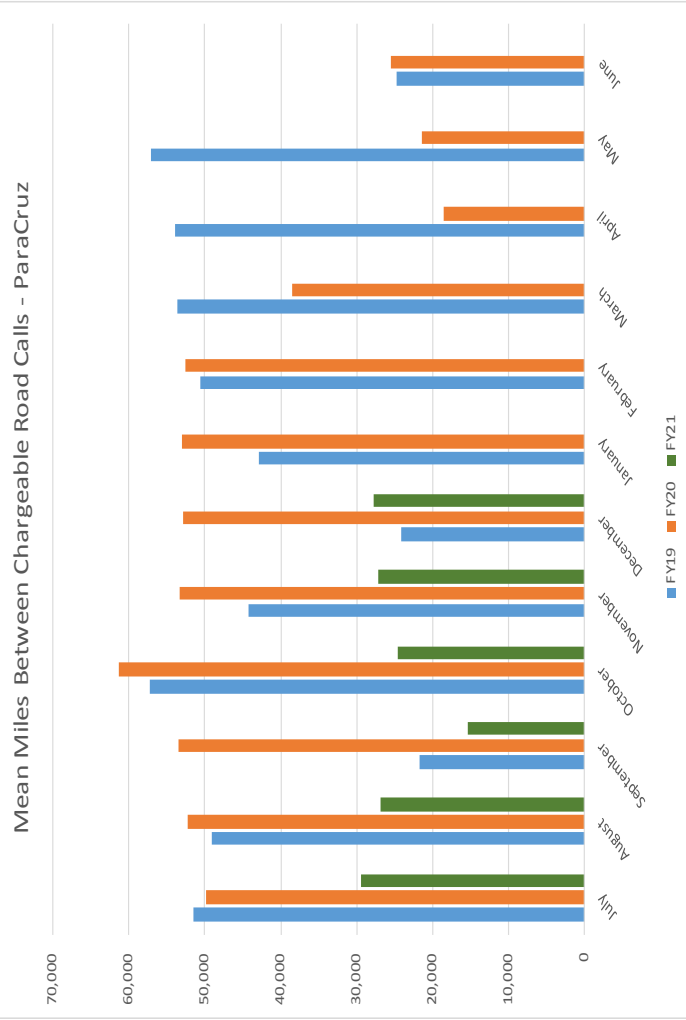
Reliability:

Metrics:

- Mean Miles Between Chargeable Road Calls - ParaCruz

Description & Importance:

A chargeable road call results from a mechanical failure that impedes the vehicle from completing or starting a scheduled revenue trip because actual movement is limited, or there are safety concerns. The mileage depicted is how many miles were run for the month divided by the number of chargeable road calls. The graph below is for METRO's ParaCruz vehicles.



Fiscal Year	12 Month Average
FY19	44,236
FY20	44,374
FY21 YTD	25,183

Fiscal Year	Average age of Fleet	Avg. Road Miles
FY19	5.13 yrs	663,786
FY20	6.13 yrs	571,539
FY 21 YTD	6.71 yrs	209,003

Current Status:

In FY21 Q2 there was only 1 chargeable road call in the month of December. While road calls are low, ParaCruz mileage has significantly decreased, which is why mean miles between chargeable road calls has stayed low as well.

Dependability:

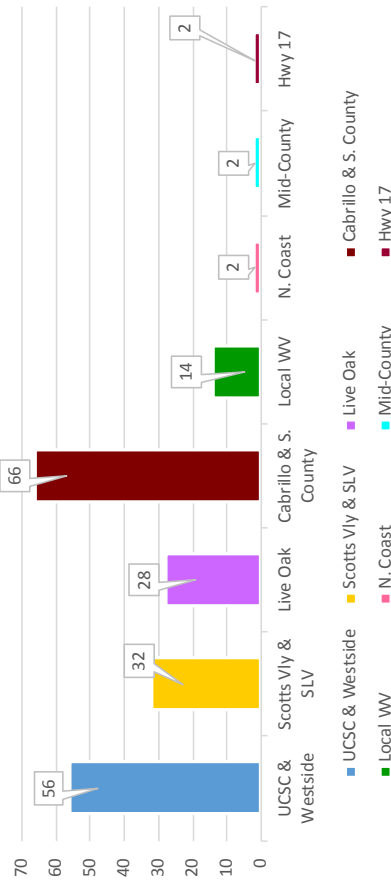
Metrics:

- Cancelled Trips by Region
- Cancelled Trips by Cause

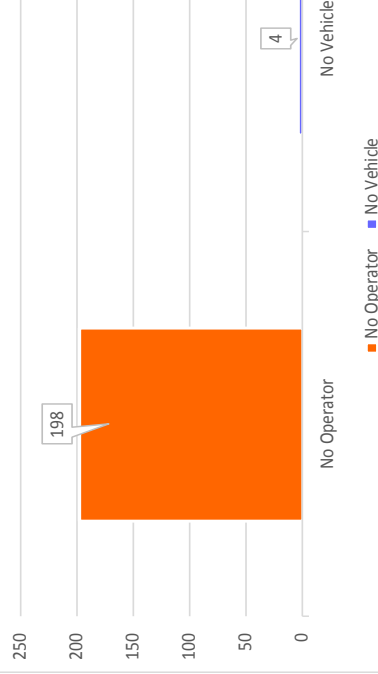
Description & Importance:

Cancelled trips are analyzed for different causes. Cancelled trips by Region show the areas the trip was canceled, while Cancelled Trips by Cause reveal the cause for the cancellations.

FY21 Cancelled Trips by Region Q2
(October 20 - December 20)



FY21 Cancelled Trips by Cause Q2
(October 20 - December 20)



Current Status:

In Q2 of FY21 all cancelled trips were in December (on December 24th and the week of December 26th through December 31st.) This concentration of cancelled trips can be attributed to the holiday season and a lack of personnel.

Dependability:

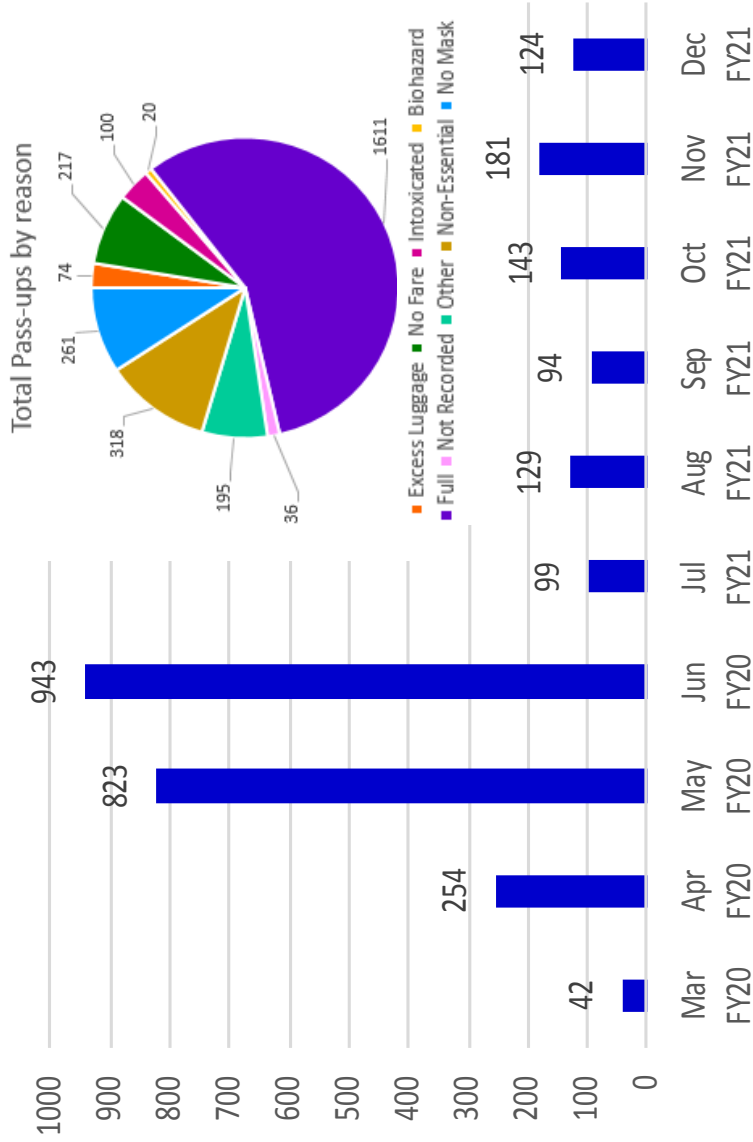
Metrics:

- Pass-Ups

Description & Importance:

Pass-Ups are when a bus route must leave behind a passenger and are caused by a variety of reasons. Pass-ups are analyzed for different causes including: No Fare, Exceeds Capacity Load (Full Bus), Excess Luggage, Intoxicated, and Other.

Pass-Ups by Month



Current Status:

- In April through June of FY20 the number of pass-ups spiked due to reduced bus capacity. Once capacity increased in FY21, the number of pass-ups declined.
- Pass-ups have declined in FY21 and stayed relatively low throughout Q2.

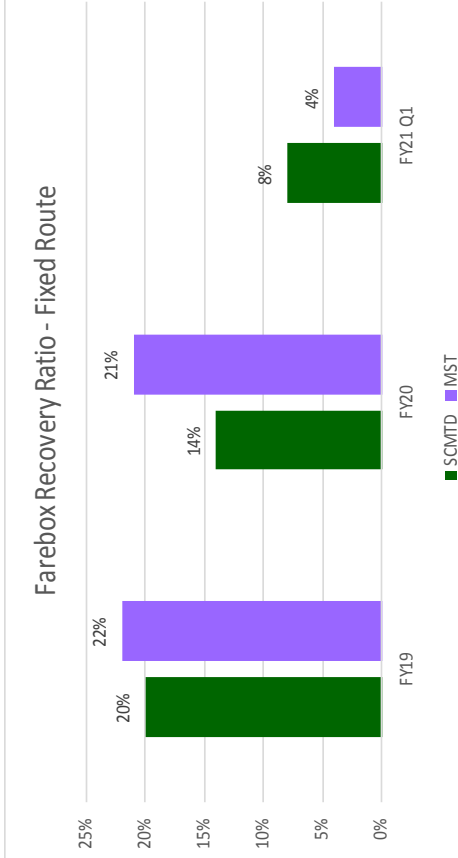
Peer Comparison:

Metrics:

- Farebox Recovery MST Comparison - FR
- Cost per RSH MST Comparison - FR

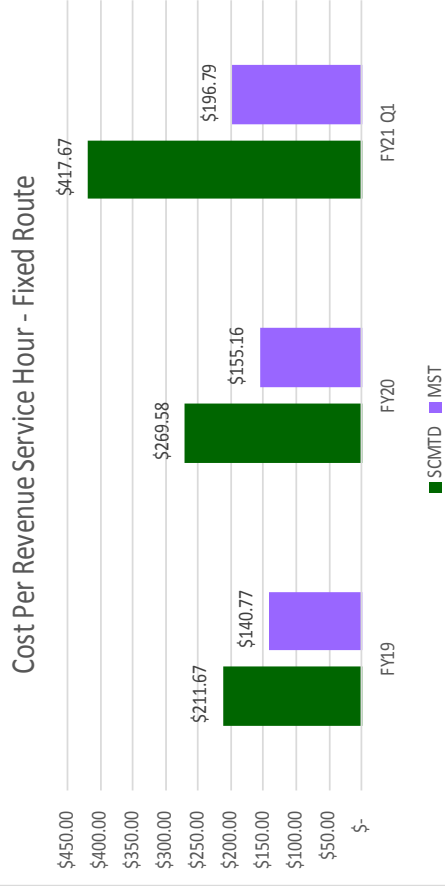
Description & Importance:

A few examples of Santa Cruz METRO's KPIs compared to Monterey-Salinas Transit (MST). This is the latest information available from MST and is updated through September 2020.



Current Status:

METRO's Farebox recovery ratio has declined since the pandemic, however compared to MST, METRO has retained a higher Farebox recovery ratio in the current fiscal year



Current Status:

METRO's cost per RSH for Fixed Route is consistently higher than MST's. the large spike in FY21 Q1 is most likely due to METRO's UAL payment

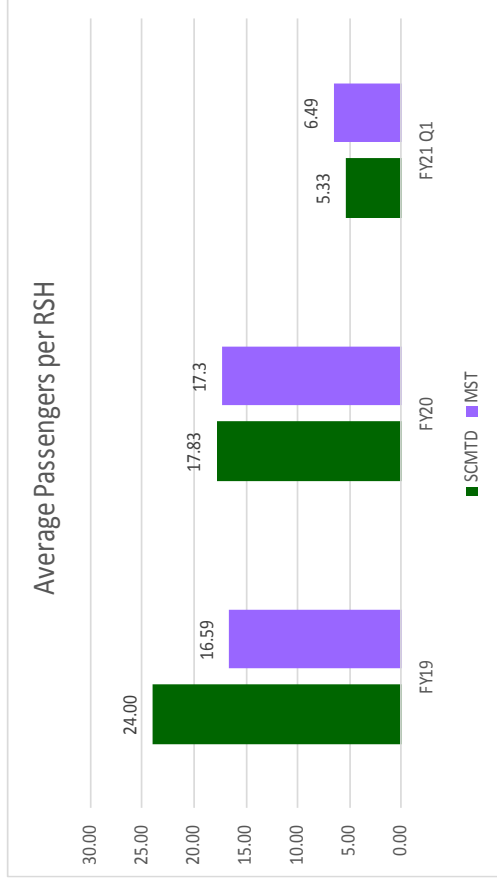
Peer Comparison:

Metrics:

- Average Passengers per RSH MST Comparison
- Miles Between Chargeable Road Calls MST Comparison - FR

Description & Importance:

A few examples of Santa Cruz METRO's KPIs compared to Monterey-Salinas Transit (MST). This is the latest information available from MST and is updated through September 2020.

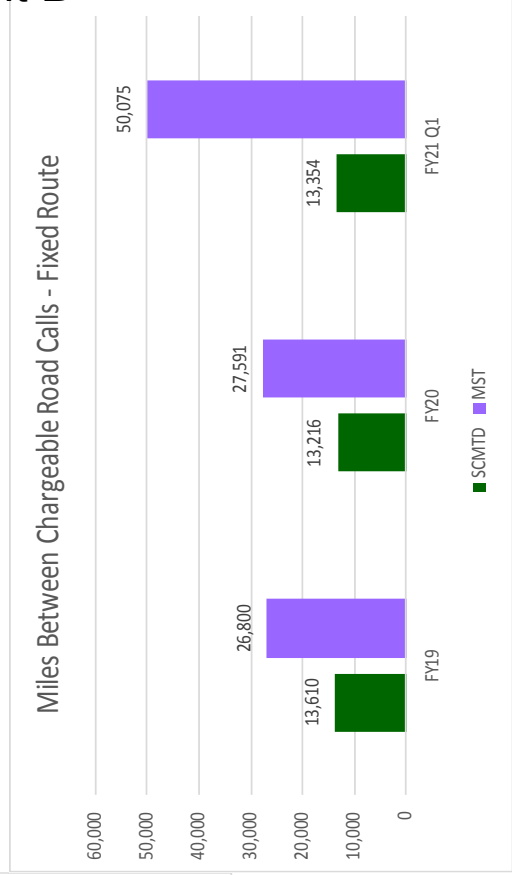


Current Status:

Over the years, METRO has consistently had a lower number of miles between chargeable road calls compared to MST

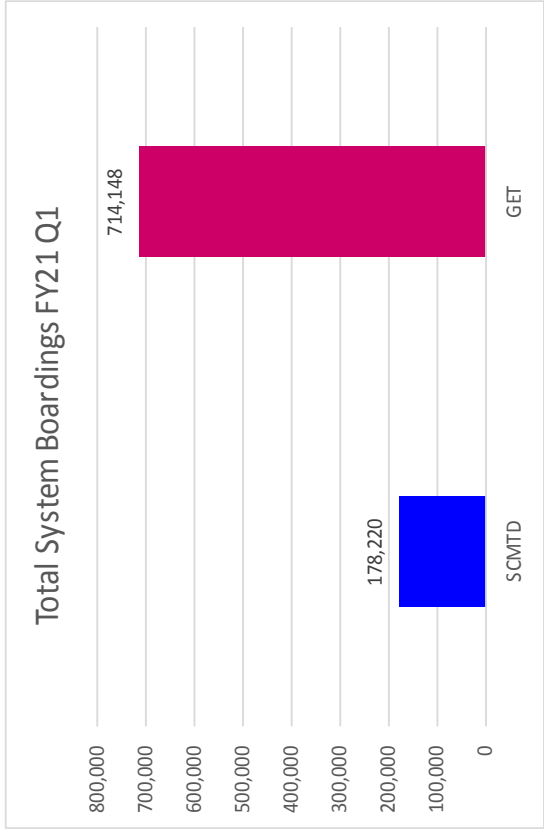
Current Status:

Prior to COVID-19, METRO had a higher volume of passengers per RSH compared to MST. Numbers have fallen dramatically in Q1 of FY21



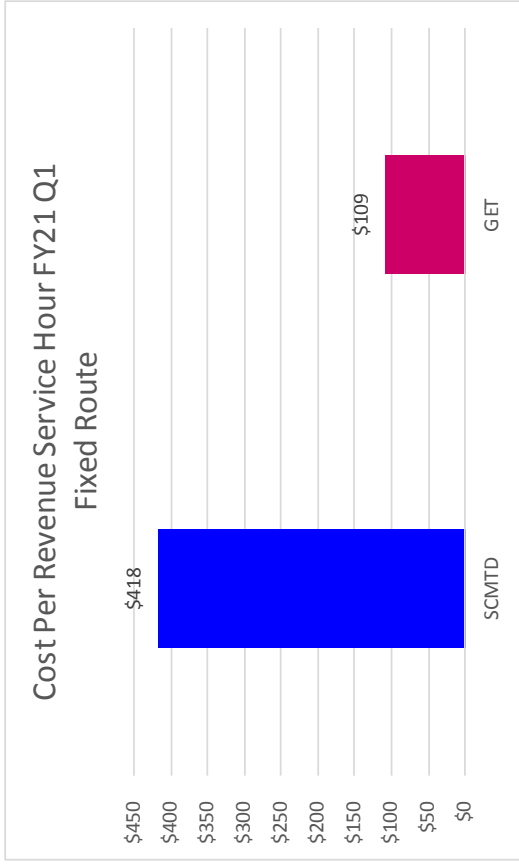
Peer Comparison:

Metrics:	<ul style="list-style-type: none"> • Total System Boardings for FY21 Q1 GET Comparison • Cost per RSH Fixed Route FY21 Q1 GET Comparison
Description & Importance:	<p>A few examples of Santa Cruz METRO's KPIs compared to Golden Empire Transit District (GET) located in Bakersfield, CA. This is the latest information available from GET updated for FY21 Q1.</p>



Current Status:

Since COVID-19 METRO has had a decline in total passenger boardings. GET has a larger number of boardings in FY21 Q1 but also services a larger area.



Current Status:

METRO's higher Cost per Revenue Service Hour is attributed to the UAL payment made in July of 2020

Questions

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DATE: February 26, 2021
TO: Board of Directors
FROM: John Urgo, Planning and Development Director
SUBJECT: CONSIDERATION OF TEMPORARY FARE REDUCTION

I. RECOMMENDED ACTION

That the Board of Directors consider a proposal to temporarily reduce fares for up to a six month period

II. SUMMARY

- The COVID-19 pandemic triggered a steep decline in ridership and fare revenue beginning in March 2020 from which the Santa Cruz Metropolitan Transit District (METRO) has yet to recover.
- Agencies around the country have differed in their responses to the need to balance revenue loss with ridership and equity considerations, with some electing to increase fares and others choosing to eliminate fares altogether.
- Staff recommends a hybrid approach: a temporary fare reduction to last up to six months consisting of a 50% discount on adult and youth regular fares, and free fares for riders with an eligible discount card.
- Staff projects this proposal could increase ridership by 20%, while lowering the financial burden of transportation for customers who need it most.
- Fare box revenues are expected to decrease 56%, or \$200,000, over the six-month period with implementation of the fare reduction.

III. DISCUSSION/BACKGROUND

The sustained drop in ridership due to COVID-19 has resulted in considerable fare revenue loss for transit agencies around the country. Responses to the need to balance loss of revenue without further burdening or deterring transit riders have varied from agency to agency:

- Some agencies, such as San Diego's North County Transit District (NTCD) and Metropolitan Transit System (MTS), are planning fare increases to help balance their budgets.

- Others, such as the San Francisco Municipal Transportation Agency (SFMTA) and the Southeastern Pennsylvania Transportation Authority (SEPTA), have postponed previously planned fare increases.
- A growing number of smaller and rural transit agencies have extended fare free policies that began with the pandemic, or are considering eliminating fares once again. Prior to the pandemic, Kanas City became the first metropolitan area in the United States to implement fare-free transit, starting in stages with veterans, then students, and then extending the policy to all riders. Los Angeles Metro is also studying whether to go fare free, which would make it the largest transit agency in the world to do so.

Deciding whether to increase, decrease or maintain fares requires a consideration of ridership, revenues and equity. Ridership impacts are evaluated using fare price elasticity, or the percentage change in consumption resulting from a 1 percent change in price. A frequently used rule-of-thumb in the industry is that each 3 percent fare increase reduces ridership by 1 percent. San Diego's planned fare increase of 10%, for example, could result in a ridership loss of 3% but a fare revenue increase of 6%. The revenue increase, despite ridership loss, is due to the fact that demand for transit with respect to price is relatively inelastic.

This oversimplification misses some important nuance. First, the effects of price changes vary considerably by individual circumstances, such as trip purpose, time of day, income, age and car ownership. Price changes also tend to have limited impact on ridership in the short run, as riders do not have time to adjust their behavior. This is particularly true for transit systems that serve so-called transit dependent riders, or those who simply choose transit regularly over other options. Bringing about greater changes in ridership in the short term requires a more significant change in price. There is also evidence that *free* fares have a greater impact on ridership than reducing fares (as evidenced by recent experience in Corvallis, Oregon, or the establishment of free fare zones in Portland and Seattle during the 1980's and 90's). However, a recent report by the Transit Cooperative Research Program (TCRP Synthesis 121) finds consensus among transit agencies of a preference to avoid free fares, as they exacerbate potential conflicts with people experiencing homelessness.

While fare reductions may not bring about dramatic increases in ridership over the short run, there are other perhaps more important rationales for considering fare reduction policies, particularly as the COVID-19 pandemic rages on. Foremost of these is equity. Los Angeles Metro, for example, has described its fare free proposal primarily in terms of equity. Transit riders are disproportionately low-income and people of color, and these populations are also more likely to be impacted by the pandemic in terms of their health, employment and economic security. Lowering the economic burden of transportation expands access to employment and healthcare opportunities, and puts money back into people's pockets than can be spent elsewhere in the economy.

Title VI of the Civil Rights Act of 1964 requires public transit agencies to evaluate equity when considering fare changes to avoid or mitigate disparate impacts to low-income or minority populations. The Federal Transit Administration (FTA) exempts fare changes enacted because of an emergency (such as COVID-19) or that last for less than six months from this requirement. The FTA also does not require a transit agency to document the process in these exempt cases, get Board of Directors' (Board) approval prior to implementing the changes, or share documentation on the changes with FTA. Still, the FTA expects transit agencies to take reasonable measures to implement temporary service or fare changes equitably to prevent unintentional discrimination and recommends that agencies document the rationale in the event someone files a complaint.

Temporary Fare Reduction Proposal

In order to balance the equity, ridership and revenue considerations discussed above, staff proposes a temporary 6-month fare reduction to begin in late March or early April.

Staff recommends setting the temporary fares as follows:

- Adult and Youth: 50% discount across all fare categories, including Highway 17 pass products.
- Discount Fare: Free with valid Discount Photo ID.

Setting temporary fares in this way supports the following goals:

- Ridership: Based on an average fare price elasticity of -0.33, a 50% reduction in adult and youth fares could result in a 17% increase in ridership, while free fares for discount eligible riders could increase ridership 33%, for an overall projected increase of 20%. With ridership down 85%, this is a gain of three percentage points compared to pre-COVID levels. While this may seem small, staff believes it is important to support the return of ridership to METRO.
- Equity: METRO customers are disproportionately low-income, with more than 60% of riders reporting a household income below \$24,000, according to the 2019 Onboard Survey. As the COVID-19 pandemic continues to take its toll on the economy and public health, reducing fares can help lower the financial burden of transportation for Santa Cruz County residents who need it most.
- Regional recovery: Lowering the financial burden of transportation can also help support regional economic recovery efforts from the COVID-19 pandemic, expanding access to economic opportunity and putting money back in riders' pockets that can be spent on other goods and services. Gains in transit ridership also have other regional benefits, leading to reduced congestion, greenhouse gas emissions and local air pollution.

Disadvantages of this proposal include:

- The cost to implement the new fare structure, which includes reprogramming fare boxes, ticket vending machines and customer service terminals.

- The need to print new fare tables for distribution at transit centers, in printed material and onboard buses.
- Potential ridership loss at the end of the temporary fare reduction period.
- Fare revenue loss (although staff notes that fare box revenue is already down 68%, so the impact is relatively minor).
- Potential free rider problem. However, customers boarding free will be required to show proof of discount eligibility.

Implementation

The FTA does not require Board approval or a Title VI fare equity analysis to implement the changes described above. Staff will evaluate the effects of the fare change on ridership, revenues and equity at the end of the six-month pilot period and make a determination whether to request that the Board extend the policy and triggering a Title VI fare equity analysis.

On February 12, 2021, the METRO Finance, Budget and Audit Standing Committee met to review the temporary fare reduction. With a request to change the implementation date from March 4th to late March/early April, they recommended approval to the full Board.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This item aligns with the Financial Stability, Stewardship & Accountability and Service Quality and Delivery strategic priorities.

V. FINANCIAL CONSIDERATIONS/IMPACT

The Fiscal Year 2020-2021 budget projects \$711,300 in passenger fare box revenues. This takes into account a projected 62% decline compared to pre-COVID levels. Staff estimates the temporary fare reduction would result in a 56% decrease in fare box revenue during the six-month term. This is composed of a 100% loss in discount fare revenue and a 42% loss in regular fare and pass revenue (calculated by multiplying the 17% ridership increase by the 50% decrease in fare), for a total estimated loss of \$200,000.

There is an additional cost of \$1,800 associated with reprogramming the fare boxes, ticket vending machines and customer service terminals. There is also significant staff time involved in the reprogramming process. METRO would incur this cost again at the end of the pilot period.

VI. CHANGES FROM COMMITTEE

Based on input from the Finance, Budget and Audit Standing Committee members on February 12, 2021, METRO staff has changed the implementation date from March 4th to late March/early April to account for the extra time needed

to reprogram the fare boxes, ticket vending machines and mobile application with the new fare information.

VII. ALTERNATIVES CONSIDERED

The Board could consider raising fares to help make up for lost fare revenue. Staff does not recommend this option as it would further depress ridership and could result in a disproportionate impact to low-income riders.

The Board could also consider eliminating fares entirely. Staff does not recommend this option as it would result in fare revenue loss of \$355,000 over the pilot period. Recent experience also suggests that free fares could exacerbate potential problems with people experiencing homelessness. Staff believes the free fare for discount eligible riders provides a meaningful benefit for METRO's most vulnerable riders while providing a mechanism for enforcement.


VIII. ATTACHMENTS

None.

Prepared by: John Urgo, Planning and Development Director

IX. APPROVALS

John Urgo, Planning & Development
Director



Approved as to fiscal impact:
Kristina Mihaylova,
Finance Deputy Director



Alex Clifford, CEO/General Manager

