



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA
REGULAR MEETING
SEPTEMBER 23, 2016 – 8:30 AM
SANTA CRUZ CITY CHAMBERS
809 CENTER STREET
SANTA CRUZ, CA 950606**

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

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

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BOARD ROSTER

Director Ed Bottorff	City of Capitola
Director Dene Bustichi	City of Scotts Valley
Director Karina Cervantez	City of Watsonville
Director Cynthia Chase	City of Santa Cruz
Director Jimmy Dutra, Vice Chair	City of Watsonville
Director Zach Friend	County of Santa Cruz
Director Norm Hagen	County of Santa Cruz
Director Don Lane	City of Santa Cruz
Director John Leopold	County of Santa Cruz
Director Bruce McPherson	County of Santa Cruz
Director Mike Rotkin, Chair	County of Santa Cruz
Ex-Officio Director Donna Blitzer	UC Santa Cruz
Alex Clifford	METRO CEO/General Manager
Leslyn K. Syren	METRO District Counsel

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

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

AMERICANS WITH DISABILITIES ACT

The Board of Directors meets in an accessible facility. Any person who requires an accommodation or an auxiliary aid or service to participate in the meeting, or to access the

agenda and the agenda packet (including a Spanish language copy of the agenda packet), should contact the Executive Assistant, at 831-426-6080 as soon as possible in advance of the Board of Directors meeting. Hearing impaired individuals should call 711 for assistance in contacting Santa Cruz METRO regarding special requirements to participate in the Board meeting. For information regarding this agenda or interpretation services, please call Santa Cruz METRO at 831-426-6080.

SECTION I: OPEN SESSION

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

1 CALL TO ORDER

2 ROLL CALL

3 ANNOUNCEMENTS

- 3-1. Spanish language interpretation will be available during "Oral Communications" and for any other agenda item for which these services are needed.
- 3-2. Today's meeting is being broadcast by Community Television of Santa Cruz County.

4 BOARD OF DIRECTORS COMMENTS

5 COMMUNICATIONS TO THE BOARD OF DIRECTORS

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

6 WRITTEN COMMUNICATIONS FROM MAC (if applicable)

7 LABOR ORGANIZATION COMMUNICATIONS

8 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

CONSENT AGENDA

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

- 9-01 ORAL REPORT REGARDING AUGUST 26, 2016 CLOSED SESSION**
Leslyn K. Syren, District Counsel
- 9-02 APPROVE: RECOMMENDED ACTION ON TORT CLAIMS**
Leslyn K. Syren, District Counsel
- 9-03 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF AUGUST 2016**
Angela Aitken, Finance Manager
- 9-04 ACCEPT AND FILE: MINUTES OF THE SANTA CRUZ METRO BOARD OF DIRECTORS MEETING OF AUGUST 26, 2016**
Alex Clifford, CEO/General Manager
- 9-05 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO A PLUS PAINTING FOR EXTERIOR PAINTING OF THE WATSONVILLE TRANSIT CENTER NOT TO EXCEED \$78,800**
Ciro Aguirre, Chief Operations Officer
- 9-06 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 7TH AMENDMENT EXTENDING THE CONTRACT WITH AIRTEC SERVICE FOR HVAC MAINTENANCE SERVICES, INCREASING THE CONTRACT TOTAL BY \$35,000**
Ciro Aguirre, Chief Operations Officer
- 9-07 CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 10TH AMENDMENT TO THE CONTRACT WITH RNL DESIGN, INC. FOR ARCHITECT AND ENGINEERING SERVICES, EXTENDING THE CONTRACT TERM, AND INCREASING THE CONTRACT TOTAL BY \$100,000**
Andrew Kreck, Project Manager, Hill International
- 9-08 CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 6TH AMENDMENT TO THE CONTRACT WITH HILL INTERNATIONAL, INC., FOR PROJECT MANAGEMENT CONSULTANT SERVICES, INCREASING THE CONTRACT TOTAL BY \$198,000**
Alex Clifford, CEO/General Manager
- 9-09 APPROVE: CONSIDERATION OF DECLARING ONE (1) 2002 NEW FLYER BUS AND ONE (1) LOT OF NEW FLYER PARTS FROM THE 2002 NEW FLYER BUS PURCHASE (SR804) AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION**
Angela Aitken, Finance Manager

- 9-10 APPROVE: CONSIDERATION OF ISSUING A FORMAL REQUEST FOR PROPOSALS FOR MOBILE CASH VAULT PICK UP AND DELIVERY SERVICES AND COIN AND CURRENCY PROCESSING SERVICES**
Angela Aitken, Finance Manager
- 9-11 APPROVE: CONSIDERATION OF A CONTRACT AMENDMENT WITH THE LAW FIRM OF HOWIE & SMITH LLP, IN AN AMOUNT NOT TO EXCEED \$50,000**
Leslyn K. Syren, District Counsel
- 9-12 REVISED METROBASE PHASE II (OPERATIONS BUILDING) LIFE OF PROJECT BUDGET AND CAPITAL RESOURCE ALLOCATION PLAN**
Alex Clifford, CEO/General Manager

REGULAR AGENDA

- 10 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS FOR DONALD ATWELL, JOHN GOSE, MICHAEL MULLIS, JOSE NANEZ, MANUEL NIETO, JEFFREY ZENKER**
Chair Mike Rotkin
- 11 RESOLUTION OF APPRECIATION, RETIREES: MIGUEL ESCARCEGA, ALICIA HERNANDEZ, CAROL NIETO, MANUEL NIETO, BRUCE RHODES, SENaida RODRIGUEZ, DOMINGO TOVAR, AURORA TRINIDAD & CHERI TUTTLE CALLIS**
Chair Mike Rotkin
- 12 ORAL REPORT / UPDATE REGARDING PEPRA 13(c)**
Leslyn K. Syren, General Counsel
- 13 ACCEPT AND FILE: FISCAL YEAR END MONTHLY BUDGET STATUS REPORTS FOR JUNE 30, 2016; AND ADOPTION OF THE PRELIMINARY SCHEDULE OF RESERVE ACCOUNT BALANCES**
Angela Aitken, Finance Manager
- 14 ACCEPT: ORAL COA UPDATE**
Barrow Emerson, Planning and Development Manager
- 15 APPROVE: CREATION OF A LEGAL SERVICES BOARD AD HOC COMMITTEE AND EXTENSION OF CONTRACTED LEGAL SERVICES**
Alex Clifford, CEO/General Manager

16 CEO TO GIVE ORAL REPORT
Alex Clifford, CEO/General Manager

17 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, OCTOBER 28, 2016 AT 8:30AM, CAPITOLA CITY COUNCIL, 407 CAPITOLA AVE., CAPITOLA, CA
Chair Mike Rotkin

18 ADJOURNMENT
Chair Mike Rotkin

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

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AUGUST 26, 2016 CLOSED SESSION REPORT
VERBAL PRESENTATION ONLY

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DATE: September 23, 2016
TO: Board of Directors
FROM: Leslyn K. Syren, District Counsel
SUBJECT: RECOMMENDED ACTION ON TORT CLAIMS

I. RECOMMENDED ACTION

That the Board of Directors Approve Staff Recommendations for Claims for the Month of September 2016

II. SUMMARY

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

III. DISCUSSION/BACKGROUND

METRO's Risk Department received three claims for the month of September, 2016 for money or damages. As a public entity, METRO must act "within 45 days after the claim has been presented" (Govt C §912.4(a)). See staff recommendations in paragraph VI.

IV. FINANCIAL CONSIDERATIONS/IMPACT

None

V. ALTERNATIVES CONSIDERED

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

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

VI. DESCRIPTION OF CLAIMS

Claimant	Claim #	Description	Recommended Action
Pojunas, Jennifer	16-0011	Personal injury claim resulting from an assault that happened on the bus.	Reject
Lopez Murillo, Manuel JR	16-0012	ParaCruz van backs into pickup truck	Reject
Engelman, James	16-0013	METRO bus clips stopped car while passing	Reject

Prepared By: Tom Szeszowicki, Safety Specialist

VII. APPROVALS:

Approved as to form:
Leslyn K. Syren, District Counsel



Alex Clifford, CEO/General Manager



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DATE: September 23, 2016
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
**SUBJECT: ACCEPT AND FILE PRELIMINARY APPROVED CHECK JOURNAL
DETAIL FOR THE MONTH OF AUGUST 2016**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the preliminary approved Check Journal Detail for the month of August 2016.

II. SUMMARY

- This staff report provides the Board with a preliminary approved Check Journal Detail for the month of August 2016.
- The Finance Department is submitting the check journal for Board acceptance and filing.

III. DISCUSSION/BACKGROUND

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

All invoices submitted for the month of August 2016 have been processed, checks issued and signed by the Finance Manager.

IV. FINANCIAL CONSIDERATIONS/IMPACT

None. The check journal is a presentation of invoices paid in August 2016 for purposes of Board review, agency disclosure, accountability and transparency.

V. ALTERNATIVES CONSIDERED

N/A

VI. ATTACHMENTS

Attachment A: Check Journal Detail for the Month of August 2016

Prepared By: Holly Riley, Senior Accounting Technician

VII. APPROVALS:

Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



Attachment A

DATE 08/30/16 09:18

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

PAGE 1

DATE: 08/01/16 THRU 08/31/16

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
53370	08/24/16		-9.69	THORN, MIKE		66635	MEAL REIMBURSEMENT	-9.69	**VOID
56300	08/29/16		-588.28	SANTA CRUZ AUTO PARTS, INC.		72402	INVENTORY ORDER	-7.82	**VOID
						72403	INVENTORY ORDER	-20.88	
						72404	INVENTORY ORDER	-21.46	
						72405	INVENTORY ORDER	-55.19	
						72406	INVENTORY ORDER	-132.52	
						72407	INVENTORY ORDER	-6.02	
						72408	INVENTORY ORDER	-19.56	
						72409	INVENTORY ORDER	-107.50	
						72410	INVENTORY ORDER	-122.71	
						72411	INVENTORY ORDER	-15.44	
						72412	INVENTORY ORDER	-86.95	
						72413	INVENTORY ORDER	-38.89	
						72414	INVENTORY ORDER	20.45	
						72415	INVENTORY ORDER	-96.50	
						72416	INVENTORY ORDER	122.71	
56624	08/01/16		2,509.03	ABC BUS INC		73086	INVENTORY ORDER	2,509.03	
56625	08/01/16		1,333.47	ACQUITEMPS A ROBERT HALF CO		73131	TEMP W/E 7/15/16	1,333.47	
56626	08/01/16		242.00	AIRTEC SERVICE INC.		73095	HVAC RPR PC	242.00	
56627	08/01/16		139.49	AITKEN, ANGELA		73092	OFFICE SUPPLIES	139.49	
56628	08/01/16		1,004.61	AT&T		73120	6/1-6/30 CALNET 3	1,004.61	
56629	08/01/16		1,400.00	CABRILLO COLLEGE EXTENSION		73059	BOARD RPT WRITING	1,400.00	
56630	08/01/16		257.59	CAIG LABORATORIES INC.		73068	INVENTORY ORDER	257.59	
56631	08/01/16		657.07	CDW GOVERNMENT, INC.		73033	FAX MACHINE PC	243.79	
						73034	OFFICE SUPPLIES	374.55	
56632	08/01/16		3,632.63	CLASSIC GRAPHICS		73035	OFFICE SUPPLIES	38.73	
56633	08/01/16		9,046.59	CLEAN ENERGY		73102	RPR VEH #2310	3,632.63	
						73032	LNG 6/29/16	7,611.09	
56634	08/01/16		110.00	COSTCO WHOLESALER MEMBERSHIP		73044	PRESSURE RELIEF VALV	1,435.50	
56635	08/01/16		150.00	DOCTORS ON DUTY MEDICAL CLINIC		73055	2016 MEMBERSHIP	110.00	
56636	08/01/16		7,412.71	EAST BAY TIRE CO.		73063	DMV EXAM	150.00	
						73064	TIRES	1,973.15	
						73065	TIRES	3,946.30	
						73066	TIRES	117.40	
						73067	TIRES	305.28	
						73119	TIRES	986.58	
56637	08/01/16		38,887.00	FIRST ALARM		73057	JUN 16 SECURITY ALL	84.00	
						73058	JUN 16 SECURITY OPS	38,087.00	
56638	08/01/16		1,732.06	FIS		73079	JUN 16 MERCHANT FEES	800.00	
56639	08/01/16		116.02	FRONTIER COMMUNICATIONS CORP		73080	7/13-8/12 SKY-OCEAN	1,732.06	
						73143	7/18-8/15 SKY-RIVER	58.01	
56640	08/01/16		39.38	GENFARE A DIV OF SPX CORP		73061	INVENTORY ORDER	58.01	
56641	08/01/16		435.72	GILLIG LLC		73100	INVENTORY ORDER	39.38	
56642	08/01/16		1,909.96	GRAINGER		73038	DRY ERASE SWIPES	435.72	
						73040	BILINGUAL SIGNS	55.89	
								418.42	

Attachment A

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

DATE: 08/01/16 THRU 08/31/16

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
56643	08/01/16	001097	1,072.98	GREENWASTE RECOVERY, INC.		73060	ANTI FATIGUE MAT	42.02	
						73062	NON INVENTORY ORDER	187.72	
						73077	BILINGUAL SIGNS	117.24	
						73081	BILINGUAL SIGNS	149.22	
						73099	WATER NOZZLE	48.94	
						73117	INVENTORY ORDER	890.51	
						73132	7/1-9/30 FREEDOM	61.56	
						73133	7/1-9/30 HWY17 BC	184.68	
						73134	7/1-9/30 FREEDOM-BOW	61.56	
						73135	7/1-9/30 SOQ-COTT-SS	122.97	
						73136	7/1-9/30 SOQ-COTT-NS	61.56	
						73137	7/1-9/30 GRNVLY-CARN	123.12	
						73138	7/1-9/30 AIRPT-FREED	61.56	
						73139	7/1-9/30 BIGB-HWY17	61.56	
						73140	7/1-9/30 BENL-HWY9	61.56	
						73141	JUN 16 WASTE SVTC	253.11	
						73142	JUN 16 WASTE SVTC	19.74	
						73114	M# 032117.000002	79.38	
						73115	M# 032117.000004	180.00	
56644	08/01/16	003109	259.38	HANSON BRIDGETT LLP		73097	NON INVENTORY ITEMS	992.61	
56645	08/01/16	166	1,350.52	HOSE SHOP, THE INC		73098	NON INVENTORY ITEMS	357.91	
						73104	INVENTORY ORDER	2,400.25	
56646	08/01/16	002979	2,400.25	HUNT & SONS, INC.		73130	INVENTORY ORDER	89.91	
56647	08/01/16	1117	89.91	KELLEY'S SERVICE INC.		73054	6/24/16 BOD MEETING	975.00	
56648	08/01/16	003195	975.00	LANDAVERY, CARLOS G.		73145	CONST MB THRU 6/30	15,349.15	
56649	08/01/16	003058	15,349.15	LEWIS C NELSON AND SONS INC		73031	AUG 16 EAP	677.25	
56650	08/01/16	001145	677.25	MANAGED HEALTH NETWORK		73046	WASTE OIL PICK UP	222.50	
56651	08/01/16	003249	222.50	MAXIMUM OIL SERVICE LLC		73121	INVENTORY ORDER	2.77	
56652	08/01/16	001052	2.77	MID VALLEY SUPPLY INC.		73047	RPR VEH #2601	100.20	
56653	08/01/16	001063	14,264.28	NEW FLYER IND. CANADA ULC DBA		73048	INVENTORY ORDER	1,793.07	
						73049	INVENTORY ORDER	2,011.18	
						73050	INVENTORY ORDER	27.51	
						73051	INVENTORY ORDER	1,304.25	
						73052	RPR VEH #9826	477.78	
						73069	INVENTORY ORDER	325.54	
						73103	INVENTORY ORDER	100.53	
						73107	INVENTORY ORDER	624.01	
						73108	INVENTORY ORDER	1,185.60	
						73109	INVENTORY ORDER	2,439.14	
						73110	INVENTORY ORDER	37.69	
						73111	INVENTORY ORDER	3,098.87	
						73112	INVENTORY ORDER	212.40	
						73129	INVENTORY ORDER	526.51	
56654	08/01/16	002940	3,966.67	OJO TECHNOLOGY, INC.		73056	JUL 16 MAINTENANCE	3,966.67	
56655	08/01/16	043	440.39	PALACE ART & OFFICE SUPPLY		73036	OFFICE SUPPLIES	356.16	
						73037	OFFICE SUPPLIES	84.23	

Attachment A

DATE 08/30/16 09:18

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
56656	08/01/16	442.50 481		PIED PIPER EXTERMINATORS, INC.		73041	JUL 16 PEST WTC	75.50	
						73042	JUL 16 PEST GOLF	65.00	
						73082	JUL 16 PEST BETTYS	58.00	
						73083	JUL 16 PEST METROMKT	53.50	
						73084	JUL 16 PEST VERNON	190.50	
56657	08/01/16	205.00 187		POLAR RADIATOR SERVICE INC		73087	RPR SURGE TANK	205.00	
56658	08/01/16	66.76 E969		PYE, GINA		73043	MEETING REIMBURSEMENT	66.76	
56659	08/01/16	225.91 019		RAYNE OF SANTA CRUZ, INC.		73078	BUS WASHER SVC	225.91	
56660	08/01/16	215.47 107A		SAN LORENZO LUMBER & HOME CTR		73045	BUCKETS	43.60	
						73075	RPR SINK PC	46.92	
						73076	RPR SINK PC	6.32	
						73088	RPR LA MANCHA KIOSK	53.60	
						73089	RPR LA MANCHA KIOSK	16.30	
						73090	RPR BROKEN SINK PC	6.60	
						73091	RPR BROKEN SINK PC	6.00	
						73113	JKS PLAQUE INSTALL	18.59	
						73116	BOX TRUCK 505	17.54	
56661	08/01/16	11,672.64 002917		SANTA CRUZ METRO TRANSIT W/C		73124	6/16-6/30 W/C REPLEN	11,672.64	
56662	08/01/16	500.00 768		SCMTD C/S CHANGE FUND		73144	ESTABLISH CSR FUND	500.00	
56663	08/01/16	111.00 122		SCMTD PETTY CASH - OPS		73122	REPLENISHMENT	111.00	
56664	08/01/16	101.44 115		SNAP-ON INDUSTRIAL		73118	TOOL REPLACEMENT	101.44	
56665	08/01/16	31.82 002199		TACONY CORPORATION		73101	INVENTORY ORDER	31.82	
56666	08/01/16	70.34 002543		TRI COUNTY INSULATION		73039	CEILING TILES ADMIN	70.34	
56667	08/01/16	60.88 003152		UNIFIRST CORPORATION		73053	MATS TOWELS	6.99	
						73073	CLEANING SUPPLIES	40.42	
						73074	MATS OPS	6.48	
						73085	MAT TOWELS	6.99	
56668	08/01/16	549.04 002829		VALLEY POWER SYSTEMS, INC.		73070	INVENTORY ORDER	267.29	
56669	08/01/16	225.00 001165		VU, THANH DR. MD	7	73071	RPR VEH #9825	281.75	
						73094	DMV EXAM	75.00	
						73105	DMV EXAM	75.00	
56670	08/01/16	957.00 915		WORKIN.COM, INC.		73106	DMV EXAM	75.00	
						73123	JOB PLACEMENT AD	319.00	
						73125	JOB PLACEMENT AD	319.00	
56671	08/01/16	162.14 148		ZEP SALES & SERVICE INC.		73072	INVENTORY ORDER	162.14	
56672	08/02/16	218.50 002861		AMERICAN MESSAGING SVCS, LLC		73188	MAY 16 PAGER SVC	32.24	
						73189	JUN 16 PAGER SVC	32.24	
						73190	JUL 16 PAGER & REPLA	120.41	
56673	08/02/16	13,536.00 080C		STATE BOARD OF EQUALIZATION		73192	AUG 16 PAGER SVC	33.61	
56674	08/08/16	207.55 002941		AA SAFE & SECURITY CO		73255	10/1-9/30/17FUEL DEC	13,536.00	
						73302	REKEY SAFE C/S	185.00	
56675	08/08/16	2,176.18 003151		ABC BUS INC		73213	KEYS	22.55	
						73214	INVENTORY ORDER	23.81	
						73273	INVENTORY ORDER	2,059.08	
								93.29	

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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56676	08/08/16	771.02 382	AIRTEC SERVICE INC.		73283	RPR CONTROL BRD VERN	771.02		
56677	08/08/16	48.83 294	ANDY'S AUTO SUPPLY		73212	INVENTORY ORDER	48.83		
56678	08/08/16	3,979.33 001D	AT&T	0	73194	6/19-7/18 CALNET3	3,831.08		
					73195	6/19-7/18 ELEV LINE	148.25		
56679	08/08/16	4,780.74 001348	ATHENS INSURANCE SERVICE, INC.		73252	AUG 16 TEA FEES	4,646.33		
					73294	APR 16 SERVICE	134.41		
56680	08/08/16	6.50 002363	BATTERIES PLUS #314		73172	BATTERIES	6.50		
56681	08/08/16	3,262.50 059	BATTERIES USA, INC.		73211	BATTERIES	3,262.50		
56682	08/08/16	150.00 478	BEE CLENE INC	0	73307	CARPET CLEANING	150.00		
56683	08/08/16	1,200.00 002035	BOWMAN & WILLIAMS INC		73186	GENERATOR MASTER PLA	1,200.00		
56684	08/08/16	1,138.61 001112	BRINKS AWARDS & SIGNS	7	73292	PLAQUE JKS BLDG	1,138.61		
56685	08/08/16	5,250.00 001324	CAPITALEGE ADVOCACY, INC.		73233	AUG 16 LEGISLATE SVC	5,250.00		
56686	08/08/16	81.84 667	CITY OF SCOTT'S VALLEY		73269	5/15-7/15 SEWER SVTC	81.84		
56687	08/08/16	1,093.47 130	CITY OF WATSONVILLE UTILITIES		73299	7/20/16 WASTE WTC	757.12		
					73300	6/20-7/18 WATER WTC	298.00		
					73301	6/20-7/18 WATER WTC	38.35		
56688	08/08/16	64,215.76 001124	CLEAN ENERGY		73242	LNG 7/11/16	10,599.58		
					73243	LNG 7/8/16	10,570.05		
					73244	LNG 7/5/16	9,531.31		
					73245	JUL 16 MAINTENANCE	14,842.00		
					73246	TRANSMITTER	143.55		
					73247	RPLC VALVE SBF	1,182.37		
					73248	STARTER PROTECTOR	879.57		
					73249	REBUILD OFFLOAD PUMP	7,379.95		
					73287	LNG 7/1/16	9,087.38		
56689	08/08/16	9,041.00 003102	CLEVER DEVICES LTD		73239	FY17 WARRANTY	9,041.00		
56690	08/08/16	4,659.68 075	COAST PAPER & SUPPLY INC.		73170	CUSTODIAL SUPPLIES	28.28		
					73293	CUSTODIAL SUPPLIES	1,406.42		
					73295	INVENTORY ORDER	1,316.96		
					73308	CUSTODIAL SUPPLIES	1,908.02		
					73309	CUSTODIAL SUPPLIES	38.89		
					73310	CREDIT	-38.89		
56691	08/08/16	225.00 367	COMMUNITY TELEVISION OF		73176	BOD MEETING 6/24/16	225.00		
56692	08/08/16	12.16 002063	COSTCO		73217	WATER FOR MEETINGS	12.16		
56693	08/08/16	10,504.21 003116	CUMMINS PACIFIC LLP		73182	INVENTORY ORDER	336.24		
					73183	INVENTORY ORDER	1,474.57		
					73184	INVENTORY ORDER	499.03		
					73185	INVENTORY ORDER	933.30		
					73187	INVENTORY ORDER	7,261.07		
56694	08/08/16	392.00 002949	DEANE INDUSTRIAL MACHINING		73180	REVENUE VEH REPAIR	145.00		
56695	08/08/16	681.57 003131	DYNAMIC SYSTEMS INC		73181	RPR VEH# 2220	247.00		
56696	08/08/16	8,298.88 003274	EAST BAY TIRE CO.		73290	FY17 ORACLE SUPPORT	681.57		
					73152	TIRES	986.58		
					73153	TIRES	2,781.92		
					73154	TIRES	482.82		
					73155	TIRES	416.12		

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56697	08/08/16	432	648.00	EXPRESS SERVICES INC.		73274	TIRES	152.64	
56698	08/08/16	002952	8,448.11	FLYERS ENERGY LLC		73275	TIRES	450.57	
56699	08/08/16	001302	253.96	GARDA CL WEST, INC.		73276	TIRES	482.82	
56700	08/08/16	001189	138.08	GARY KENVILLE LOCKSMITH		73277	TIRES	986.58	
56701	08/08/16	003286	245.00	GARY RICHARD SNYDER	7	73278	TIRE SENSOR PC	89.43	
56702	08/08/16	647	171.96	GENFARE A DIV OF SPX CORP		73279	TIRES	986.58	
56703	08/08/16	117	72.73	GILLIG LLC		73280	TIRES	482.82	
56704	08/08/16	001323	9,884.16	GOVDELIVERY, INC.		73241	TEMP W/E 7/24/16	648.00	
56705	08/08/16	001097	240.78	GREENWASTE RECOVERY, INC.		73156	7/1-7/15 FUEL	1,802.08	
56706	08/08/16	003288	507.96	J.R. MERRITT CONTROLS INC		73196	7/1-7/15 FUEL PC	6,646.03	
56707	08/08/16	1117	919.47	KELLEY'S SERVICE INC.		73167	AUG 16 SERVICES	253.96	
						73304	DUPLICATE KEYS	138.08	
						73157	RPR BIKE RACK	245.00	
						73158	INVENTORY ORDER	171.96	
						73159	INVENTORY ORDER	72.73	
						73288	7/1-6/30/17 MAINTENA	9,884.16	
						73198	JUN 16 WASTE PC	240.78	
						73160	RPR LIFT	507.96	
						73220	INVENTORY ORDER	7.56	
						73221	INVENTORY ORDER	53.48	
						73222	INVENTORY ORDER	112.51	
						73223	INVENTORY ORDER	14.91	
						73224	INVENTORY ORDER	87.03	
						73225	INVENTORY ORDER	165.40	
						73226	INVENTORY ORDER	328.43	
						73227	INVENTORY ORDER	8.73	
						73228	INVENTORY ORDER	117.09	
						73229	CREDIT	-117.09	
						73230	INVENTORY ORDER	100.99	
						73231	INVENTORY ORDER	40.43	
						73209	TEMP W/E 7/17/16	956.00	
						73258	TEMP W/E 7/24/16	443.36	
56708	08/08/16	878	1,399.36	KELLY SERVICES, INC.		73171	PAINT	185.92	
56709	08/08/16	036	185.92	KELLY-MOORE PAINT CO., INC.		73256	CL2005105939 7164812	478.50	
56710	08/08/16	852	478.50	LAW OFFICES OF MARIE F. SANG	7	73232	8 @ \$4/EA 10 @ \$2/EA	52.00	
56711	08/08/16	T293	52.00	LAWTON, DAVID		73161	INVENTORY ORDER	1,796.22	
56712	08/08/16	511	1,796.22	LUMINATOR HOLDING LP		73240	7/28-8/27 LEASE ADM	157.10	
56713	08/08/16	511	157.10	MAILFINANCE INC		73162	DIESEL 7/13/16	13,821.40	
56714	08/08/16	003017	13,821.40	MANSFIELD OIL CO OF GAINSVILLE		73260	RPR VEH #603	5.59	
56715	08/08/16	004	287.37	NORTH BAY FORD LINC-MERCURY		73261	RPR VEH #1106 PC	95.95	
						73281	RPR VEH #1106 PC	34.06	
						73282	RPR VEH #714	151.77	
						73285	RPR VEH #717	135.00	
56716	08/08/16	003156	135.00	OCEAN HONDA		73146	TEMP W/E 7/1/16	796.80	
56717	08/08/16	003115	796.80	OFFICE TEAM		73147	TEMP W/E 7/1/16	908.85	
						73148	TEMP W/E 7/15/16	996.00	

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56718	08/08/16	15,041.69 009		PACIFIC GAS & ELECTRIC		73149	TEMP W/E 7/15/16	964.88	
						73150	TEMP W/E 7/8/16	799.79	
						73151	TEMP W/E 7/8/16	908.85	
						73163	TEMP W/E 6/24/16	796.80	
						73164	TEMP W/E 6/24/16	996.00	
						73165	TEMP W/E 6/17/16	996.00	
						73166	TEMP W/E 6/17/16	796.80	
						73250	TEMP W/E 7/8/16	792.00	
						73251	TEMP W/E 7/22/16	792.00	
						73271	6/23-7/24 1200 RIVER	2,106.80	
						73272	6/23-7/24 GOLF	6,487.91	
						73289	6/24-7/25 1200 RIVER	37.91	
						73291	6/24-7/25 VERNON	6,409.07	
						73175	OFFICE SUPPLIES	265.72	
						73208	OFFICE SUPPLIES	166.82	
						73215	OFFICE SUPPLIES	7.38	
						73216	OFFICE SUPPLIES	949.29	
						73219	OFFICE SUPPLIES	24.53	
						73168	TRAVEL REIMBURSEMENT	562.59	
						73234	RPR VEH #2221	180.00	
						73237	AUG 16 DENTAL	39,362.50	
						73259	DOT DRUG TEST	25.05	
						73303	SALT	50.04	
						73296	RPR ELEVATOR VERNON	35.72	
						73305	COIN MACHINE REMOVAL	30.17	
						73257	7/16-7/31 W/C REPLEN	14,469.44	
						73199	6/11-7/12 WATER PC	371.66	
						73200	JUL 16 SHREDDING PC	40.00	
						73306	JUL 16 SHREDDING	280.00	
						73253	TEMP W/E 7/24/16	900.20	
						73254	TEMP W/E 7/17/16	912.88	
						73236	INVENTORY ORDER	669.17	
						73177	LONGEVITY AWARD	115.83	
						73178	LONGEVITY AWARD	130.12	
						73201	CLEANING SUPPLIES	69.01	
						73202	LAUNDRY SERVICE	195.15	
						73210	LAUNDRY SERVICE	14.64	
						73297	MATS	6.48	
						73298	CUSTODIAL SUPPLIES	40.42	
						73262	FREIGHT	33.28	
						73263	FREIGHT	47.81	
						73203	CREDIT	-174.00	
						73204	INVENTORY ORDER	1,036.37	
						73205	CREDIT	-135.94	
						73264	INVENTORY ORDER	-135.94	
						73265	CREDIT	-135.94	
56719	08/08/16	1,413.74 043		PALACE ART & OFFICE SUPPLY					
56720	08/08/16	562.59 E962		PIERCE, AL					
56721	08/08/16	180.00 187		POLAR RADIATOR SERVICE INC					
56722	08/08/16	39,362.50 002939		PREFERRED BENEFIT					
56723	08/08/16	25.05 003020		QUEST DIAGNOSTIC INC.					
56724	08/08/16	50.04 019		RAYNE OF SANTA CRUZ, INC.					
56725	08/08/16	35.72 001153		REPUBLIC ELEVATOR COMPANY INC					
56726	08/08/16	30.17 107A		SAN LORENZO LUMBER & HOME CTR					
56727	08/08/16	14,469.44 002917		SANTA CRUZ METRO TRANSIT W/C					
56728	08/08/16	371.66 079		SANTA CRUZ MUNICIPAL UTILITIES					
56729	08/08/16	320.00 001292		SANTA CRUZ RECORDS MNGMT INC					
56730	08/08/16	1,813.08 003292		SLINGSHOT CONNECTIONS LLP					
56731	08/08/16	669.17 001976		SPORTWORKS NORTHWEST, INC.					
56732	08/08/16	245.95 001040		TERRYBERRY CO., LLC					
56733	08/08/16	325.70 003152		UNIFIRST CORPORATION					
56734	08/08/16	81.09 007		UNITED PARCEL SERVICE					
56735	08/08/16	4,382.05 002829		VALLEY POWER SYSTEMS, INC.					

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56736	08/08/16	28.78 221		VEHICLE MAINTENANCE PROG INC		73266	INVENTORY ORDER	3,108.93	
56737	08/08/16	950.25 434		VERIZON WIRELESS	0	73267	INVENTORY ORDER	818.57	
56738	08/08/16	10,405.20 001043		VISION SERVICE PLAN		73206	INVENTORY ORDER	28.78	
56739	08/08/16	75.00 001165		VU, THANH DR. MD	7	73193	6/13-7/12 WIFI BUSES	950.25	
56740	08/08/16	1,102.79 001506		WESTERN STATES OIL CO.		73169	AUG 16 VISION	10,405.20	
56741	08/08/16	164.39 147		ZEE MEDICAL SERVICE CO.		73197	DMV EXAM	75.00	
56742	08/08/16	3,257.66 003057		ZOOM IMAGING SOLUTIONS, INC.		73207	INVENTORY ORDER	1,102.79	
56743	08/15/16	961.48 003105		AT&T MOBILITY		73173	RPL FIRST AID KITS	148.20	
56744	08/15/16	3,894.84 001356		BRENCO OPERATING-TEXAS, LP		73174	RPL FIRST AID KIT	16.19	
56745	08/15/16	396.66 002898		CEB CONTINUING EDUCATION OF		73218	7/23-7/22/16 OVERAGE	987.73	
56746	08/15/16	1,557.52 003274		EAST BAY TIRE CO.		73238	7/23-7/22/17 MAINTEN	2,269.93	
56747	08/15/16	648.00 432		EXPRESS SERVICES INC.		73314	6/24-7/23 WIFI BUSES	961.48	
56748	08/15/16	41,020.38 002295		FIRST ALARM		73315	INVENTORY ORDER	3,894.84	
56749	08/15/16	280.21 001097		GREENWASTE RECOVERY, INC.		73322	CA MUN LAW HANDBOOK	396.66	
56750	08/15/16	3,552.95 003106		GROUP 4 ARCHITECTURE, RESEARCH		73316	TIRES	986.58	
56751	08/15/16	50.00 880		LEXISNEXIS RISK SOLUTIONS		73317	TIRES	570.94	
56752	08/15/16	1,978.93 003115		OFFICE TEAM		73334	TEMP W/E 7/31/16	648.00	
56753	08/15/16	6,229.47 009		PACIFIC GAS & ELECTRIC		73318	JUL 16 SECURITY OPS	800.00	
56754	08/15/16	1,300.00 002947		PEDALERS EXPRESS		73323	JUN 16 SECURITY PC	60.00	
56755	08/15/16	502.00 R659		RANKIN STOCK HEABERLIN		73324	JUL 16 SECURITY ALL	40,085.38	
56756	08/15/16	5.42 002459		SCOTT'S VALLEY WATER DISTRICT		73333	JUL 16 SECURITY PC	75.00	
56757	08/15/16	10,168.83 057		U.S. BANK		73326	JUL 16 SECURITY PC	20.27	
56758	08/15/16	152,800.16 001124		CLEAN ENERGY		73327	JUL 16 WASTE KINGS	259.94	
56759	08/22/16	1,142.66 003151		ABC BUS INC		73335	APR 16 REIMB EXP PAC	3,552.95	
56760	08/22/16	448.82 001D		AT&T		73320	JUL 16 SERVICE	50.00	
56761	08/22/16	34.80 002689		B & B SMALL ENGINE CORP		73331	TEMP W/E 7/22/16	985.79	
56762	08/22/16	500.00 478		BEE CLENE INC		73332	TEMP W/E 7/22/16	993.14	
56763	08/22/16	13,872.05 001844		BRINKS INCORPORATED		73325	7/5-8/3 SVT TVM	63.36	
						73329	6/28-7/27 PACIFIC	2,763.92	
						73330	6/28-7/27 1200A RIVE	3,402.19	
						73319	JUL 16 COURIER SVC	1,300.00	
						73328	SC 10-15-04	502.00	
						73311	7/1-7/29 WATER SVT	5.42	
						73312	****-****-****-5056	7,124.38	
						73313	****-****-****-6490	651.29	
						73336	****-****-****-0811	2,393.16	
						73359	UPGRADGE L/CNG FACIL	152,800.16	
						73386	INVENTORY ORDER	1,142.66	
						73387	6/19-7/18 SKY-OCEAN	282.87	
						73423	6/19-7/18 CEMENT PL	165.95	
						73424	FUEL FILTER	16.23	
						73351	SPARK PLUG	18.57	
						73340	CARPET CLEANING	500.00	
						73341	JUN 16 1200B SERVICE	4,220.90	
						73342	JUN 16 1200B SERVICE	2,277.24	
							JUL 16 1200B SERVICE	4,220.90	

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56764	08/22/16	789,070.68 502	789,070.68	CA PUBLIC EMPLOYEES'		73389	JUL 16 1200B SERVICE	3,153.01	
56765	08/22/16	971.95 001159	971.95	CATTO'S GRAPHICS, INC.		73452	SEPT 16 MEDICAL	789,070.68	
56766	08/22/16	1,200.00 001099	1,200.00	CERTS LLC		73417	CALENDAR DECALS	971.95	
56767	08/22/16	62.83 001346	62.83	CITY OF SANTA CRUZ-FINANCE		73393	ANNUAL INSPECTION	1,200.00	
56768	08/22/16	16,212.57 001124	16,212.57	CLEAN ENERGY		73392	LANDFILL	62.83	
						73456	8/3/16 LNG	8,114.73	
						73457	7/29/16 LNG	8,097.84	
56769	08/22/16	1,075.20 003102	1,075.20	CLEVER DEVICES LTD		73360	REPAIR DR600	170.00	
						73419	DIAGNOSIS MDC UNIT	905.20	
56770	08/22/16	54.81 075	54.81	COAST PAPER & SUPPLY INC.		73401	INVENTORY ORDER	54.81	
56771	08/22/16	1,570.00 003204	1,570.00	CREEKSIDE COURT REPORTING LLC		73399	6/24 BOARD MEETING	1,570.00	
56772	08/22/16	5,560.00 001219	5,560.00	D&B POWER ASSOCIATES, INC		73369	8/20-8/19/17 MAINTEN	5,560.00	
56773	08/22/16	2,623.58 002946	2,623.58	DAY WIRELESS SYSTEMS		73337	LMR PROJECT	68.20	
						73358	INVENTORY ORDER	429.13	
56774	08/22/16	2,653.50 480	2,653.50	DIESEL MARINE ELECTRIC, INC.		73391	JUL 16 MAINTENANCE	2,126.25	
56775	08/22/16	555.00 916	555.00	DOCTORS ON DUTY MEDICAL CLINIC		73406	INVENTORY ORDER	2,653.50	
						73462	JUN 16 DOT DRUG TEST	285.00	
56776	08/22/16	5,835.21 003274	5,835.21	EAST BAY TIRE CO.		73463	JUL 16 DOT DRUG TEST	270.00	
						73436	TIRES	932.20	
						73437	TIRES	998.58	
						73438	TIRES	1,931.28	
						73439	TIRES	1,973.15	
56777	08/22/16	8,760.87 002953	8,760.87	EPICOR SOFTWARE CORP		73355	7/1-6/30 MAINTENANCE	9,600.95	
						73356	CREDIT	-840.08	
56778	08/22/16	1,080.00 432	1,080.00	EXPRESS SERVICES INC.		73398	TEMP W/E 8/7/16	1,080.00	
56779	08/22/16	26,400.00 002955	26,400.00	FEENEY WIRELESS, LLC DBA	7	73368	7/1-6/30/17 AGREEMEN	26,400.00	
56780	08/22/16	1,672.75 002962	1,672.75	FIS		73425	JUL 16 MERCHANT FEES	1,672.75	
56781	08/22/16	6,130.89 002952	6,130.89	FLYERS ENERGY LLC		73376	7/16-7/31 FUEL PC	6,107.21	
						73377	PROPANE	23.68	
						73415	CORRECTION	-6,107.21	
56782	08/22/16	18.69 282	18.69	GRAINGER		73416	CORRECTION	6,107.21	
						73284	NITRILE GLOVES	124.65	
						73285	CREDIT	-117.24	
						73286	CREDIT	-149.22	
						73420	DRAIN COMPRESSORTANK	256.48	
						73421	CREDIT	-132.73	
						73470	PRESSURE GAUGE	36.75	
56783	08/22/16	247.95 001097	247.95	GREENWASTE RECOVERY, INC.		73353	JUL 16 WASTE PC	247.95	
56784	08/22/16	18,228.25 003109	18,228.25	HANSON BRIDGETT LLP		73339	M #032117.000003	18,228.25	
56785	08/22/16	15,237.15 001745	15,237.15	HARTFORD LIFE AND ACCIDENT INS		73346	AUG 16 LTD	11,203.59	
						73347	AUG 16 AD&D	4,033.56	
56786	08/22/16	4,500.00 E021	4,500.00	HILTNER, THOMAS		73348	REIMBURSEMENT	4,500.00	
56787	08/22/16	1,015.24 166	1,015.24	HOSE SHOP, THE INC		73400	INVENTORY ORDER	1,015.24	
56788	08/22/16	2,870.00 003282	2,870.00	JAMES STEVEN CLARK DEJAVU		73381	117 MEETING TAPES	2,870.00	
56789	08/22/16	634.61 1117	634.61	KELLEY'S SERVICE INC.		73440	CREDIT	-81.56	
						73441	INVENTORY ORDER	90.40	

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56790	08/22/16	3.25 001233		KIMBALL MIDWEST		73093	CREDIT	-16.10	
						73096	CREDIT	-270.62	
56791	08/22/16	1,943.59 003273		MGP XI REIT LLC		73432	NON INVENTORY	289.97	
56792	08/22/16	400.00 003061		NEOFUNDS BY NEOPOST DBA		73411	SEPT 16 RENT	1,943.59	
56793	08/22/16	8,620.20 001063		NEW FLYER IND. CANADA ULC DBA		73396	*****-***-1598	400.00	
						73361	INVENTORY ORDER	430.49	
						73362	INVENTORY ORDER	301.59	
						73363	INVENTORY ORDER	1,263.98	
						73364	INVENTORY ORDER	2,038.68	
						73365	INVENTORY ORDER	47.29	
						73366	INVENTORY ORDER	108.81	
						73367	INVENTORY ORDER	267.16	
						73429	INVENTORY ORDER	291.89	
						73430	INVENTORY ORDER	493.96	
						73431	INVENTORY ORDER	3,376.35	
56794	08/22/16	109.98 002721		NEXTEL COMMUNICATIONS/SPRINT		73385	6/26-7/25 TVM WIRELE	109.98	
56795	08/22/16	2,085.67 004		NORTH BAY FORD LINC-MERCURY		73378	RPR VEH #1120 PC	601.78	
						73379	RPR VEH #802	1,483.89	
56796	08/22/16	4,173.73 003115		OFFICE TEAM		73349	TEMP W/E 7/29/16	999.73	
						73350	TEMP W/E 7/29/16	996.00	
						73465	TEMP W/E 8/5/16	594.00	
						73466	TEMP W/E 7/29/16	594.00	
						73468	TEMP W/E 7/15/16	990.00	
56797	08/22/16	1,902.03 002940		OJO TECHNOLOGY, INC.		73338	INSTALL CAMERA VERNO	1,902.03	
56798	08/22/16	3,226.39 009		PACIFIC GAS & ELECTRIC		73394	7/6-8/4 SVT WTC PNR	3,226.39	
56799	08/22/16	200.04 043		PALACE ART & OFFICE SUPPLY		73397	CREDIT	-21.96	
56800	08/22/16	118.50 481		PIED PIPER EXTERMINATORS, INC.		73418	OFFICE SUPPLIES	222.00	
						73458	MAY 16 PEST METROMKT	53.50	
						73459	AUG 16 PEST GOLF	65.00	
56801	08/22/16	1,500.00 050		PITNEY BOWES INC. RENTAL PMT		73426	PREPAID POSTAGE CS	1,500.00	
56802	08/22/16	66,210.00 942		PROOFPOINT, INC.		73370	7/1-6/30/19 MAINTENA	66,210.00	
56803	08/22/16	147.77 E969		PYE, GINA		73395	MEETING REIMBURSEMEN	147.77	
56804	08/22/16	435.43 215		RICOH USA, INC. TX		73469	7/26-8/25 RENEWAL CS	435.43	
56805	08/22/16	312.53 003259		SAFELITE FULFILLMENT INC		73414	WINSHIELD VEH#116PC	312.53	
56806	08/22/16	85.84 107A		SAN LORENZO LUMBER & HOME CTR		73403	RPR THERMOSTAT	6.45	
						73404	BENCH LEG MOLDS	25.00	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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DATE: 08/01/16 THRU 08/31/16

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
56807	08/22/16	189.76 135		SANTA CRUZ AUTO PARTS, INC.		73405	BENCH LEG MOLDS	54.39	
						73433	INVENTORY ORDER	54.26	
						73434	INVENTORY ORDER	49.60	
						73435	INVENTORY ORDER	85.90	
56808	08/22/16	85,443.00 002917		SANTA CRUZ METRO TRANSIT W/C		73467	PREFUND	85,443.00	
56809	08/22/16	620.00 001292		SANTA CRUZ RECORDS MNGMT INC		73388	YR END SHREDDING	620.00	
56810	08/22/16	2,500.00 002267		SHAW / YODER / ANTIWIH, INC.		73382	AUG 16 LEGISLATE SVC	2,500.00	
56811	08/22/16	2,675.24 003292		SLINGSHOT CONNECTIONS LLP		73344	TEMP W/E 7/31/16	1,183.36	
						73345	TEMP W/E 8/7/16	1,491.88	
56812	08/22/16	13,904.12 001075		SOQUEL III ASSOCIATES	7	73455	SEPT 16 RENT	13,904.12	
56813	08/22/16	441.70 002675		THOMSON REUTERS BARCLAYS WEST		73380	JUL 16 SERVICES	441.70	
56814	08/22/16	34,843.00 475		TRAPEZE SOFTWARE GROUP, INC.		73371	7/1-6/30 VOICE MAINT	4,110.00	
						73372	7/1-6/30 PASS COVERA	17,304.00	
						73373	7/1-6/30 PASS IVR	5,036.00	
						73374	7/1-6/30 PASS CERT	3,936.00	
						73375	7/1-6/30 PASS IVR	4,457.00	
56815	08/22/16	338.46 003152		UNIFIRST CORPORATION		73407	CLEANING SUPPLIES	6.99	
						73408	LAUNDRY SERVICE	14.64	
						73412	CUSTODIAL SUPPLIES	69.01	
						73413	LAUNDRY SERVICES	247.82	
56816	08/22/16	117.04 007		UNITED PARCEL SERVICE		73357	FREIGHT	69.79	
						73390	FREIGHT	47.25	
56817	08/22/16	249.05 003125		VALIN CORPORATION		73422	INVENTORY ORDER	249.05	
56818	08/22/16	7,530.27 002829		VALLEY POWER SYSTEMS, INC.		73343	INVENTORY ORDER	3,171.31	
						73409	INVENTORY ORDER	105.31	
						73410	INVENTORY ORDER	4,377.76	
						73427	CREDIT	-135.94	
56819	08/22/16	308.88 434		VERIZON WIRELESS	0	73428	INVENTORY ORDER	11.83	
56820	08/22/16	317.16 001165		VU, THANH DR. MD	7	73352	7/2-8/1 TELECOMM PC	308.88	
						73354	DMV EXAM	75.00	
						73383	DMV EXAM	75.00	
						73384	DMV EXAM	75.00	
						73461	DMV EXAM	92.16	
56821	08/22/16	44.00 003290		WORKFORCEQA LLC		73460	DOT DRUG TESTS	44.00	
56822	08/22/16	319.00 915		WORKIN.COM, INC.		73464	JOB PLACEMENT ADVERT	319.00	
56823	08/22/16	4,146.02 T294		YANCY, TERRY		73453	AUG 16 COBRA	2,073.01	
						73454	SEPT 16 COBRA	2,073.01	
56824	08/22/16	56.82 147		ZEE MEDICAL SERVICE CO.		73402	REPLENISH FIRST AID	56.82	
56825	08/22/16	101.62 M022		CAPELLA, KATHLEEN	0	73477	SEPT 16 RETIREE SUPP	101.62	
56826	08/22/16	50.91 M039		DAVILLA, ANA MARIA	0	73471	SEPT 16 RETIREE SUPP	50.91	
56827	08/22/16	101.62 M041		GOUVEIA, ROBERT	0	73472	SEPT 16 RETIREE SUPP	101.62	
56828	08/22/16	50.91 M109		PEREZ, CHERYL	0	73473	SEPT 16 RETIREE SUPP	50.91	
56829	08/22/16	101.62 M085		ROSSI, DENISE	0	73474	SEPT 16 RETIREE SUPP	101.62	
56830	08/22/16	50.91 M030		ROWE, RUBY	0	73475	SEPT 16 RETIREE SUPP	50.91	
56831	08/22/16	50.91 M088		YAGI, RANDY	0	73476	SEPT 16 RETIREE SUPP	50.91	
56832	08/29/16	109.29 002941		AA SAFE & SECURITY CO		73581	DUPLICATE KEYS	109.29	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
56833	08/29/16	003151	1,118.17	ABC BUS INC		73525	INVENTORY ORDER	839.02	
56834	08/29/16	294	74.93	ANDY'S AUTO SUPPLY	0	73526	INVENTORY ORDER	262.20	
56835	08/29/16	001312	736.23	ANTHEM BLUE CROSS		73556	INVENTORY ORDER	16.95	
56836	08/29/16	926	9,700.00	BICKMORE		73563	TVM FILTERS	74.93	
56837	08/29/16	616	2,000.00	BROWN ARMSTRONG		73598	AUG 16 COBRA	736.23	
56838	08/29/16	088	532.86	BRULIN & COMPANY INC.		73599	OPEB ACTUARIAL	9,700.00	
56839	08/29/16	003211	288.19	CAPITOLA PUMP COMPANY INC		73535	AUDIT FY16	2,000.00	
56840	08/29/16	001159	777.00	CATTO'S GRAPHICS, INC.		73578	INVENTORY ORDER	426.29	
56841	08/29/16	130	50.73	CITY OF WATSONVILLE UTILITIES		73603	INVENTORY ORDER	106.57	
56842	08/29/16	001124	60,035.09	CLEAN ENERGY		73585	SEAL FACILITY PUMP	288.19	
56843	08/29/16	E957	610.52	CLIFFORD, ALEX		73495	SIGNS GREYHOUND LOT	777.00	
56844	08/29/16	075	2,183.24	COAST PAPER & SUPPLY INC.		73494	7/11-8/8 FIRESVC WTC	50.73	
56845	08/29/16	002870	456.75	COLE SUPPLY COMPANY, INC.		73549	LNG 7/27/16	7,349.94	
56846	08/29/16	002814	649.01	CREATIVE BUS SALES, INC.		73550	LNG 7/25/16	10,156.74	
56847	08/29/16	003116	20.89	CUMMINS PACIFIC LLP		73551	LNG 7/22/16	8,595.34	
56848	08/29/16	002949	1,262.59	DEANE INDUSTRIAL MACHINING		73552	LNG 7/20/16	7,344.47	
56849	08/29/16	001329	789.18	DOC AUTO LLC		73553	LNG 7/18/16	9,251.40	
56850	08/29/16	003274	4,794.21	EAST BAY TIRE CO.		73554	LNG 7/15/16	8,856.67	
56851	08/29/16	003153	1,571.05	ENVIRONMENTAL LOGISTICS INC		73555	LNG 7/13/16	8,480.53	
56852	08/29/16	432	1,080.00	EXPRESS SERVICES INC.		73486	MEETING EXPENSE	55.51	
56853	08/29/16	003279	116.02	FRONTIER COMMUNICATIONS CORP		73487	TRAVEL REIMBURSEMENT	555.01	
56854	08/29/16	647	809.53	GENFARE A DIV OF SPX CORP		73541	INVENTORY ORDER	686.95	
56855	08/29/16	001921	225.93	GLOBAL EQUIPMENT COMPANY		73584	INVENTORY ORDER	1,496.29	
56856	08/29/16	282	253.82	GRAINGER		73580	INVENTORY ORDER	456.75	
						73499	RPR VEH #2401 PC	649.01	
						73570	INVENTORY ORDER	20.89	
						73534	SPARE REVENUE PARTS	1,262.59	
						73559	RPR VEH #1124 PC	789.18	
						73527	TIRES	2,466.44	
						73528	TIRES	193.81	
						73529	TIRES	67.43	
						73530	TIRES	152.64	
						73531	TIRES	986.58	
						73532	TIRES	927.31	
						73590	HAZARDOUS WASTE	1,571.05	
						73513	TEMP W/E 8/14/16	1,080.00	
						73488	8/13-9/12 SKY-OCEAN	58.01	
						73604	8/16-9/15 SKY-RIVER	58.01	
						73500	RPR SPEAKER TVM3	100.17	
						73501	FAREBOX PARTS RPR	533.83	
						73502	FAREBOX PARTS RPR	175.53	
						73576	CEILING TILES	225.93	
						73571	SAFETY SUPPLIES	111.57	
						73572	SAFETY SUPPLIES	55.79	
						73586	CARGO STRAP RATCHET	50.74	
						73587	SWIVEL PLATE CASTERS	22.27	

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56857	08/29/16	12,121.98 003109	12,121.98	HANSON BRIDGETT LLP		73588	INVENTORY ORDER	13.45	
56858	08/29/16	4,598.00 001144	4,598.00	HARTFORD FLOOD INSURANCE CO		73602	M# 032117.000003	12,121.98	
56859	08/29/16	971.86 166	971.86	HOSE SHOP, THE INC		73482	9/1-9/1/171200BFLOOD	4,598.00	
						73545	NON INVENTORY ORDER	16.84	
						73546	INVENTORY ORDER	730.80	
56860	08/29/16	696.00 003284	696.00	KEISH ENVIRONMENTAL PC CORP		73562	NON INVENTORY ORDER	224.22	
56861	08/29/16	274.74 1117	274.74	KELLEY'S SERVICE INC.		73523	CONSULTING OUTFALL	696.00	
						73524	CREDIT	-29.74	
						73566	INVENTORY ORDER	4.33	
						73568	INVENTORY ORDER	51.06	
56862	08/29/16	374.09 878	374.09	KELLY SERVICES, INC.		73569	INVENTORY ORDER	249.09	
56863	08/29/16	1,325.30 001233	1,325.30	KIMBALL MIDWEST		73522	TEMP W/E 8/7/16	374.09	
56864	08/29/16	3,730.94 216	3,730.94	LABOR READY, INC.		73564	NON INVENTORY ORDER	1,325.30	
						73489	TEMP W/E 8/5/16	1,102.40	
						73490	TEMP W/E 7/22/16	1,112.74	
						73491	TEMP W/E 7/22/16	1,102.40	
						73492	TEMP W/E 7/22/16	413.40	
56865	08/29/16	668.25 001145	668.25	MANAGED HEALTH NETWORK		73617	SEPT 16 EAP	668.25	
56866	08/29/16	12,450.99 003017	12,450.99	MANSFIELD OIL CO OF GAINSVILLE		73601	DIESEL 8/4/16	12,450.99	
56867	08/29/16	1,060.57 764	1,060.57	MERCURY METALS DBA		73579	FLOOR PLATES PARKING	1,060.57	
56868	08/29/16	1,690.91 001063	1,690.91	NEW FLYER IND. CANADA ULC DBA		73509	RPR VEH #2811 2806	1,690.91	
56869	08/29/16	816.75 003115	816.75	OFFICE TEAM		73483	TEMP W/E 8/12/16	816.75	
56870	08/29/16	3,966.81 002940	3,966.81	OJO TECHNOLOGY, INC.		73521	AUG 16 MAINTENANCE	3,966.81	
56871	08/29/16	783.77 009	783.77	PACIFIC GAS & ELECTRIC		73481	7/8-8/8 PARACRUZ	783.77	
56872	08/29/16	185.24 043	185.24	PALACE ART & OFFICE SUPPLY		73574	OFFICE SUPPLIES	91.07	
						73575	OFFICE SUPPLIES	94.17	
56873	08/29/16	1,411.73 R659	1,411.73	RANKIN STOCK HEABERLIN		73616	SC 03-15-10	1,411.73	
56874	08/29/16	444.94 001153	444.94	REPUBLIC ELEVATOR COMPANY INC		73594	AUG 16 MAINTENANCE	444.94	
56875	08/29/16	84.42 018	84.42	SALINAS VALLEY FORD SALES INC		73548	INVENTORY ORDER	84.42	
56876	08/29/16	221.48 107A	221.48	SAN LORENZO LUMBER & HOME CTR		73536	HINGES	7.81	
						73537	DRAIN COMPRESSOR	88.96	
						73538	DOOR STOP RESTROOM	9.92	
						73539	LATCH RESTROOM	23.35	
						73540	SENSOR RESTROOM	3.41	
						73577	PRC DISPENSER	53.95	
						73591	ROTARY BIT	9.57	
						73592	BLANK PLATE	0.58	
						73593	TOOLS SMC	23.93	
56877	08/29/16	42,396.70 002917	42,396.70	SANTA CRUZ METRO TRANSIT W/C		73484	8/1-8/15 W/C REPLENI	42,396.70	
56878	08/29/16	9,392.08 079	9,392.08	SANTA CRUZ MUNICIPAL UTILITIES		73605	7/7-8/5 1200B RIVER	2,719.79	
						73606	7/7-8/5 PACIFIC ISLA	2,864.49	
						73607	7/7-8/5 PACIFIC CLUB	61.75	
						73608	7/7-8/5 GOLF CLUB	63.27	
						73609	7/7-8/5 PACIFIC-CTR	952.95	
						73610	7/7-8/5 RIVER IRRIG	487.32	
						73611	7/7-8/5 1200A RIVER	252.98	

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56879	08/29/16	149	326.16	SANTA CRUZ SENTINEL	0	73612	7/7-8/5 GOLF CLUB	1,335.52	
						73613	7/7-8/5 VERNON	537.44	
						73614	7/7-8/5 VERNON IRRIG	116.57	
						73518	LEGAL ADS	77.01	
						73519	LEGAL ADS	249.15	
56880	08/29/16	681	4,163.11	SCOTTS BODY SHOP CORP	7	73507	RPR VEH #1125 PC	4,163.11	
56881	08/29/16	003261	1,000.00	SCRITC SOUTHERN CA REGIONAL		73600	7/1-6/30/17 MEMBERSH	1,000.00	
56882	08/29/16	003292	1,368.57	SLINGSHOT CONNECTIONS LLP		73493	TEMP W/E 8/14/16	977.55	
						73514	TEMP W/E 7/31/16	391.02	
56883	08/29/16	E988	79.05	SOLORIO, RINA		73485	TRAVEL REIMBURSEMENT	79.05	
56884	08/29/16	001976	62.22	SPORTWORKS NORTHWEST, INC.		73503	INVENTORY ORDER	62.22	
56885	08/29/16	001040	137.44	TERRYBERRY CO., LLC		73573	ANNIVERSARY AWARD	137.44	
56886	08/29/16	003242	1,381.13	THE JANEK CORPORATION		73558	RPR BUS SIGNS	1,381.13	
56887	08/29/16	001800	2,194.53	THERMO KING OF SALINAS, INC		73512	RPR VEH #2810	2,194.53	
56888	08/29/16	002675	152.79	THOMSON REUTERS BARCLAYS WEST		73533	7/5-8/4 SERVICES	152.79	
56889	08/29/16	003285	1,418.36	TRANSIT HOLDINGS INC		73510	INVENTORY ORDER	20.71	
						73511	INVENTORY ORDER	463.27	
						73515	INVENTORY ORDER	71.99	
						73516	INVENTORY ORDER	71.99	
						73517	INVENTORY ORDER	790.40	
56890	08/29/16	003037	591.33	TYCO INTEGRATED SECURITY		73520	9/1-11/30 1200B RIVE	591.33	
56891	08/29/16	003152	448.60	UNIFIRST CORPORATION		73547	LAUNDRY SERVICE	69.01	
						73560	LAUNDRY SERVICE	195.15	
						73561	CUSTODIAL SUPPLIES	69.01	
						73582	CUSTODIAL SUPPLIES	40.42	
						73583	MATS	6.48	
						73589	LAUNDRY SERVICE	14.64	
						73595	MAT TOWELS	6.99	
						73596	MATS	6.48	
						73597	CUSTODIAL SUPPLIES	40.42	
56892	08/29/16	007	34.62	UNITED PARCEL SERVICE		73508	FREIGHT	34.62	
56893	08/29/16	002829	4,372.10	VALLEY POWER SYSTEMS, INC.		73504	RPR VEH #2220	196.51	
						73505	WIRE HARNESS	822.92	
						73506	INVENTORY ORDER	152.08	
						73542	INVENTORY ORDER	624.42	
						73543	WIRE HARNESS	2,482.90	
						73557	RPR VEH #2220	71.39	
						73567	INVENTORY ORDER	21.88	
56894	08/29/16	434	1,767.76	VERIZON WIRELESS	0	73478	7/2-8/1 TELECOMM PC	484.06	
						73479	7/2-8/1 PUSH2TALK PC	333.45	
56895	08/29/16	001165	300.00	VU, THANH DR. MD	7	73615	7/13-8/12 BROADBAND	950.25	
						73480	DMV EXAM	75.00	
						73496	DMV EXAM	75.00	
						73497	DMV EXAM	75.00	
						73498	DMV EXAM	75.00	
56897	08/25/16	E614	53.00	COLWELL, ARLAN		73618	DMV REIMBURSEMENT	53.00	

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		ACCOUNTS PAYABLE			275	TOTAL CHECKS	2,020,145.67	

TOTAL 2,020,145.67



DATE: September 23, 2016
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
**SUBJECT: ACCEPT AND FILE MINUTES OF THE SANTA CRUZ METRO BOARD
OF DIRECTORS MEETING OF AUGUST 26, 2016**

I. RECOMMENDED ACTION

That the Board of Directors Accept and File the Minutes for the Santa Cruz Metropolitan Transit District (METRO) Board of Directors Meeting of August 26, 2016

II. SUMMARY

- Staff is providing minutes from the Santa Cruz Metropolitan Transit District (METRO) Board of Directors Meeting of August 26, 2016.
- Each meeting, staff will provide minutes from the previous METRO Board of Directors meeting.

III. DISCUSSION/BACKGROUND

The Board requested that staff include, in the Board Packet, minutes for previous METRO Board of Directors meetings. Staff is enclosing the minutes from these meetings as a mechanism of complying with this request.

IV. FINANCIAL CONSIDERATIONS/IMPACT

None

V. ALTERNATIVES CONSIDERED

None

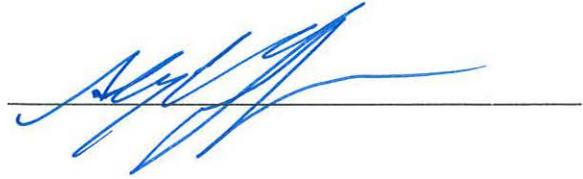
VI. ATTACHMENTS

Attachment A: Draft minutes for the Board of Directors Meeting of August 26, 2016

Prepared by: Gina Pye, Executive Assistant

VII. APPROVALS:

Alex Clifford, CEO/General Manager



Attachment A



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA MEETING MINUTES
AUGUST 26, 2016 – 8:30 AM
SCOTTS VALLEY CITY CHAMBERS
ONE CIVIC CENTER DRIVE
SCOTTS VALLEY, CA 95066**

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, August 26, 2016 at the Scotts Valley City Chambers, One Civic Center Drive, Scotts Valley, CA.

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

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SECTION I: OPEN SESSION

- 1 **CALL TO ORDER at 8:35AM by Chair Rotkin.**
- 2 **ROLL CALL: The following Directors were present, representing quorum:**

Director Ed Bottorff	City of Capitola
Director Dene Bustichi	City of Scotts Valley
Director Karina Cervantez	City of Watsonville
Director Cynthia Chase	City of Santa Cruz
Director Jimmy Dutra, Vice Chair	City of Watsonville AR 8:40AM
Director Zach Friend	County of Santa Cruz
Director Norm Hagen	County of Santa Cruz
Director Don Lane	City of Santa Cruz
Director John Leopold	County of Santa Cruz
Director Bruce McPherson	County of Santa Cruz
Director Mike Rotkin, Chair	County of Santa Cruz
Ex-Officio Director Donna Blitzer	UC Santa Cruz AR 9:00AM

All Directors were present.

STAFF PRESENT:

Alex Clifford
Leslyn K. Syren

METRO CEO/General Manager
METRO District Counsel

Attachment A

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

Heather Adamson, AMBAG
Angela Aitken, SCMTD
Robyn Slater, SCMTD

3 REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

4 ADJOURN TO CLOSED SESSION 8:37A

Hearing no comments from the public or Board, Chair Rotkin recessed to the Closed Session at 8:37AM.

SECTION II: CLOSED SESSION AGENDA

5 CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION

Significant exposure to litigation pursuant to Government Code Section 54956.9 (b) & (c) – one case

6 PUBLIC EMPLOYMENT (Government Code Section 54957)

District Counsel

SECTION III: RECONVENE TO OPEN SESSION

The Board Meeting reconvened at 9:29AM.

7 ANNOUNCEMENTS

Chair Rotkin introduced Carlos Landaverry and his Spanish Language Interpretation services. He then announced this meeting is being televised by Community Television of Santa Cruz County with technician, Scott Grey.

8 BOARD OF DIRECTORS COMMENTS

Don Lane provided commentary to the letter authored by he and Cynthia Chase and it's relevance to Agenda Items 25 and 26. (See attached copy.)

Hearing no other comments, Chair Rotkin moved to the next agenda item.

9 COMMUNICATIONS TO THE BOARD OF DIRECTORS

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

10 COMMUNICATIONS FROM MAC

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

11 LABOR ORGANIZATION COMMUNICATIONS

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

12 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

Chair Rotkin announced the following items were distributed to Board Members and are available at the back of the room for public viewing:

- An AMENDED Agenda noting the 8:30AM has been distributed.
- Item 13-08.1: 2nd bullet under the Summary section has been corrected to read "...six CNG bus replacements." NOT four as originally stated.
- Item 19: Link to YouTube PSA video

Attachment A

- Item 19A: 6 page summary of Fall service changes
- Item 19B: 1 page Service Change Notice
- News clips of interest
- Preview of Headways September 8, 2016 issue pages 1 and 2

Director McPherson thanked Barrow Emerson, his team and METRO for accommodating the San Lorenzo Valley School District and providing service to the K-high school students. Job well done!

CONSENT AGENDA

- 13-01 APPROVE: RECOMMENDED ACTION ON TORT CLAIMS
- 13-02 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTHS OF JUNE – JULY 2016
- 13-03 ACCEPT AND FILE: YEAR TO DATE MONTHLY FINANCIAL REPORTS AS OF APRIL AND MAY 2016
- 13-04 ACCEPT AND FILE: MINUTES OF THE SANTA CRUZ METRO BOARD OF DIRECTORS MEETING OF JUNE 26, 2016
- 13-05 ACCEPT AND FILE: MINUTES FOR THE METRO ADVISORY COMMITTEE (MAC) SPECIAL MEETING OF MAY 18, 2016
- 13-06 ACCEPT AND FILE: METRO PARACRUZ OPERATIONS STATUS REPORT FOR APRIL, MAY AND JUNE 2016
- 13-07 ACCEPT AND FILE: SANTA CRUZ METRO SYSTEM RIDERSHIP REPORTS FOR THE FOURTH QUARTER OF FY16
- 13-08 ACCEPT AND FILE: QUARTERLY STATUS REPORT OF ACTIVE GRANTS, GRANT APPLICATIONS AND OPPORTUNITIES FOR APRIL - JUNE 2016
- 13-09 APPROVE: CONSIDERATION OF ISSUING A FORMAL INVITATION FOR BIDS FOR SECURITY UPGRADE TO THE MECHANICAL PLATFORM AT THE JUDY K. SOUZA OPERATIONS FACILITY
- 13-10 APPROVE: CONSIDERATION OF ISSUING A FORMAL INVITATION FOR BIDS FOR EARTHWORK AND GRADING AT 135 DUBOIS STREET, SANTA CRUZ
- 13-11 APPROVE: CONSIDERATION OF ISSUING A FORMAL REQUEST FOR PROPOSALS FOR COURIER SERVICES
- 13-12 APPROVE: CONSIDERATION OF ISSUING A FORMAL REQUEST FOR PROPOSALS FOR SECURITY SURVEILLANCE CONSULTANT SERVICES FOR THE JUDY K. SOUZA OPERATIONS FACILITY AND FUEL & WASH FACILITY
- 13-13 APPROVE: CONSIDER ADOPTING A RESOLUTION AUTHORIZING THE CEO TO SUBMIT APPLICATIONS AND EXECUTE AGREEMENTS FOR GRANTS FROM THE

Attachment A

FEDERAL TRANSIT ADMINISTRATION AND FROM THE CALIFORNIA DEPARTMENT OF TRANSPORTATION

- 13-14 APPROVE: CONSIDER ADOPTING A RESOLUTION AUTHORIZING THE CEO TO SUBMIT AN APPLICATION AND SIGN NECESSARY AGREEMENTS TO OBTAIN PROPOSITION 1B FUNDING FROM THE FY16 CALIFORNIA TRANSIT SECURITY GRANT PROGRAM
- 13-15 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A ONE-YEAR EXTENSION AMENDMENT TO THE CONTRACT FOR TRANSIT SERVICES WITH THE UNIVERSITY OF CALIFORNIA, SANTA CRUZ (UCSC) BEGINNING SEPTEMBER 1, 2016
- 13-16 APPROVE: CONSIDER OF APPROVAL OF AUDIT ENGAGEMENT LETTER WITH BROWN ARMSTRONG ACCOUNTANCY CORPORATION FOR FINANCIAL AUDIT AND TAX SERVICES FOR THE FISCAL YEAR ENDED JUNE 30, 2016
- 13-17 APPROVE: CONSIDERATION OF RESOLUTION APPROVING THE FY17 CAPITAL BUDGET
- 13-18 APPROVE: CONSIDERATION OF DECLARING FIVE (5) NEW FLYER BUSES, ONE (1) 2001 CHEVROLET VENTURE ACTIVAN, AND AN UNDERGROUND TANK AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION
- 13-19 APPROVE: CONSIDER RATIFICATION OF A 5-YEAR LEASE AGREEMENT WITH AHMED SABA, DBA METRO MARKET
- 13-20 APPROVE: RENEWAL OF PROPERTY INSURANCE COVERAGE FOR FY17 WITH ZURICH AMERICAN INSURANCE COMPANY
- 13-21 APPROVE: CONSIDERATION OF A PROPOSAL TO AMEND THE MANAGEMENT COMPENSATION PLAN AND ADOPT HOURLY RATE SCHEDULE
- 13-22 APPROVE: AUTHORIZE THE CEO TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE ASSOCIATION OF MONTEREY BAY AREA GOVERNMENTS (AMBAG)
- 13-23 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A THIRD AMENDMENT TO THE LEASE AGREEMENT FOR THE PROPERTY LOCATED AT 2880 RESEARCH PARK DRIVE IN SOQUEL
- 13-24 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO RK & ASSOCIATES, INC. FOR RECONSTRUCTING ADA ACCESSIBLE CONCRETE AREAS AND RELATED SITE WORK NOT TO EXCEED \$252,000

ACTION: MOTION TO ACCEPT THE CONSENT AGENDA AS PRESENTED

MOTION: DIRECTOR LANE

SECOND: DIRECTOR DUTRA

MOTION PASSED WITH 11 AYES (Directors Bottorff, Bustichi, Cervantez, Chase, Dutra, Friend, Hagen, Lane, Leopold, McPherson and Rotkin.) All Directors were present.

Attachment A

REGULAR AGENDA

14 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS FOR LES BECK, PEDRO GUTIERREZ, OSCAR HERRERA, ESTEVAN RUIZ, SALVADOR TOLENTINO, AND SHARON TOLINE

Chair Mike Rotkin recognized the following retirees in their absence, noting all employees are important:

- Les Beck, Bus Operator, 20 years of service with METRO
- Pedro Gutierrez, Bus Operator, 10 years of service with METRO
- Oscar Herrera, Bus Operator, 10 years of service with METRO
- Salvador Tolentino, Custodial Service Worker I, 15 years of service with METRO

- Estevan Ruiz, Bus Operator, 10 years of service with METRO, was present. Vice Chair Dutra presented Mr. Ruiz with his plaque and thanked him for his service. Mr. Ruiz addressed the assembly and said he owes it all to the public/passengers. He will continue doing a good job and get them to their destination safely and on time.

- Sharon D. Toline, Safety & Training Coordinator, 20 years of service with METRO, was also present. Vice Chair Dutra thanked her for her service and presented the plaque. Ms. Toline said when she started with METRO in 1996 she expected to be here for a “few years”. Today, she’s receiving her 20-year longevity award. She hopes this inspires others to find their own path.

15 ORAL PRESENTATION OF SUPERVISORY CLASS GRADUATES: ERRON ALVEY, RHIANNON AXTON, BARROW EMERSON, HARLAN GLATT, ANNA MARIE GOUVEIA, ISAAC HOLLY, GILLIAN McGLAZE, SHAWN O’DONNELL, PETER PENA, MATHEW PYKA, WILL “MICHAEL” REGAN, BRUCE RHODES, FREDDY ROCHA, SUZANNE SILVA, SHARON TOLINE AND ELMER TORRES (see attached photo)

Chair Rotkin announced the graduates and asked those in attendance to stand to be recognized.

CEO Clifford congratulated the graduates, noting METRO’s initiative in coordinating a class of this type at METRO; government agencies don’t typically provide programs well which move employees into supervisory positions. This was made possible through a partnership Ms. Slater developed with Cabrillo College.

Robyn D. Slater, Human Resources Manager, added that training is an important element of succession planning. This provided an opportunity for cross department communication as it included all levels and all departments learning new skills and institutional knowledge.

16 RESOLUTION OF APPRECIATION, RETIREES: OLIVIA DIAZ, JOSEPH HYMAN, DARRYL S. JUAN, GUSTAVO MUNGUIA, MANUEL (MANNY) MARTINEZ

Chair Mike Rotkin recognized the following retirees in their absence

- Olivia Diaz, Ticket & Pass Specialist, 34 years of service with METRO
- Joseph Hyman, Facilities Maintenance Worker II, 28 years of service with METRO
- Darryl S. Juan, Bus Operator, 31 years of service with METRO
- Peter Milburn, Bus Operator, 31 years of service with METRO
- Manuel Martinez, Transit Supervisor, 31 years of service with METRO
- Gustavo Munguia, Upholsterer II, 12 years of service with METRO

Attachment A

ACTION: MOTION TO ACCEPT THE RESOLUTIONS OF APPRECIATION AS PRESENTED

MOTION: DIRECTOR LEOPOLD SECOND: DIRECTOR LANE

MOTION PASSED WITH 11 AYES (Directors Bottorff, Bustichi, Cervantez, Chase, Dutra, Friend, Hagen, Lane, Leopold, McPherson and Rotkin.) All Directors were present.

17 ORAL RECOGNITION OF LEADERSHIP SANTA CRUZ CLASS #31 (see attached photo)

Alex Clifford, CEO/General Manager, recognized METRO's Class 31 participants: Vice Chair Jimmy Dutra, Suzanne Silva, and Eileen Wagley. He spoke of the annual program's advantages in which METRO is offered 3 positions.

Suzanne Silva, Assistant Human Resources Manager thanked METRO for the opportunity. She appreciated learning more about the entire county and getting to know her fellow participants.

Eileen Wagley, ADA Eligibility Coordinator, echoed Ms. Silva's comments regarding learning about Santa Cruz County's many cultures. She was also able to be a METRO 'conduit' to other local agencies. She thanked METRO for providing the buses and Operators for their "field trips".

Vice Chair Dutra also thanked METRO. He hadn't been cognizant of the depth of Santa Cruz County; its various facets, organizations, and the ability to meet people from all areas. He supports METRO's continued participation in the program.

18 APPROVE: LIABILITY AND PHYSICAL DAMAGE CLAIMS SERVICE

Alex Clifford, CEO/General Manager, stressed the importance of this request as METRO doesn't have the in-house ability to perform this function and has been unable to locate a qualified temporary candidate with the required expertise. The key to adopting this service is that it helps to mitigate any risk to the agency. If we miss our mark, we could risk having claims that are not covered under CalTIP.

Director Leopold asked if the contract would be monitored and if there is an estimation of time required. CEO Clifford answered that we don't have any estimates to refer to as claims experiences differ between agencies. METRO will carefully monitor and report back when costs are incurred.

District Counsel Syren added METRO's incidents and claim rate is extremely low given the size and number of hours we have; fewer than 30 in a typical year. She doesn't think the number of hours will be excessive.

Director Leopold asked: Will METRO hire a Safety and Security Manager; Can the former position be divided into two positions; and, has a timeframe been established? CEO Clifford said he is still determining this. At this time Tom Szeszowicki is performing a dual function, Safety and Risk, for METRO. Regarding dividing the prior position into two: Since Ms. Guizar departed, we have identified different persons for the various aspects of her duties. No timeframe has been established.

There were no public comments.

Attachment A

ACTION: MOTION TO APPROVE ENTERING INTO A THREE-YEAR SERVICE AGREEMENT WITH THE CALIFORNIA TRANSIT SYSTEMS JOINT POWERS AUTHORITY (CaITIP) AND YORK RISK SERVICES GROUP AS PRESENTED

MOTION: DIRECTOR LEOPOLD SECOND: DIRECTOR ROTKIN

MOTION PASSED WITH 11 AYES (Directors Bottorff, Bustichi, Cervantez, Chase, Dutra, Friend, Hagen, Lane, Leopold, McPherson and Rotkin.) All Directors were present.

19 ACCEPT AND FILE: COMPREHENSIVE OPERATIONAL ANALYSIS (COA) AND FALL SERVICE CHANGE UPDATE

Barrow Emerson, Planning and Development Manager, acknowledged his team and Mr. Eduardo Montesino, an 'unofficial member of the team', noting he always shares the Board's comments with them.

Chair Rotkin thanked everyone for their efforts; he doesn't take for granted the number of positions and routes we were able to save.

Mr. Emerson continued providing commentary to the staff report highlighting that the anticipated 9/8/16 service reduction will be 10-12% versus the original 25-30% anticipated in June. Service change information is noted in attachments 19A and 19B. Additionally, staff will be on site at Cabrillo to help students with the service changes after the school term begins.

In response to numerous questions from Mr. Jon Bartholomew, Chair Rotkin suggested he meet with Mr. Emerson to obtain specific information. CEO Clifford also offered to send a copy of the June board report with specifics.

Director Leopold added that we are counting on the passing of Measure D in November to provide additional funding.

20 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A CONTRACT FOR TRANSIT SERVICES WITH THE CABRILLO COLLEGE BEGINNING SEPTEMBER 8, 2016

Mr. Emerson noted that through a student vote, Cabrillo established a fee which has identified approximately \$900K over a 12 month period. He thanked the Cabrillo student senate, student body, UTU representatives, and METRO Board members for their assistance in the success of this venture. He added that we will monitor student use for future planning. Chair Rotkin echoed his thanks to Cabrillo and their students for the approximate \$900K funding to METRO.

There were no public comments.

Director Hagen asked if the student bus pass would include Easter and Christmas breaks. Mr. Emerson said yes; we followed UCSC's example.

ACTION: MOTION TO APPROVE AUTHORIZING THE CEO TO EXECUTE A CONTRACT FOR TRANSIT SERVICES WITH THE CABRILLO COLLEGE BEGINNING SEPTEMBER 8, 2016 AS PRESENTED

MOTION: DIRECTOR DUTRA SECOND: DIRECTOR LEOPOLD

MOTION PASSED WITH 11 AYES (Directors Bottorff, Bustichi, Cervantez, Chase, Dutra, Friend, Hagen, Lane, Leopold, McPherson and Rotkin.) All Directors were present.

Attachment A

21 APPROVE: CONSIDERATION OF A REQUEST FROM CABRILLO COLLEGE TO BE ESTABLISHED AS AN EX-OFFICIO DIRECTOR ON THE METRO BOARD

Chair Rotkin would like to include the encouragement of student representative in the motion; this would not be a requirement. He would also ask UCSC to consider the same possibility.

Mr. Emerson noted that the request for an ex-officio position came from Cabrillo's Student Senate. The key point is the amendment to the Administrative Code.

Public comments:

Jon Bartholomew asked what the ex-officio could do if they hold a non-voting position on the Board.

Chair Rotkin answered that they can speak at the meetings, be involved in the committees, and become engaged in how the system runs.

Mr. Emerson added this reinforces the student involvement.

Donna Blitzer, current Ex-Officio Board Member, said she believes it is important to be here and be part of the discussion. She supports having students involved in the process.

ACTION: MOTION TO APPROVE THE REQUEST FROM CABRILLO COLLEGE TO BE ESTABLISHED AS AN EX-OFFICIO DIRECTOR ON THE METRO BOARD AS PRESENTED, INCLUDING THE ENCOURAGEMENT OF STUDENT REPRESENTATIVES FROM BOTH CABRILLO COLLEGE AND UCSC

MOTION: DIRECTOR DUTRA

SECOND: DIRECTOR CHASE

MOTION PASSED WITH 11 AYES (Directors Bottorff, Bustichi, Cervantez, Chase, Dutra, Friend, Hagen, Lane, Leopold, McPherson and Rotkin.) All Directors were present.

22 ACCEPT AND FILE: REPORT ON FY16 TRIENNIAL REVIEW

Angela Aitken, Finance Manager, provided information regarding the triennial process, noting all managers and departments were involved in the process. Of the 17 review areas, 7 had a few findings (see page 22A for specifics). The final responses will be submitted between now and November. She will return when the findings have been responded to and accepted.

There were no public comments.

Director Leopold asked if we had a date we anticipate receiving the findings.

Ms. Aitken answered; final responses are due in November. We anticipate January/February for complete final responses and FTA answers.

ACTION: MOTION TO ACCEPT THE REPORT ON THE FY16 TRIENNIAL REVIEW AS PRESENTED

MOTION: DIRECTOR LANE

SECOND: DIRECTOR McPHERSON

MOTION PASSED WITH 11 AYES (Directors Bottorff, Bustichi, Cervantez, Chase, Dutra, Friend, Hagen, Lane, Leopold, McPherson and Rotkin.) All Directors were present.

23 APPROVE: ESTABLISHMENT OF THREE BOARD STANDING COMMITTEES

Attachment A

After considering various nominations and slates, the following board members were appointed to the respective Standing Committees:

Personnel/HR Committee: To be comprised of Current Board Chair, Current Vice Chair, Immediate Past Chair and Two Board Members

Current Board Chair (Mike Rotkin)

Current Vice Chair (Jimmy Dutra)

Immediate Past Board Chair (Dene Bustichi)

2 Board Members (D. Norm Hagen and John Leopold)

Capital Projects Committee: To be comprised of 3 Board Members

Dene Bustichi, Cynthia Chase and Bruce McPherson

Finance, Budget & Audit Committee: To be comprised of 4-5 Board Members

Ed Bottorff, Karina Cervantez, Zach Friend and Don Lane

ACTION: MOTION TO ACCEPT AND APPROVE THE FOLLOWING BOARD MEMBERS TO THE STANDING COMMITTEES WITH THE PROPOSED STRUCTURE NOTED. THE COMMITTEES WILL ATTEMPT TO BALANCE CITY AND COUNTY REPRESENTATION. EACH COMMITTEE WILL ESTABLISH BYLAWS AND RETURN TO THE BOARD FOR RATIFICATION.

MOTION: DIRECTOR BOTTORFF

SECOND: DIRECTOR CHASE

MOTION PASSED WITH 11 AYES (Directors Bottorff, Bustichi, Cervantez, Chase, Dutra, Friend, Hagen, Lane, Leopold, McPherson and Rotkin.) All Directors were present.

24 APPROVE: BOARD SUPPORT FOR THE TRANSPORTATION SALES TAX MEASURE

Alex Clifford, CEO/General Manager, reminded the assembly that this item has been placed on the agenda at the Board's request.

Public comment:

Eduardo Montesino, representing UTU, said this is an opportunity to provide a lot of funding for many transportation services in the county and needs everyone's full support to provide better services.

Will Regan, representing VMU, said their members voted last night to support Measure D and recommends board support.

Director McPherson noted that the process has been ongoing for two years to address the overall transportation needs of the county. This will be a half cent sales tax over 30 years, requires 2/3 vote and consists of 5 categories: local roads, Highway 1, elderly and disabled services, METRO and options for rail/trail program (which will not provide passenger rail service). The largest share will go to local roads, then Highway 1 auxiliary lanes and a couple of overpasses to Park Avenue, then to maintain pedestrian and bicyclists services. Santa Cruz County is not currently considered a self-help county which places us near the bottom of the list for financial aid. We must become a self-help county so that the State will look at us as helping ourselves before they will assist.

Attachment A

Director Lane added if this measure does not pass, we will have new trouble; additional reductions will be needed. The community needs to know this. In addition to direct funding, METRO's buses travel on Highway 1; we need to facilitate improved local roads & highways. This would save wear and tear on buses if the roads are in good shape.

Director Leopold appreciates the strong support from the labor and business community, the social services agencies, environmental and bicycle organizations. This measure provides the best chance to help METRO in terms of a long term funding source.

Chair Rotkin reminded the public that the service changes were made with optimism that the tax measure would pass. If the measure doesn't pass, more service changes will be need to be made.

ACTION: MOTION TO APPROVE THE RESOLUTION REGARDING BOARD SUPPORT FOR THE TRANSPORTATION SALES TAX MEASURE AS PRESENTED

MOTION: DIRECTOR LANE SECOND: DIRECTOR LEOPOLD

MOTION PASSED WITH 11 AYES (Directors Bottorff, Bustichi, Cervantez, Chase, Dutra, Friend, Hagen, Lane, Leopold, McPherson and Rotkin.) All Directors were present.

25 APPROVE: CONSIDER A RESOLUTION TO REALLOCATE ALL PACIFIC STATION PUBLIC TRANSPORTATION MODERNIZATION, IMPROVEMENT AND SERVICE ENHANCEMENT ACT FUNDS (PTMISEA) TO METROBASE AND TO THE REQUIRED LOCAL SHARE FOR NEW GRANTS; and,

26 APPROVE: CONSIDER COMMITTING ADDITIONAL LOCAL FUNDS FOR GRANTS TO THE FEDERAL TRANSIT ADMINISTRATION BUS AND BUS FACILITIES PROGRAM AND TO THE MONTEREY BAY AIR RESOURCES DISTRICT EMISSION REDUCTION PROGRAM FOR CAPITAL IMPROVEMENT PROJECTS

At the request of Chair Rotkin, and with Board concurrence, Items 25 and 26 were merged and discussed as one item.

Chair Rotkin told the assembly that this item was added to the agenda to address concerns raised previously regarding grant funding.

Barrow Emerson, referring to page 13-08.1, noted the recently awarded 2 grants totaling \$4.8M. Additionally, METRO was awarded 3 electric buses by the Federal government for Highway 17.

Vice Chair Dutra asked when the buses will be delivered.

Mr. Emerson answered it is unknown at this time; we have a team working on requirements, etc.

CEO Clifford added that the bus manufacturers are estimating 9 months to 2 years from order placement.

CEO Clifford said Item 26 is seeking approval to revise the capital plan. We need monies to go after grants to replace 70 buses. We plan to utilize recent award history research to better apply for grants.

Public comment:

Attachment A

Jon Bartholomew asked what type of buses are needed; what is the status of Pacific Station; where will temporary buses be housed if a new Pacific Station is built, what will the proceeds of the sales tax (if successful) fund? .

Chair Rotkin responded that many of the questions have not been fully answered; e.g., Pacific Station decisions. The City of Santa Cruz wants to revitalize the downtown area and has asked that METRO be involved. If successful, the sales tax revenues will be spent for Operations expenses. The average age of METRO buses is 12 years, which means they are expensive to maintain. We are currently looking at electric and traditional fuel buses.

Director Leopold clarified of the 20% targeted for senior and disabled services, 16% will go to METRO and 4% to Lifeline for those areas not served by ParaCruz.

Director Chase noted that the letter authored by her and Director Lane outlines what they are advocating for and suggests their clear intention to allocate funds. Director Lane added that a new Pacific Station is not a guarantee; the Santa Cruz City Council has not lost interest in the project and there are non-profit/medical organizations interested in the project as well. They are asking to make a conscious decision as a Board on this project; they are not requesting a specific action.

Director Leopold requested clarity on METRO's intentions regarding Pacific Station as he has seen many visions over the years.

Chair Rotkin noted that the economy was booming when the process began. The environment has changed.

Director Bustichi recognized that funds had been specifically earmarked for Pacific Station over the past years. He also recognizes that METRO is in need of buses. He cautioned how the funds are utilized.

CEO Clifford noted two points for clarification: 1) Page 26.2 includes a line item referring to MetroBase; and, 2) the assumption is that the current Pacific Station Ad Hoc Committee will be folded into the new Capital Project Standing Committee. Chair Rotkin concurred.

Director Friend felt it important to advise the assembly that he serves on the Monterey Bay Air Resources District Advisory Committee and, in that capacity, recommended that the Assembly Bill funding be directed to the City of Watsonville's application for significant signalization along the Freedom corridor. As a member of the METRO board, he would vote to approve the fund allocation to METRO and its projects. He views this as an opportunity for the Cities and METRO to work together with the Air Resources District.

Director Dutra, appreciating Director Friend's candor, said, he will support this concept but hopes that future projects would take into consideration traffic, congestion and the City of Watsonville while moving forward.

Chair Rotkin thanked everyone for their varying opinions and appreciates that everyone works together in a civil manner.

ACTION: MOTION TO APPROVE THE RESOLUTION TO REALLOCATE ALL PACIFIC STATION PUBLIC TRANSPORTATION MODERNIZATION, IMPROVEMENT AND SERVICE ENHANCEMENT ACT FUNDS (PTMISEA) TO METROBASE AND TO THE

Attachment A

REQUIRED LOCAL SHARE FOR NEW GRANTS AND APPROVE COMMITTING ADDITIONAL LOCAL FUNDS FOR GRANTS TO THE FEDERAL TRANSIT ADMINISTRATION BUS AND BUS FACILITIES PROGRAM AND TO THE MONTEREY BAY AIR RESOURCES DISTRICT EMISSION REDUCTION PROGRAM FOR CAPITAL IMPROVEMENT PROJECTS AS PRESENTED

MOTION: DIRECTOR LANE

SECOND: DIRECTOR ROTKIN

MOTION PASSED WITH 11 AYES (Directors Bottorff, Bustichi, Cervantez, Chase, Dutra, Friend, Hagen, Lane, Leopold, McPherson and Rotkin.) All Directors were present.

27 APPROVE: CONSIDERATION OF APPROVAL OF THE HUMAN RESOURCES MANAGER RETENTION AND RECRUITMENT STRATEGY

Alex Clifford, CEO/General Manager, provided a brief history of the multi-faceted staff report; retirement incentive and good news that no layoffs were needed. He believes that this will be a difficult position to recruit for and to fill.

Public comment:

Jon Bartholomew questioned the pay level. CEO Clifford, referring to the staff report, said it includes an increase of approximately \$10K/year.

Director Bustichi voiced his support for the strategy to provide consistency moving forward. He noted that significant changes in management (District Counsel and CEO) have happened in the last 3 years. He had the privilege of working with the HR Manager during these recruitment processes and appreciated the work accomplished. He reminded the assembly that some Operators had announced their retirement before the incentive date was in place. At that time, the Board allowed the Operators to receive the incentive because we thought it was the right thing to do. He appreciates fiscal responsibility; but we also have the responsibility to do the right thing.

Vice Chair Dutra asked if only retirees qualify for the \$17K incentive. He went on to say he would not support the idea unless it is offered to everyone; which he doesn't see. Any exceptions should have been taken into account earlier.

District Counsel Syren answered that the incentive was two-fold: Intended for Bus Operators and specific position classifications. For the remainder of employees, it was retirement. She will email Vice Chair Dutra the specifics.

Chair Rotkin said this position is needed for METRO consistency. It is not an inappropriate bonus.

Director Bottorff was happy that we could offer the incentive with a goal to preserve jobs. We were successful; no one was laid off. This is a by-product wherein we have a valuable employee who serves a specific need.

Director Leopold thanked Ms. Slater for her service.

Director Cervantez also thanked Ms. Slater for her services. She also expressed concern with the increase in pay and the expense of an outside recruiting agency; both seem like a lot during these challenging times given that we just went through extensive cuts.

Chair Rotkin anticipates a failed recruitment without an increased salary.

Attachment A

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ACTION: MOTION TO APPROVE THE HUMAN RESOURCES MANAGER RETENTION AND RECRUITMENT STRATEGY AS PRESENTED

MOTION: DIRECTOR BUSTICHI

SECOND: DIRECTOR BOTTORFF

MOTION PASSED WITH 9 AYES (Directors Bottorff, Bustichi, Cervantez, Chase, Dutra, Friend, Hagen, Lane, Leopold, McPherson and Rotkin.) Directors Cervantez and Dutra voted No. All Directors were present.

Director Friend departed at 11:29AM

28 CEO TO GIVE ORAL REPORT

Alex Clifford, CEO/General Manager, updated the assembly on various bills: The STA Trailer Bill is now sitting on the Governor's desk. The Beale/Frazier transportation bills are similar; they have agreed to reconcile them into one. The SBX-1 and ABX-26 are identical. They are both in process and, if successful, would help us to triple the diesel sales tax. Transportation bills remain a challenge. The LCTOP legislation, through Alejo, was just sent to Appropriations where it was put on suspense in the Appropriations Committee. We will re-evaluate this next year. CEO Clifford will continue to keep the Board apprised as things develop.

29 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, SEPTEMBER 23, 2016 AT 8:30AM, SANTA CRUZ CITY COUNCIL, 809 CENTER STREET, SANTA CRUZ, CA

Chair Rotkin announced the next meeting.

30 ADJOURNMENT

Chair Rotkin adjourned the meeting at 11:44AM

Respectfully submitted,

Gina Pye
Executive Assistant

DRAFT

9-04A.13

Attachment A

August 25, 2016

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

Dear Metro Board Colleagues:

We're writing today to request that our SCMTD Board and Staff continue to work closely with the City of Santa Cruz to advance the Pacific Station project. We understand why, with so many challenges facing Metro, this project has taken a back seat to these more pressing issues. However, our Santa Cruz City Council has recently expressed strong renewed interest in advancing the Pacific Station project and we are concerned that the prospects for this project are fading as capital funds that had been earmarked for Pacific Station are being programmed for various other needs.

It's also worth noting that a new Pacific Station can deliver benefits well beyond the city of Santa Cruz. We believe a new station will enhance public perception of Metro and give us a new opportunity to increase overall ridership. This will benefit entire Metro system and residents throughout the county.

As you know, the City has been working closely with METRO staff since the first Memorandum of Understanding was executed in 2001 to facilitate the acquisition, design and construction of Pacific Station. Over the last fifteen years, the City has been working diligently as a partner with METRO to realize our collective goals to revitalize the current METRO site. Specifically, our most recent MOU states:

"The City and METRO share the same vision and goals to make Metro Center more effective and efficient; to work in collaboration towards the concept of a transit oriented and pedestrian friendly development; and to create Pacific Station, a mixed-use, multi-modal transit facility for the entire region".

During the first MOU period, the City acted in the capacity of Project Manager overseeing the initial designs for a revitalized METRO project with Roma Design Group. Over the last years, the City has managed the acquisition of the adjacent Greyhound property as well as managed the consultants for preparation of the work plan and cleanup of the contamination on the former Greyhound site. The City has been an active partner over the last several years in the recent design efforts undertaken with Group 4 Architecture. These efforts have been undertaken on behalf of METRO by the City in order to revitalize lower Pacific Avenue and create a positive rider experience for transit riders.

Our request is two-fold. First, we ask that the Metro Board affirm its commitment to the partnership between Metro and the City of Santa Cruz that has existed for over a decade. Second, we ask that the Board re-convene its Pacific Station ad-hoc committee so the Board can re-engage with discussions about the proposed project.

Thank you very much for your consideration.

Sincerely,



Don Lane
City Councilmember
City of Santa Cruz



Cynthia Chase
City Councilmember
City of Santa Cruz

DRAFT 9-04A.14

RECEIVED AT 8/26/16 BOARD MEETING



DRAFT

2016 Supervisory Class Graduates

Pictured (left to right): Bruce Rhodes, Sharon Toline, Barrow Emerson, Elmer Torres, Suzanne Silva, Anna Marie Gouveia, Isaac Holly, Erron Alvey, Michael "Will" Regan, Shawn O'Donnell (Robyn Slater, presenter)

Graduates (not pictured): Rhiannon Axton, Harlan Glatt, Gillian McGlaze, Peter Pena, Matthew Pyka, Freddy Rocha

Photo taken 8/26/16 at METRO Board of Directors Meeting

Attachment A



Leadership Santa Cruz Class 31

Suzanne Silva, Eileen Wagley and Jimmy Dutra
(Pictured left to right)

Photo taken at 8/26/16 METRO Board of Directors Meeting

DRAFT

9-04A.16



DATE: September 23, 2016
TO: Board of Directors
FROM: Ciro Aguirre, Chief Operations Officer
SUBJECT: CONSIDERATION OF AWARD OF CONTRACT TO A PLUS PAINTING FOR EXTERIOR PAINTING OF THE WATSONVILLE TRANSIT CENTER NOT TO EXCEED \$78,800

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to execute a contract with A Plus Painting for Exterior Painting of the Watsonville Transit Center in an amount not to exceed \$78,800.

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has a need for exterior painting of the Watsonville Transit Center.
- A competitive procurement was conducted to solicit bids from qualified firms. Eight (8) firms submitted bids for METRO's review.
- Staff has reviewed all submitted bids and is recommending that the Board of Directors authorize a contract with A Plus Painting.

III. DISCUSSION/BACKGROUND

The Watsonville Transit Center consists of a terminal building, two kiosks, and a clock tower, with canopies over the waiting area. All exterior painted surfaces are faded and/or peeling. This condition is not only aesthetically poor, but it accelerates deterioration of the structures. Repainting is necessary to address both of these concerns.

In March 2016, the Board authorized staff to issue an Invitation for Bids for Exterior Painting of the Watsonville Transit Center. On July 14, 2016, METRO legally advertised and distributed Invitation for Bids (IFB) No. 16-13 to fifty-seven (57) firms and ten (10) builders' exchanges, posted notice on its website, and sent email notices to all GovDelivery subscribers. On August 17, 2016, bids were received and opened from eight (8) firms. A list of firms and a summary of the bids received are provided in Attachment A. Purchasing Staff and Facilities Maintenance Staff have reviewed all submitted bids. A Plus Painting has been determined to be the lowest responsible bidder, whose bid is responsive to all the requirements of the IFB.

Staff recommends that the Board of Directors authorize the CEO to execute a contract, on behalf of METRO, with A Plus Painting for Exterior Painting of the Watsonville Transit Center in an amount not to exceed \$78,800. Contractor will provide all equipment and materials meeting all METRO's specifications and requirements of the contract. Al Pierce, Maintenance Manager, will serve as the Contract Administrator and will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The value of the contract is \$78,800. METRO has budgeted \$107,040 to this project with \$85,632 being funded from the FTA 5339 Grant and a \$21,408 local STA Capital match from the FY17 capital budget.

Funds to support this contract are included in the FY17 Capital budget for Facilities Repairs and Improvements, within Acct # 514010.

V. ALTERNATIVES CONSIDERED

- Do not repaint the exterior. This is not recommended, as it will enable continued deterioration of structure and aesthetics.

VI. ATTACHMENTS

Attachment A: Summary of Bids Received

Attachment B: Contract with A Plus Painting

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

Prepared By: Alex Strudley, Purchasing Assistant

VII. APPROVALS:

Ciro Aguirre, Chief Operations Officer



Approved as to form:
Leslyn K. Syren, District Counsel



Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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Attachment A



Bid Results for IFB No. 16-13
Exterior Painting of the Watsonville Transit Center
Opened August 17, 2016 at 2:00 PM

BIDDER	AMOUNT BID
A Plus Painting	\$78,800.00
Onpoint Construction	\$86,365.00
JPB Designs, Inc.	\$93,700.00
Ultra Painting	\$109,800.00
Anemos Enterprises, Inc.	\$127,000.00
Athens Painting & Commercial Coatings, Inc.	\$129,000.00
Piana Construction & Painting	\$169,000.00
Euro Style Management	\$173,000.00

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Attachment B

CONTRACT FOR EXTERIOR PAINTING OF THE WATSONVILLE TRANSIT CENTER No. 16-13

THIS CONTRACT is made effective on September 28, 2016 between the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT ("Santa Cruz METRO"), a political subdivision of the State of California, and **A Plus Painting** ("Contractor").

1. RECITALS

1.01 Santa Cruz METRO's Primary Objective

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

1.02 Santa Cruz METRO's Need For Exterior Painting of the Watsonville Transit Center

Santa Cruz METRO requires Exterior Painting of the Watsonville Transit Center. In order to obtain said Exterior Painting of the Watsonville Transit Center, Santa Cruz METRO issued an Invitation for Bids, dated July 14, 2016, setting forth specifications for Exterior Painting of the Watsonville Transit Center. The Invitation for Bids is attached hereto and incorporated herein by reference as Exhibit A.

1.03 Contractor's Bid Form

Contractor is a licensed general contractor desired by Santa Cruz METRO and whose principal place of business is 108 Morella Ct., Roseville CA 95747. Pursuant to the Invitation for Bids issued by Santa Cruz METRO, Contractor submitted a bid for Provision of said Exterior Painting of the Watsonville Transit Center, which is attached hereto and incorporated herein by reference as Exhibit B.

1.04 Selection of Contractor and Intent of Contract

On August 22, 2016, Santa Cruz METRO selected Contractor as the lowest responsive, responsible bidder to provide said Exterior Painting of the Watsonville Transit Center, located at 475 Rodriguez Street, Watsonville CA 95076. The purpose of this Contract is to set forth the provisions of this procurement.

1.05 Contractor and Supplier Synonymous

For the purposes of this Contract, the terms "Contractor" and "supplier" are synonymous.

Santa Cruz METRO and Contractor agree as follows:

2. INCORPORATED DOCUMENTS AND APPLICABLE LAW

2.01 Documents Incorporated in This Contract

The documents below are attached to this Contract and by reference made a part hereof. This is an integrated Contract. This writing constitutes the final expression of the parties' Contract, and it is a complete and exclusive statement of the provisions of that Contract, except for written amendments, if any, made after the date of this Contract in accordance with Part III, Section 13.14 of the General Conditions of the Contract.

Attachment B

a) Exhibit A

Santa Cruz Metropolitan Transit District's "Invitation for Bids No. 16-13" dated July 14, 2016, including Addendum number 1.

b) Exhibit B (Bid Form)

Contractor's submitted bid to Santa Cruz METRO for Exterior Painting of the Watsonville Transit Center as signed by Contractor.

2.02 Conflicts

In the event of conflict between requirements contained in different components of the Contract Documents, provisions set forth in Part VI (FTA Requirements for Construction Contracts) shall prevail over all other provisions. Provisions set forth in Parts I (Instructions to Bidders), III (General Conditions of the Contract) and V (Sample Contract) shall prevail over all remaining Contract Documents. In resolving other conflicting requirements among the Contract Documents, the order of precedence shall be as follows: 1. Change Orders, 2. Addenda or Letters of Clarification, 3. Part IV (Special Conditions of the Contract), and 4. Part VII (Construction Specifications).

2.03 Recitals

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

3. TIME OF PERFORMANCE

3.01 General

The work under this Contract shall be completed within 30 calendar days after the date of commencement specified in the Notice to Proceed, unless modified by the parties under Part III, subsection 13.14 of the General Conditions to the Contract or terminated pursuant to Part III, Section 2.

3.02 Term

The term of this Contract shall commence upon the execution of the Contract by Santa Cruz METRO. Issuance of a Notice to Proceed shall remain in force until Final Acceptance as provided by Part VII, Section 11.3 of this Contract.

3.03 Acceptance of Terms

Execution of this document shall be deemed as acceptance of all of the terms and conditions as set forth herein and those contained in the Instructions to Bidders, the General Conditions, the Special Conditions, the FTA Requirements for Construction Contracts, the Specifications for Work and all attachments and addenda, which are incorporated herein by reference as integral parts of this Contract.

4. SCOPE OF WORK

4.01 Contractor shall furnish Santa Cruz METRO all supervision, labor, equipment, supplies, material, freight, transportation, tools and other work and services as specified in and in full accordance with the Invitation for Bids (IFB) No. 16-13 dated July 14, 2016 for Exterior Painting of the Watsonville Transit Center. The Contractor shall provide a complete project in conformance with the intent shown on the drawings and specified herein and as provided for and set forth in the IFB.

Attachment B

4.02 Contractor and Santa Cruz METRO agree to comply with and fulfill all obligations, promises, covenants and conditions imposed upon each of them in the Contract Documents. All of said work done under this Contract shall be performed to the satisfaction of Santa Cruz METRO or its representative, who shall have the right to reject any and all materials and supplies furnished by Contractor which do not strictly comply with the requirements contained herein, together with the right to require Contractor to replace any and all work furnished by Contractor which shall not either in workmanship or material be in strict accordance with the Contract Documents.

5. COMPENSATION

5.01 Terms of Payment

Upon written acceptance, Santa Cruz METRO agrees to pay Contractor \$78,800.00 as identified in the Bid Form, Exhibit B, not to exceed \$78,800.00, for satisfactory completion of all work, including all costs for labor, materials, tools, equipment, services, freight, insurance, overhead, profit and all other costs incidental to the performance of the services specified under this Contract, under the terms and provisions of this Contract within thirty (30) days thereof. Contractor understands and agrees that if they exceed the \$78,800.00 maximum amount payable under this Contract, they do so at their own risk.

5.02 Release of Claims

Payment by Santa Cruz METRO of undisputed contract amounts is contingent upon Contractor furnishing Santa Cruz METRO with a Release of All Claims against Santa Cruz METRO arising by virtue of the part of the Contract related to those amounts.

5.03 Retention of progress payments

Santa Cruz METRO will retain five (5%) percent of the contract price from each progress payment made pursuant to the Contract through the completion of the Contract. The retention shall be released, with the exception of 150 percent (150%) of any disputed amount, within 60 days after the date of completion of the work. Pursuant to Section 22300 of the Public Contract Code, Contractor may substitute a deposit of securities in lieu of Santa Cruz METRO withholding any monies to ensure Contractor's performance under the Contract, or alternatively, request that Santa Cruz METRO make payment of retentions earned directly to an escrow agent at the expense of Contractor. The provisions of Public Contract Code Section 22300 are incorporated herein by reference as though set forth in full, and shall govern the substitution of securities and/or escrow account. If a Stop Notice is filed, Santa Cruz METRO will retain 125% of the amount set forth in the Stop Notice from the next progress payment made to Contractor.

5.04 Change in Contract Price

5.04.01 General

- A. The Contract price constitutes the total compensation payable to Contractor for performing the work. All duties, responsibilities, and obligations assigned to or undertaken by Contractor to perform the work shall be at Contractor's expense without change in the Contract price.
- B. The Contract price may only be changed by a change order. Any request for an increase in the Contract price shall be based on written notice delivered by the Contractor to the Contract Administrator promptly, but in no event later than 10 days after the date of the occurrence of the event giving rise to the request, and shall state the general nature of the request. Notice of the amount of the request with supporting data shall be delivered within 45 days after the date of the occurrence, unless the Contract Administrator allows an additional period of time to ascertain more accurate data in support of the request, and

Attachment B

shall be accompanied by the Contractor's written statement that the amount requested covers all amounts (direct, indirect, and consequential) to which the Contractor is entitled as a result of the occurrence of the event. No request for an adjustment in the Contract price will be valid if not submitted in accordance with this Article.

- C. The value of any work covered by a change order or of any request for an increase or decrease in the Contract price shall be determined in one of the following ways:
1. Where the work involved is covered by unit prices contained in the Contract documents, by application of unit prices to the quantities of the items involved; or
 2. By mutual acceptance of a lump sum, which may include an allowance for overhead and profit not necessarily in accordance with Article 5.04.04; or
 3. On the basis of the cost of work (determined as provided in Articles 5.04.02 and 5.04.03) plus a Contractor's fee for overhead and profit (determined as provided in Article 5.04.04).

5.04.02 Cost of Work (Based on Time and Materials)

- A. General: The term "cost of work" means the sum of all costs necessarily incurred and paid by Contractor for labor, materials, and equipment in the proper performance of work. Except as otherwise may be agreed to in writing by Santa Cruz METRO, such costs shall be in amounts no higher than those prevailing in the locality of the project.
- B. Labor: The cost of labor used in performing work by Contractor, a subcontractor, or other forces, will be the sum of the following:
1. The actual wages paid plus any employer payments to or on behalf of workers for fringe benefits, including health and welfare, pension, vacation, and similar purposes. The cost of labor may include the wages paid to foremen when it is determined by the Contract Administrator that the services of foremen do not constitute a part of the overhead allowance.
 2. There will be added to the actual wages, as defined above, a percentage set forth in the latest "Labor Surcharge and Equipment Rental Rates" in use by the California State Department of Transportation which is in effect on the date upon which the work is accomplished. This percentage shall constitute full compensation for all payments imposed by State and Federal laws including, but not limited to, workers' compensation insurance and Social Security payments.
 3. The amount paid for subsistence and travel required by collective bargaining agreements.
 4. For equipment operators, payment for the actual cost of labor and subsistence or travel allowance will be made at the rates paid by Contractor to other workers operating similar equipment already on the work, or in the absence of such labor, established by collective bargaining agreements for the type of workers and location of the extra work, whether or not the operator is actually covered by such an agreement. A labor surcharge will be added to the cost of labor described herein in accordance with the provisions of subsection 2 of Article 5.04.02 B herein, which surcharge shall constitute full compensation for payments imposed by State and Federal laws, and all other payments made to on behalf of workers other than actual wages.

Attachment B

- C. Materials: The cost of materials used in performing work will be the cost to the purchaser, whether Contractor or subcontractor, from the supplier thereof, except as the following are applicable:
1. Trade discounts available to the purchaser shall be credited to Santa Cruz METRO notwithstanding the fact that such discounts may not have been taken by Contractor.
 2. For materials secured by other than a direct purchase and direct billing to the purchaser, the cost shall be deemed to be the price paid to the actual supplier as determined by the Contract Administrator. Markup, except for actual costs incurred in the handling of such materials, will not be allowed.
 3. Payment for materials from sources owned wholly or in part by the purchaser shall not exceed the price paid by the purchaser for similar materials from said sources on extra work items or the current wholesale price for such materials delivered to the work site, whichever price is lower.
 4. If, in the opinion of the Contract Administrator, the cost of material is excessive, or the Contractor does not furnish satisfactory evidence of the cost of such material, then the cost shall be deemed to be the lowest current wholesale price for the quantity concerned delivered to the work site, less trade discount. Santa Cruz METRO reserves the right to furnish materials for the extra work and no claim shall be made by the Contractor for costs and profit on such materials.
- D. Equipment: The Contractor will be paid for the use of equipment at the rental rate listed for such equipment specified in the current edition of the Department of Transportation publication entitled "Labor Surcharge and Equipment Rental Rates" which is in effect on the date upon which the work is accomplished. Such rental rates will be used to compute payments for equipment whether the equipment is under the Contractor's control through direct ownership, leasing, renting, or another method of acquisition. The rental rate to be applied for use of each item of equipment shall be the rate resulting in the least total cost to Santa Cruz METRO for the total period of use. If it is deemed necessary by the Contractor to use equipment not listed in the foregoing publication, the Contract Administrator will establish an equitable rental rate for the equipment. The Contractor may furnish cost data that might assist the Contract Administrator in the establishment of the rental rate.
1. The rental rates paid, as above provided, shall include the cost of fuel, oil, lubrication supplies, small tools, necessary attachments, repairs and maintenance of all kinds, depreciation, storage, insurance, and all incidentals. Operators of equipment will be separately paid for as provided in subsection 4 of Article 5.04.02 B.
 2. All equipment shall be in good working condition and suitable for the purpose for which the equipment is to be used.
 3. Before construction equipment is used on the extra work, Contractor shall plainly stencil or stamp an identifying number thereon at a conspicuous location, and shall furnish to the Contract Administrator, in duplicate, a description of the equipment and its identifying number.
 4. Unless otherwise specified, manufacturer's ratings and manufacturer-approved modifications shall be used to classify equipment for the determination of applicable rental rates. Equipment which has no direct power unit shall be powered by a unit of at least the minimum rating recommended by the manufacturer.

Attachment B

5. Individual pieces of equipment or tools having a replacement value of \$500 or less, whether or not consumed by use, shall be considered to be small tools and no payment will be made therefore.

E. Owner-Operated Equipment: When owner-operated equipment is used to perform work and is to be paid for as extra work, Contractor will be paid for the equipment and operator as follows:

Payment for the equipment will be made in accordance with the provisions in Article 5.04.02 D, "Equipment."

Payment for the cost of labor and subsistence or travel allowance will be made at the rates paid by Contractor to other workers operating similar equipment already on the project, or, in the absence of such other workers, at the rates for such labor established by collective bargaining agreement for type of worker and location of the work, whether or not the owner-operator is actually covered by such an agreement. A labor surcharge will be added to the cost of labor described herein, in accordance with the provisions in subsection 2 of Article 5.04.02 B, "Labor."

To the direct cost of equipment rental and labor, computed as provided herein, will be added the markup for equipment rental and labor as provided in Article 5.04.04, "Contractor's Fee."

F. Equipment Time: The rental time to be paid for equipment on the work shall be the time the equipment is in productive operation on the work being performed and shall include the time required to move the equipment to the new location and return it to the original location or to another location requiring no more time than that required to return it to its original location; except that moving time will not be paid if the equipment is used on other than the extra work. Loading and transporting costs will be allowed, in lieu of moving time, when the equipment is moved by means other than its own power. No payment will be made for loading and transporting costs when the equipment is used at the site of the extra work on other than the extra work. The following shall be used in computing the rental time of equipment on the work:

1. When hourly rates are listed, any part of an hour less than 30 minutes of operation shall be considered to be ½-hour of operation, and any part of an hour in excess of 30 minutes will be considered 1-hour of operation.
2. When daily rates are listed, operation for any part of a day less than 4 hours shall be considered to be ½-day of operation.
3. Rental time will not be allowed while equipment is inoperative due to breakdowns or Contractor-caused delays.

G. Cost of Work Documentation: The Contractor shall furnish the Contract Administrator Daily Extra Work Reports on a daily basis covering the direct costs of labor and materials and charges for equipment whether furnished by Contractor, subcontractor, or other forces. Santa Cruz METRO will provide the Daily Extra Work Report forms to Contractor. The Contractor or an authorized agent shall sign each Daily Extra Work Report. The Daily Extra Work Report shall provide names and classifications of workers and hours worked; size, type, and identification number of equipment; and the hours operated. Copies of certified payrolls and statement of fringe benefit shall substantiate labor charges. Valid copies of vendor's invoices shall substantiate material charges.

Attachment B

The Contract Administrator will make any necessary adjustments. When these reports are agreed upon and signed by both parties, they shall become the basis of payment for the work performed, but shall not preclude subsequent adjustment based on a later audit.

The Contractor shall inform the Contract Administrator when extra work will begin so that the Santa Cruz METRO inspector can concur with the Daily Extra Work Reports. Failure to conform to these requirements may impact the Contractor's ability to receive proper compensation.

5.04.03 Special Services

Special services are defined as that work characterized by extraordinary complexity, sophistication, or innovations, or a combination of the foregoing attributes that are unique to the construction industry. The following may be considered by the Contract Administrator in making estimates for payment for special services:

- A. When the Contract Administrator and the Contractor, by agreement, determine that a special service is required which cannot be performed by the forces of the Contractor or those of any of its subcontractors, the special service may be performed by an entity especially skilled in the work to be performed. After validation of invoices and determination of market values by the Contract Administrator, invoices for special services based upon the current fair market value thereof may be accepted without complete itemization of labor, material, and equipment rental costs.
- B. When Contractor is required to perform work necessitating special fabrication or machining process in a fabrication or a machine shop facility away from the jobsite, the charges for that portion of the work performed at the offsite facility may, by agreement, be accepted as a special service and accordingly, the invoices for the work may be accepted without detailed itemization.
- C. All invoices for special services will be adjusted by deducting all trade discounts offered or available, whether the discounts were taken or not. In lieu of the allowances for overhead and profit on labor, materials, and equipment specified in Article 5.04.04 herein, a single allowance of ten (10) percent will be added to invoices for special services.

5.04.04 Contractor's Fee

- A. Work ordered on the basis of time and materials will be paid for at the actual and necessary cost as determined by the Contract Administrator, plus allowances for overhead and profit, which allowances shall constitute the "Contractor's Fee," except as provided in subparagraph B of this Article. For extra work involving a combination of increases and decreases in the work, the actual necessary cost will be the arithmetic sum of the additive and deductive costs. The allowance for overhead and profit shall include compensation for superintendence, bond and insurance premiums, taxes, all field and home office expenses, and all other items of expense or cost not included in the cost of labor, materials, or equipment provided for under Articles 5.04.02 B, C, D, and E herein. The allowance for overhead and profit will be made in accordance with the following schedule:

Actual Necessary Cost	Overhead and Profit Allowance
Labor	33 percent
Materials.....	15 percent
Equipment	15 percent

Attachment B

- B. Labor, materials, and equipment may be furnished by the Contractor or by the subcontractor on behalf of the Contractor. When a subcontractor performs all or any part of the extra work, the allowance specified in subparagraph A of Article 5.04.04 shall only be applied to the labor, materials, and equipment costs of the subcontractors, to which the Contractor may add 5 percent of the subcontractor's total cost for the extra work. Regardless of the number of hierarchical tiers of subcontractors, the 5 percent increase above the subcontractor's total cost, which includes the allowances for overhead and profit specified herein, may be applied one time only for each separate work transaction.

5.04.05 Compensation for Time Extensions

Adjustments in compensation for time extension will be allowed only for causes in Article 5.05.01 B.1 through Article 5.05.01 B.3 computed in accordance with Article 5.04 and the following. No adjustments in compensation will be allowed when Santa Cruz METRO-caused delays to a controlling item of work and Contractor-caused delays to a controlling item of work occur concurrently or for causes in Article 5.05.01 B.4 through Article 5.05.01 B.5.

Compensation for idle time of equipment will be determined in accordance with the provisions in Article 5.04.02.F and Section 8-1.09 of the State Specifications.

5.05 Change of Contract Time

5.05.01 General

- A. The Contract time may only be changed by a change order. Any request for an extension of the Contract time shall be based on written notice delivered by the Contractor to the Contract Administrator promptly, but in no event later than 10 days after the date of the occurrence of the event giving rise to the request, and shall state the general nature of the request. Notice of the extent of the request with supporting data shall be delivered within 45 days after the date of such occurrence, unless the Contract Administrator allows an additional period of time to ascertain more accurate data in support of the request, and shall be accompanied by the Contractor's written statement that the adjustment requested is the entire adjustment to which the Contractor has reason to believe it is entitled as a result of the occurrence of said event. No request for an adjustment in the Contract time will be valid if not submitted in accordance with the requirements of this Article.

The Contract time will only be extended when a delay occurs which impacts a controlling item of work as shown on the work schedules required in the Special Provisions. Time extensions will be allowed only if the cause is beyond the control and without the fault or negligence of the Contractor. Time extensions will also be allowed when Santa Cruz METRO-caused delays to a controlling item of work and Contractor-caused delays to a controlling item of work occur concurrently. The Contractor will be notified if the Contract Administrator determines that a time extension is not justified.

- B. The Contract time will be extended in an amount equal to time lost due to delays beyond the control of the Contractor if a request is made therefore as provided in this Article. An extension of Contract time will only be granted for days on which the Contractor is prevented from proceeding with at least 75 percent of the normal labor and equipment force actually engaged on the said work, by said occurrences or conditions resulting immediately therefrom which impact a controlling item of work as determined by the Contract Administrator. Such delays shall include:

Attachment B

1. Changes.
2. Failure of Santa Cruz METRO to furnish access, right of way, completed facilities of related projects, drawings, materials, equipment, or services for which Santa Cruz METRO is responsible.
3. Survey error by Santa Cruz METRO.
4. Occurrences of a severe and unusual nature including, but not restricted to, acts of God, fires, other force majeure events, and excusable inclement weather. A force majeure event includes an earthquake, flood, cloudburst, cyclone or other cataclysmic phenomena of nature beyond the power of the Contractor to foresee or to make preparation in defense against, but does not include ordinary inclement weather. Excusable inclement weather is any weather condition, the duration of which varies in excess of the average conditions expected, which is unusual for the particular time and place where the work is to be performed, or which could not have been reasonably anticipated by the Contractor, as determined from U.S. Weather Bureau records for the preceding 3-year period or as provided for in the Special Provisions.
5. Act of the public enemy, act of another governmental entity, public utility, epidemic, quarantine restriction, freight embargo, strike, or labor dispute. A delay to a subcontractor or supplier due to the above circumstances will be taken into consideration for extensions to the time of completion.

5.05.02 Extensions of Time for Delay Due to Excusable Inclement Weather

- A. The Contract time will be extended for as many days in excess of the average number of days of excusable inclement weather, as defined in Article 5.05.01 B.5, as the Contractor is specifically required under the Special Provisions to suspend construction operations, or as many days as the Contractor is prevented by excusable inclement weather, or conditions resulting immediately therefrom, from proceeding with at least 75 percent of the normal labor and equipment force engaged on critical items of work as shown on the schedule.
- B. Should the Contractor prepare to begin work at the regular starting time at the beginning of any regular work shift on any day on which excusable inclement weather, or the conditions resulting from the weather, prevents work from beginning at the usual starting time and the crew is dismissed as a result thereof, the Contractor will be entitled to a 1-day extension whether or not conditions change thereafter during said day and the major portion of the day could be considered to be suitable for such construction operations.
- C. The Contractor shall base the construction schedule upon the inclusion of the number of days of excusable inclement weather specified in the Article titled "Excusable Inclement Weather Delays," of the Special Provisions. No extension of the Contract time due to excusable inclement weather will be considered until after the said aggregate total number of days of excusable inclement weather has been reached; however, no reduction in Contract time would be made if said number of days of excusable inclement weather is not reached.

5.06 Changed Site Conditions

If any work involves digging trenches or other excavations below the surface, Contractor shall promptly, and before the following conditions are disturbed, notify Santa Cruz METRO in writing of any:

Attachment B

- A. Material that Contractor believes may be a regulated material which is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of existing law.
- B. Subsurface or latent physical conditions at the site differing from those indicated in this Contract.
- C. Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the Contract.

Santa Cruz METRO will promptly investigate the condition and if it finds that the conditions do materially so differ, or do involve regulated material, and cause a decrease or increase in the Contractor's cost of, or the time required for, performance of any part of the work, Santa Cruz METRO will issue a change order under the procedures described in this Contract. For regulated materials, Santa Cruz METRO reserves the right to use other forces for exploratory work to identify and determine the extent of such material and for removing regulated material from such areas.

In the event that a dispute arises between Santa Cruz METRO and the Contractor on whether the conditions materially differ or on the Contractor's cost of, or time required for, performance of any part of the work, the Contractor shall not be excused from any scheduled completion date provided for by this Contract but shall proceed with all work to be performed under the Contract. The Contractor shall retain any and all rights provided either by this Contract or by law, which pertain to the resolution of disputes and protests between the contracting parties.

5.07 Waivers and Releases

Contractor is required to provide unconditional waivers and releases of stop notices in accordance with California Civil Code §3262(d)(2). Santa Cruz METRO agrees to pay Contractor within 30 days after receipt of an undisputed and properly submitted payment request from Contractor. If Santa Cruz METRO fails to make such payments in a timely manner, Santa Cruz METRO shall pay interest to Contractor equivalent to the legal rate set forth in Subdivision (a) of Section 685.010 of the Code of Civil Procedure. For purposes of this section, "progress payment" includes all payments due Contractor, except that portion of the final payment designated by the Contract as retention earnings. Any payment request determined not to be a proper payment request suitable for payment shall be returned to Contractor as soon as practicable, but not later than seven days after receipt. A request returned pursuant to this paragraph shall be accompanied by a written explanation of why the payment request is not proper. The number of days available to Santa Cruz METRO to make a payment without incurring interest pursuant to this section shall be reduced by the number of days by which Santa Cruz METRO exceeds the seven-day return requirement set forth above. A payment request shall be considered properly executed if funds are available for payment of the payment request and payment is not delayed due to an audit inquiry by Santa Cruz METRO's financial officer.

6. NOTICES

All notices under this Contract shall be in writing and shall be effective when received, if delivered by hand, or three (3) days after posting, if sent by registered mail, return receipt requested, to a party hereto at the address hereinunder set forth or to such other address as a party may designate by notice pursuant hereto.

Santa Cruz METRO

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

Attention: Alex Clifford, CEO/General Manager

Attachment B

CONTRACTOR
A Plus Painting
108 Morella Ct.
Roseville, CA 95747
Attention: Michael Dovgan

7. ENTIRE AGREEMENT

- 7.01 This Contract represents the entire agreement of the parties with respect to the subject matter hereof, and all such agreements entered into prior hereto are revoked and superseded by this Contract, and no representations, warranties, inducements or oral agreements have been made by any of the parties except as expressly set forth herein, or in other contemporaneous written agreements.
- 7.02 This Contract may not be changed, modified or rescinded except in writing, signed by all parties hereto, and any attempt at oral modification of this Contract shall be void and of no effect.

8. ACCEPTANCE OF ELECTRONIC SIGNATURES AND COUNTERPARTS

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

9. AUTHORITY

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

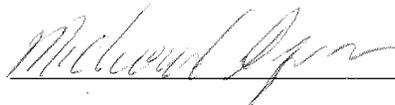
Signed on September 28, 2016

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Alex Clifford, CEO/General Manager

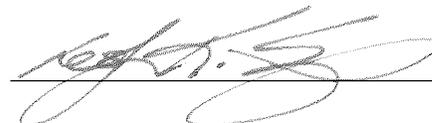
Contractor –
A PLUS PAINTING

Michael Dovgan, Owner



Approved as to Form:

Leslyn Syren, District Counsel



9-05B.11

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DATE: September 23, 2016
TO: Board of Directors
FROM: Ciro Aguirre, Chief Operations Officer
SUBJECT: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 7TH AMENDMENT EXTENDING THE CONTRACT WITH AIRTEC SERVICE FOR HVAC MAINTENANCE SERVICES, INCREASING THE CONTRACT TOTAL BY \$35,000

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to execute a 7th amendment extending the contract with Airtec Service for HVAC Maintenance Services, increasing the contract total by \$35,000 for the additional one-year period, thereby increasing the total contract authority from \$118,000 to \$153,000.

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has a contract with Airtec Service (Airtec) for HVAC Maintenance Services that will expire on October 13, 2016.
- Airtec has requested a 1.9% price increase for the new contract period. The contract allows for this price increase.
- Airtec has performed its duties very well under this contract, and therefore a one-year contract extension with a 1.9% price increase for the new contract period is recommended.

III. DISCUSSION/BACKGROUND

METRO has a contract with Airtec for heating, ventilation, and air conditioning (HVAC) maintenance services that was established on October 14, 2011. The current contract is due to expire on October 13, 2016. Per Scott Barnes, Facilities Supervisor, over the past year the quality of service provided by Airtec has been very good. Airtec has reviewed the contract and requested a 1.9% price increase for the new contract period. The contract allows for this price increase.

Staff recommends that the Board of Directors authorize the CEO to execute a 7th amendment to the contract with Airtec to extend the term of the contract an additional year, and to increase the contract total by \$35,000. Al Pierce, Maintenance Manager, will continue to serve as the Contract Administrator and will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS/IMPACT

This contract has a total not to exceed of \$118,000. Additional funds in an amount of \$35,000 are requested for approval at this time. The new contract total not to exceed would be \$153,000.

Funds to support this contract are included in the Facilities Maintenance FY17 & FY18 Out Repair - Buildings & Improvements (503351) Operating Budgets.

V. ALTERNATIVES CONSIDERED

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

VI. ATTACHMENTS

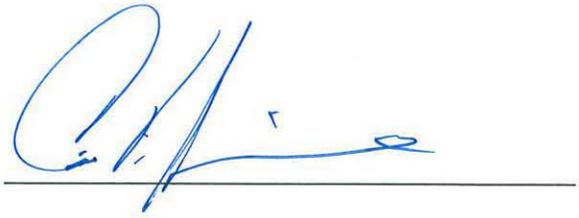
Attachment A: Renewal letter from Airtec Service

Attachment B: Seventh Amendment to the Contract with Airtec Service

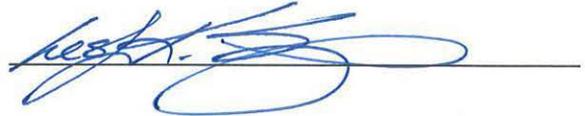
Prepared By: Joan Jeffries, Administrative Assistant

VII. APPROVALS:

Ciro Aguirre, Chief Operations Officer



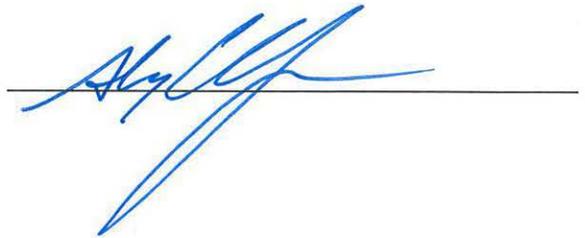
Approved as to form:
Leslyn K. Syren, District Counsel



Approved as to fiscal impact:
Angela Aitken, Finance Manager

dku low for AA

Alex Clifford, CEO/General Manager



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Attachment A



August 22, 2016

Santa Cruz Metro
110 Vernon Street
Santa Cruz, CA 95060

Attn: Erron Alvey

Re: Intent to Extend HVAC Maintenance Services
Contract Number 12-09

Erron,

Airtec Service wishes to extend the maintenance agreement contract through October 13, 2017. However, we would like to request a consumer price index increase of 1.9%.

Please advise if this is acceptable.

Sincerely,

A handwritten signature in blue ink, appearing to read "David Olson", is written over a light blue circular stamp or watermark.

David Olson
President

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Attachment B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT SEVENTH AMENDMENT TO CONTRACT NO. 12-09 FOR HVAC MAINTENANCE SERVICES

This Seventh Amendment to Contract No. 12-09 for HVAC Maintenance Services is made effective October 14, 2016 between the Santa Cruz Metropolitan Transit District (“Santa Cruz METRO”), a political subdivision of the State of California, and Airtec Service (“Contractor”).

I. RECITALS

- 1.1 Santa Cruz METRO and Contractor entered into a Contract for HVAC Maintenance Services (“Contract”) on October 14, 2011.
- 1.2 The Contract allows for amendment upon mutual written consent.
- 1.3 Santa Cruz METRO and Contractor desire to amend the Contract to extend the Contract term and to increase the Contract total not-to-exceed amount.

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

II. TERM

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

The term of this Contract shall be from October 14, 2011 to October 13, 2017.

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

III. COMPENSATION

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

A price increase of 1.9% shall be effective on October 14, 2016. Santa Cruz METRO shall compensate Contractor in an amount not to exceed the rates agreed upon and set forth in Contractor’s proposal for the 2016-2017 term, Attachment A to the Seventh Amendment.

Under the terms of the Seventh Amendment, the Contract total not-to-exceed amount is increased by \$35,000. The new Contract total not-to-exceed amount is \$153,000. Contractor understands and agrees that if they exceed the \$153,000 maximum amount payable under this Contract, they do so at their own risk.

Attachment B

IV. REMAINING TERMS AND CONDITIONS

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

V. AUTHORITY

5.1 Article 7 is amended to include the following language:

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

Signed on _____

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT

Alex Clifford, CEO/General Manager

Contractor –
AIRTEC SERVICE

David Olson, President



Approved as to Form:

Leslyn Syren, District Counsel





DATE: September 23, 2016
TO: Board of Directors
FROM: Andrew Kreck, Project Manager, Hill International
SUBJECT: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 10TH AMENDMENT TO THE CONTRACT WITH RNL DESIGN, INC. FOR ARCHITECT AND ENGINEERING SERVICES, EXTENDING THE CONTRACT TERM, AND INCREASING THE CONTRACT TOTAL BY \$100,000

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to execute a 10th amendment to the Contract with RNL Design, Inc. to extend the contract for Architect and Engineering Services through December 31, 2016, and adding funds in the amount of \$100,000, increasing the contract value from \$1,864,977 to \$1,964,977.

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has a contract with RNL Design, Inc. (RNL) for Architect and Engineering Services that is due to expire on September 30, 2016.
- While temporary occupancy of the Judy K. Souza Operations Facility has been granted, certain ADA accessibility and Security items remain outstanding that require continued A&E services.
- Staff recommends extending the contract with RNL by three (3) months, through December 31, 2016, and increasing the contract not-to-exceed amount by \$100,000.

III. DISCUSSION/BACKGROUND

METRO entered into a contract with RNL on March 19, 2012 for Architect and Engineering Services to complete the plans, specifications and drawings for the new Operations Facility and related site work. This contract will expire on September 30, 2016.

While temporary occupancy of the Judy K. Souza Operations Facility was granted in March, remaining ADA accessibility issues prevent the obtaining of a final Occupancy Permit, and various Security upgrades are still outstanding. RNL's design services are required on these items before the work can be executed.

Staff recommends that the Board of Directors authorize the CEO to execute a three-month extension to the contract with RNL for Architect and Engineering Services to extend the term of the contract to December 31, 2016 and increase funds in an amount not to exceed \$100,000. Andrew Kreck, Project Manager Consultant, will continue to serve as the Contract Administrator and ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS/IMPACT

This contract has a total not to exceed of \$1,864,977. Additional funds in an amount of \$100,000 are requested to increase the contract authority at this time. The new contract total not to exceed would be \$1,964,977.

Funds to support this contract amendment are included in the overall MetroBase Phase II Project Budget as part of the A&E contingency. The contingency balance remaining would be \$0. Staff has also brought a proposed revised LOP budget to today's Board of Directors Meeting to capture this amendment action within its line item.

V. ALTERNATIVES CONSIDERED

- Do not extend the term of this contract and increase the contract not to exceed total. Staff does not recommend this option, as the continued services of an Architect-Engineer firm are critical to obtaining the final Occupancy Permit.

VI. ATTACHMENTS

Attachment A: Contract Amendment with RNL Design, Inc.

Prepared By: Joan Jeffries, Administrative Assistant
Erron Alvey, Purchasing Manager

VII. APPROVALS:

Andrew Kreck, Project Manager
Hill International



Approved as to form:
Leslyn K. Syren, District Counsel



Approved as to fiscal impact:
Angela Aitken, Finance Manager

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Alex Clifford, CEO/General Manager



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Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT TENTH AMENDMENT TO CONTRACT NO. 12-25 FOR ARCHITECT AND ENGINEERING SERVICES

This Tenth Amendment to Contract No. 12-25 for Architect and Engineering Services is made effective October 1, 2016 between the Santa Cruz Metropolitan Transit District ("Santa Cruz METRO"), a political subdivision of the State of California, and RNL Design, Inc. ("Architect-Engineer").

I. RECITALS

- 1.1 Santa Cruz METRO and Architect-Engineer entered into a Contract for Architect and Engineering Services ("Contract") on March 19, 2012. The purpose of the Contract is to review and update the current plans, drawings and specifications for the construction of the new Judy K. Souza Operations Facility, Parking Structure and related site work ("Project").
- 1.2 The Contract is due to expire on September 30, 2016.
- 1.3 The Contract allows for amendment upon mutual written consent.
- 1.4 Santa Cruz METRO and Architect-Engineer desire to amend the Contract to extend the Contract term and to increase the Contract total not-to-exceed amount.

Therefore, Santa Cruz METRO and Architect-Engineer amend the Contract as follows:

II. TERM

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

The term of this Contract shall be from March 19, 2012 to December 31, 2016.

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

III. COMPENSATION

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

Under the terms of the Tenth Amendment, the Contract total not-to-exceed amount is increased by \$100,000.

The new Contract total not-to-exceed amount is \$1,964,977. Architect-Engineer understands and agrees that if it exceeds the \$1,964,977 maximum amount payable under this Contract, it does so at its own risk.

IV. REMAINING TERMS AND CONDITIONS

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

Attachment A

V. ACCEPTANCE OF ELECTRONIC SIGNATURES AND COUNTERPARTS

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

VI. AUTHORITY

6.1 Article 7 is amended to include the following language:

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

Signed on _____

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT

Alex Clifford, CEO/General Manager

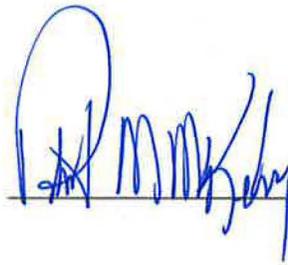
Architect-Engineer –
RNL DESIGN, INC.

~~Edward L. Carfagno, Associate Principal~~

Patrick M. McKelvey
Principal

Approved as to Form:

Leslyn Syren, District Counsel





DATE: September 23, 2016

TO: Board of Directors

FROM: Alex Clifford, CEO/General Manager

SUBJECT: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 6TH AMENDMENT TO THE CONTRACT WITH HILL INTERNATIONAL, INC. FOR PROJECT MANAGEMENT CONSULTANT SERVICES, INCREASING THE CONTRACT TOTAL BY \$198,000

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to execute a Sixth Amendment to the Contract with Hill International, Inc. to extend the contract for Project Management Consultant Services through December 31, 2016, and adding funds in the amount of \$198,000, increasing the contract value from \$3,360,382 to \$3,558,382.

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has a contract with Hill International, Inc. (Hill) for Project Management Consultant Services that is due to expire on September 30, 2016.
- While temporary occupancy has been granted, completion of remaining ADA accessibility issues prevent METRO from obtaining a final Occupancy Permit, while installation of an Access Control System and various Security upgrades are also outstanding.
- Staff has brought a revised LOP Budget to today's Board of Directors Meeting to adjust the budget for these and other line items.
- Staff recommends extending the contract with Hill International, Inc. through December 31, 2016, and increasing the contract not-to-exceed amount by \$198,000.

III. DISCUSSION/BACKGROUND

METRO entered into a contract with Hill for Project Management Consultant Services for the new Judy K. Souza Operations Facility (Project) on September 15, 2014. This contract is due to expire on September 30, 2016.

Temporary Occupancy was granted in March, but remaining ADA accessibility issues are preventing METRO from obtaining its final Occupancy Permit. In addition, the building is still lacking an Access Control System, and various Security upgrades are outstanding.

A summary of contract amendments is as follows:

Amend. No.	Date	Description	Time Extension	\$ Amount
1 st	12/15/14	Additional staffing due to cancellation of Construction Management contract	—	\$1,092,385
2 nd	10/26/15	Extending time and adding funds in connection with extension of Project completion date	3 mo.	\$ 133,000
3 rd	2/15/16	Extending time and adding funds in connection with completion of items removed from General Contractor's contract	3 ½ mo.	\$ 350,000
4 th	5/18/16	Adding additional funds in connection with completion of outstanding items and to assist with obtaining the Final Occupancy Permit	—	\$ 285,000
5 th	7/1/16	Extending time only in connection with completion of outstanding items and to assist with obtaining the Final Occupancy Permit	3 mo.	—

In order to maintain continuity of services with the Project Management Consultant through Project completion, staff recommends that the Board of Directors authorize the CEO to execute a Sixth Amendment to the Contract with Hill to extend the term for three more months. Reductions in contracted staffing hours continue to occur as the project is nearing completion; however, some staffing will be necessary throughout the closeout process. Erron Alvey, Purchasing Manager, will continue to serve as the Contract Administrator and ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS/IMPACT

This contract has a total not to exceed of \$3,360,382. Additional funds in an amount of \$198,000 are requested for approval at this time. The new contract total not to exceed would be \$3,558,382.

Funds to support this contract amendment are included in the MetroBase Phase II Project Budget. Staff has also brought a proposed revised LOP budget to today's Board of Directors Meeting to capture this amendment action within its line item.

V. ALTERNATIVES CONSIDERED

- Do not extend the term of this contract and increase the contract not to exceed total. Staff does not recommend this option, as the continued services of the Project Management Consultant are critical to ensuring the timely and successful completion of the Project.

VI. ATTACHMENTS

Attachment A: Contract Amendment with Hill International, Inc.

Prepared By: Joan Jeffries, Administrative Assistant
Erron Alvey, Purchasing Manager

VII. APPROVALS:

Erron Alvey, Purchasing Manager
and Contract Administrator



Approved as to form:
Leslyn K. Syren, District Counsel

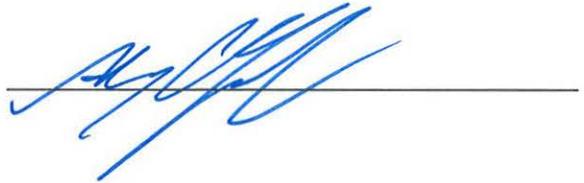


Approved as to fiscal impact:
Angela Aitken, Finance Manager

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Alex Clifford, CEO/General Manager



Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT SIXTH AMENDMENT TO CONTRACT NO. 15-04 FOR PROJECT MANAGEMENT CONSULTANT SERVICES

This Sixth Amendment to Contract No. 15-04 for Project Management Consultant Services is made effective October 1, 2016 between the Santa Cruz Metropolitan Transit District ("Santa Cruz METRO"), a political subdivision of the State of California, and Hill International, Inc. ("Consultant").

I. RECITALS

- 1.1 Santa Cruz METRO and Consultant entered into a Contract for Project Management Consultant Services ("Contract") on September 15, 2014.
- 1.2 The Contract is due to expire on September 30, 2016.
- 1.3 The Contract allows for extension upon mutual written consent.
- 1.4 Santa Cruz METRO and Consultant desire to amend the Contract to extend the Contract term and to increase the Contract total not-to-exceed amount.

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

II. TERM

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

The term of this Contract shall be from September 15, 2014 to December 31, 2016.

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

III. COMPENSATION

- 3.1 Article 6.01 is amended to include the following language:

Under the terms of the Sixth Amendment, the Contract total not-to-exceed amount is increased by \$198,000.

The new Contract total not-to-exceed amount is \$3,558,382. Consultant understands and agrees that if they exceed the \$3,558,382 maximum amount payable under this Contract, they do so at their own risk.

IV. REMAINING TERMS AND CONDITIONS

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

Attachment A

V. ACCEPTANCE OF ELECTRONIC SIGNATURES AND COUNTERPARTS

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

VI. AUTHORITY

- 6.1 Article 8 is amended to include the following language:

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

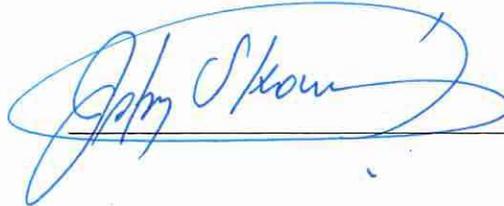
Signed on _____

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT

Alex Clifford, CEO/General Manager

Consultant –
HILL INTERNATIONAL, INC.

 Michael B. Smith, Senior Vice President



Approved as to Form:

Leslyn Syren, District Counsel





DATE: September 23, 2016
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
SUBJECT: CONSIDERATION OF DECLARING ONE (1) 2002 NEW FLYER BUS AND ONE (1) LOT OF NEW FLYER PARTS FROM THE 2002 NEW FLYER BUS PURCHASE (SR804) AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION

I. RECOMMENDED ACTION

That the Board of Directors approve a resolution declaring one New Flyer bus and one lot of New Flyer parts as ready for disposal or auction and direct the CEO to dispose of the surplus items in conformance with METRO's Administrative Policy Number AP-2020 - Fixed Assets and Inventoried Items.

II. SUMMARY

- In accordance with Santa Cruz Metropolitan Transit District's (METRO) policy on disposal of fixed assets, at least once per year the Finance Manager shall recommend to the Board of Directors a list of items to be declared excess with appropriate action for disposal.
- The New Flyer bus, and the lot of New Flyer parts have all exceeded their useful life and are no longer needed by METRO.
- Staff recommends that the Board of Directors approve the resolution for the disposal or auction of excess property (Attachment A) and declare the items listed in Exhibit A as excess and direct staff to use appropriate action for disposal.

III. DISCUSSION/BACKGROUND

The following equipment identified in the Excess Vehicle & Equipment Listing (Exhibit A) has surpassed its useful life expectancy.

- This bus is 14 years old, with significant defects that are not cost effective to repair, coupled with CNG tanks that expire at the end of this year. The cost to repair this bus outweighs its value; therefore, it is recommended for disposal. The bus is fully depreciated, so there is no financial obligation to a granting agency with regard to the recommended disposals.
- The lot of New Flyer parts is exclusive to the 2002 New Flyer buses; vehicle # 2202 is the last 2002 New Flyer in the Fleet inventory, therefore it will no longer be necessary to maintain this parts inventory after its disposal.

FTA Spare Ratio: The FTA requires METRO to maintain a maximum allowed ratio of twenty percent (20%) Fixed Route spare buses to peak run assigned buses. The exceptions are the Highway 17 buses which are considered “Commuter type” and not subject to the 20% spare ratio. For example, if 100 buses are assigned to fixed route at peak runs, the maximum amount of spare buses would be 20 buses, for a total of 120 buses.

In March of 2016 METRO achieved a 20% Spare Ratio, thereby meeting FTA’s Spare Ratio Requirement.

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

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

IV. FINANCIAL CONSIDERATIONS/IMPACT

The estimated gross market value of the vehicle is approximately \$4,900; it has reached the end of its useful life and is in poor condition. The lot of parts is no longer needed; the financial impact is \$7,440 to write down the parts inventory.

Any revenue generated from the sale of this vehicle and equipment will be recorded as income in the current fiscal year’s operating budget to ‘Gain / Loss Disposal on Assets’ budget account 407090-100.

V. ALTERNATIVES CONSIDERED

- Store the vehicle - This alternative is not recommended because the bus has exceeded its useful life, and it is cost prohibitive to repair.
- Retain the parts in inventory – Because this is the last 2002 New Flyer bus to be disposed, there is no longer any use for these parts, therefore, no alternative is recommended at this time.

VI. ATTACHMENTS

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

Exhibit A: Excess Vehicle & Equipment Listing – as of September 23, 2016

Prepared By: Debbie Kinslow, Assistant Finance Manager
Al Pierce, Maintenance Manager

VII. APPROVALS:

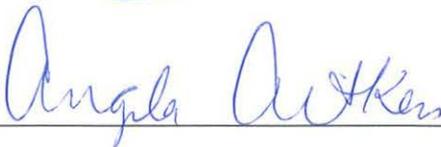
Angela Aitken, Finance Manager



Approved as to form:
Leslyn K. Syren, District Counsel



Approved as to fiscal impact:
Angela Aitken, Finance Manager



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:

RESOLUTION TO APPROVE FOR THE DISPOSAL OR AUCTION OF EXCESS PROPERTY PURSUANT TO TITLE 49 OF THE CODE OF FEDERAL REGULATIONS, PART 24 (49CFR 24)

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

WHEREAS, all real property, equipment and supplies, rolling stock, and facilities purchased or constructed for project purposes must be managed, used, and disposed of in accordance with applicable laws and regulations; and

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

WHEREAS, the fair market value of each property item is less than \$5,000; and

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

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

1. The following real property assets are declared excess property on the Excess Vehicle & Equipment Listing as of 9/23/16, "Exhibit A" and may be disposed of or auctioned as such:
 - a. "One (1) 2002 CNG New Flyer Buses, vehicle no. 2202";
 - b. "One (1) lot 2002 CNG New Flyer Bus - Spare Parts";

Attachment A

Resolution #
Page 2 of 3

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Metropolitan Transit District on September 23, 2016, by the following vote:

AYES: DIRECTORS –

NOES: DIRECTORS –

ABSENT: DIRECTORS –

ABSTAIN: DIRECTORS –

MIKE ROTKIN
Chairperson

ATTEST:

ALEX CLIFFORD
CEO/General Manager

APPROVED AS TO FORM:

LESLYN K. SYREN
District Counsel

Attachment A

Resolution #
Page 3 of 3

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

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
EXCESS VEHICLE & EQUIPMENT LISTING AS OF 9/23/16

(Attached)

Exhibit A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT										
EXCESS VEHICLE & EQUIPMENT LISTING AS OF 9/23/16										
Vehicle or Asset Tag #	Description	Acquisition Date	Cost	Accumulated Depreciation	Net Book Value	Est. Market Value	Reason for Disposal	Condition	VIN / SN	License #
2202	2002 NEW FLYER-CNG	7/25/2002	\$ 358,011	\$ 358,011	\$ -	\$ 4,900	END USEFUL LIFE	POOR	5FYC2LP002U024048	1133346
LOT	2002 NEW FLYER-CNG-PARTS INV.	7/25/2002	\$ 7,440	\$ -	\$ 7,440	\$ 1,000	END USEFUL LIFE	NEW	N/A	N/A

9-09A.Exhibit A.1



DATE: September 23, 2016
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
SUBJECT: CONSIDERATION OF ISSUING A FORMAL REQUEST FOR PROPOSALS FOR MOBILE CASH VAULT PICK UP AND DELIVERY SERVICES AND COIN AND CURRENCY PROCESSING SERVICES

I. RECOMMENDED ACTION

That the Board of Directors authorize the Purchasing Manager to issue a formal Request for Proposals for Mobile Cash Vault and Coin and Currency Services.

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) requires the services of a secure/armored vehicle to pick up its full currency bins after fareboxes are emptied into them and, under security, open the bins and verify currency and coin contents. The service provider prepares the proceeds for deposit to METRO's designated bank.
- The contract currently in place for these services has been in place since January 1, 2011 and will expire on December 31, 2016. Staff has evaluated the contract and determined that it is time to re-bid this service.

III. DISCUSSION/BACKGROUND

On December 17, 2010, the Board authorized the CEO/General Manager to execute a contract with Brink's U.S. for mobile cash vault pick up and revenue counting services, in an effort to further reduce costs agency-wide due to the fiscal emergency declared in June 2010.

Prior to the transition to Brink's U.S., farebox revenue processing was performed in-house by two (2) contracted revenue officers and one (1) contracted temporary employee. (The one contracted temporary employee replaced the Vault Room Coordinator position that was eliminated in 2010.) This transition was estimated to save METRO \$55,000 the first year. In an informational report to the Board on January 13, 2012, the actual savings were calculated at approximately \$64,500.

METRO does not currently have staff in place to perform in-house farebox revenue processing; therefore, these services must continue to be contracted out.

The contract currently in place for these services is with Brink's U.S., and is due to expire on December 31, 2016. This contract has been in effect since January 1, 2011 and, although it has an evergreen renewal clause, METRO does not typically contract for services for more than five years, and is already in year six.

Staff is recommending the issuance of a formal Request for Proposals for Mobile Cash Vault Pick Up and Coin and Currency Processing Services.

IV. FINANCIAL CONSIDERATIONS/IMPACT

This action will authorize the initiation of a procurement estimated to result in a contract with a value of approximately \$480,000 over its anticipated five-year life. METRO has budgeted \$187,000 for the next two fiscal years.

V. ALTERNATIVES CONSIDERED

- Do not authorize this request to issue a formal Request for Proposals – This alternative is not recommended because METRO does not currently have staff in place to perform in-house farebox revenue processing.
- Perform in-house farebox revenue processing – This alternative is not recommended because METRO would need to recruit and hire a Vault Room Coordinator, and two (2) contracted revenue officers, and there is not adequate time or funding to do so before the contract auto-renews.

VI. ATTACHMENTS

Attachment A: Authorizing Resolution

Prepared By: Erron Alvey, Purchasing Manager
Debbie Kinslow, Assistant Finance Manager

VII. APPROVALS:

Angela Aitken, Finance Manager

aka low for AIA

Approved as to form:
Leslyn K. Syren, District Counsel

Leslyn K. Syren

Approved as to fiscal impact:
Angela Aitken, Finance Manager

aka low for AA

Alex Clifford, CEO/General Manager

Alex Clifford

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

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

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ
METROPOLITAN TRANSIT DISTRICT AUTHORIZING THE PURCHASING
MANAGER TO SOLICIT PROPOSALS FOR MOBILE CASH VAULT PICK UP AND
DELIVERY SERVICES AND COIN AND CURRENCY PROCESSING SERVICES**

WHEREAS, the Santa Cruz Metropolitan Transit District has a need for mobile cash vault pick up and delivery services and coin and currency processing services;

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SANTA CRUZ
METROPOLITAN TRANSIT DISTRICT AS FOLLOWS:**

THAT, the Purchasing Manager is authorized to issue a Request for Proposals for the services and/or supplies described above; and

THAT, the RFP is approved for release pursuant to the provisions of the Santa Cruz Metropolitan Transit District's Procurement Policy.

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Metropolitan Transit District this 23rd day of September, 2016 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:
Mike Rotkin, Board Chair

Resolution No. _____
Page 2

Attest:
Alex Clifford, CEO/General Manager _____

Approved as to form:
Leslyn K. Syren, District Counsel _____



DATE: September 23, 2016
TO: Board of Directors
FROM: Leslyn K. Syren, District Counsel
SUBJECT: CONSIDERATION OF A CONTRACT AMENDMENT WITH THE LAW FIRM OF HOWIE & SMITH LLP, IN AN AMOUNT NOT TO EXCEED \$50,000

I. RECOMMENDED ACTION

That the Board of Directors Ratify the Execution of a Contract Amendment with Howie & Smith LLP to increase the amount of the Contract for Legal Services not to exceed \$50,000

II. SUMMARY

- The law firm of Howie & Smith LLP has been providing Legal Services to Santa Cruz METRO for various litigation matters over the past several years.
- Santa Cruz METRO solicited the services of Howie & Smith LLP in 2015 to assist the District Counsel with a specific case.
- In order to complete the Risk Department projects currently assigned to the firm, District Counsel seeks to extend the term and compensation provided to Howie & Smith LLP. District Counsel seeks to ratify the Contract to pay against invoices incurred under the Amendment.

III. DISCUSSION/BACKGROUND

In 2015, the Legal Department solicited the services of Robert G. Howie, Esq. of Howie & Smith LLP to handle a litigated matter, as assigned by District Counsel. A limited term contract, not to exceed \$25,000 was entered into with the firm.

Since entering into the contract in October 2015, the need for additional services has become necessary. As of September 2016, the Santa Cruz METRO has incurred expenses in excess of the original contract. District Counsel is now requesting that the Board ratify this contract and allow expenses incurred to be paid against this Amendment to the Contract.

Howie & Smith LLP provides necessary legal services to the District's Legal Department, including, representation of Santa Cruz METRO in a federal matter. Since Howie & Smith have been assigned this case since October of 2015, it would take another firm additional time and expense to be able to handle this case. For this reason, it is requested that the Board of Directors find that it is in the best interests of the District to move forward with this Contract Amendment

with Howie & Smith LLP in an amount not to exceed \$50,000 to continue representing the District in the assigned matter. The proposed final version of the Contract Amendment is attached (Attachment A).

IV. FINANCIAL CONSIDERATIONS/IMPACT

The additional \$25,000 will be absorbed in the existing FY17 Risk Department Budget for settlement costs.

V. ALTERNATIVES CONSIDERED

- Do not approve the execution of a Contract Amendment with Howie & Smith LLP. Staff does not recommend this option, as the continued legal representation of Howie & Smith LLP is crucial in the ongoing litigation and risk matter at hand.

VI. ATTACHMENTS

Attachment A: First Amendment to Contract for Legal Services

Prepared By: Rickie-Ann Kegley, Paralegal

VII. APPROVALS:

Approved as to form:
Leslyn K. Syren, District Counsel



Approved as to fiscal impact:
Angela Aitken, Finance Manager

d/c low for AA

Alex Clifford, CEO/General Manager



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ATTACHMENT A

FIRST AMENDMENT TO CONTRACT FOR LEGAL SERVICES

This First Amendment to Contract is made and entered into at Santa Cruz, California, as of September 23, 2016, by and between **SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**, a public agency ("Santa Cruz METRO"), and, **Robert G. Howie, Esq. of HOWIE & SMITH LLP**, ("ATTORNEY"), who agree as follows:

1. RECITALS

On October 16, 2015, Santa Cruz METRO and ATTORNEY executed a "Contract for Legal Services" in an amount not to exceed \$25,000.00, including any reimbursable expenses.

Both Parties wish to amend the Contract to increase the total amount of Consideration payable to ATTORNEY and to limit the term of this Amendment to 2 years.

2. AMENDMENTS

The following paragraphs are amended, replaced and restated as follows:

2. **Total Consideration** is hereby amended to read as follows:

The total consideration payable to ATTORNEY may not exceed the sum of \$50,000.00 over the next two (2) years beginning **September 23, 2016 and ending September 22, 2018, including any reimbursable expenses.**

This amount is established for Santa Cruz METRO's budgetary purposes and does not constitute a contractual commitment by Santa Cruz METRO to retain ATTORNEY to such an extent, nor a commitment by ATTORNEY to provide all required services within the amount so established. However, ATTORNEY may not provide services that are billable to Santa Cruz METRO in an amount exceeding the amount of the total consideration provided above unless approved in advance by written amendment to the Contract for Legal Services, dated October 16, 2015.

3. EFFECTIVE DATE

This Contract is effective as of the day and year first hereinabove appearing.

4. NOTICES

All notices and other communications under this Contract must be in writing and will be deemed to have been duly given (i) on the date of delivery, if delivered personally to the party to whom notice is given, or if made by electronic mail or telecopy directed to the party to whom notice is to be given at the email address provided or the telecopy number listed below, or (ii) at the earlier of actual receipt or the second business day following deposit in the United States mail, postage prepaid. Notices and other communications must be directed to the parties at the addresses shown below. A party may change its person designated to receive notice, its email address, telecopy number, or its mailing address from time to time by giving notice to the other party in accordance with the procedures set forth in this Article.

Santa Cruz METRO: Leslyn K. Syren
District Counsel
Santa Cruz Metropolitan Transit District
110 Vernon Street
Santa Cruz, CA 95060
Phone: (831) 426-6080 – ext. 1601
Fax: (831) 469-3658
Email: lsyren@scmtd.com

ATTACHMENT A

ATTORNEY: Robert G. Howie, Esq.
Howie & Smith, LLP
1777 Borel Street, Ste. 1000
San Mateo CA 94402
Phone: (650) 685-9300
Fax: (650) 685-3967
Email: showie@howielaw.com

5. ENTIRE AGREEMENT

This Amendment and the Contract dated October 16, 2015, including all exhibits and attachment, embodies the entire agreement of the parties in relation to the scope of services herein described, and no other understanding whether verbal, written or otherwise exists between the parties.

Executed as of the day first above stated.

HOWIE & SMITH, LLP

By: 

ROBERT G. HOWIE
Partner

**SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT**

By: _____

ALEX CLIFFORD
CEO/General Manager

Approved as to Content and Legal Form:

By: 

LESLYN K. SYREN
District Counsel



DATE: September 23, 2016
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
SUBJECT: REVISED METROBASE PHASE II (OPERATIONS BUILDING) LIFE OF PROJECT BUDGET AND CAPITAL RESOURCE ALLOCATION PLAN

I. RECOMMENDED ACTION

That the Board of Directors approve:

- A) Reallocation of CalOES funds in the amount of -\$97,000; and,**
- B) Adding \$365,000 in PTMISEA funds to the MetroBase Project, thereby increasing the MetroBase Phase II Operations Life of Project budget from \$27,082,425 to \$27,350,425.**

II. SUMMARY

- The Board of Directors established a Life of Project (LOP) for MetroBase Phase II on September 26, 2014 in the amount of \$24,732,549. Since then the following revisions were made:
 - May 8, 2015 the Board revised the LOP to \$24,603,596
 - August 14, 2015 the Board revised the LOP to \$24,853,596
 - October 23, 2015 the Board revised the LOP to \$25,424,868
 - December 11, 2015 the Board revised the LOP to \$25,866,524
 - January 22, 2016 the Board revised the LOP to \$26,411,524
 - June 24, 2016 the Board revised the LOP to \$27,082,425
- Additional adjustments to the LOP are now recommended as follows (in the order which they appear on Attachment A):
 - Addition of \$198,000 to the Hill International line item to incorporate the contract amendment on previous agenda item.
 - Reprogram \$100,000 to the RNL Interplan contract from the \$100,000 A&E contingency line item. This will exhaust the contingency.
 - Reprogram \$17,115 from Other Project Expenses to the Dubois Temporary Facility and Related Ongoing Costs line item.
 - Addition of \$80,000 to the Dubois Property Remediation After Move Out line item.
 - Deduction of \$172,000 for removing the Security Cameras line item.

- Addition of \$50,000 to the Security Anti-Climb Panels for Back Fencing line item, funded by CalOES.
- Addition of \$25,000 to the Secure Mechanical Platform Enclosure line item, funded by CalOES.
- Addition of \$27,000 to support the contract award for Reconstructing the ADA Accessible Concrete areas.
- Addition of \$25,000 to create a contract contingency supporting any change orders for the above contract.
- Addition of \$35,000 for pipe protection and guard rails on the parking deck, previously labeled the Additional Bollards on Park Deck line item.
- The result of the recommended changes is an increase in Board-approved LOP budget from \$27,082,425 to \$27,350,425, an increase of \$268,000. This action would be funded by the addition of PTMISEA funds in the amount of \$365,000. CalOES funds in the Project are reduced by a net amount of \$97,000.
- The CEO recommends approval of the revised LOP budget and proceeding with the reallocation of CalOES and PTMISEA funds.

III. DISCUSSION/BACKGROUND

Additional Information about the Proposed Revisions/Additions:

- A contract amendment for Hill International in the amount of \$198,000 is a separate agenda item in today's (September 23, 2016) Board meeting. This action is to incorporate the increase into the LOP budget.
- \$100,000 is proposed to be added to the RNL Interplan contract for ongoing A&E services (see related agenda item). Funding comes from the Architect & Engineering Contingency Budget line item. The contingency amount is reduced to \$0.
- Additional funding in the amount of \$17,115 is being requested to cover final expenses related to the lease at 115 Dubois and steel plate rentals at 135 Dubois. The plates have been picked up. There are no additional expenses anticipated for this line item. Funds to be reprogrammed from the Other Project Expenses line item.
- Additional funding in the amount of \$80,000 is being requested for property remediation needs at 115, 125, and 135 Dubois. The scope of the fencing and soils remediation is greater than originally anticipated due to METRO's extended use of the properties.
- Staff is recommending that purchase and installation of the Security Cameras in the amount of \$172,000 be removed from the MetroBase Project and assigned

as a separate CalOES Security Project. This will enable METRO to more efficiently upgrade security cameras at other facilities in need at the same time. The Board approved issuance of an RFP for the services of a Security System Consultant for both the Judy K. Souza Operations and Fueling and Washing Facilities at its August 26, 2016 meeting.

- Additional CalOES funds in the amount of \$50,000 are being requested for upgrading the anti-climb fencing for the entire back portion of 1200 River Street. The materials selected have increased the cost estimate.
- Additional CalOES funds in the amount of \$25,000 are being requested for design and support services for the fabrication and installation of an upgraded and more secure enclosure for the mechanical platform.
- Additional funds in the amount of \$27,000 are being added for the ADA accessibility corrections contract, which is required to obtain a permanent Occupancy Permit from the City of Santa Cruz. The bid came in slightly higher than anticipated.
- Additional contingency funds in the amount of \$25,000 (10% of the contract value) are being added to support any change orders to the Reconstructing ADA Accessible Concrete Areas contract due to changes requested by Caltrans and other unanticipated needs.
- Additional funds in the amount of \$35,000 are being requested to change and expand the scope of pipe protection in the parking deck area for the best approach to protect piping and building infrastructure from automobile damage, while maintaining the integrity of the sealed floor.

IV. FINANCIAL CONSIDERATIONS/IMPACT

Previously allocated CalOES funds in the amount of \$172,000 will be removed from the Project. The addition of \$75,000 in CalOES funding has been approved by the Chief Operations Officer for inclusion in the LOP Budget at this time. This has a net negative value of \$97,000 impacting the LOP Budget.

PTMISEA funds in the amount of \$365,000 were approved and allocated to the LOP Budget on August 26, 2016.

The current PTMISEA FY15 funding allocation of \$5,989,824 is committed and approved by the Board on August 26, 2016 as follows:

\$5,989,824	Total amount of funding
\$1,411,247	Judy K. Souza Operations Facility
\$357,216	LCTOP Local Match
\$645,028	§5339 Local Match
\$3,576,333	Pacific Station Project

The fiscal impact of these actions, as reflected in this Board report, is that Operations Building Project Life of Project (LOP) budget increases from \$27,082,425 to \$27,350,425.

V. ALTERNATIVES CONSIDERED

- The Board could decline to approve the various proposed revisions. This is not recommended since the Project is near completion and not funding these items could put that at jeopardy.

VI. ATTACHMENTS

Attachment A: Proposed Revised Life of Project Budget

Prepared By: Erron Alvey, Purchasing Manager

VII. APPROVALS:

Approved as to form:
Leslyn K. Syren, District Counsel

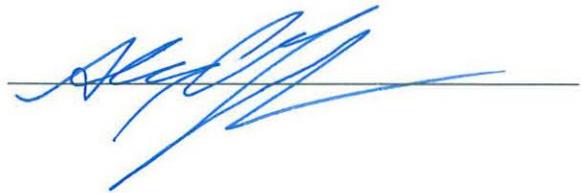


Approved as to fiscal impact:
Angela Aitken, Finance Manager

dlc low for AA



Alex Clifford, CEO/General Manager



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Attachment A

Metrobase Phase II (Operations Building) Life of Project Budget

9/23/2016

Construction Contract	6/24/16 Rev Budget		Resulting Budget
Lewis C. Nelson and Sons Inc. Prime Construction Contract	\$13,572,000.00		\$13,572,000.00
Construction Contract Contingency	\$2,127,844.20		\$2,271,558.20
Security cameras conduit (Cal OES funding)	\$55,616.00		
Security fencing (Cal OES funding)	\$45,929.00		
Security gates (Cal OES funding)	\$7,418.00		
Building access control (Cal OES funding)	\$15,000.00		
Radio tower & equipment relocation (Cal OES funding)	\$19,751.00		

SC Metro Project Management	6/24/16 Rev Budget		Resulting Budget
Project Manager Budget FY13& FY14	\$194,234.00		\$194,234.00
Administrative Specialist Budget FY13& FY14	\$160,438.00		\$160,438.00
PM and Admin Specialist FY15 Applied to Other expenses 10/15	\$278,362.00		\$278,362.00
Administrative Assistant	\$9,747.00		\$9,747.00
Inside Document Control Services	\$10,000.00		\$10,000.00

Consultant Costs	6/24/16 Rev Budget	9/23/16 Budget Amend	Resulting Budget
#15-04 Hill International, Inc:	\$3,360,382.00	\$198,000.00	\$3,558,382.00
#12-34 TRC Const Mgmt Applied to Other expenses 10/15	\$1,378,383.00		\$1,378,383.00
RNL Design Original contract 03-2012	\$1,864,977.00	\$100,000.00	\$1,964,977.00
Contingency 10% -A&E	\$100,000.00	(\$100,000.00)	\$0.00
Contracted professional services	\$150,000.00		\$150,000.00

Additional Costs and Services	6/24/16 Rev Budget	9/23/16 Budget Amend	Resulting Budget
4VSW's hired 3/4/13 –through 2016	\$787,869.00		\$787,869.00
Dubois temporary facility and related ongoing costs	\$1,200,000.00	\$17,115.00	\$1,217,115.00
Dubois property remediation after move out	\$100,000.00	\$80,000.00	\$180,000.00
Harvey West Security	\$70,254.00		\$70,254.00
Furniture and cubicles for new facility	\$150,000.00		\$150,000.00
Inside and outside counsel expenses	\$375,000.00		\$375,000.00
Land mobile radio tower & equipment relocation	\$100,000.00		\$100,000.00
Security cameras (CalOES)	\$172,000.00	(\$172,000.00)	\$0.00
Security anti-climb panels for back fencing (CalOES)	\$45,864.00	\$50,000.00	\$95,864.00
Access Control System (CalOES)	\$150,000.00		\$150,000.00
Secure Mechanical Platform Enclosure (CalOES)	\$60,000.00	\$25,000.00	\$85,000.00
ADA Accessibility Corrections	\$225,000.00	\$27,000.00	\$252,000.00
Contingency 10% ADA Concrete Contract		\$25,000.00	\$25,000.00
Pipe Protection and Guard Rails	\$36,500.00	\$35,000.00	\$71,500.00
Procore software	\$30,000.00		\$30,000.00
Other project expenses	\$229,857.00	(\$17,115.00)	\$212,742.00

Life of Project Total

9/23/2016	\$27,350,425
6/24/2015 Budget	\$27,082,425
Difference	\$268,000

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THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

TO

DONALD ATWELL
BUS OPERATOR

FOR THE COMPLETION OF 15 YEARS OF SERVICE
BETWEEN 2001 AND 2016

GIVEN THIS 23RD DAY OF SEPTEMBER 2016

CHAIR, BOARD OF DIRECTORS

CEO / GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

To

JOHN GOSE
BUS OPERATOR

FOR THE COMPLETION OF 15 YEARS OF SERVICE
BETWEEN 2001 AND 2016

GIVEN THIS 23RD DAY OF SEPTEMBER 2016

CHAIR, BOARD OF DIRECTORS

CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS
CERTIFICATE OF APPRECIATION

TO

MICHAEL MULLIS
BUS OPERATOR

**FOR THE COMPLETION OF 10 YEARS OF SERVICE
BETWEEN 2006 AND 2016**

GIVEN THIS 23RD DAY OF SEPTEMBER 2016

Mike

CHAIR, BOARD OF DIRECTORS

[Signature]

CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

To

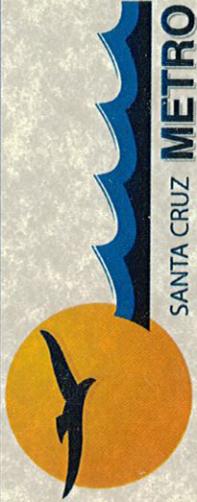
JOSE NANEZ
BUS OPERATOR

FOR THE COMPLETION OF **15 YEARS OF SERVICE**
BETWEEN 2001 AND 2016

GIVEN THIS 23RD DAY OF SEPTEMBER 2016

CHAIR, BOARD OF DIRECTORS

CEO / GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

To

MANUEL NIETO
BUS OPERATOR

FOR THE COMPLETION OF **15 YEARS OF SERVICE**
BETWEEN 2001 AND 2016

GIVEN THIS 23RD DAY OF SEPTEMBER 2016

CHAIR, BOARD OF DIRECTORS

CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

TO

JEFFREY ZENKER
BUS OPERATOR

FOR THE COMPLETION OF **15 YEARS OF SERVICE**
BETWEEN 2001 AND 2016

GIVEN THIS 23RD DAY OF SEPTEMBER 2016

CHAIR, BOARD OF DIRECTORS

CEO/GENERAL MANAGER



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

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

RESOLUTION OF APPRECIATION FOR THE SERVICES OF MIGUEL ESCARCEGA AS VEHICLE SERVICE WORKER II FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

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

WHEREAS, the METRO, requiring an employee with expertise and dedication appointed Miguel Escarcega to serve in the position of Vehicle Service Worker II, and

WHEREAS, Miguel Escarcega served as a member of the Fleet Maintenance Department of METRO for the time period of October 21, 1999 to September 6, 2016, and

WHEREAS, Miguel Escarcega provided METRO with dedicated service and commitment during the time of employment, and

WHEREAS, Miguel Escarcega served METRO with distinction, and

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

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

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

NOW, THEREFORE, BE IT RESOLVED, that upon his retirement as Vehicle Service Worker II, the Board of Directors of METRO does hereby commend Miguel Escarcega for his efforts in advancing public transit service in Santa Cruz County and expresses sincere appreciation on behalf of itself, the METRO staff and all of the residents of Santa Cruz County.

BE IT FURTHER RESOLVED, that a copy of this resolution will be presented to Miguel Escarcega, and that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

PASSED AND ADOPTED this 23rd Day of September, 2016 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Mike Rotkin, Chair

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Leslyn K. Syren, District Counsel



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

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

RESOLUTION OF APPRECIATION FOR THE SERVICES OF ALICIA HERNANDEZ AS VAN OPERATOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

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

WHEREAS, the METRO, requiring an employee with expertise and dedication appointed Alicia Hernandez to serve in the position of Van Operator, and

WHEREAS, Alicia Hernandez served as a member of the ParaCruz Department of METRO for the time period of October 9, 2004 to September 6, 2016, and

WHEREAS, Alicia Hernandez provided METRO with dedicated service and commitment during the time of employment, and

WHEREAS, Alicia Hernandez served METRO with distinction, and

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

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

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

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

BE IT FURTHER RESOLVED, that a copy of this resolution will be presented to Alicia Hernandez, and that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

PASSED AND ADOPTED this 23rd Day of September, 2016 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Mike Rotkin, Chair

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Leslyn K. Syren, District Counsel



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

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

RESOLUTION OF APPRECIATION FOR THE SERVICES OF CAROL NIETO AS VAN OPERATOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

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

WHEREAS, the METRO, requiring an employee with expertise and dedication appointed Carol Nieto to serve in the position of Van Operator, and

WHEREAS, Carol Nieto served as a member of the ParaCruz Department of METRO for the time period of December 19, 2006 to September 6, 2016, and

WHEREAS, Carol Nieto provided METRO with dedicated service and commitment during the time of employment, and

WHEREAS, Carol Nieto served METRO with distinction, and

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

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

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

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

BE IT FURTHER RESOLVED, that a copy of this resolution will be presented to Carol Nieto, and that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

PASSED AND ADOPTED this 23rd Day of September, 2016 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Mike Rotkin, Chair

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Leslyn K. Syren, District Counsel



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

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

RESOLUTION OF APPRECIATION FOR THE SERVICES OF MANUEL NIETO AS BUS OPERATOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

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

WHEREAS, the METRO, requiring an employee with expertise and dedication appointed Manuel Nieto to serve in the position of Bus Operator, and

WHEREAS, Manuel Nieto served as a member of the Operations Department of METRO for the time period of June 26, 2001 to September 6, 2016, and

WHEREAS, Manuel Nieto provided METRO with dedicated service and commitment during the time of employment, and

WHEREAS, Manuel Nieto served METRO with distinction, and

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

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

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

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

BE IT FURTHER RESOLVED, that a copy of this resolution will be presented to Manuel Nieto, and that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

PASSED AND ADOPTED this 23rd Day of September, 2016 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Mike Rotkin, Chair

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Leslyn K. Syren, District Counsel



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

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

RESOLUTION OF APPRECIATION FOR THE SERVICES OF BRUCE RHODES AS FLEET MAINTENANCE SUPERVISOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

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

WHEREAS, the METRO, requiring an employee with expertise and dedication appointed Bruce Rhodes to serve in the position of Fleet Maintenance Supervisor, and

WHEREAS, Bruce Rhodes served as a member of the Fleet Maintenance Department of METRO for the time period of April 5, 2001 to September 6, 2016, and

WHEREAS, Bruce Rhodes provided METRO with dedicated service and commitment during the time of employment, and

WHEREAS, Bruce Rhodes served METRO with distinction, and

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

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

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

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

BE IT FURTHER RESOLVED, that a copy of this resolution will be presented to Bruce Rhodes, and that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

PASSED AND ADOPTED this 23rd Day of September, 2016 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Mike Rotkin, Chair

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Leslyn K. Syren, District Counsel



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

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

RESOLUTION OF APPRECIATION FOR THE SERVICES OF SENaida RODRIGUEZ AS ADMINISTRATIVE ASSISTANT/SUPERVISOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

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

WHEREAS, the METRO, requiring an employee with expertise and dedication appointed Senaida Rodriguez to serve in the position of Administrative Assistant/Supervisor, and

WHEREAS, Senaida Rodriguez served as a member of the Operations Department of METRO for the time period of November 28, 2005 to August 12, 2016, and

WHEREAS, Senaida Rodriguez provided METRO with dedicated service and commitment during the time of employment, and

WHEREAS, Senaida Rodriguez served METRO with distinction, and

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

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

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

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

BE IT FURTHER RESOLVED, that a copy of this resolution will be presented to Senaida Rodriguez, and that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

PASSED AND ADOPTED this 23rd Day of September, 2016 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Mike Rotkin, Chair

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Leslyn K. Syren, District Counsel



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

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

RESOLUTION OF APPRECIATION FOR THE SERVICES OF DOMINGO TOVAR AS BUS OPERATOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

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

WHEREAS, the METRO, requiring an employee with expertise and dedication appointed Domingo Tovar to serve in the position of Bus Operator, and

WHEREAS, Domingo Tovar served as a member of the Operations Department of METRO for the time period of October 19, 1987 to September 6, 2016, and

WHEREAS, Domingo Tovar provided METRO with dedicated service and commitment during the time of employment, and

WHEREAS, Domingo Tovar served METRO with distinction, and

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

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

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

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

BE IT FURTHER RESOLVED, that a copy of this resolution will be presented to Domingo Tovar, and that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

PASSED AND ADOPTED this 23rd Day of September, 2016 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Mike Rotkin, Chair

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Leslyn K. Syren, District Counsel



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

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

RESOLUTION OF APPRECIATION FOR THE SERVICES OF AURORA TRINIDAD AS VAN OPERATOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

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

WHEREAS, the METRO, requiring an employee with expertise and dedication appointed Aurora Trinidad to serve in the position of Van Operator, and

WHEREAS, Aurora Trinidad served as a member of the ParaCruz Department of METRO for the time period of January 7, 2005 to September 6, 2016, and

WHEREAS, Aurora Trinidad provided METRO with dedicated service and commitment during the time of employment, and

WHEREAS, Aurora Trinidad served METRO with distinction, and

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

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

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

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

BE IT FURTHER RESOLVED, that a copy of this resolution will be presented to Aurora Trinidad, and that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

PASSED AND ADOPTED this 23rd Day of September, 2016 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Mike Rotkin, Chair

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Leslyn K. Syren, District Counsel



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

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

RESOLUTION OF APPRECIATION FOR THE SERVICES OF CHERI TUTTLE CALLIS AS SR. IT TECHNICIAN FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

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

WHEREAS, the METRO, requiring an employee with expertise and dedication appointed Cheri Tuttle Callis to serve in the position of Sr. IT Technician, and

WHEREAS, Cheri Tuttle Callis served as a member of the Information Technology Department of METRO for the time period of March 24, 2005 to September 5, 2016, and

WHEREAS, Cheri Tuttle Callis provided METRO with dedicated service and commitment during the time of employment, and

WHEREAS, Cheri Tuttle Callis served METRO with distinction, and

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

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

WHEREAS, the quality of life in Santa Cruz County was improved dramatically as a result of the exemplary service provided by Cheri Tuttle Callis.

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

BE IT FURTHER RESOLVED, that a copy of this resolution will be presented to Cheri Tuttle Callis, and that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

PASSED AND ADOPTED this 23rd Day of September, 2016 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Mike Rotkin, Chair

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Leslyn K. Syren, District Counsel

VERBAL PRESENTATION ONLY

PEPRA 13(c) UPDATE

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DATE: September 23, 2016
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
SUBJECT: ACCEPT AND FILE THE FISCAL YEAR END MONTHLY BUDGET STATUS REPORTS FOR JUNE 30, 2016; AND ADOPTION OF THE PRELIMINARY SCHEDULE OF RESERVE ACCOUNT BALANCES

I. RECOMMENDED ACTION

That the Board of Directors accept and file the fiscal year end monthly budget status reports year to date as of June 30, 2016 and adopt the preliminary schedule of reserve account balances report.

II. SUMMARY OF ISSUES

- The attached preliminary monthly FY16 Operating Revenue and Expense reports (Attachment A), and FY16 Capital Budget spending report (Attachment B) represent the status of the FY16 Operating and Capital Budgets, as of June 30, 2016, the end of the fiscal year. The numbers presented in these reports are preliminary, and could change if there are any accounting adjustments as a result of the final audit due later this calendar year.
- The Preliminary Schedule of Reserve Account Balances (Attachment C) was prepared using the preliminary monthly operating revenue and expense reports, and the preliminary monthly capital budget report.
- The final audited financial statements will be presented to the Board at the conclusion of the audit.
- Staff recommends that the Board of Directors accept and file the attached year-end budget status reports as of fiscal year end June 30, 2016 and adopt the Preliminary Schedule of Reserve Account balances report.

III. DISCUSSION/BACKGROUND

An analysis of Santa Cruz METRO's budget status is prepared monthly in order to inform the Board of Directors regarding Santa Cruz METRO's actual revenues and expenses in relation to the adopted operating and capital budgets for the fiscal year. The attached revenue and expense reports represent the preliminary status of Santa Cruz METRO's FY16 fiscal year-end budget as of June 30, 2016.

- The fiscal year has elapsed 100%.

A. Operating Revenues

Total preliminary Operating Revenues reported in Attachment A are (\$2,887,974) or -6% under the amount we expected to receive for the fiscal year, based on the final budget adopted by the Board in June 2015. Revenue variances are due to:

- Passenger Fares are \$94,862 or 1% over budget for the year due to higher than anticipated revenues from Special Transit Fares – Contract (higher number on UCSC student riders than anticipated due to increased UCSC enrollment in FY16, as well as additional supplemental trips paid for by UCSC).
- Other Revenue is \$80,229 or 18% over budget for the year, with Advertising and Interest Income as the primary variances.
- Sales Tax Revenue is \$617,435 or 3% over budget due to higher than anticipated sales in the County of Santa Cruz in FY16.
- Federal Op Assistance is (\$180,079) or -4% under budget for the year primarily due to the elimination of the CalPERS Medicare Part D Subsidy. According to CalPERS, the savings are now built into the annual medical premiums.
- Other Op Assistance is (\$75,416) or -46% under budget for the year due to the Low Carbon Transit Operations Program (LCTOP). Grant was not funded in FY16.
- STA – Op Assistance is (\$1,036,623) or -37% under budget. The State Controller's budget estimate was used, while actual cash receipts came in lower than projected due to recent changes in the STA program allocation formula.
- (Alternative) Fuel Tax Credit – As per Board direction on 1/23/2015, and the FY16 & FY17 Final Budgets adopted on 6/26/15, all proceeds received from the Alternative Fuel Tax Credit in FY16 of \$972,922 were transferred to the Operating and Capital Reserve Fund.
- Transfers (to)/from Operations Sustainability Reserve Fund is (\$2,388,381) or -47% under budget due to overall operating expenses coming in lower than budget, which resulted in less funds needed from the Operations Sustainability Reserve Fund to balance the budget. The primary variance was due to wages and benefits resulting from vacant positions that were held unfilled, pending the outcome of the COA and FY17 budget.

B. Operating Expenses

Total preliminary Operating Expenses reported in Attachment A are under budget by (\$2,887,974) or -6% for the year. Personnel Expenses, Services, Mobile Materials & Supplies, Casualty & Liability, Purchased

Transportation and Miscellaneous (Expenses) all contributed to the variance.

- Total Personnel Expense (Labor and Fringe Benefits) is (\$2,192,509) or -5% under budget due to vacant funded positions, Union and Management givebacks, lower Worker's Comp Insurance costs, and employees on extended leaves.

METRO budgets 100% of approved FTEs and uses savings from any vacant positions and extended unpaid leaves of absence to eliminate or reduce the use of the Operations Sustainability Reserve Fund, when possible.

The average number of vacant funded positions for the year was 16, which resulted in budget savings of approximately \$1.8M (calculated using the budgeted average fully burdened labor and fringe benefits cost per FTE for the year: \$110K).

Union and Management givebacks of the 2% COLA (cost of living adjustment) in FY16 resulted in approximately \$425K in budget savings.

Budget savings from Worker's Comp Insurance were \$181K. Significant fluctuations in the Worker's Comp Insurance costs are not unusual. For the past five years, expenses have been fluctuating between \$500K (FY10) and \$1.2M (FY12).

Additional savings were realized due to extended unpaid leaves of absence in different departments.

Some budget savings were offset by an increase in Overtime costs, \$444K or 18% over budget, due to vacant positions in various departments, predominately bus operators.

- Services are (\$164,193) or -6% under budget primarily due to Prof & Tech Fees in departments Administration and Legal Counsel (various projects that haven't fully ramped up or begun yet).
- Mobile Materials & Supplies are (\$699,752) or -19% under budget with Fuel & Lube Rev. Vehicle as the primary variance:
 - Fuel & Lube Rev. Veh - is (\$572K) or -24% under budget due to lower than anticipated prices of fuel.
- Casualty & Liability is \$158K or 22% over budget; major variances include:
 - Settlement Costs is \$280K or 187% over budget. We consistently budget \$150K each year.
 - Repairs to District Property is (\$70K) or -100% under budget. This is an unbudgeted line item. Funds listed here represent funds

collected from outside parties for repairs to Santa Cruz METRO's property and vehicles.

- Purchased Transportation is (\$128K) or -64% under budget due to reduced need for purchased transportation.
- Misc. is \$149K or 59% over budget primarily due to account Other Misc. Expenses and the need to write off the Watsonville Transit Center Conceptual Design capital project. According to Government Accounting Standards Board (GASB) 51, a project can only be capitalized after the agency has demonstrated that it 1) intends, 2) is able to, and 3) is making an effort to complete the project. Because there is no dedicated funding source, we are not able to demonstrate our ability to complete the project. Writing down the conceptual design phase of this project is required by GASB 51, but does not prevent the agency from moving forward with this project.

C. Non-Operating Expenses

Non-Operating Expenses for the year total \$3,535,731. These non-cash accounting entries will be included as part of the annual Audited Financial Statements, although they are not presented in these financial reports. Non-operating expenses are non-cash accounting entries that Santa Cruz METRO is required to record.

- Incurred but not Reported (IBNR) Worker's Compensation Losses – In accordance with Governmental Accounting Standards Board (GASB) Statement #10, the annual accounting entry for the workers' compensation IBNR was (\$1,163,520). GASB Statement #10 requires Santa Cruz METRO to accrue a liability on its financial statements for the ultimate cost of claims and expenses associated with all reported and estimated unreported worker's compensation claims.
- OPEB Cost – GASB 45 – In accordance with GASB Statement #45 the annual accounting entry for retiree "other post employment benefits" (OPEB) was \$5,162,362. Briefly, benefits include subsidized medical, dental, vision and life insurance coverage for eligible retirees.
- Net Pension Liability – GASB 68 - Santa Cruz METRO implemented GASB 68 in FY15 and is now required to recognize a pension liability on the financial statements. The annual accounting entry was (\$743,272).
- Annual Depreciation of district funded capital assets was \$280,162.

These non-cash accounting entries are all required and therefore will be incorporated into the annual Audited Financial Statements; they are not included in the reports presented here.

D. Capital Improvement Program

Capital expenditures for the FY16 Capital Budget (Attachment B) total \$7,850,321 or 64% of the amount budgeted for the year. These capital improvement projects were funded with a combination of Federal, State and Local funds. The Operating and Capital Reserve Fund provided funding to the Capital Budget this year in the amount of \$249,019.

Some of the larger Capital Projects include:

- \$7,325,229 was spent on the – Metrobase - Judy K. Souza - Operations Bldg.
- \$124,966 was spent on the - Upgrade L/CNG Fueling Facility
- \$112,000 was spent on the - Rebuild Roof - 110 Vernon Street
- \$98,611 was spent on the - Bus Stop Repairs / Improvements
- Other projects funded include: transit security projects, conceptual design projects, software upgrades, ergonomic furniture, Ticket Vending Machine (TVM) audible improvements, etc.

Some of the capital projects are multi-year projects and unexpended resources will be carried over to FY17, including:

- Judy K. Souza - Operations Bldg.
- Pacific Station/Metro Center - Conceptual Design
- Paracruz Van Replacements (2)
- Land Mobile Radio (LMR) and other Cal-OES Transit Security funded projects
- HR Software Upgrade
- TVM Audible Improvements
- Multiple projects funded with FTA Section 5339 funds

E. Preliminary Schedule of Reserve Account Balances

The Preliminary Schedule of Reserves Account Balances is reported on Attachment C. A breakdown of each of the reserves as of June 30th, 2016 is as follows:

- Operating and Capital Reserve Fund: Balance \$972,922; *there is no Board adopted minimum balance for this reserve*. The balance at 6/30/15 of \$6,047,853 was transferred to the Operations Sustainability Fund. As per Board direction on 1/23/2015, and the FY16 & FY17 Final Budgets adopted on 6/26/15, all proceeds received from the Alternative Fuel Tax Credit in FY16 of \$972,922 were transferred to this fund and have been obligated to existing projects in the FTA 5339 formula program.

- Operations Sustainability Reserve Fund: Estimated Balance \$5,659,556; *currently funded at 80% of the Board adopted minimum balance*. The purpose of the Operations Sustainability Reserve Fund is to cover revenue shortfalls and respond to unforeseen events (fiscal, natural disaster or emergency.) At fiscal year end, the adopted minimum balance is \$7,045,000; this amount represents two (2) months of the average operating expenses for the most current fiscal year's budget. The Government Finance Officers Association (GFOA) Best Practice recommends, at a minimum, that general-purpose governments, regardless of size, maintain unrestricted fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures. The amount in the Operations Sustainability Reserve Fund is an estimate and is what remains in the General Fund at the County Treasury after all other reserve balances are deducted. In FY16, \$2,899,399 was used; \$2,650,380 was required to balance the Operating Budget, while \$249,019 was used to fund capital projects in the Capital Budget.
- Cash Flow Reserve Fund: Balance \$3,000,000; *currently funded at 100% of the Board adopted minimum balance*. Necessary to maintain adequate "cash flow" or "cash on hand" because operating expense outflows do not equally match revenue inflows, and there can be significant delays in capital grant reimbursements.
- Carryover: Balance \$0; *currently no Board adopted minimum balance*.
- Workers Compensation Reserve Fund: Balance \$2,131,419; *currently funded at 66% of the Board adopted minimum balance*. The long-term portion of workers compensation liability as of 06/30/16 is \$3,239,794, as per the Actuarial Review of the Self-Insured Santa Cruz Metropolitan Transit District Workers' Compensation Program report dated 04/12/16. In FY16 \$7,090 was transferred in from the Liability Insurance Reserve Fund to make progress towards meeting the Board adopted minimum balance.
- Liability Insurance Reserve Fund: Balance \$660,919; *currently funded at 100% of the Board adopted minimum balance*. To minimize volatility effective 06/30/13, the minimum balance in the reserve account is equal to the Self Insured Retention (SIR), \$250,000 plus the 5-year rolling average of outstanding claims at year end, which was \$410,919, as of the end of FY16, for a total minimum balance of \$660,919. In FY16, the excess over 100% of \$7,090 was transferred to the Workers

Compensation Reserve Fund to make progress towards meeting the Board adopted minimum balance of \$3,239,794.

The balances provided in the Preliminary Schedule of Reserve Account Balances are preliminary pending completion of the financial audit later this calendar year. If the Schedule of Reserve Account Balances changes significantly following the final audit, it will be brought back to the Board.

Staff recommends that the Board accept and adopt the:

- FY16 Operating Revenue & Expenses Year to Date as of 06/30/16 (Attachment A)
- FY16 Capital Budget Report for the month ending 06/30/16 (Attachment B)
- FY16 (Preliminary) Schedule of Reserve Account Balances - 06/30/16 (unaudited) (Attachment C)
- Year to Date Monthly Financial Report as of June 30, 2016 Presentation (Attachment D)

IV. FINANCIAL CONSIDERATIONS/IMPACT

The FY16 preliminary operating budget loss was \$5,769,497, compared to the anticipated \$9,194,501. Funds from the following sources were used to bridge the budget gap:

- State Transit Assistance Fund (STA): \$1,795,529
- Small Transit Intensive Cities (STIC): \$1,323,588
- Operations Sustainability Reserve Fund: \$2,650,380

Overall operating expenses came in lower than budget, which resulted in less funds needed from the Operations Sustainability Reserve Fund to balance the budget.

V. ALTERNATIVES CONSIDERED

- There are no alternatives to consider.

VI. ATTACHMENTS

Attachment A: FY16 Operating Revenue and Expenses – Year to Date as of 06/30/16

Attachment B: FY16 Capital Budget - for the month ending – 06/30/16

Attachment C: FY16 Preliminary Schedule of Reserve Account Balances – 06/30/16 (unaudited)

Attachment D: Year to Date Monthly Financial Report as of June 30, 2016
Presentation

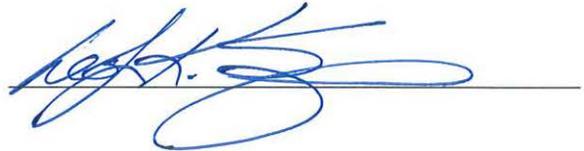
Prepared By: Debbie Kinslow, Assistant Finance Manager
Kristina Mihaylova, Sr. Financial Analyst

VII. APPROVALS:

Angela Aitken, Finance Manager

dlu low for AA

Approved as to form:
Leslyn K. Syren, District Counsel



Approved as to fiscal impact:
Angela Aitken, Finance Manager

dlu low for AA

Alex Clifford, CEO/General Manager



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FY16
Operating Revenue & Expenses
Year to Date as of June 30, 2016

	Year to Date				YTD Year Over Year Comparison							
	Actual	Budget	\$ Var	% Var	Actual							
					FY15	\$ Var	% Var	% Var				
Revenue:												
Passenger Fares	\$ 9,923,862	\$ 9,829,000	\$ 94,862	1%	\$ 9,796,024	\$ 127,838	1%					
Other Revenue	\$ 531,073	\$ 450,844	\$ 80,229	18%	\$ 539,167	\$ (8,094)	-2%					
Sales Tax Revenue	\$ 19,712,551	\$ 19,095,116	\$ 617,435	3%	\$ 18,763,918	\$ 948,633	5%					
<i>SLPP Backfill for Metro Base</i>	\$ (840,903)	\$ (840,903)	\$ -	0%	\$ (2,358,336)	\$ 1,517,433	-64%					
Transp Dev Act (TDA) - Op Asst	\$ 6,377,491	\$ 6,377,491	\$ -	0%	\$ 6,444,515	\$ (67,024)	-1%					
RTC Route 6 One-Time Funding	\$ -	\$ -	\$ -	0%	\$ -	\$ -	0%					
Federal Op Assistance	\$ 4,302,974	\$ 4,483,053	\$ (180,079)	-4%	\$ 4,346,902	\$ (43,928)	-1%					
Other Op Assistance/Funding	\$ 89,278	\$ 164,694	\$ (75,416)	-46%	\$ 29,488	\$ 59,790	203%					
STA - Op Assistance	\$ 1,795,529	\$ 2,832,152	\$ (1,036,623)	-37%	\$ 2,717,443	\$ (921,914)	-34%					
STA - Op Assistance - SLPP Backfill	\$ 840,903	\$ 840,903	\$ -	0%	\$ 2,358,336	\$ (1,517,433)	-64%					
STIC - Op Assistance	\$ 1,323,588	\$ 1,323,588	\$ -	0%	\$ 1,344,113	\$ (20,525)	-2%					
Fuel Tax Credit	\$ 972,922	\$ 638,208	\$ 334,714	52%	\$ 638,208	\$ 334,714	52%					
Fuel Tax Credit (Transfer to Operating and Capital Reserve Fund)	\$ (972,922)	\$ (638,208)	\$ (334,714)	52%	\$ -	\$ (972,922)	100%					
Transfers (to)/ from Operations Sustainability Reserve Fund	\$ 2,650,380	\$ 5,038,761	\$ (2,388,381)	-47%	\$ 508,731	\$ 2,141,649	421%					
Total Revenue	\$ 46,706,726	\$ 49,594,699	\$ (2,887,974)	-6%	\$ 45,128,509	\$ 1,578,217	3%					
Expenses:												
Labor - Regular	\$ 16,508,403	\$ 17,665,168	\$ (1,156,765)	-7%	\$ 15,985,106	\$ 523,297	3%					
Labor - Overtime	\$ 2,862,939	\$ 2,418,710	\$ 444,229	18%	\$ 2,897,520	\$ (34,581)	-1%					
Fringe Benefits	\$ 19,117,020	\$ 20,596,993	\$ (1,479,973)	-7%	\$ 18,097,748	\$ 1,019,272	6%					
Services	\$ 2,690,100	\$ 2,854,294	\$ (164,193)	-6%	\$ 2,649,090	\$ 41,010	2%					
Mobile Materials & Supplies	\$ 3,045,332	\$ 3,745,084	\$ (699,752)	-19%	\$ 3,481,048	\$ (435,716)	-13%					
Other Materials & Supplies	\$ 353,205	\$ 352,489	\$ 716	0%	\$ 400,505	\$ (47,300)	-12%					
Utilities	\$ 534,875	\$ 525,189	\$ 9,686	2%	\$ 501,148	\$ 33,727	7%					
Casualty & Liability	\$ 877,037	\$ 718,926	\$ 158,110	22%	\$ 491,907	\$ 385,129	78%					
Taxes	\$ 38,147	\$ 45,249	\$ (7,102)	-16%	\$ 42,698	\$ (4,551)	-11%					
Purchased Transportation	\$ 71,470	\$ 200,000	\$ (128,530)	-64%	\$ 170,746	\$ (99,275)	-58%					
Miscellaneous	\$ 402,746	\$ 253,737	\$ 149,009	59%	\$ 195,770	\$ 206,977	106%					
Leases & Rentals	\$ 205,452	\$ 218,861	\$ (13,409)	-6%	\$ 215,224	\$ (9,772)	-5%					
Total Expenses	\$ 46,706,726	\$ 49,594,699	\$ (2,887,974)	-6%	\$ 45,128,509	\$ 1,578,217	3%					
Operating Income (Loss)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					



FY16
Operating Revenue
Year to Date as of June 30, 2016

	100%		Year to Date		YTD Year Over Year Comparison		
	Actual	Budget	\$ Var	% Var	FY15	\$ Var	% Var
Passenger Fares							
Passenger Fares	\$ 3,641,890	\$ 3,800,000	\$ (158,110)	-4%	\$ 3,759,724	\$ (117,834)	-3%
Paratransit Fares	\$ 327,768	\$ 354,000	\$ (26,232)	-7%	\$ 329,050	\$ (1,282)	0%
Special Transit Fares - Contract	\$ 3,726,200	\$ 3,400,000	\$ 326,200	10%	\$ 3,647,730	\$ 78,470	2%
Highway 17 Fares	\$ 1,816,162	\$ 1,775,000	\$ 41,162	2%	\$ 1,547,791	\$ 268,371	17%
Highway 17 Payments	\$ 411,842	\$ 500,000	\$ (88,158)	-18%	\$ 511,729	\$ (99,887)	-20%
Subtotal Passenger Revenue	\$ 9,923,862	\$ 9,829,000	\$ 94,862	1%	\$ 9,796,024	\$ 127,838	1%

Other Revenue							
Commissions	\$ 1,959	\$ 3,500	\$ (1,541)	-44%	\$ 3,063	\$ (1,104)	-36%
Advertising Income	\$ 268,631	\$ 225,000	\$ 43,631	19%	\$ 269,899	\$ (1,268)	0%
Rent Income - SC Pacific Station	\$ 101,138	\$ 96,984	\$ 4,154	4%	\$ 107,745	\$ (6,607)	-6%
Rent Income - Watsonville TC	\$ 40,258	\$ 47,360	\$ (7,102)	-15%	\$ 51,409	\$ (11,151)	-22%
Interest Income	\$ 100,891	\$ 65,000	\$ 35,891	55%	\$ 85,908	\$ 14,983	17%
Other Non-Transp Revenue	\$ 18,197	\$ 13,000	\$ 5,197	40%	\$ 21,144	\$ (2,947)	-14%
Subtotal Other Revenue	\$ 531,073	\$ 450,844	\$ 80,229	18%	\$ 539,167	\$ (8,094)	-2%

Sales Tax Revenue	\$ 19,712,551	\$ 19,095,116	\$ 617,435	3%	\$ 18,763,918	\$ 948,633	5%
**Less: Matching funds for SLPP Capital Gr.	\$ (840,903)	\$ (840,903)	\$ -	0%	\$ (2,358,336)	\$ 1,517,433	-64%
Subtotal Sales Tax Revenue	\$ 18,871,648	\$ 18,254,213	\$ 617,435	3%	\$ 16,405,582	\$ 2,466,066	15%

Transp Dev Act (TDA) - Op Asst	\$ 6,377,491	\$ 6,377,491	\$ -	0%	\$ 6,444,515	\$ (67,024)	-1%
RTC Route 6 One-Time Funding	\$ -	\$ -	\$ -	0%	\$ -	\$ -	0%
Subtotal TDA Op Assistance	\$ 6,377,491	\$ 6,377,491	\$ -	0%	\$ 6,444,515	\$ (67,024)	-1%

Federal Op Assistance							
FTA Sec 5307 - Op Asst	\$ 4,124,612	\$ 4,163,523	\$ (38,911)	-1%	\$ 4,133,984	\$ (9,372)	0%
FTA Sec 5311 - Rural Op Asst	\$ 177,787	\$ 177,787	\$ -	0%	\$ 212,267	\$ (34,480)	-16%
Medicare Subsidy	\$ 575	\$ 141,743	\$ (141,168)	-100%	\$ 651	\$ (76)	-12%
Subtotal Federal Op Assistance	\$ 4,302,974	\$ 4,483,053	\$ (180,079)	-4%	\$ 4,346,902	\$ (43,928)	-1%



FY16

**Operating Revenue
Year to Date as of June 30, 2016**

Percent of Year Elapsed - 100% YTD Year Over Year Comparison

	Year to Date		YTD Year Over Year Comparison			
Actual	Budget	\$ Var	% Var	FY15	\$ Var	% Var

Other Op Assistance/Funding							
Sect 5304 Planning AMBAG Funding	\$ 89,278	\$ 64,000	\$ 25,278	39%	\$ 14,103	\$ 75,175	533%
Other Op Assistance/Funding	\$ -	\$ 100,694	\$ (100,694)	-100%	\$ 15,385	\$ (15,385)	-100%
Subtotal Other Op Assistance/Funding	\$ 89,278	\$ 164,694	\$ (75,416)	-46%	\$ 29,488	\$ 59,790	203%

STA - Op Assistance	\$ 1,795,529	\$ 2,832,152	\$(1,036,623)	-37%	\$ 2,717,443	\$ (921,914)	-34%
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STA - Op Assistance - SLPP Backfill	\$ 840,903	\$ 840,903	\$ -	0%	\$ 2,358,336	\$ (1,517,433)	-64%
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STIC -Op Assistance	\$ 1,323,588	\$ 1,323,588	\$ -	0%	\$ 1,344,113	\$ (20,525)	-2%
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Fuel Tax Credit	\$ 972,922	\$ 638,208	\$ 334,714	52%	\$ 638,208	\$ 334,714	52%
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Fuel Tax Credit (Transfer to Operating and Capital Reserve Fund)	\$ (972,922)	\$ (638,208)	\$ (334,714)	52%	\$ -	\$ (972,922)	100%
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Transfers (to)/from Operations Sustainability Reserve Fund	\$ 2,650,380	\$ 5,038,761	\$(2,388,381)	-47%	\$ 508,731	\$ 2,141,649	421%
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Total Revenue	\$ 46,706,726	\$ 49,594,699	\$(2,887,974)	-6%	\$ 45,128,509	\$ 1,578,217	3%
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Total Operating Expenses	\$ 46,706,726					
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Variance	\$ -					
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** The SLPP capital grant requires a 50% local match with sales tax from the operating budget.



FY16
Consolidated Operating Expenses
Year to Date as of June 30, 2016

	Year to Date			YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var	FY15	\$ Var	% Var
501011 Bus Operator Pay	\$ 9,118,832	\$ 9,550,365	\$ (431,533)	-5%	\$ 8,947,861	\$ 170,971	2%
501013 Bus Operator Overtime	\$ 2,238,084	\$ 1,904,774	\$ 333,310	17%	\$ 2,250,467	\$ (12,383)	-1%
501021 Other Salaries	\$ 7,389,571	\$ 8,114,803	\$ (725,232)	-9%	\$ 7,037,245	\$ 352,326	5%
501023 Other Overtime	\$ 624,855	\$ 513,936	\$ 110,919	22%	\$ 647,053	\$ (22,198)	-3%
Total Labor -	\$ 19,371,342	\$ 20,083,877	\$ (712,535)	-4%	\$ 18,882,626	\$ 488,717	3%

Fringe Benefits

502011 Medicare/Soc. Sec.	\$ 311,517	\$ 348,448	\$ (36,931)	-11%	\$ 294,962	\$ 16,554	6%
502021 Retirement	\$ 4,035,814	\$ 4,538,548	\$ (502,734)	-11%	\$ 3,903,126	\$ 132,688	3%
502031 Medical Insurance	\$ 9,281,056	\$ 9,658,089	\$ (377,033)	-4%	\$ 8,440,097	\$ 840,959	10%
502041 Dental Insurance	\$ 500,500	\$ 554,033	\$ (53,533)	-10%	\$ 500,595	\$ (95)	0%
502045 Vision Insurance	\$ 128,695	\$ 128,735	\$ (40)	0%	\$ 127,440	\$ 1,255	1%
502051 Life Insurance	\$ 49,372	\$ 52,357	\$ (2,985)	-6%	\$ 51,473	\$ (2,101)	-4%
502060 State Disability	\$ 199,063	\$ 219,218	\$ (20,155)	-9%	\$ 204,437	\$ (5,375)	-3%
502061 Disability Insurance	\$ 136,121	\$ 143,298	\$ (7,177)	-5%	\$ 132,980	\$ 3,141	2%
502071 State Unemp. Ins	\$ 63,490	\$ 75,081	\$ (11,591)	-15%	\$ 70,203	\$ (6,712)	-10%
502081 Worker's Comp Ins	\$ 669,061	\$ 850,000	\$ (180,939)	-21%	\$ 619,120	\$ 49,941	8%
502083 Worker's Comp IBNR	\$ -	\$ -	\$ -	0%	\$ -	\$ -	0%
502101 Holiday Pay	\$ 482,551	\$ 660,542	\$ (177,991)	-27%	\$ 486,215	\$ (3,663)	-1%
502103 Floating Holiday	\$ 118,238	\$ 96,241	\$ 21,997	23%	\$ 108,409	\$ 9,829	9%
502109 Sick Leave	\$ 658,434	\$ 1,013,418	\$ (354,984)	-35%	\$ 650,919	\$ 7,514	1%
502111 Annual Leave	\$ 2,231,274	\$ 1,981,312	\$ 249,962	13%	\$ 2,233,415	\$ (2,140)	0%
502121 Other Paid Absence	\$ 182,678	\$ 195,455	\$ (12,777)	-7%	\$ 211,632	\$ (28,953)	-14%
502251 Physical Exams	\$ 10,425	\$ 14,110	\$ (3,685)	-26%	\$ 8,207	\$ 2,218	27%
502253 Driver Lic Renewal	\$ 1,676	\$ 4,656	\$ (2,980)	-64%	\$ 2,790	\$ (1,114)	-40%
502999 Other Fringe Benefits	\$ 57,054	\$ 63,452	\$ (6,398)	-10%	\$ 51,729	\$ 5,326	10%
Total Fringe Benefits -	\$ 19,117,020	\$ 20,596,993	\$ (1,479,973)	-7%	\$ 18,097,748	\$ 1,019,272	6%
Total Personnel Expenses -	\$ 38,488,362	\$ 40,680,871	\$ (2,192,509)	-5%	\$ 36,980,374	\$ 1,507,989	4%



FY16
Consolidated Operating Expenses
Year to Date as of June 30, 2016

Attachment A

YTD Year Over Year Comparison

Year to Date

	<u>Actual</u>	<u>Budget</u>	<u>\$ Var</u>	<u>% Var</u>	<u>FY15</u>	<u>\$ Var</u>	<u>% Var</u>
Services							
503011 Acctg & Audit Fees	\$ 90,728	\$ 83,250	\$ 7,478	9%	\$ 84,494	\$ 6,234	7%
503012 Admin & Bank Fees	\$ 370,218	\$ 360,004	\$ 10,214	3%	\$ 350,240	\$ 19,978	6%
503031 Prof & Tech Fees	\$ 352,510	\$ 615,558	\$ (263,048)	-43%	\$ 175,725	\$ 176,785	101%
503032 Legislative Services	\$ 92,815	\$ 94,000	\$ (1,185)	-1%	\$ 91,963	\$ 851	1%
503033 Legal Services	\$ 32,104	\$ 106,396	\$ (74,292)	-70%	\$ 3,956	\$ 28,148	712%
503034 Pre-Employ Exams	\$ 2,555	\$ 8,720	\$ (6,165)	-71%	\$ 6,777	\$ (4,222)	-62%
503041 Temp Help	\$ 215,289	\$ -	\$ 215,289	100%	\$ 388,533	\$ (173,244)	-45%
503161 Custodial Services	\$ 3,151	\$ 34,642	\$ (31,491)	-91%	\$ 43,191	\$ (40,040)	-93%
503162 Uniform & Laundry	\$ 19,470	\$ 28,368	\$ (8,898)	-31%	\$ 26,881	\$ (7,411)	-28%
503171 Security Services	\$ 484,187	\$ 468,500	\$ 15,687	3%	\$ 477,038	\$ 7,149	1%
503221 Classified/Legal Ads	\$ 10,026	\$ 13,048	\$ (3,022)	-23%	\$ 13,626	\$ (3,600)	-26%
503222 Legal Advertising	\$ -	\$ -	\$ -	0%	\$ -	\$ -	0%
503225 Graphic Services	\$ -	\$ -	\$ -	0%	\$ -	\$ -	0%
503351 Repair - Bldg & Impr	\$ 83,109	\$ 55,342	\$ 27,767	50%	\$ 61,981	\$ 21,129	34%
503352 Repair - Equipment	\$ 620,474	\$ 581,233	\$ 39,241	7%	\$ 536,901	\$ 83,574	16%
503353 Repair - Rev Vehicle	\$ 241,644	\$ 327,233	\$ (85,589)	-26%	\$ 294,917	\$ (53,273)	-18%
503354 Repair - Non Rev Vehicle	\$ 23,263	\$ 30,000	\$ (6,737)	-22%	\$ 34,547	\$ (11,284)	-33%
503363 Haz Mat Disposal	\$ 48,558	\$ 48,000	\$ 558	1%	\$ 58,321	\$ (9,763)	-17%
Total Services -	\$ 2,690,100	\$ 2,854,294	\$ (164,193)	-6%	\$ 2,649,090	\$ 41,010	2%

Mobile Materials & Supplies

504011 Fuels & Lube Non Rev Veh	\$ 92,790	\$ 84,952	\$ 7,838	9%	\$ 72,693	\$ 20,097	28%
504012 Fuels & Lube Rev Veh	\$ 1,827,558	\$ 2,400,000	\$ (572,442)	-24%	\$ 2,189,635	\$ (362,077)	-17%
504021 Tires & Tubes	\$ 244,067	\$ 272,023	\$ (27,956)	-10%	\$ 252,890	\$ (8,823)	-3%
504161 Other Mobile Supplies	\$ -	\$ -	\$ -	0%	\$ 17,691	\$ (17,691)	-100%
504191 Rev Vehicle Parts	\$ 880,917	\$ 988,109	\$ (107,192)	-11%	\$ 948,140	\$ (67,223)	-7%
Total Mobile Materials & Supplies -	\$ 3,045,332	\$ 3,745,084	\$ (699,752)	-19%	\$ 3,481,048	\$ (435,716)	-13%



FY16
Consolidated Operating Expenses
Year to Date as of June 30, 2016

YTD Year Over Year Comparison

Year to Date

	<u>Actual</u>	<u>Budget</u>	<u>\$ Var</u>	<u>% Var</u>	<u>FY15</u>	<u>\$ Var</u>	<u>% Var</u>
Other Materials & Supplies							
504205 Freight Out	\$ 2,599	\$ 136	\$ 2,463	1811%	\$ 2,610	\$ (11)	0%
504211 Postage & Mailing	\$ 10,030	\$ 12,575	\$ (2,545)	-20%	\$ 11,301	\$ (1,272)	-11%
504214 Promotional Items	\$ 492	\$ 800	\$ (308)	-38%	\$ 1,126	\$ (633)	-56%
504215 Printing	\$ 30,510	\$ 36,184	\$ (5,674)	-16%	\$ 48,157	\$ (17,647)	-37%
504217 Photo Supply/Processing	\$ 95	\$ 2,686	\$ (2,591)	-96%	\$ 2,072	\$ (1,977)	-95%
504311 Office Supplies	\$ 84,341	\$ 71,537	\$ 12,804	18%	\$ 83,876	\$ 465	1%
504315 Safety Supplies	\$ 14,115	\$ 22,039	\$ (7,924)	-36%	\$ 24,937	\$ (10,822)	-43%
504317 Cleaning Supplies	\$ 53,846	\$ 54,480	\$ (634)	-1%	\$ 58,649	\$ (4,802)	-8%
504409 Repair/Maint Supplies	\$ 109,012	\$ 117,000	\$ (7,988)	-7%	\$ 121,056	\$ (12,044)	-10%
504417 Tenant Repairs	\$ 835	\$ 10,000	\$ (9,165)	-92%	\$ 2,721	\$ (1,886)	-69%
504421 Non-Inventory Parts	\$ 38,900	\$ 20,000	\$ 18,999	94%	\$ 36,718	\$ 2,182	6%
504511 Small Tools	\$ 6,664	\$ 4,269	\$ 2,395	56%	\$ 4,969	\$ 1,695	34%
504515 Employee Tool Rplcmt	\$ 1,765	\$ 783	\$ 982	125%	\$ 2,313	\$ (548)	-24%
Total Other Materials & Supplies -	\$ 353,205	\$ 352,489	\$ 716	0%	\$ 400,505	\$ (47,300)	-12%
Utilities							
505011 Gas & Electric	\$ 274,631	\$ 269,200	\$ 5,431	2%	\$ 253,096	\$ 21,534	9%
505021 Water & Garbage	\$ 131,787	\$ 111,000	\$ 20,787	19%	\$ 112,834	\$ 18,953	17%
505031 Telecommunications	\$ 128,457	\$ 144,989	\$ (16,532)	-11%	\$ 135,217	\$ (6,760)	-5%
Total Utilities -	\$ 534,875	\$ 525,189	\$ 9,686	2%	\$ 501,148	\$ 33,727	7%
Casualty & Liability							
506011 Insurance - Property	\$ 58,624	\$ 61,615	\$ (2,991)	-5%	\$ 52,904	\$ 5,720	11%
506015 Insurance - PL & PD	\$ 457,945	\$ 507,311	\$ (49,367)	-10%	\$ 451,934	\$ 6,011	1%
506021 Insurance - Other	\$ -	\$ -	\$ -	0%	\$ -	\$ -	0%
506123 Settlement Costs	\$ 430,525	\$ 150,000	\$ 280,525	187%	\$ 54,709	\$ 375,816	687%
506127 Repairs - Dist Prop	\$ (70,057)	\$ -	\$ (70,057)	100%	\$ (67,640)	\$ (2,417)	4%
Total Casualty & Liability -	\$ 877,037	\$ 718,926	\$ 158,110	22%	\$ 491,907	\$ 385,129	78%
Taxes							
507051 Fuel Tax	\$ 15,703	\$ 15,000	\$ 703	5%	\$ 15,488	\$ 215	1%
507201 Licenses & permits	\$ 15,020	\$ 14,701	\$ 319	2%	\$ 15,412	\$ (392)	-3%
507999 Other Taxes	\$ 7,423	\$ 15,548	\$ (8,125)	-52%	\$ 11,798	\$ (4,374)	-37%
Total Taxes -	\$ 38,147	\$ 45,249	\$ (7,102)	-16%	\$ 42,698	\$ (4,551)	-11%



FY16
Consolidated Operating Expenses
Year to Date as of June 30, 2016

YTD Year Over Year Comparison

Year to Date

	<u>Actual</u>	<u>Budget</u>	<u>\$ Var</u>	<u>% Var</u>	<u>FY15</u>	<u>\$ Var</u>	<u>% Var</u>
503406 Contr/Paratrans	\$ 71,470	\$ 200,000	\$ (128,530)	-64%	\$ 170,746	\$ (99,275)	-58%
Total Purchased Transportation -	\$ 71,470	\$ 200,000	\$ (128,530)	-64%	\$ 170,746	\$ (99,275)	-58%

Miscellaneous

509011 Dues & Subscriptions	\$ 74,857	\$ 76,295	\$ (1,438)	-2%	\$ 66,101	\$ 8,756	13%
509081 Advertising - Dist Promo	\$ 14,333	\$ 30,000	\$ (15,667)	-52%	\$ 7,804	\$ 6,529	84%
509101 Emp Incentive Prog	\$ 3,365	\$ 20,300	\$ (16,935)	-83%	\$ 11,506	\$ (8,141)	-71%
509121 Employee Training	\$ 60,647	\$ 39,266	\$ 21,381	54%	\$ 36,446	\$ 24,201	66%
509122 BOD Travel	\$ 6,294	\$ 3,000	\$ 3,294	110%	\$ 1,045	\$ 5,249	502%
509123 Travel	\$ 53,352	\$ 65,755	\$ (12,403)	-19%	\$ 46,853	\$ 6,499	14%
509125 Local Meeting Exp	\$ 9,332	\$ 6,521	\$ 2,811	43%	\$ 6,300	\$ 3,031	48%
509127 Board Director Fees	\$ 11,855	\$ 12,600	\$ (745)	-6%	\$ 10,900	\$ 955	9%
509150 Contributions	\$ -	\$ -	\$ -	0%	\$ -	\$ -	0%
509197 Sales Tax Expense	\$ -	\$ -	\$ -	0%	\$ -	\$ -	0%
509198 Cash Over/Short	\$ 10,847	\$ -	\$ 10,847	100%	\$ 8,814	\$ 2,033	23%
509999 Other Misc. Expenses	\$ 157,864	\$ -	\$ 157,864	100%	\$ -	\$ 157,864	100%
Total Misc -	\$ 402,746	\$ 253,737	\$ 149,009	59%	\$ 195,770	\$ 206,977	106%

Leases & Rentals

512011 Facility Rentals	\$ 195,127	\$ 195,322	\$ (195)	0%	\$ 191,844	\$ 3,283	2%
512061 Equipment Rentals	\$ 10,325	\$ 23,539	\$ (13,214)	-56%	\$ 23,380	\$ (13,055)	-56%
Total Leases & Rentals -	\$ 205,452	\$ 218,861	\$ (13,409)	-6%	\$ 215,224	\$ (9,772)	-5%

Total Non-Personnel Expenses -

	\$ 8,218,363	\$ 8,913,829	\$ (695,466)	-8%	\$ 8,148,135	\$ 70,228	1%
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TOTAL OPERATING EXPENSE -

	\$ 46,706,726	\$ 49,594,699	\$ (2,887,974)	-6%	\$ 45,128,509	\$ 1,578,217	3%
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** Expenses do not include year-end Depreciation, W/C IBNR, GASB 45 OPEB adjustments, or GASB 68 Pension adjustments.

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**FY16
CAPITAL BUDGET**
For the month ending - June 30, 2016

	<u>YTD Actual</u>	<u>FY16 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
<u>Construction Related Projects</u>				
Metrobase Project - Judy K.Souza - Operations Bldg.	\$ 7,325,229	\$ 9,781,033	\$ 2,455,804	75%
Transit Security Projects	\$ 27,605	\$ 164,882	\$ 137,277	17%
Pacific Station/Metro Center - Conceptual Design / MOU w/ City of SC	\$ 43,948	\$ 185,565	\$ 141,617	24%
Watsonville Transit Center - Conceptual Design	\$ 37,001	\$ 48,000	\$ 10,999	77%
Fire Egress	\$ 6,485	\$ 37,675	\$ 31,190	17%
Subtotal Construction Related Projects	\$ 7,440,268	\$ 10,217,155	\$ 2,776,887	73%
<u>IT Projects</u>				
Finance Software Replacement (Partial Funding ~ 50%)	\$ -	\$ 125,000	\$ 125,000	0%
HR Software Upgrade	\$ 19,390	\$ 35,629	\$ 16,239	54%
Maintstar Advanced Query Module	\$ 5,500	\$ 5,500	\$ -	100%
Loaner Laptop - General Use	\$ 1,021	\$ 1,025	\$ 4	100%
Subtotal IT Projects	\$ 25,911	\$ 167,154	\$ 141,243	16%
<u>Facilities Repairs & Improvements</u>				
Upgrade L/CNG Fueling Facility	\$ 124,966	\$ 130,000	\$ 5,034	96%
Rebuild Roof-110 Vernon (FTA 5339)	\$ 112,000	\$ 125,000	\$ 13,000	90%
Repaint Watsonville Transit Center (FTA 5339)	\$ -	\$ 107,040	\$ 107,040	0%
Reseal, Resurface Parking Lots (FTA 5339)	\$ -	\$ 75,000	\$ 75,000	0%
Repair Roof at Pacific Station (FTA 5339)	\$ -	\$ 15,000	\$ 15,000	0%
Relocate Mechanics Sink-Golf Club (FTA 5339)	\$ -	\$ 9,548	\$ 9,548	0%
Upgrade Exhaust Evacuation-Golf Club (FTA 5339)	\$ -	\$ 8,000	\$ 8,000	0%
Bus Stop Repairs / Improvements	\$ 98,611	\$ 100,999	\$ 2,388	98%
Subtotal Facilities Repairs & Improvements Projects	\$ 335,577	\$ 570,587	\$ 235,010	59%



FY16
CAPITAL BUDGET
For the month ending - June 30, 2016

	<u>YTD_Actual</u>	<u>FY16_Budget</u>	<u>Remaining_Budget</u>	<u>%_Spent_YTD</u>
<u>Revenue Vehicle Replacements & Campaigns</u>				
Paracruz Van Replacements (4)	\$ 1,245	\$ 335,736	\$ 334,491	0%
Mid-Life Bus Engine Overhaul (6) (FTA 5339)	\$ -	\$ 237,082	\$ 237,082	0%
Bus Repeat Campaign (56) (FTA 5339)	\$ -	\$ 203,174	\$ 203,174	0%
FTA Section 5310-(1 Paratransit Vehicle TBD)	\$ -	\$ 63,000	\$ 63,000	0%
State of Good Repair # 2-Tooling, Diagnostic Equipment	\$ 1,243	\$ 1,250	\$ 7	99%
Subtotal Revenue Vehicle Replacements & Campaigns	\$ 2,488	\$ 840,242	\$ 837,754	0%
<u>Non-Revenue Vehicle Replacements</u>				
Replacement Non-Revenue Vehicles (11) (FTA 5339)	\$ -	\$ 213,779	\$ 213,779	0%
Replace High Lift Bucket Truck (FTA 5339)	\$ -	\$ 94,148	\$ 94,148	0%
Propane Fueled Tow Motor (for buses) (FTA 5339)	\$ -	\$ 58,253	\$ 58,253	0%
Subtotal Non-Revenue Vehicle Replacements	\$ -	\$ 366,180	\$ 366,180	0%
<u>Fleet & Maintenance Equipment</u>				
Two 20' Storage Containers w/2 year Warranty	\$ 6,062	\$ 6,062	\$ -	100%
Subtotal Fleet & Maintenance Equipment	\$ 6,062	\$ 6,062	\$ -	100%
<u>Office Equipment</u>				
Office Furniture Ergonomic & Distressed Furniture (STA)	\$ 26,662	\$ 26,700	\$ 38	100%
Subtotal Office Equipment	\$ 26,662	\$ 26,700	\$ 38	100%
<u>Miscellaneous</u>				
Ticket Vending Machine-SLV	\$ -	\$ 63,735	\$ 63,735	0%
TVM Audible Improvements - Firmware, Braille Placards, and Key Pads	\$ 10,863	\$ 25,000	\$ 14,137	43%
UPS and Extended Battery for Video Surveillance Equipment	\$ 2,490	\$ 2,490	\$ -	100%
Subtotal Miscellaneous	\$ 13,353	\$ 91,225	\$ 77,872	15%
TOTAL CAPITAL PROJECTS	\$ 7,850,321	\$ 12,285,305	\$ 4,434,984	64%



**FY16
CAPITAL BUDGET**
For the month ending - June 30, 2016

	<u>YTD_Actual</u>	<u>FY16_Budget</u>	<u>Remaining_Budget</u>	<u>%_Spent_YTD</u>
<u>CAPITAL FUNDING</u>				
Federal Capital Grants	\$ 124,758	\$ 1,115,670	\$ 990,912	11%
Other Fed - Sakata / Lawsuit proceeds	\$ 239,645	\$ 635,000	\$ 395,355	38%
State - PTMISEA (1B)	\$ 5,223,693	\$ 6,500,000	\$ 1,276,307	80%
State/Local Partnership Program (SLPP)	\$ 840,903	\$ 1,000,000	\$ 159,097	84%
Cal-OES Prop 1B Transit Security Grant Funds (CTSGP)	\$ 207,690	\$ 810,915	\$ 603,225	26%
Statewide Transportation Improvement Program (STIP)	\$ 996	\$ 247,950	\$ 246,954	0%
Capital Restricted - State Transit Assistance (STA)	\$ 122,712	\$ 188,940	\$ 66,228	65%
Sales Tax Match for SLPP - (Backfilled w/STA)	\$ 840,903	\$ 1,000,000	\$ 159,097	84%
Operating / Capital Reserve Fund	\$ 249,021	\$ 786,830	\$ 537,809	32%
TOTAL CAPITAL FUNDING	\$ 7,850,321	\$ 12,285,305	\$ 4,434,984	64%

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Attachment C

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY16 PRELIMINARY SCHEDULE OF RESERVE ACCOUNT BALANCES-UNAUDITED
AS OF 9/23/16**

Fund Title	Explanation and Use:	Balance at 6/30/15	ESTIMATED Additions/ (Withdrawals) in FY16	ESTIMATED Balance at 6/30/16	Board Adopted Minimum or Target Level	% Funded	Surplus / (Deficient)	Suggested Guidelines:	Board Adopted Recommendation:
Operating and Capital Reserve Fund (formerly - Operating / Capital Reserves)	Liquid and unrestricted assets that an organization can use to support its operations in the event of an unanticipated loss of revenue or increase in expenses.	\$ 6,047,853	\$ (5,074,931)	\$ 972,922	N/A	N/A	N/A	Any use of Operating / Capital Reserves above CEO executive authority will be brought to the BOD for consideration. Balance is currently committed against existing projects in a FTA 5339 formula program.	There is no Board Adopted Minimum Balance established; this fund shall not be used to support recurring operating expenditures.
Operations Sustainability Reserve Fund (formerly - Operating Reserves)	Funds set aside to protect the organization's essential services and funding requirements during periods of economic downturn or natural disasters. Target = two month's operating expenses (Payroll and Accounts Payable).	\$ 2,511,102	\$ 3,148,454	\$ 5,659,556	\$ 7,045,000	80%	\$(1,385,444)	GFOA recommends, at a minimum, that general-purpose governments, regardless of size, maintain unrestricted fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures.	Fund Operations Sustainability Reserve Fund to target level that equals two (2) months of the average operating expenses for the most current fiscal year's budget, to be adjusted annually through the budget process.
Cash Flow Reserve Fund (formerly - Cash Flow Reserves)	Funds set aside to "cash flow" capital and/or operating expenses incurred before receiving reimbursements from various funding sources (Annual FTA 5307 (& STIC), STA, SLPP, etc).	\$ 3,000,000	\$ -	\$ 3,000,000	\$ 3,000,000	100%	\$ -	Staff will manage flexibility of Cash Flow Reserve Fund, according to project levels and capital needs as they fluctuate from year to year.	Fund Cash Flow Reserve Fund to minimum or target levels; set annually through the budget process.
Carryover	Net excess revenue to be used as per BOD direction.	\$ -	\$ -	\$ -	\$ -	N/A	N/A	1.) Move to (replenish) other Reserve accounts 2.) Move to Unfunded Projects / Mandates 3.) Use as revenue in next fiscal year	If carryover exists - distribution options will be reviewed on an annual basis to determine the best use of funds.
Workers Compensation Reserve Fund (formerly - Workers Compensation Reserves)	Funds set aside to finance the (discouraged) long term portion of workers' compensation liability, as of the end of the fiscal year.	\$ 2,124,329	\$ 7,090	\$ 2,131,419	\$ 3,239,794	66%	\$(1,108,375)	GASB #10 requires Santa Cruz METRO to accrue a liability on its financial statements for the ultimate cost of claims and expenses associated with all reported and unreported workers' compensation claims.	Fund Workers' Comp Reserves to minimum or target levels; a bi-annual study of potential liability areas and risk shall be the basis for determining minimum reserves.
Liability Insurance Reserve Fund (formerly - Liability Insurance Reserves)	Funds set aside to pay the cost of outstanding liability and physical damage claims.	\$ 668,009	\$ (7,090)	\$ 660,919	\$ 660,919	100%	\$ -	GASB #10 requires Santa Cruz METRO to accrue a liability on its financial statements for the ultimate cost of claims and expenses associated with all reported and unreported liability and physical damage claims.	Fund Liability Insurance Reserves to minimum or target levels; calculated annually based on the 5-year rolling average of outstanding claims at fiscal year end.
		\$ 14,351,292	\$ (1,926,477)	\$ 12,424,815			\$(2,493,820)		

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Year to Date Monthly Financial Report as of June 30, 2016

Santa Cruz METRO Board of Directors

September 23, 2016

Angela Aitken, Finance Manager

FY16 Operating Revenue and Expenses

For the Month Ending June 30, 2016

100% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual
Operating Revenue:	\$5,546	\$9,536	(\$3,991)
Operating Expenses:			
Labor - Regular	\$1,359	\$1,472	\$113
Labor - Overtime	\$245	\$202	(\$43)
Fringe Benefits	\$1,654	\$1,716	\$63
Non-Personnel Expenses	\$1,007	\$822	(\$185)
Total Operating Expenses:	\$4,265	\$4,212	(\$53)
Operating Budget Favorable/ (Unfavorable):			(\$3,937)

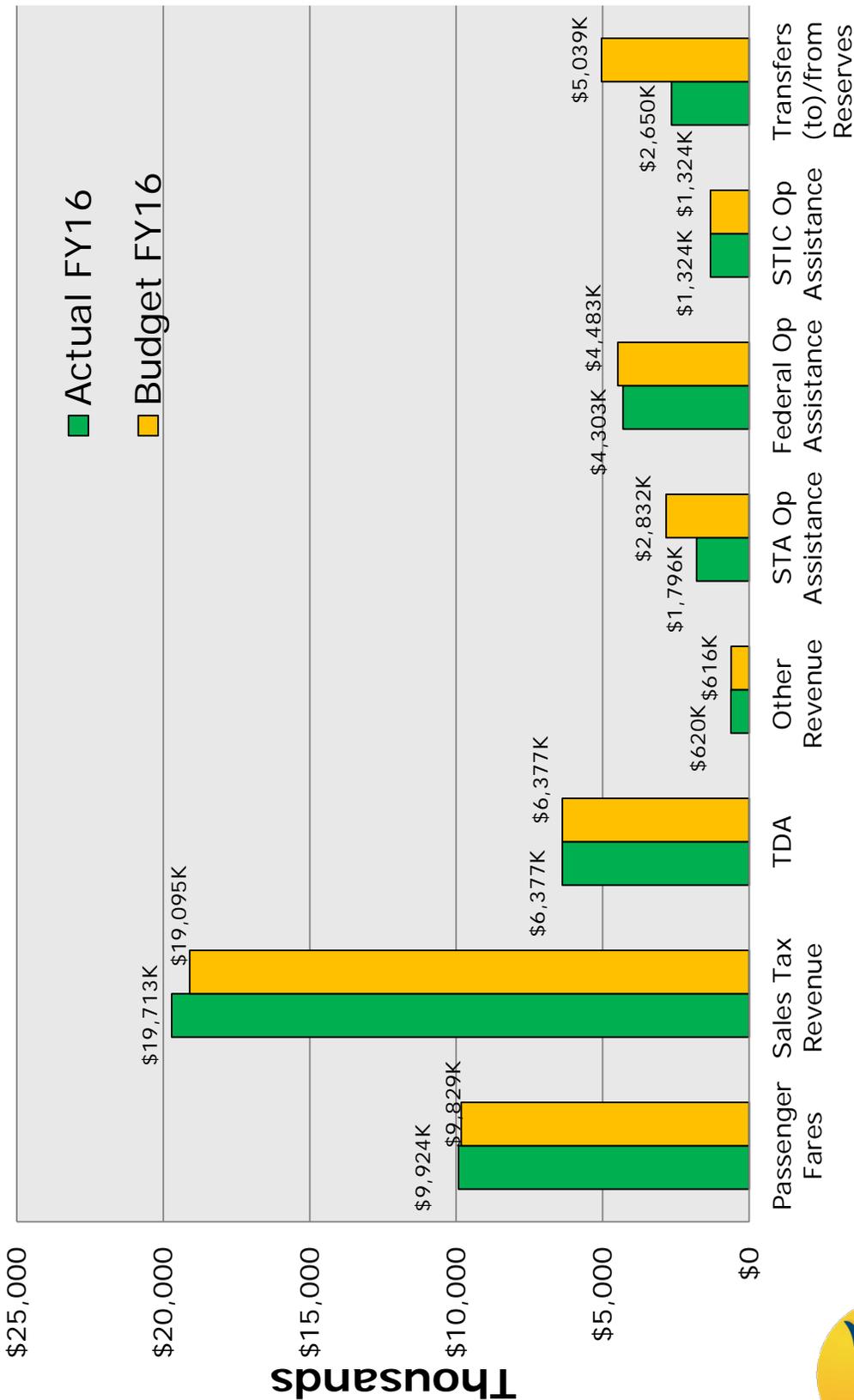
FY16 Operating Revenue and Expenses

Year to Date as of June 30, 2016

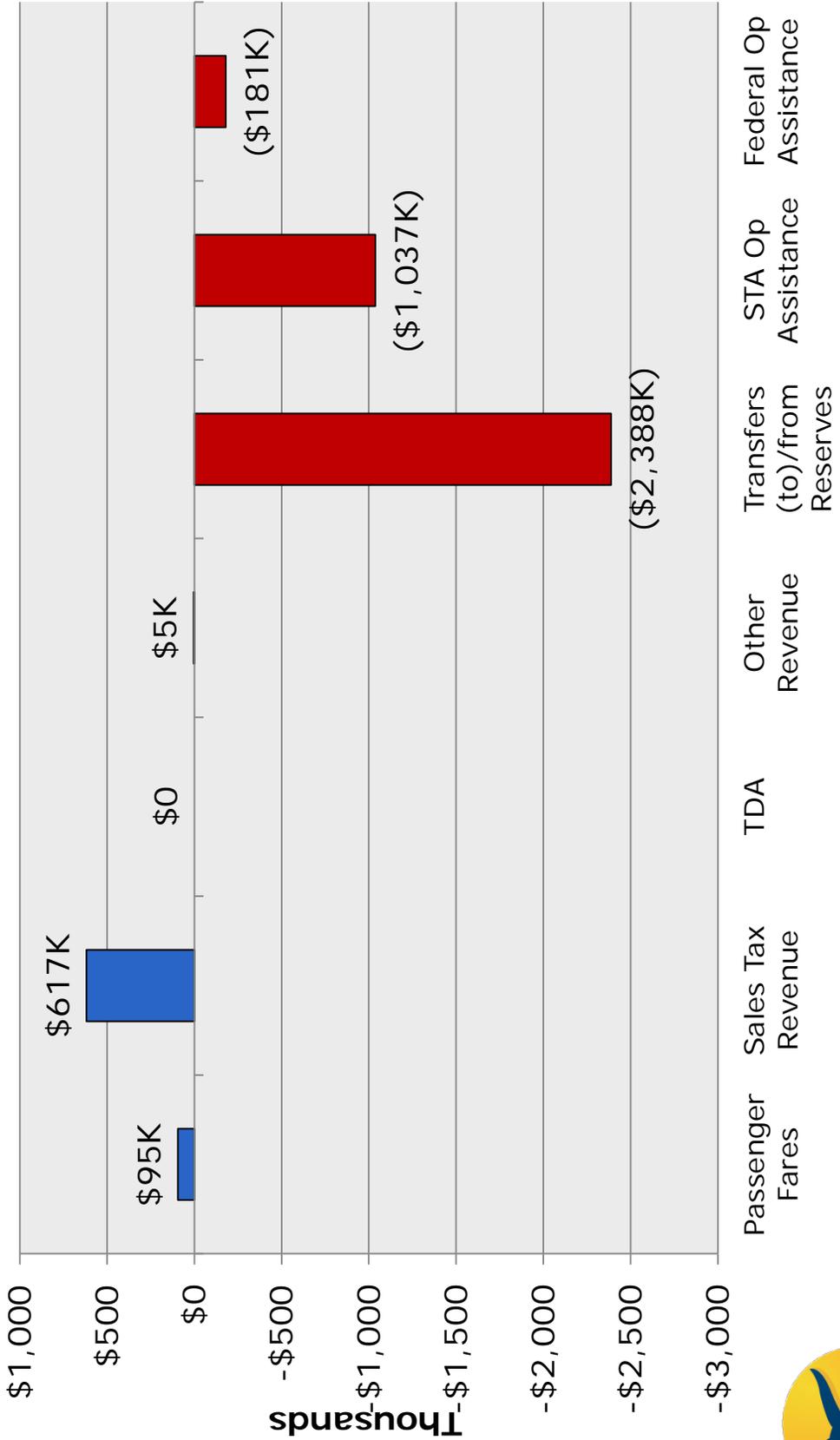
100% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual
Operating Revenue:	\$46,707	\$49,595	(\$2,888)
Operating Expenses:			
Labor - Regular	\$16,508	\$17,665	\$1,157
Labor - Overtime	\$2,863	\$2,419	(\$444)
Fringe Benefits	\$19,117	\$20,597	\$1,480
Non-Personnel Expenses	\$8,218	\$8,914	\$696
Total Operating Expenses:	\$46,707	\$49,595	\$2,888
Operating Budget Favorable/ (Unfavorable):			\$-0-

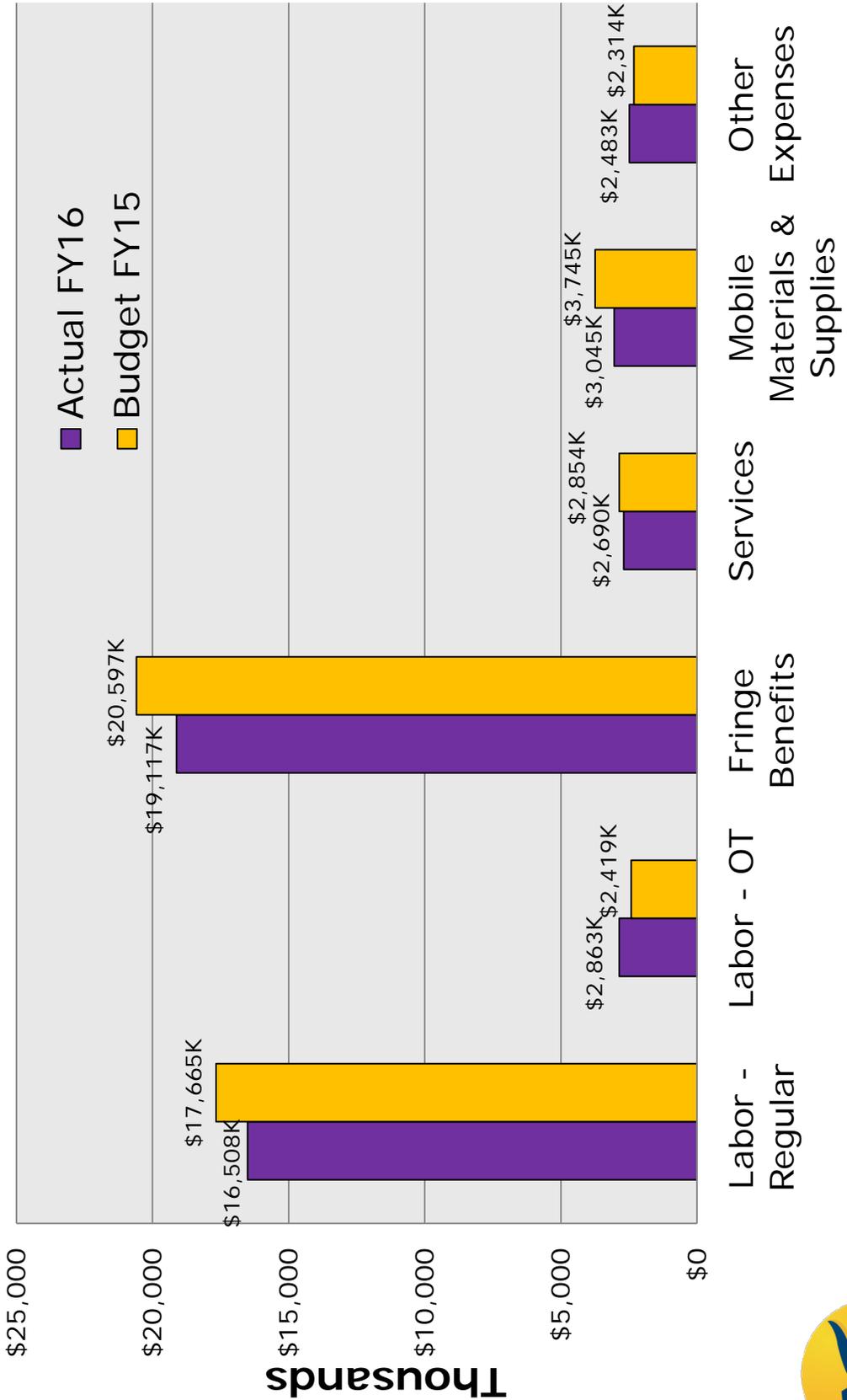
FY16 Operating Revenue by Major Funding Source
Year to Date as of June 30, 2016
100% of Fiscal Year Elapsed



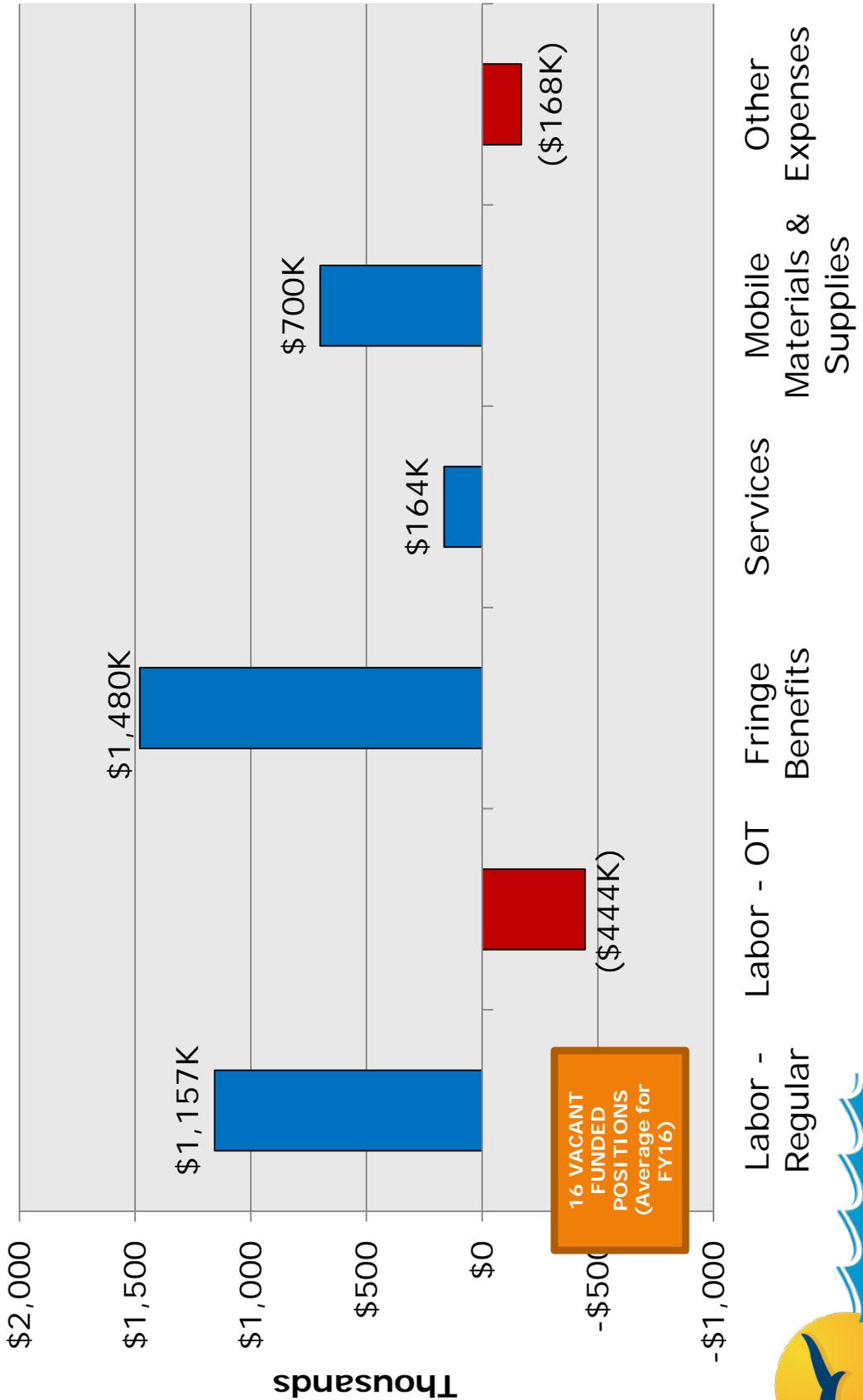
Favorable/(Unfavorable) Revenue Variance to Budget
Year to Date as of June 30, 2016
100% of Fiscal Year Elapsed



FY16 Operating Expenses by Major Expense Account
Year to Date as of June 30, 2016
100% of Fiscal Year Elapsed



Favorable/(Unfavorable) Expense Variance to Budget
Year to Date as of June 30, 2016
100% of Fiscal Year Elapsed

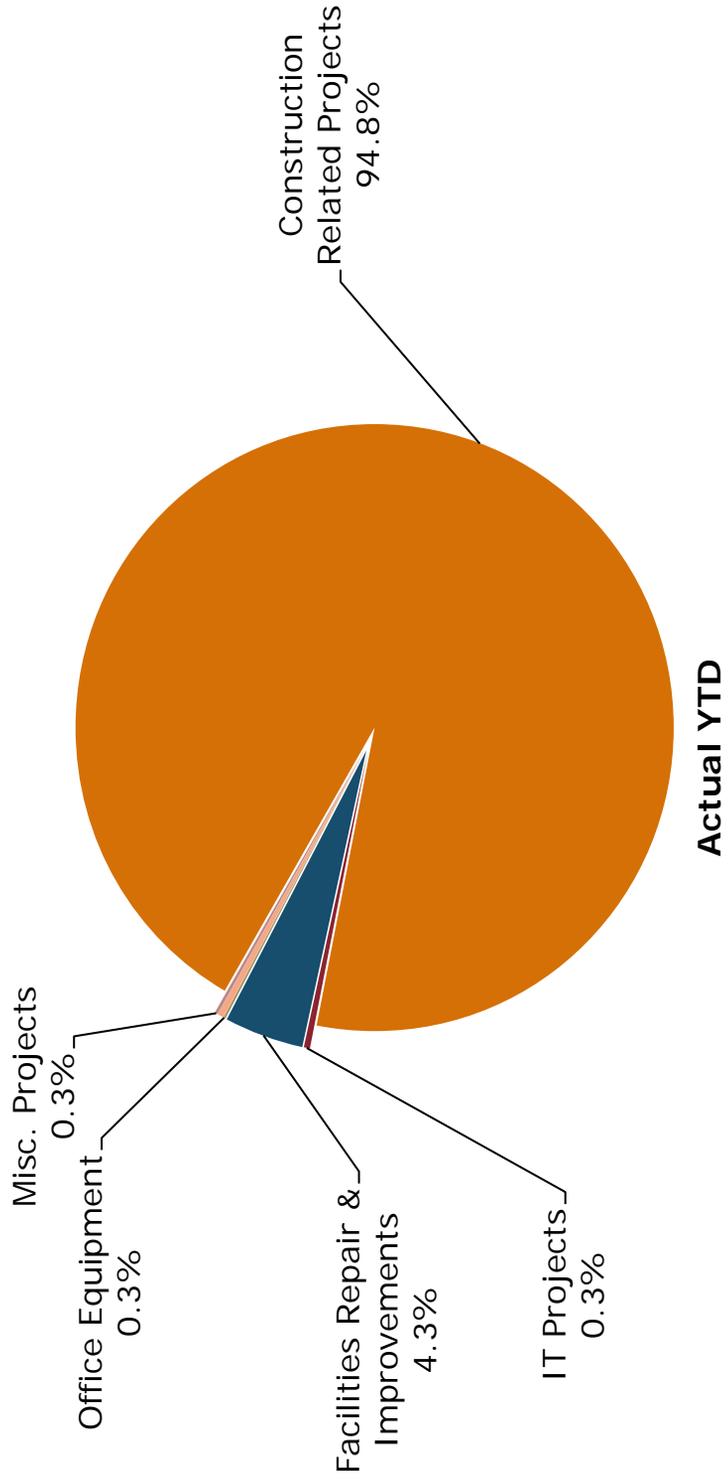


FY16 Capital Budget

Spending Year to Date as of June 30, 2016

100% of Fiscal Year Elapsed

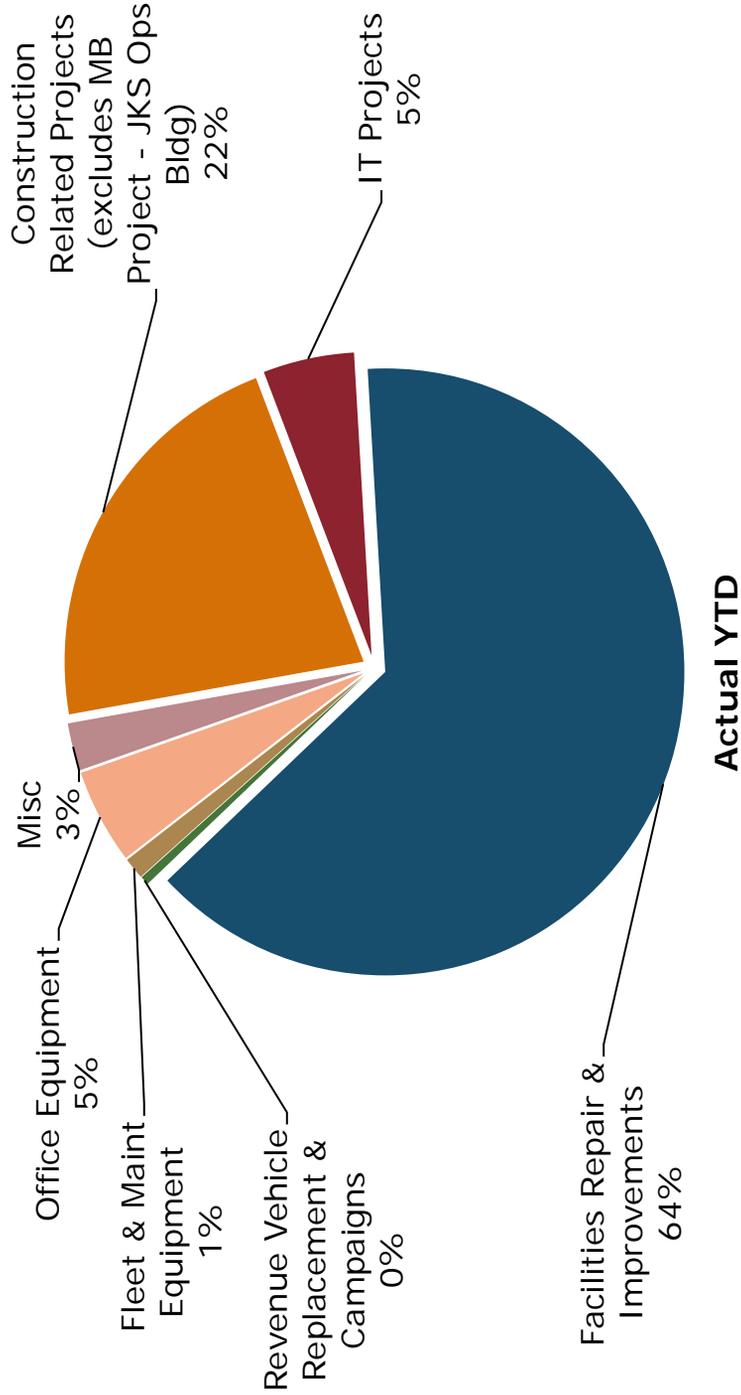
	Actual YTD	Total FY16 Budget	% Spent YTD
Total Capital Projects:	\$7,850,321	\$12,285,305	64%



FY16 Capital Budget - Excludes MetroBase Project - JKS Ops Bldg.
Spending Year to Date as of June 30, 2016

100% of Fiscal Year Elapsed

	Actual YTD	Total FY16 Budget	% Spent YTD
Total Capital Projects:	\$525,092	\$2,504,272	21%



**MetroBase Phase II
Operations Building
Life of Project
Budget Adopted June 24, 2016
Spending as of September 12, 2016**

MetroBase Phase II - Life of Project Spending as of September 12, 2016

Attachment D

\$ In Thousands	Budget	Actual	Remaining	% Spent
LCN – Prime Construction Contract	\$13,572	\$13,513	\$59	100%
Construction Contract Contingency	\$2,272	\$2,141	\$131	94%
In-House Project Management	\$643	\$643	\$0	100%
Consultant Costs (Hill Int'l., TRC and RNL)	\$6,604	\$6,310	\$294	96%
Non-Construction Contingencies	\$100	\$0	\$100	0%
Contracted Professional Services – prior to 9/26/14	\$150	\$150	\$0	100%
Additional Cost and Services (VSWs, Security, Dubois, etc.)	\$3,732	\$2,618	\$1,114	70%
Total:	\$27,072	\$25,374	\$1,698	94%

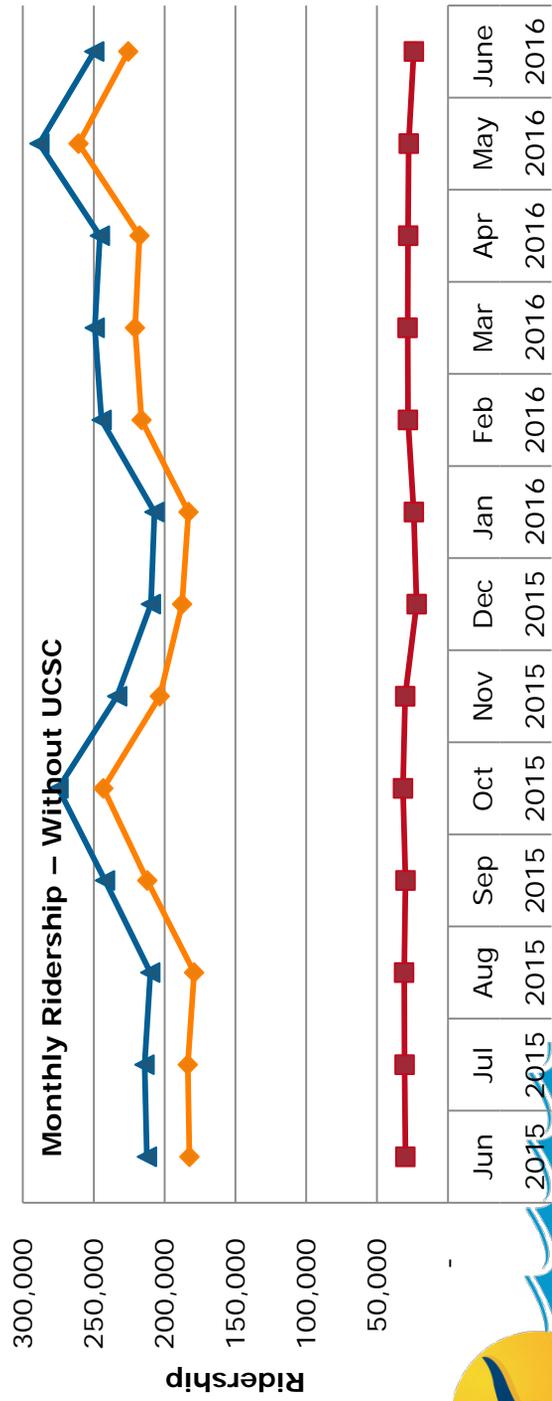
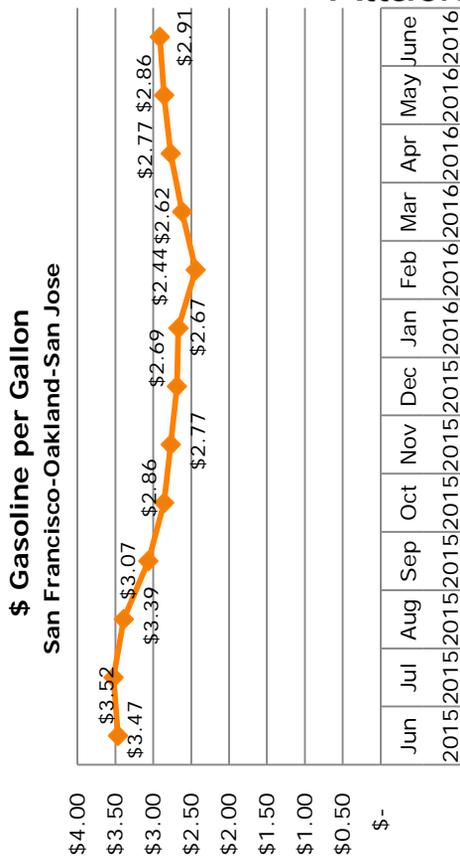
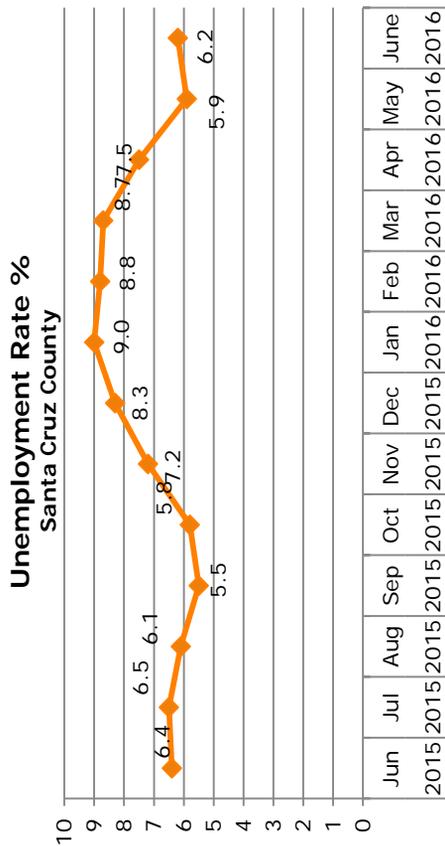
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Additional Information



Additional Information



Questions

VERBAL PRESENTATION ONLY

COA UPDATE

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DATE: September 23, 2016
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
**SUBJECT: CREATION OF A LEGAL SERVICES BOARD AD HOC COMMITTEE
AND EXTENSION OF CONTRACTED LEGAL SERVICES**

I. RECOMMENDED ACTION

That the Board of Directors:

- A) Approve the creation of a Legal Services Board Ad Hoc Committee and designate Directors Rotkin, Leopold and Bottorff as the Committee members; and,**
- B) Given the impending retirement of District Counsel, direct the Ad Hoc Committee to develop a recommendation on how to proceed with legal services and return to the Board in October with a recommendation; and,**
- C) Increase the authorized contract with Hanson Bridgett by \$50,000, from \$200,000 to \$250,000 for general and MetroBase legal services, to assist District Counsel until the Board approves a final path forward for the legal services and until the recommended process/approach is fully implemented following District Counsel's retirement.**

II. SUMMARY

- District Counsel has notified the Santa Cruz Metropolitan Transit District (METRO) Board of Directors (Board) of her intent to retire.
- The CEO has requested of the Board Chairman an opportunity to present an alternate approach to district legal matters, prior to the Board posting the District Counsel position for recruitment. The CEO does not intend to propose a "direct reporting" relationship of this function to the CEO.
- The Board Chair requests Board approval to form an Ad Hoc Committee to review the current legal services approach; provide the CEO an opportunity to present an alternate approach; and, to return to the Board in October with recommendations as to how to proceed with legal services.
- The Board Chair requests Board approval of Directors Rotkin, Leopold and Bottorff as the Ad Hoc Committee members.
- Additional contract authority in the amount of \$50,000 is requested for the current Hanson Bridgett contract.

III. DISCUSSION/BACKGROUND

The District Counsel has notified the Board of her intent to retire. Prior to the Board's initiation of the recruitment process to replace the District Counsel, the CEO has requested the opportunity to have a conversation with the Board about an alternate legal services approach. The CEO does not intend to propose a "direct reporting" relationship of this function to the CEO and the final decision about legal services is a Board decision.

Additionally, District Counsel has proposed to utilize the services of Hanson Bridgett under an existing contract during the transition period. In order to do so, that contract will require additional spending authority. It is recommended that the Board authorize an additional \$50,000 in contract authority with Hanson Bridgett, increasing the current contract from \$200,000 to \$250,000 for the provision of general and MetroBase legal services, potentially through January 2017. The CEO concurs with this approach. By Board action on October 23, 2015, District Counsel was provided \$200,000 in contract authority with Hanson Bridgett.

Chair Rotkin would like to form a single purpose Board Ad Hoc Legal Services Committee to provide the CEO the opportunity to convey his thoughts about an alternate legal services approach and to develop a recommendation for full Board consideration about how to proceed with legal services. Chairman Rotkin recommends himself, Director Leopold and Director Bottorff as the Ad Hoc Committee. Further, that the AD Hoc Committee return to the full Board in October with their recommended approach to legal services.

IV. FINANCIAL CONSIDERATIONS/IMPACT

If approved, the action will result in an increase in contract authority with Hanson Bridgett in the amount of \$50,000, increasing the two-year contract authority from \$200,000 to \$250,000. By Board action on October 23, 2015, District Counsel was provided \$200,000 in contract authority with Hanson Bridgett. All other prior contracts with Hanson Bridgett were also closed out by this Board action. To date, District Counsel has expensed over \$100,000 against this new Hanson Bridgett contract for general legal services and MetroBase legal services. The increased \$50,000 costs will be covered within FY17 budget savings.

V. ALTERNATIVES CONSIDERED

- The Board could instead direct that the District Counsel recruitment start immediately and identify a process for the Board to interview applicants.

- The Board can reaffirm its previous direction to District Counsel to immediately initiate a competitive procurement for general legal services for the period of transition.

VI. ATTACHMENTS

None

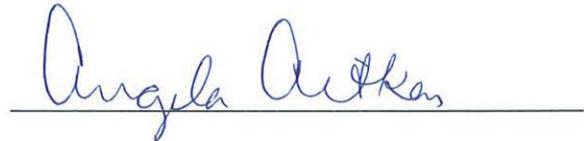
Prepared By: Alex Clifford, CEO/General Manager

VII. APPROVALS:

Approved as to form:
Leslyn K. Syren, District Counsel



Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



VERBAL PRESENTATION ONLY

CEO UPDATE

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- ADDITIONAL MATERIALS DISTRIBUTED
AT BOARD MEETING -

NEWS CLIPS

August 26, 2016 – September 23, 2016

**SANTA CRUZ
COUNTY
ARTICLES**

PRESS BANNER



Serving the San Lorenzo Valley and Scotts Valley since 1960

VALLEY PRESS | SEPTEMBER 2, 2016 | VOL. 56 NO. 36

Advocates line up for and against transportation tax

By **Barry Holtzclaw**
Press Banner

Competing groups are lining up on opposite sides of a November ballot measure to fund new highway projects in Santa Cruz County with a sales tax increase.

The Transportation Sales Tax Measure (Measure D) would add a half-cent sales tax in the county for 30 years, raising approximately \$17 million annually.

One group, Get Santa Cruz County Moving (Yes on D), this week announced major endorsements in support of the local transportation measure, including environmental, labor and human services organizations, business leaders and public safety officials.

Another group, the Campaign for Sensible Transportation, has announced its opposition to the mea-

MEASURE D CONTINUED ON PAGE 9

More lanes for Highway 1 is sticking point for Measure D opponents

MEASURE D CONTINUED FROM COVER PAGE

sure, which will be put to Santa Cruz County voters on Nov. 8.

The opposition group said this week it made its decision after unsuccessfully trying to get the Santa Cruz Regional Transportation Commission (RTC) to remove from the ballot measure their plan to add lanes to Highway 1.

The pro-Measure D campaign also launched website, www.GetSantaCruzCountyMoving.org where visitors can learn more about the proposed measure, make a donation and endorsement, and review current endorsements and more. The campaign's new Facebook page is www.Facebook.com/GetSantaCruzCountyMoving.

"We cannot agree with burdening county residents with a 30-year, \$100 million debt for a discredited strategy of widening Highway 1," explained Rick Longinotti, chair of anti-Measure D group.

"Widening highways has been proven not to reduce congestion by researchers," Longinotti said.

"Even the Draft Environmental Impact Report published by Caltrans for widening Highway 1 notes that the costly construction project won't reduce congestion," added Longinotti.

"The Caltrans report predicts continued 'breakdown' of traffic flow on Highway 1 following expansion."

The pro-Measure D group noted that the measure's supporters on the ballot documents are: Nancy A. Bileich, Councilmember, City of Watsonville, Piet Canin, VP, Sustainable Transportation, Ecology Action, Peggy Dolgenos, Past Chair, Santa Cruz County Business Council, Lynnda Francis, President, Board of Directors, Seniors Council, and Bruce McPherson,

Supervisor, Santa Cruz County, 5th District.

The group said major endorsement include:

Bike Santa Cruz County, Bike Station Aptos, Caletti Cycles, Ecology Action, Land Trust of Santa Cruz County, Spokesman Bicycles, Aptos Chamber of Commerce, Monterey Bay Economic Partnership, Platorics, Santa Cruz Area Chamber of Commerce, Santa Cruz County Business Council, Carpenters Union/Local 505, Monterey Bay Central Labor Council, United Transportation Union/Local 23 (bus drivers); Santa Cruz County Deputy Sheriff's Association, Community Bridges, Human Care Alliance, Palo Alto Medical Foundation/Sutter Health, Physicians Medical Group, Seniors Council, Democratic Women's Club of Santa Cruz County, Friends of the Rail & Trail, Pajaro Valley Cesar Chavez Democratic Club, Santa Cruz County Democratic Party, Trail Now.

"Measure D will fund one of the most environmentally sustainable local transportation improvement plans in California," the group said in its statement.

"The measure provides millions of dollars more for safer bike routes and protects vital transit services to reduce reliance on automobiles."

"Many local streets and roads are in poor condition, highways are crowded and public transportation suffers from state and federal budget cuts."

The supporters said that options for safe biking are limited, cut-through traffic threatens neighborhood safety and there aren't enough sidewalks and safe crossings for pedestrians.

"Our traffic congestion is so bad that critical police, fire and ambulance response time is often lost on crowded local roadways," the pro-Measure D group said.

"Measure D can improve the outcomes for those in need of 9-1-1 emergency services."

"Our county needs viable choices for people who are stuck in traffic, not an expensive hoodoggle," countered Longinotti.

He said that proven programs include safe, reliable, low-cost, state-of-the-art, public transit; employee commuter programs; and a long-term commitment to reasonably priced housing near job centers.

Longinotti will discuss "Course Correction on Transportation" at a public meeting on at 6:30 p.m. on Sept. 13, at the Scotts Valley Public Library, 251 Kings Village Dr, Scotts Valley.

Public Weighs In On Santa Cruz Transportation Projects



Regional Transportation Commission Holds Public Meeting

*Barry Brown, Digital Content Director, barry.brown@kionrightnow.com
Brandon Castillo, MMJ/Reporter, brandon.castillo@kionrightnow.com*

POSTED: 11:26 AM PDT Sep 01, 2016

SANTA CRUZ, Calif. - Santa Cruz County has roughly \$7 million in federal funds to spend on transportation projects. The County is asking residents how they'd like to see the money spent.

KION's Brandon Castillo is covering today's public hearing to find out what people think of various projects proposed by the County's Regional Transportation Commission.

Proposed projects include pavement repairs, bicycle and sidewalk projects, new Santa Cruz METRO buses, improvements to the Highway 1/9 intersection, environmental review of Highway 1 projects, and traveler assistance programs.

Watch Brandon's report tonight at 5 and 6 on KION.

How Could Summer Go By So Quickly?



By Bruce McPherson

I would like to fill you in on a few issues that I have worked on during this all-too-fast summer, and some that I will be working on this fall.

Safe Routes to School

In Boulder Creek, construction is underway for a curb, gutter, sidewalk, retaining wall, and drainage improvements near Boulder Creek Elementary School. A 300-foot retaining wall four feet high is being built directly along the school frontage on Laurel Street between Lomond Street and Harmon Street. In addition, a short walkway on the east side of Laurel Street at the intersection of Lomond Street is being built in order to provide a connection to an existing railroad tie and gravel staircase, that was constructed by volunteers. A walkway is also being constructed on Harmon Street from Laurel Street to Oak Street. The improvements are funded with a grant from the Federal Safe Routes to School program.

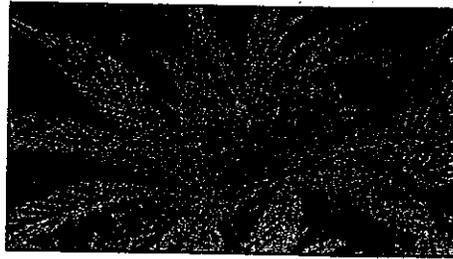
A construction bid came in earlier this summer higher than expected, which meant the work was likely to be delayed another school year. Public Works staff scrambled to fill the gap in funding so that the project could still get underway this summer, although that meant construction was not finished by the start of the school year, as planned. However, I am very pleased that this long awaited project is underway and very appreciative of the effort by Public Works.

Bus Service Restored for Students

I am also very pleased to announce that bus service for schools arrivals and departures in San Lorenzo Valley has been fully restored. The five "school trip" routes, which allow students to use public transportation to the three-school campuses in Felton, were proposed to be eliminated along Highway 9. All the routes have been fully restored, thanks to dedicated work of Christopher Schiermeyer, the school district Assistant Superintendent of Business Services, and Metro's Barrow Emerson.

SLVHS School Resource Officer

Also new this year, Sheriff's Deputy Kris Koenig is assigned to San Lorenzo Valley High School as the school resource officer, a position that the Board of Supervisors approved in this year's budget with the goal of promoting positive interactions between law enforcement and young people. Deputy Koenig is a 1999 San Lorenzo Valley High School graduate who will be "returning" to school.



Cannabis Cultivation Registration

Registration for the County's new cannabis cultivation program is currently underway and closes on November 6. This registration process is voluntary; however, we anticipate that only the owners of registered cannabis cultivation sites will be eligible to apply for a local license when they become available. The goal is to allow existing growers to register, receive feedback from the County on the degree to which their cultivation site conforms to the proposed regulations, and allow the County to collect information for the evaluation of the environmental impacts associated with cultivation activities in Santa Cruz County including existing conditions, impacts and recommendations for appropriate regulation of cannabis cultivation. To register, go to the sign-up page at: <https://scccannabis.co.santa-cruz.ca.us> to begin the process.

Pipeline Safety Environmental Concerns

The County is also working with PG&E and community advocates on an ambitious Community Pipeline Safety Initiative along the 60 miles of high-pressure gas transmission lines in Santa Cruz County. PG&E has proposed to remove hundreds of trees above its gas line along Graham Hill Road between Santa Cruz and Felton and in other areas of the County.

While I appreciate that PG&E must have the ability to maintain, inspect, and operate its system, and I support measures to ensure pipeline safety, I share a number of residents' deep concerns about losing the trees. Concerns have been raised regarding the impacts on water, road stability, water, air, wildlife, and long-term health and safety.

Supervisor John Leopold and I asked that the project be put on hold while the County creates a framework agreement with PG&E that makes sure our local and state environmental regulations are met, and incorporates specific guidelines for tree removal with the intent to minimize the number of trees cut. ■

Scotts Valley Times Sept. 2016

November Transportation Ballot Measure

The Regional Transportation Commission's "Safety, Pothole Repair, Traffic Relief, Transit Improvement Measure" will appear on the November 8, 2016 ballot after securing approval from the Santa Cruz County Board of Supervisors and the cities of Capitola, Santa Cruz and Watsonville.

The measure includes a balanced mix of projects across transportation modes and geographic areas of Santa Cruz County, many of which are needed improvements to the local transportation network that will not happen without new local funding. The Regional Transportation Commission (RTC) developed the ballot

measure over the last two years based on extensive public input and support.

Projects in the plan will improve safety for children walking and bicycling near schools; repair potholes; repave streets; improve traffic flow on Highway 1; maintain transportation for seniors and people with disabilities; reduce global warming and air pollution by providing transportation options like sidewalks, bike lanes, and trails; preserve and analyze transit options in the rail corridor; and deliver other projects to meet the mobility needs of current and future generations. If approved by the voters in November, the half-cent sales tax measure would

also reduce reliance on Sacramento and Washington for transportation funding, create local jobs and stimulate local economic vitality.

Based on vast and broad community input, the 2016 Transportation Improvement Measure boosts transit funding, especially for seniors and people with disabilities, and pares down projects in the rail corridor to only include property management/maintenance and a transparent public analysis of future transportation uses of the corridor.

The one-half cent sales tax measure includes citizen oversight, independent audits, and strict financial accounting requirements. With the state's ¼ cent sales tax increase expiring at the end of the year, the measure would effectively only increase sales taxes by ¼ cent over current levels. This half-cent sales tax for the next 30 years will raise approximately \$17



million annually, requires citizen oversight, independent audits, and that all funds are spent locally. This is not a bond issue so all tax moneys collected go to pay for the approved projects.

"Transportation" page 16

Supervisor Zach Friend noted that the measure represents a holistic transportation plan to meet the varied needs of the community; Supervisor John Leopold confirmed that the measure reflects public input, Supervisor Ryan Coonerty stated that the success of the measure will now be decided by the voters, and Supervisor Bruce McPherson reiterated the need to become a transportation "self help" county in order to receive matching dollars from federal and state transportation funds.

More information about projects in the expenditure plan, and ordinance for the ballot measure is available on the RTC website: www.sccrtc.org/move.

Summary of Key Benefits:

Safety for kids near schools: New funding for safe school-route bike and walk projects

Local street repair: Repairing potholes and maintaining/repaving local streets and roads countywide, improved neighborhood safety for cyclists and pedestrians

Maintain transit and paratransit services for seniors, veterans and residents with disabilities

Improvements to Highways 1, 9 and 17:

Highway 1: Improve traffic flow for employees (especially from Aptos and Watsonville), businesses, transit buses and first responders through the addition of auxiliary lanes

Highway 17: Funding the Safe-on-17 Freeway Service Patrol and protection for motorists and wildlife by building a wildlife undercrossing at Laurel Curve

Highway 9: Safety improvements in the San Lorenzo Valley, especially near schools

Monterey Bay Sanctuary Scenic Trail: Continued expansion of the Coastal

Rail Trail for cyclists and pedestrians along the rail corridor in Watsonville, Santa Cruz and Capitola, and connecting to Monterey County

Investigation of future transit options in the rail corridor:

Conduct a transparent public process to analyze options to meet future mobility needs; the plan does not include funding for any new commuter or visitor rail service.

New bridges for cyclists and pedestrians: Cyclist- and pedestrian-only bridges to be built over Highway 1 at Chanticleer St. and Mar Vista Dr

Percentage Allocations

30% Direct Allocation to Cities and County • Local roadway pavement repair and operational improvements, school and neighborhood traffic safety projects, bicycle and pedestrian projects

25% Highway Corridors (Hwys 1, 9 & 17) • Auxiliary lanes that separate entering and exiting traffic from through lanes to improve traffic flow and safety: 41st Ave-Soquel Dr; Bay/Porter-Park; State Park-Park • Bicycle and pedestrian over-crossings

20% Transit for Seniors and People with Disabilities

Santa Cruz METRO (16%)

Community Bridges Lift Line Paratransit Service (4%)

17% Monterey Bay Sanctuary Scenic Trail

8% Rail Corridor ■



Other Transit Related Articles

Source: Metro For Transit & Motorcoach Business

Australia begins testing of self-driving electric bus

Posted on September 6, 2016

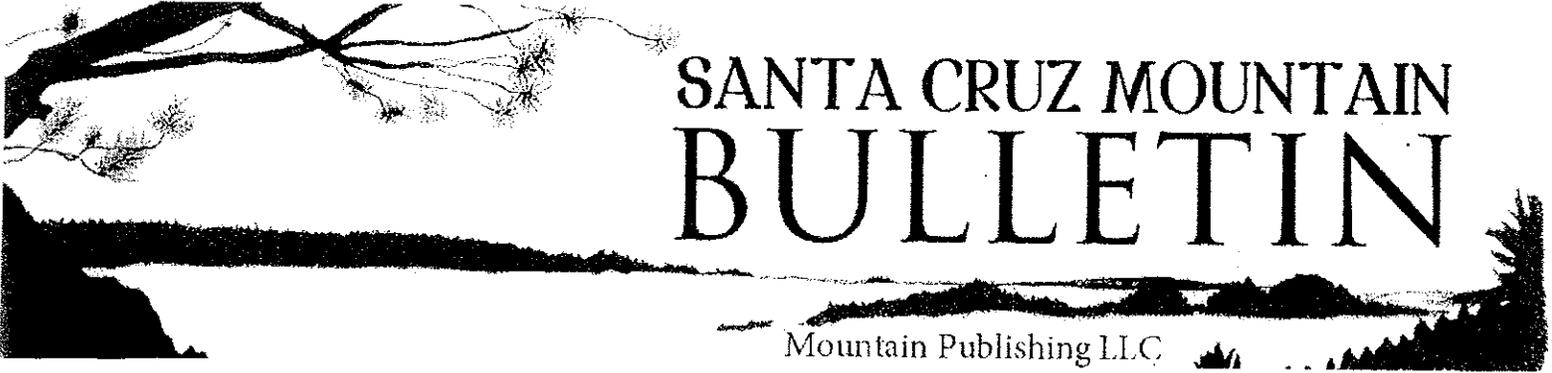


Royal Automobile Club of Western Australia

PERTH — Perth, the capital of West Australia, has become the first city in Australia to test a self-driving battery electric bus, *Hybridcars.com* reported.

The Royal Automobile Club of Western Australia (RAC) received a specific permit from the state government to conduct the three-month test that began last week on public roads, according to the report. The route is about 1.6 miles long, and takes 20 minutes to complete the circuit.

Built by the French company NAVYA SAS, the \$250,000 RAC Intellibus can shuttle 11 passengers and is capable of a 28 mph speed, but during the Perth test will only travel at 12 mph, *Hybridcars.com* reported.



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SCCRTC approves \$7 million in projects ~ Hwy 1/9 intersection changes and more

Rachel Wooster
[Roads & Highways](#)

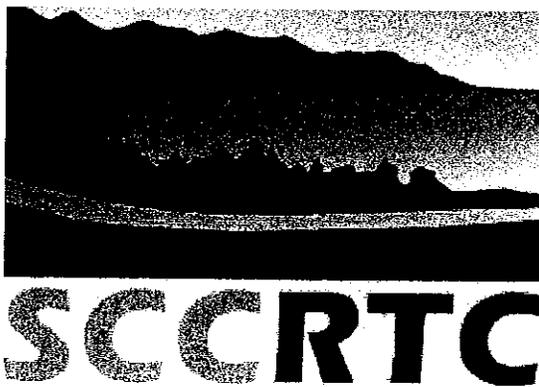
September 6, 2016

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Current Issue

Volume 5: Issue 8



September 1 Santa Cruz County Regional Transportation Commission sent out a press release regarding \$7 million being approved for local transportation projects. These projects are throughout the county and the ones that pertain to our part are the following (in Orange):

Major pavement repairs on local roads in Ben Lomond, Happy Valley / Carbonera, Santa Cruz, Scotts Valley, and Watsonville ~ cost \$3 million

Bus: Funds to replace an old diesel METRO bus with a low emission CNG bus ~ cost \$500,000

Highway 1/9 Intersection modifications: add turn lanes, bike lanes/shoulders. Intersection is used by over 80,000 vehicles per day and all METRO buses ~ cost \$950,000

Traveler assistance programs: Tow truck safety freeway service patrols on Highway 1 and Highway 17 that assist drivers, remove collisions, and clear obstacles that impede traffic flow; Cruz511.org which provides information about traffic incidents, carpooling, taking the bus, and park-and-ride lots ~ cost \$550,000

Safe Routes to Schools Youth Pedestrian and Bicycle Safety Education programs provided by Ecology Action in second and fifth grade classrooms ~ cost \$50,000

In total 16 projects were approved, the full agenda can be read [here](#), highlights can be read [here](#), minutes for this meeting are not available yet, when they are available you can find them [here](#).

There also was progress on the Highway 9/SLV Plan. They amended the RTC budget so that work could begin on two projects being done and financed by CalTrans. The Highway 9/SLV Plan which is still in the planning stages will identify, prioritize, and enable implementation of the most critical and cost effective safety, bicycle, pedestrian, and traffic operations projects through San Lorenzo Valley. We will be writing more about this in the coming months.

Below we have the full press release and September meeting highlights regarding Highway 9. Both are from email correspondence we received, and have not been edited in any way.

Santa Cruz County Regional Transportation Commission FULL Press Release

\$7 million approved for local transportation projects

September 1, 2016 -- At its meeting today, the Santa Cruz County Regional Transportation Commission (RTC) selected projects to receive \$7 million in local shares of federal transportation funds.

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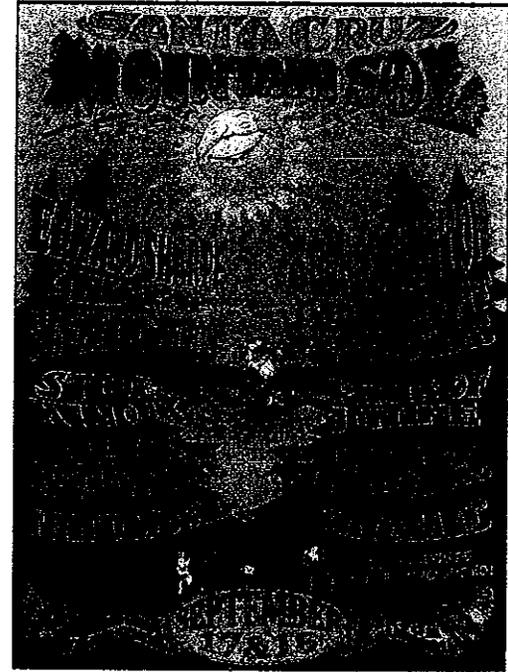
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Following a public hearing, the RTC approved funds for 16 projects including:

- Major pavement repairs on local roads in Ben Lomond, Happy Valley/Carbonera, Santa Cruz, Scotts Valley and Watsonville – \$3 million
- Bus: Funds to replace an old diesel METRO bus with a low emission CNG bus – \$500,000
- Highway 1/9 Intersection modifications: add turn lanes, bike lanes/shoulders. Intersection is used by over 80,000 vehicles per day and all METRO buses – \$950,000
- Highway 1 Corridor Environmental Review and Analysis: Complete environmental review documents including response to public comments and questions and updated traffic analysis of auxiliary lanes, bicycle/pedestrian overcrossings, and carpool lanes on Highway 1, including detailed analysis of auxiliary lanes on Highway 1 between 41st Ave and Soquel Drive and a bicycle/pedestrian bridge over Highway 1 at Chanticleer Avenue – \$830,000
- Aptos Village: Turn lanes, sidewalks, improved bicycle lanes, and pavement repairs on Soquel Drive and other roadways in Aptos Village – \$650,000
- Traveler assistance programs: Tow truck safety freeway service patrols on Highway 1 and Highway 17 that assist drivers, remove collisions, and clear obstacles that impede traffic flow; Cruz511.org which provides information about traffic incidents, carpooling, taking the bus, and park-and-ride lots – \$550,000
- Environmental review and preliminary design of the Monterey Bay Sanctuary Scenic Trail Network (MBSSN) Rail Trail along the north coast near Davenport – \$300,000
- Safe Routes to Schools Youth Pedestrian and Bicycle Safety Education programs provided by Ecology Action in second and fifth grade classrooms – \$50,000



After considering testimony from members of the public, Commissioners committed \$10,000 for an Open Streets event in Watsonville. Additional information on the approved projects and the related staff report, are available on the Regional Transportation Commission's website: www.sccrtc.org/funding-planning/project-funding/ and in the meeting agenda packet: <http://sccrtc.org/meetings/commission/agendas/>.

These grant funds come from the Surface Transportation Block Grant Program (STBG), a federal program created by the federal Fixing America's Surface Transportation Act or "FAST Act". Due to the volatility of gas tax revenues, delays in adoption of the federal transportation act, and the

unreliability of State Transportation Improvement Program (STIP) funds, this was the first time the RTC has programmed funds to new projects since 2013. The region's proportional share of Federal and State revenues continues to fall severely short of what is required to address the backlog of infrastructure repairs, safety, traffic congestion, bicycle and pedestrian projects that have been identified as priorities by the community. Measure D – a countywide November ballot measure – would bring in an additional \$500 million through a ½ cent sales tax for priority local transportation projects such as fixing potholes, improving traffic flow on Highway 1, expanding safe routes to school and other bicycle and pedestrian projects, and maintaining transportation services for seniors and people with disabilities. Information on Measure D is online at: www.sccrtc.org/move.

The Santa Cruz County Regional Transportation Commission (RTC) is responsible for delivering a full range of convenient, reliable, and efficient transportation choices for the community. While promoting long-term sustainability, the RTC provides transportation services, planning, and funding for all travel modes. Information about the Regional Transportation Commission's projects and programs can be found at www.sccrtc.org or by calling 831-460-3200.

Santa Cruz County Regional Transportation Commission

9/1/2016 meeting highlights

Highway 9/SLV Plan

The Regional Transportation Commission amended the RTC Budget and Work Program so that work can begin on two projects funded through the Caltrans' Sustainable Transportation Planning Grant Program. Funding was awarded to the Regional Transportation Commission to develop a complete streets transportation corridor plan for San Lorenzo Valley and a unified corridor investment study to analyze multimodal investment options along Highway 1, the rail corridor, and Soquel Avenue/Drive. The Highway 9/SLV Plan will identify, prioritize, and enable implementation of the most critical and cost effective safety, bicycle, pedestrian, and traffic operations projects through San Lorenzo Valley. The Unified Corridor Investment Study will identify the transportation investments that optimize usage of the Highway 1, Soquel Ave/Dr and the rail line corridor while advancing sustainability targets developed for Santa Cruz County. Public input will be instrumental in both planning efforts.