



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA
REGULAR MEETING
NOVEMBER 17, 2017 – 9:00 AM
WATSONVILLE CITY CHAMBER OFFICES
275 MAIN STREET
WATSONVILLE, CA 95076**

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 METRO’s Administrative offices at 110 Vernon Street, Santa Cruz, California.

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BOARD ROSTER

| | |
|-----------------------------------|---------------------------|
| Director Ed Bottorff | City of Capitola |
| Director Cynthia Chase | City of Santa Cruz |
| Director Jimmy Dutra | City of Watsonville |
| Director Norm Hagen | County of Santa Cruz |
| Director John Leopold | County of Santa Cruz |
| Director Donna Lind | City of Scotts Valley |
| Director Cynthia Mathews | City of Santa Cruz |
| Director Bruce McPherson | County of Santa Cruz |
| Director Oscar Rios | City of Watsonville |
| Director Dan Rothwell | County of Santa Cruz |
| Director Mike Rotkin | County of Santa Cruz |
| Ex-Officio Director Larry Pageler | UC Santa Cruz |
| Ex-Officio Director Liber McKee | Cabrillo College |
| Alex Clifford | METRO CEO/General Manager |
| Julie Sherman | METRO General Counsel |

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

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

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 RECOMMENDED ACTION ON TORT CLAIMS

Alex Clifford, CEO/General Manager

9-02 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF OCTOBER 2017

Angela Aitken, Finance Manager

9-03 ACCEPT AND FILE: MINUTES OF THE SANTA CRUZ METRO OCTOBER 27, 2017 REGULAR BOARD OF DIRECTORS MEETING AND MINUTES OF THE NOVEMBER 10, 2017 SPECIAL BOARD OF DIRECTORS MEETING

Alex Clifford, CEO/General Manager

9-04 ACCEPT AND FILE: METRO PARACRUZ OPERATIONS STATUS REPORT FOR JULY, AUGUST AND SEPTEMBER 2017

April Warnock, Paratransit Superintendent

9-05 ACCEPT AND FILE: METRO SYSTEM RIDERSHIP REPORTS FOR THE FIRST QUARTER OF FY18

Barrow Emerson, Planning and Development Manager

9-06 ACCEPT AND FILE: QUARTERLY STATUS REPORT OF GRANT APPLICATIONS, ACTIVE GRANTS AND FUTURE OPPORTUNITIES JULY – SEPTEMBER 2017

Thomas Hiltner, Grants/Legislative Analyst

9-07 APPROVE: CONSIDER A RESOLUTION DESIGNATING THE CEO AS THE AUTHORIZED AGENT TO SUBMIT A PROJECT LIST AND EXECUTE AGREEMENTS TO RECEIVE CALIFORNIA STATE OF GOOD REPAIR FUNDS

Thomas Hiltner, Grants/Legislative Analyst

9-08 APPROVE: CONSIDER A RESOLUTION AUTHORIZING THE CEO TO SUBMIT A GRANT APPLICATION AND EXECUTE ALL DOCUMENTS AND FURTHER ACTIONS NECESSARY TO RECEIVE CALIFORNIA TRANSIT AND INTERCITY RAIL CAPITAL PROGRAM FUNDS

Thomas Hiltner, Grants/Legislative Analyst

- 9-09 APPROVE: CONSIDERATION OF A RESOLUTION APPROVING PROJECTS AND AUTHORIZING THE CEO TO SUBMIT APPLICATIONS AND EXECUTE DOCUMENTS AND FURTHER ACTIONS NECESSARY TO RECEIVE CALIFORNIA SB1 LOCAL PARTNERSHIP PROGRAM FUNDS**
Thomas Hiltner, Grants/Legislative Analyst
- 9-10 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A CONTRACT WITH GIRO, INC. FOR HASTUS SOFTWARE MAINTENANCE & SUPPORT**
Isaac Holly, IT Manager
- 9-11 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO APPROVE THE PURCHASE OF SERVERS IN A TOTAL AMOUNT NOT TO EXCEED \$50,000**
Isaac Holly, IT Manager
- 9-12 ACCEPT AND FILE: SANTA CRUZ METRO'S ANNUAL INVENTORY OF OWNED AND LEASED PROPERTY**
Angela Aitken, Finance Manager
- 9-13 APPROVE: CONSIDERATION OF AUTHORIZING INCREASED CONTRACT AUTHORITY TO REFLECT AN ADDITIONAL AMOUNT OF FUNDING FOR THE LEASE-TO-PURCHASE OF THREE FORTY-FOOT NEW FLYER XCELSIOR BUSES FROM PAUL REVERE TRANSPORTATION**
Ciro Aguirre, Chief Operations Officer

REGULAR AGENDA

- 10 RESOLUTION OF APPRECIATION, SAMUEL G. GARCIA, RETIREE**
Jimmy Dutra, Board Chair
- 11 APPROVE: REQUEST BOARD OF DIRECTORS TO REFER TO THE FINANCE STANDING COMMITTEE A DISCUSSION ABOUT INITIATING A FARE RESTRUCTURING ANALYSIS**
Barrow Emerson, Planning and Development Manager
- 12 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF AUGUST 31, 2017**
Angela Aitken, Finance Manager
- 13 ORAL METRO ADVISORY COMMITTEE (MAC) SEMI-ANNUAL REPORT**
Joseph Martinez, MAC Vice Chair
- 14 THREE METRO ADVISORY COMMITTEE (MAC) MEMBERS' TERMS EXPIRE DECEMBER 31, 2017**
Alex Clifford, CEO/General Manager
- 15 CEO ORAL REPORT**
Alex Clifford, CEO/General Manager

- 16 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, JANUARY 26, 2018 AT METRO'S ADMIN OFFICES, 110 VERNON STREET, SANTA CRUZ, CA**
Jimmy Dutra, Board Chair

- 17 ADJOURNMENT**
Jimmy Dutra, Board Chair

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

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DATE: November 17, 2017
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
SUBJECT: RECOMMENDED ACTION ON TORT CLAIMS

I. RECOMMENDED ACTION

That the Board of Directors Approve Staff Recommendations for Claims for the Month of November 2017

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 one claim for the month of November 2017 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 |
|------------------|---------|---|--------------------|
| Fullerton, David | 17-0012 | Claimant was a passenger on METRO bus that was rear-ended. Complaining of neck and back pain. | Reject |

Prepared by: Tom Szestowicki, Safety Specialist

VII. APPROVAL:

Alex Clifford, CEO/General Manager



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DATE: November 17, 2017
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
**SUBJECT: ACCEPT AND FILE PRELIMINARY APPROVED CHECK JOURNAL
DETAIL FOR THE MONTH OF OCTOBER 2017**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the preliminary approved Check Journal Detail for the month of October 2017.

II. SUMMARY

- This staff report provides the Board with a preliminary approved Check Journal Detail for the month of October 2017.
- 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 October 2017 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 October 2017 for purposes of Board review, agency disclosure, accountability and transparency.

V. ALTERNATIVES CONSIDERED

N/A

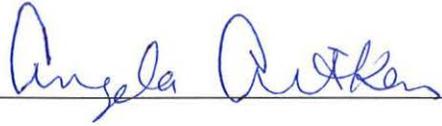
VI. ATTACHMENTS

Attachment A: Check Journal Detail for the Month of October 2017

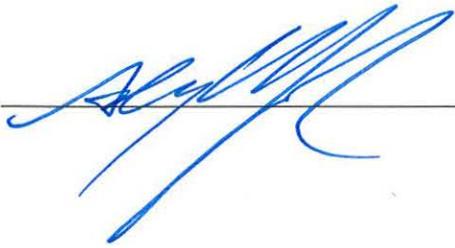
Prepared By: Holly Riley, Senior Accounting Technician

VII. APPROVALS:

Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



Attachment A

DATE 11/01/17 12:50

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

PAGE 1

DATE: 10/01/17 THRU 10/31/17

| CHECK NUMBER | CHECK DATE | CHECK VENDOR | CHECK AMOUNT | VENDOR NAME | VENDOR TYPE | TRANS. NUMBER | TRANSACTION DESCRIPTION | TRANSACTION AMOUNT | COMMENT |
|--------------|------------|--------------|--------------|-------------------------------|-------------|---------------|-------------------------|--------------------|---------|
| 60110 | 10/09/17 | T311 | -248.00 | ZEISS, ANTIONETTE | | 80216 | 21@ \$4/EA 11@ \$2/EA | -248.00 | **VOID |
| 60252 | 10/02/17 | 003152 | -358.33 | UNIFIRST CORPORATION | | 80421 | MATS TOWELS PC | -9.65 | **VOID |
| | | | | | | 80504 | LAUNDRY SERVICE | -225.37 | |
| | | | | | | 80505 | CUSTODIAL SUPPLIES | -69.77 | |
| | | | | | | 80517 | MATS OPS | -6.48 | |
| | | | | | | 80518 | CUSTODIAL SUPPLIES | -40.07 | |
| | | | | | | 80520 | MATS TOWELS PC | -6.99 | |
| 60261 | 10/02/17 | 002069 | 392.70 | A TOOL SHED, INC. | | 80591 | LIFT RENTAL | 392.70 | |
| 60262 | 10/02/17 | 002941 | 38.26 | AA SAFE & SECURITY CO | | 80589 | COPY KEYS | 38.26 | |
| 60263 | 10/02/17 | 003151 | 211.09 | ABC BUS INC | | 80608 | INVENTORY ORDER | 0.55 | |
| | | | | | | 80610 | INVENTORY ORDER | 5.18 | |
| | | | | | | 80611 | INVENTORY ORDER | 205.36 | |
| 60264 | 10/02/17 | E930 | 1,105.99 | ALMANZA, CANDIS | | 80677 | TRAVEL REIMBURSEMENT | 1,105.99 | |
| 60265 | 10/02/17 | E662 | 344.40 | ALVEY, ERRON | | 80676 | TRAVEL REIMBURSEMENT | 344.40 | |
| 60266 | 10/02/17 | 001D | 571.82 | AT&T | | 80649 | AUG 17 POINT2POINT | 571.82 | |
| 60267 | 10/02/17 | 002363 | 64.84 | BATTERIES PLUS #314 | | 80661 | BATTERIES | 64.84 | |
| 60268 | 10/02/17 | 003248 | 218.25 | BAY ALARM COMPANY | | 80590 | 10/1-1/1/18ALARM VER | 218.25 | |
| 60269 | 10/02/17 | 001844 | 6,175.55 | BRINKS INCORPORATED | | 80674 | AUG 17 1200B SERVICE | 1,946.56 | |
| | | | | | | 80675 | AUG 17 1200B SERVICE | 4,228.99 | |
| | | | | | | 80578 | OCT 17 MEDICAL | 837,774.72 | |
| 60270 | 10/02/17 | 502 | 837,774.72 | CA PUBLIC EMPLOYEES' | | 80604 | OFFICE SUPPLIES | 562.44 | |
| 60271 | 10/02/17 | 914 | 562.44 | CALTRONICS BUSINESS SYSTEMS | | 80665 | BUS ROUTE DECAL | 135.45 | |
| 60272 | 10/02/17 | 001159 | 1,35.45 | CATTO'S GRAPHICS, INC. | | 80594 | 8/14-9/11 WATER WTC | 52.65 | |
| 60273 | 10/02/17 | 130 | 52.65 | CITY OF WATSONVILLE UTILITIES | | 80625 | RPR VEH #9817 | 3,239.65 | |
| 60274 | 10/02/17 | 909 | 3,239.65 | CLASSIC GRAPHICS | | 80592 | VACUUM LINE REPAIR | 401.51 | |
| 60275 | 10/02/17 | 001124 | 3,762.58 | CLEAN ENERGY | | 80593 | REBUILD ERV5000 PSI | 3,361.07 | |
| 60276 | 10/02/17 | E957 | 349.45 | CLIFFORD, ALEX | | 80596 | MEAL REIMBURSEMENT | 349.45 | |
| 60277 | 10/02/17 | 075 | 1,378.70 | COAST PAPER & SUPPLY INC. | | 80647 | CUSTODIAL SUPPLIES | 1,378.70 | |
| 60278 | 10/02/17 | 002063 | 85.61 | COSTCO | | 80603 | 9/22 BOD MEETING | 85.61 | |
| 60279 | 10/02/17 | 003116 | 8,538.98 | CUMMINS PACIFIC LLP | | 80619 | INVENTORY ORDER | 192.95 | |
| | | | | | | 80620 | RPR VEH #2806 | 2,926.54 | |
| | | | | | | 80621 | CREDIT | -4,737.20 | |
| | | | | | | 80622 | RPR VEH #2806 | 2,926.54 | |
| | | | | | | 80623 | INVENTORY ORDER | 95.17 | |
| | | | | | | 80643 | RPR VEH #2813 | 6,880.85 | |
| 60280 | 10/02/17 | 001219 | 13,907.13 | D&B POWER ASSOCIATES, INC | | 80605 | BATTERIES | 8,347.13 | |
| | | | | | | 80628 | 8/20-8/19/18 MAINTEN | 5,560.00 | |
| 60281 | 10/02/17 | 003250 | 17,200.00 | DAVID G JENSEN S3 INC | | 80673 | C/S CONSULTING | 17,200.00 | |
| 60282 | 10/02/17 | 480 | 2,065.55 | DIESEL MARINE ELECTRIC, INC. | | 80615 | INVENTORY ORDER | 2,065.55 | |
| 60283 | 10/02/17 | 003274 | 3,389.18 | EAST BAY TIRE CO. | | 80583 | TIRES VEH #601 | 649.83 | |
| | | | | | | 80584 | TIRES | 967.17 | |
| | | | | | | 80606 | TIRES | 1,021.42 | |
| | | | | | | 80607 | TIRES | 750.76 | |
| 60284 | 10/02/17 | 003153 | 1,872.00 | ENVIRONMENTAL LOGISTICS INC | | 80650 | NON HAZARDOUS WASTE | 1,872.00 | |
| 60285 | 10/02/17 | 432 | 1,974.39 | EXPRESS SERVICES INC. | | 80602 | TEMP W/E 8/13/17 | 486.00 | |

Attachment A

DATE 11/01/17 12:50

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

PAGE 2

DATE: 10/01/17 THRU 10/31/17

| CHECK NUMBER | CHECK DATE | CHECK VENDOR | CHECK AMOUNT | VENDOR NAME | VENDOR TYPE | TRANS. NUMBER | TRANSACTION DESCRIPTION | TRANSACTION AMOUNT | COMMENT |
|--------------|------------|------------------|--------------|--------------------------------|-------------|---------------|-------------------------|--------------------|---------|
| 60286 | 10/02/17 | 289.28 001172 | | FERGUSON ENTERPRISES INC. #795 | | 80609 | TEMP W/E 9/10/17 | 870.76 | |
| 60287 | 10/02/17 | 2,702.01 002952 | | FLYERS ENERGY LLC | | 80655 | TEMP W/E 9/3/17 | 617.63 | |
| 60288 | 10/02/17 | 1,23.83 003279 | | FRONTIER COMMUNICATIONS CORP | | 80636 | RPR PLUMBING WTC | 113.06 | |
| 60289 | 10/02/17 | 473.86 647 | | GENFARE A DIV OF SPX CORP | | 80648 | PLUMBING SUPPLIES SV | 176.22 | |
| 60290 | 10/02/17 | 15.82 117 | | GILLIG LLC | | 80626 | 9/1-9/15 FUEL | 2,702.01 | |
| 60291 | 10/02/17 | 701.91 282 | | GRAINGER | | 80597 | 9/13-10/12 SKY-OCEAN | 66.43 | |
| 60292 | 10/02/17 | 14,875.85 001745 | | HARTFORD LIFE AND ACCIDENT INS | | 80660 | 9/16-10/15 SKY-RIVER | 57.40 | |
| 60293 | 10/02/17 | 416.29 166 | | HOSE SHOP, THE INC | | 80617 | INVENTORY ORDER | 473.86 | |
| 60294 | 10/02/17 | 12,551.47 002979 | | HUNT & SONS, INC. | | 80612 | INVENTORY ORDER | 15.82 | |
| 60295 | 10/02/17 | 734.54 117 | | KELLEY'S SERVICE INC. | | 80644 | FLUORESCENT LAMPS | 76.84 | |
| 60296 | 10/02/17 | 3,019.23 001233 | | KIMBALL MIDWEST | | 80667 | STOCK ORDER | 539.40 | |
| 60297 | 10/02/17 | 1,854.00 003271 | | KJRB INC | | 80668 | RESTROOM SIGN SMC | 4.61 | |
| 60298 | 10/02/17 | 711.00 001145 | | MANAGED HEALTH NETWORK | | 80669 | BATTERIES | 18.85 | |
| 60299 | 10/02/17 | 286.00 001342 | | MCW ASSOCIATES, INC. | | 80672 | NO SMOKING SIGNS MMF | 62.21 | |
| 60300 | 10/02/17 | 48.00 T314 | | MUSSO, LUCILLE | | 80652 | SEPT 17 LTD | 10,414.03 | |
| 60301 | 10/02/17 | 50.14 887 | | NEOPOST, INC | | 80653 | SEPT 17 AD&D | 4,461.82 | |
| 60302 | 10/02/17 | 180.67 003326 | | NIDAL HALABI & NADA ALGHARIB | | 80645 | INVENTORY ORDER | 363.31 | |
| 60303 | 10/02/17 | 1,23.40 004 | | NORTH BAY FORD LINC-MERCURY | | 80646 | INVENTORY ORDER | 52.98 | |
| 60304 | 10/02/17 | 471.30 043 | | PALACE ART & OFFICE SUPPLY | | 80582 | INVENTORY ORDER | 12,551.47 | |
| 60305 | 10/02/17 | 42,483.89 002939 | | PREFERRED BENEFIT | | 80627 | CREDIT | -38.83 | |
| 60306 | 10/02/17 | 1,759.26 882 | | PRINT SHOP SANTA CRUZ | 7 | 80629 | INVENTORY ORDER | 102.73 | |
| 60307 | 10/02/17 | 66.17 107A | | PROBUILD COMPANY LLC | | 80630 | INVENTORY ORDER | 40.00 | |
| 60308 | 10/02/17 | 450.00 003255 | | RIGO TORKOS DEB TORKOS MEDIA | | 80631 | INVENTORY ORDER | 2.78 | |
| 60309 | 10/02/17 | 50.05 E1004 | | RILEY, HOLLY | | 80633 | INVENTORY ORDER | 63.77 | |
| 60310 | 10/02/17 | 3.40 045 | | ROYAL WHOLESALE ELECTRIC | | 80639 | RPR VEH #2402 PC | 12.82 | |
| | | | | | | 80640 | INVENTORY ORDER | 551.27 | |
| | | | | | | 80616 | INVENTORY ORDER | 3,019.23 | |
| | | | | | | 80581 | TOW VEH #709 | 54.00 | |
| | | | | | | 80657 | TOW BUS #2812 | 900.00 | |
| | | | | | | 80658 | TOW BUS #1003 | 900.00 | |
| | | | | | | 80579 | OCT 17 EAP | 711.00 | |
| | | | | | | 80601 | AUG 17 SERVICE | 286.00 | |
| | | | | | | 80595 | 12 @ \$4.00/EA TICKET | 48.00 | |
| | | | | | | 80654 | SELF ADHESIVE LABELS | 50.14 | |
| | | | | | | 80641 | BADGES | 180.67 | |
| | | | | | | 80637 | RPR VEH #1107 PC | 56.27 | |
| | | | | | | 80638 | INVENTORY ORDER | 67.13 | |
| | | | | | | 80599 | OFFICE SUPPLIES | 38.90 | |
| | | | | | | 80634 | OFFICE SUPPLIES | 432.40 | |
| | | | | | | 80580 | SEPT 17 DENTAL | 42,483.89 | |
| | | | | | | 80600 | PREPRINTED FORMS | 452.35 | |
| | | | | | | 80642 | REORDER FORMS | 1,306.91 | |
| | | | | | | 80635 | RPR DRAIN WTC | 66.17 | |
| | | | | | | 80666 | COMMERCIAL EDITING | 450.00 | |
| | | | | | | 80651 | OFFICE SUPPLIES | 50.05 | |
| | | | | | | 80670 | RPR PLUG LOBBY WTC | 3.40 | |

Attachment A

DATE 11/01/17 12:50

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

PAGE 3

DATE: 10/01/17 THRU 10/31/17

| CHECK NUMBER | CHECK DATE | CHECK VENDOR | CHECK AMOUNT | VENDOR NAME | VENDOR TYPE | TRANS. NUMBER | TRANSACTION DESCRIPTION | TRANSACTION AMOUNT | COMMENT |
|--------------|------------|------------------|--------------------------------|-------------|-------------|----------------------|-------------------------|--------------------|---------|
| 60311 | 10/02/17 | 1,411.20 003292 | SLINGSHOT CONNECTIONS LLP | | 80663 | TEMP W/E 9/24/17 | 1,411.20 | | |
| 60312 | 10/02/17 | 149.55 001232 | SPECIALIZED AUTO AND | | 80586 | SMOG VEH #801 | 49.85 | | |
| | | | | | 80587 | SMOG VEH #710 | 49.85 | | |
| | | | | | 80588 | SMOG VEH #714 | 49.85 | | |
| 60313 | 10/02/17 | 7,200.00 001347 | TECHNICAL SERVICES ASSOC., INC | | 80632 | 10/1-9/30/17 MAINTEN | 7,200.00 | | |
| 60314 | 10/02/17 | 266.25 003285 | TRANSIT HOLDINGS INC | | 80624 | RPR VEH #2211 | 266.25 | | |
| 60315 | 10/02/17 | 138.07 002207 | TY CUSTOM DESIGN | 0 | 80598 | BUS OPERATOR PATCHES | 138.07 | | |
| 60316 | 10/02/17 | 474.30 003037 | TYCO INTEGRATED SECURITY | | 80662 | 9/1 SERVICE CALL OPS | 474.30 | | |
| 60317 | 10/02/17 | 290.71 003152 | UNIFIRST CORPORATION | | 80613 | LAUNDRY SERVICE | 214.46 | | |
| | | | | | 80614 | LAUNDRY SERVICE | 69.77 | | |
| | | | | | 80671 | MATS OPS | 6.48 | | |
| 60318 | 10/02/17 | 73.58 007 | UNITED PARCEL SERVICE | | 80659 | FREIGHT | 73.58 | | |
| 60319 | 10/02/17 | 912.24 434 | VERIZON WIRELESS | 0 | 80585 | 8/13-9/12 WIFI BUSES | 912.24 | | |
| 60320 | 10/02/17 | 150.00 001165 | VU, THANH DR. MD | 7 | 80656 | DMV EXAM | 75.00 | | |
| | | | | | 80664 | DMV EXAM | 75.00 | | |
| 60321 | 10/03/17 | 130.00 265 | SAN MATEO COUNTY TRANSIT DIST. | | 80717 | 10/9-13 BASIC ELECTR | 130.00 | | |
| 60322 | 10/09/17 | 2,168.39 003151 | ABC BUS INC | | 80684 | INVENTORY ORDER | 1,310.88 | | |
| | | | | | 80685 | CREDIT | -323.73 | | |
| | | | | | 80686 | INVENTORY ORDER | 1,169.79 | | |
| | | | | | 80718 | INVENTORY ORDER | 11.45 | | |
| 60323 | 10/09/17 | 184.45 003089 | ACTION AUTO GLASS DBA FOR | | 80790 | RPR VEH #1301 | 184.45 | | |
| 60324 | 10/09/17 | 6,349.00 382 | AIRTEC SERVICE INC. | | 80736 | RPR HVAC VERNON | 264.00 | | |
| | | | | | 80739 | QTRLY MAINT PACIFIC | 366.00 | | |
| | | | | | 80740 | QTRLY MAINT WTC | 392.00 | | |
| | | | | | 80741 | QTRLY MAINT SVTC | 242.00 | | |
| | | | | | 80742 | QTRLY MAINT VERNON | 814.00 | | |
| | | | | | 80743 | QTRLY MAINT GOLF | 917.00 | | |
| | | | | | 80744 | QTRLY MAINT 1200B RI | 207.00 | | |
| | | | | | 80745 | QTRLY MAINT OPS | 2,900.00 | | |
| | | | | | 80770 | RPR HVAC PARACRUZ | 247.00 | | |
| | | | | | 80798 | RPR STEAMCLEANER | 451.51 | | |
| 60325 | 10/09/17 | 451.51 192 | ALWAYS UNDER PRESSURE | | 80798 | RPR STEAMCLEANER | 451.51 | | |
| 60326 | 10/09/17 | 1,818.80 001D | AT&T | | 80799 | 8/13-9/12POINT2POINT | 1,818.80 | | |
| 60327 | 10/09/17 | 974.93 003105 | AT&T MOBILITY | | 80748 | 8/24-9/23 BUS WIFI | 974.93 | | |
| 60328 | 10/09/17 | 113.32 002363 | BATTERIES PLUS #314 | | 80749 | BATTERIES | 113.32 | | |
| 60329 | 10/09/17 | 13,340.69 002035 | BOWMAN & WILLIAMS INC | | 80765 | GENERATOR MASTER PLA | 13,340.69 | | |
| 60330 | 10/09/17 | 4,712.04 001230 | CAPITOL CLUTCH & BRAKE, INC. | | 80780 | INVENTORY ORDER | 4,712.04 | | |
| 60331 | 10/09/17 | 184.12 T313 | CHURCH, JOLENE | | 80747 | TRAVEL REIMBURSEMENT | 184.12 | | |
| 60332 | 10/09/17 | 3,889.68 001346 | CITY OF SANTA CRUZ-FINANCE | | 80750 | 10/1 PARKING DEF FEE | 637.50 | | |
| | | | | | 80751 | STORM WATER CHARGE | 3,039.68 | | |
| | | | | | 80752 | 10/1 PARKING DEF FEE | 212.50 | | |
| 60333 | 10/09/17 | 1,373.09 130 | CITY OF WATSONVILLE UTILITIES | | 80711 | 8/22-9/18 WATER WTC | 35.34 | | |
| | | | | | 80712 | 8/22-9/18 WATER WTC | 73.14 | | |
| | | | | | 80713 | 8/22-9/18 WATER WTC | 397.67 | | |
| | | | | | 80714 | 9/21 WASTE WTC | 866.94 | | |
| 60334 | 10/09/17 | 1,327.77 001124 | CLEAN ENERGY | | 80737 | RPR HOSE CNG LINE | 1,547.19 | | |
| | | | | | 80738 | CREDIT | -219.42 | | |

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| CHECK NUMBER | CHECK DATE | CHECK VENDOR | CHECK AMOUNT | VENDOR NAME | VENDOR TYPE | TRANS. NUMBER | TRANSACTION DESCRIPTION | TRANSACTION AMOUNT | COMMENT |
|--------------|------------|------------------|--------------|--------------------------------|-------------|---------------|-------------------------|--------------------|---------|
| 60335 | 10/09/17 | 1,401.74 075 | | COAST PAPER & SUPPLY INC. | | 80680 | CUSTODIAL SUPPLIES | 1,319.99 | |
| 60336 | 10/09/17 | 2,890.00 003034 | | COASTAL LANDSCAPING INC. DBA | | 80807 | CLEANING SUPPLIES | 81.75 | |
| 60337 | 10/09/17 | 114.05 002814 | | CREATIVE BUS SALES, INC. | | 80681 | SEPT 17 LANDSCAPING | 2,890.00 | |
| 60338 | 10/09/17 | 23,108.99 003116 | | CUMMINS PACIFIC LLP | | 80716 | INVENTORY ORDER | 114.05 | |
| | | | | | | 80695 | INVENTORY ORDER | 5,482.69 | |
| | | | | | | 80697 | RPR VEH #1004 | 5,952.90 | |
| | | | | | | 80791 | RPR VEH #1003 | 11,673.40 | |
| 60339 | 10/09/17 | 2,126.25 002946 | | DAY WIRELESS SYSTEMS | | 80762 | SEPT 17 MAINTENANCE | 2,126.25 | |
| 60340 | 10/09/17 | 5,948.02 003274 | | EAST BAY TIRE CO. | | 80719 | TIRES | 725.38 | |
| | | | | | | 80720 | TIRES | 1,021.42 | |
| | | | | | | 80721 | TIRES | 1,021.42 | |
| | | | | | | 80722 | TIRES | 967.17 | |
| | | | | | | 80723 | TIRES | 967.17 | |
| | | | | | | 80724 | TIRES | 241.79 | |
| | | | | | | 80725 | FLAT TIRE REPAIR PC | 18.00 | |
| | | | | | | 80726 | TIRES | 967.17 | |
| 60341 | 10/09/17 | 3,460.77 432 | | EXPRESS SERVICES INC. | | 80761 | RPR FLAT TIRE | 18.50 | |
| | | | | | | 80808 | TEMP W/E 9/10/17 | 1,057.05 | |
| | | | | | | 80809 | TEMP W/E 9/3/17 | 1,347.54 | |
| | | | | | | 80810 | TEMP W/E 9/10/17 | 1,056.18 | |
| | | | | | | 80789 | ON SITE TESTING | 2,030.00 | |
| | | | | | | 80756 | FREIGHT | 33.07 | |
| | | | | | | 80797 | RPR SHOWER MMF | 48.17 | |
| 60342 | 10/09/17 | 2,030.00 490 | | FAST RESPONSE ON-SITE | | 80678 | AUG 17 MERCHANT FEES | 1,724.08 | |
| 60343 | 10/09/17 | 33.07 372 | | FEDERAL EXPRESS | | 80687 | 9/1-9/15 FUEL PC | 8,855.64 | |
| 60344 | 10/09/17 | 48.17 001172 | | FERGUSON ENTERPRISES INC. #795 | | 80772 | INVENTORY ORDER | 279.73 | |
| 60345 | 10/09/17 | 1,724.08 002962 | | FIS | | 80682 | EXHAUST FAN | 108.30 | |
| 60346 | 10/09/17 | 8,855.64 002952 | | FLYERS ENERGY LLC | | 80683 | INVENTORY ORDER | 71.42 | |
| 60347 | 10/09/17 | 279.73 647 | | GENFARE A DIV OF SPX CORP | | 80692 | HELICAL INSERT | 9.49 | |
| 60348 | 10/09/17 | 766.42 282 | | GRAINGER | | 80693 | HELICAL INSERT | -44.01 | |
| | | | | | | 80715 | CLEANING SUPPLIES | 63.05 | |
| | | | | | | 80800 | INVENTORY ORDER | 61.77 | |
| | | | | | | 80801 | INVENTORY ORDER | 331.38 | |
| | | | | | | 80802 | RESTROOM SIGNS | 121.01 | |
| | | | | | | 80803 | STUD EXTRACTOR | 44.01 | |
| 60349 | 10/09/17 | 1,184.43 166 | | HOSE SHOP, THE INC | | 80679 | RPR VEH #9826 | 275.54 | |
| | | | | | | 80781 | NON INVENTORY ORDER | 908.89 | |
| 60350 | 10/09/17 | 370.69 1117 | | KELLEY'S SERVICE INC. | | 80785 | INVENTORY ORDER | 18.61 | |
| | | | | | | 80786 | RPR VEH #1111 PC | 121.67 | |
| | | | | | | 80787 | INVENTORY ORDER | 206.56 | |
| | | | | | | 80788 | RPR VEH #103 #806 | 23.85 | |
| 60351 | 10/09/17 | 157.36 003059 | | MAILFINANCE INC | | 80696 | 9/28-10/27 LEASE ADM | 157.36 | |
| 60352 | 10/09/17 | 299.92 004 | | NORTH BAY FORD LINC-MERCURY | | 80792 | RPR VEH #1121 PC | 109.59 | |
| | | | | | | 80793 | INVENTORY ORDER | 40.33 | |
| | | | | | | 80794 | RPR VEH #712 | 150.00 | |
| 60353 | 10/09/17 | 15,847.49 009 | | PACIFIC GAS & ELECTRIC | | 80732 | 8/25-9/25 1200B RIVE | 18.10 | |

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|--------------|------------|--------------|--------------|--------------------------------|-------------|---------------|-------------------------|--------------------|---------|
| 60354 | 10/09/17 | 023 | 961.48 | PACIFIC TRUCK PARTS, INC. | | 80733 | 8/24-9/24 1200B RIVE | 2,136.19 | |
| | | | | | | 80734 | 8/24-9/24 GOLF CLUB | 6,412.39 | |
| | | | | | | 80735 | 8/25-9/25 VERNON | 7,280.81 | |
| | | | | | | 80694 | CREDIT | -9.18 | |
| | | | | | | 80782 | CREDIT | -9.18 | |
| | | | | | | 80783 | INVENTORY ORDER | 583.15 | |
| | | | | | | 80804 | INVENTORY ORDER | 321.05 | |
| | | | | | | 80805 | INVENTORY ORDER | 37.82 | |
| | | | | | | 80806 | INVENTORY ORDER | 37.82 | |
| 60355 | 10/09/17 | 481 | 115.50 | PIED PIPER EXTERMINATORS, INC. | | 80795 | SEPT 17 PEST BETTYS | 60.00 | |
| | | | | | | 80796 | SEPT 17 PEST METRO | 55.50 | |
| 60356 | 10/09/17 | 107A | 127.92 | PROBUILD COMPANY LLC | | 80698 | RPR SINK WTC | 144.59 | |
| | | | | | | 80699 | CREDIT | -16.67 | |
| 60357 | 10/09/17 | 003266 | 515.65 | REFLECTIVE APAREL FACTORY INC | | 80771 | RAIN GEAR | 515.65 | |
| 60358 | 10/09/17 | 001153 | 593.25 | REPUBLIC ELEVATOR COMPANY INC | | 80753 | OCT17 ELEVATOR MAINT | 593.25 | |
| 60359 | 10/09/17 | 003024 | 38.80 | RICOH USA, INC CA | | 80691 | 6/24-9/23 COPIES FL | 38.80 | |
| 60360 | 10/09/17 | 536 | 41.72 | RIVERSIDE LIGHTING & ELECTRIC | | 80754 | RPR VENTILATION OPS | 37.93 | |
| | | | | | | 80755 | RPR LIGHT RESTROOM | 3.79 | |
| 60361 | 10/09/17 | 001379 | 2,600.85 | SAFETY-KLEEN INC | | 80700 | BUS WASHER SOLVENT | 2,600.85 | |
| 60362 | 10/09/17 | 135 | 23.26 | SANTA CRUZ AUTO PARTS, INC. | | 80784 | INVENTORY ORDER | 23.26 | |
| 60363 | 10/09/17 | 079 | 10,346.11 | SANTA CRUZ MUNICIPAL UTILITIES | | 80701 | 8/8-9/6 1200A RIVER | 464.54 | |
| | | | | | | 80702 | 8/8-9/6 1200 RIV IRR | 139.74 | |
| | | | | | | 80703 | 8/8-9/6 GOLF CLUB | 33.69 | |
| | | | | | | 80704 | 8/8-9/6 PACIFIC | 3,714.53 | |
| | | | | | | 80705 | 8/8-9/6 PACIFIC ISL | 54.03 | |
| | | | | | | 80706 | 8/8-9/6 VERNON IRR1 | 11.62 | |
| | | | | | | 80707 | 8/8-9/6 VERNON | 479.79 | |
| | | | | | | 80708 | 8/8-9/6 GOLF CLUB | 1,396.18 | |
| | | | | | | 80709 | 8/8-9/6 1200 B RIVER | 3,051.43 | |
| | | | | | | 80710 | 8/8-9/6 CEDAR WALNUT | 1,000.56 | |
| 60364 | 10/09/17 | 001976 | 300.43 | SPORTWORKS NORTHWEST, INC. | | 80774 | BIKE RACK TEST KIT | 300.43 | |
| 60365 | 10/09/17 | 003285 | 9,584.52 | TRANSIT HOLDINGS INC | | 80688 | INVENTORY ORDER | 2,409.33 | |
| | | | | | | 80689 | RPR VEH #2211 | 36.46 | |
| | | | | | | 80690 | INVENTORY ORDER | 79.73 | |
| | | | | | | 80728 | CREDIT | -197.57 | |
| | | | | | | 80729 | CREDIT | -34.48 | |
| | | | | | | 80730 | CREDIT | -197.57 | |
| | | | | | | 80731 | INVENTORY ORDER | 51.17 | |
| | | | | | | 80763 | INVENTORY ORDER | 86.39 | |
| | | | | | | 80775 | INVENTORY ORDER | 328.24 | |
| | | | | | | 80776 | INVENTORY ORDER | 4,826.87 | |
| | | | | | | 80777 | INVENTORY ORDER | 253.27 | |
| | | | | | | 80778 | INVENTORY ORDER | 1,942.68 | |
| 60366 | 10/09/17 | 003152 | 406.27 | UNIFIRST CORPORATION | | 80757 | LAUNDRY SERVICE | 14.64 | |
| | | | | | | 80758 | LAUNDRY SERVICE | 14.18 | |
| | | | | | | 80764 | CUSTODIAL SUPPLIES | 35.76 | |

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|--------------|------------|-------------------|------------------------------|-------------|-------------|-----------------------|-------------------------|--------------------|---------|
| 60367 | 10/09/17 | 102.94 007 | UNITED PARCEL SERVICE | | 80766 | LAUNDRY SERVICE | 225.37 | | |
| 60368 | 10/09/17 | 281.22 002829 | VALLEY POWER SYSTEMS, INC. | | 80767 | CUSTODIAL SUPPLIES | 69.77 | | |
| 60369 | 10/09/17 | 10,036.98 001043 | VISION SERVICE PLAN | | 80768 | MATS OPS | 6.48 | | |
| 60370 | 10/09/17 | 150.00 001165 | VU, THANH DR. MD | | 80769 | CUSTODIAL SUPPLIES | 40.07 | | |
| 60371 | 10/09/17 | 2,015.07 001506 | WESTERN STATES OIL CO. | | 80773 | FREIGHT | 102.94 | | |
| 60372 | 10/09/17 | 103,187.16 003331 | PERFORMANCE AUTOMOTIVE GROUP | | 80779 | SHOP TOOL | 281.22 | | |
| 60373 | 10/09/17 | | | | 80746 | OCT 17 VISION | 10,036.98 | | |
| 60374 | 10/09/17 | | | | 80759 | DMV EXAM | 75.00 | | |
| 60375 | 10/09/17 | | | | 80760 | DMV EXAM | 75.00 | | |
| 60376 | 10/09/17 | | | | 80727 | INVENTORY ORDER | 2,015.07 | | |
| 60377 | 10/09/17 | | | | 80811 | VEHICLE #1719 | 17,197.86 | | |
| 60378 | 10/16/17 | | | | 80812 | VEHICLE #1720 | 17,197.86 | | |
| 60379 | 10/16/17 | | | | 80813 | VEHICLE #1721 | 17,197.86 | | |
| | | | | | 80814 | VEHICLE #1722 | 17,197.86 | | |
| | | | | | 80815 | VEHICLE #1723 | 17,197.86 | | |
| | | | | | 80816 | VEHICLE #1718 | 17,197.86 | | |
| | | | | | 80817 | EV CHARGING STATIONS | 2,045.00 | | |
| | | | | | 80820 | PMC SERVICES | 2,565.34 | | |
| | | | | | 80818 | JKS PIPE PROTECTION | 3,159.00 | | |
| | | | | | 80821 | 21@ \$4/EA 11@ \$2/EA | 106.00 | | |
| | | | | | 80891 | INVENTORY ORDER | 1,259.26 | | |
| | | | | | 80897 | GREASE TRAP WTC | 375.00 | | |
| | | | | | 80926 | 8/19-9/18 MAIN ACCT | 3,567.58 | | |
| | | | | | 80954 | 8/19-9/18 ELEV OPS | 142.43 | | |
| | | | | | 80955 | 8/19-9/18 SKYLINE | 279.94 | | |
| | | | | | 80829 | 8/19-9/18 CEMENT | 124.10 | | |
| | | | | | 80834 | OCT 17 TPA FEES | 4,784.83 | | |
| | | | | | 80835 | OFFICE SUPPLIES | 103.76 | | |
| | | | | | 80922 | OFFICE SUPPLIES | 169.00 | | |
| | | | | | 80943 | BATTERIES | 75.04 | | |
| | | | | | 80953 | BATTERIES | 1,756.48 | | |
| | | | | | 80865 | PICNIC REIMBURSEMENT | 2,018.00 | | |
| | | | | | 80833 | SEPT 17 CODE=5100 | 3,188.42 | | |
| | | | | | 80921 | OFFICE SUPPLIES | 1,542.72 | | |
| | | | | | 80838 | LNG 9/19/17 | 3,738.70 | | |
| | | | | | 80839 | LNG 9/7/17 | 7,697.86 | | |
| | | | | | 80899 | LNG 9/13/17 | 7,481.71 | | |
| | | | | | 80900 | LNG 9/11/17 | 6,242.27 | | |
| | | | | | 80901 | LNG 9/5/17 | 7,896.92 | | |
| | | | | | 80948 | LNG 8/25/17 | 7,978.57 | | |
| | | | | | 80949 | LNG 8/29/17 | 5,252.19 | | |
| | | | | | 80962 | INVENTORY ORDER | 7,806.97 | | |
| | | | | | 80836 | 402 PSA ADS | 1,005.70 | | |
| | | | | | 80826 | ENGINE VEH #9827 | 1,420.00 | | |
| | | | | | 80827 | ENGINE VEH #9816 | 35,845.97 | | |
| | | | | | | | 36,235.86 | | |

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|--------------|------------|--------------|--------------|--------------------------------|-------------|---------------|-------------------------|--------------------|---------|
| 60391 | 10/16/17 | 003116 | 232.03 | CUMMINS PACIFIC LLP | | 80950 | INVENTORY ORDER | 204.45 | |
| 60392 | 10/16/17 | 002389 | 175.97 | DAVID A RAY | 7 | 80951 | INVENTORY ORDER | 27.58 | |
| 60393 | 10/16/17 | 002389 | 175.97 | DAVID A RAY | 7 | 80956 | VELLUM PAPER | 175.97 | |
| 60394 | 10/16/17 | 003341 | 34,979.68 | DOWNTOWN FORD SALES | | 80828 | VEH #1724 | 34,979.68 | |
| 60395 | 10/16/17 | 003274 | 18,774.85 | DYNAMIC SECURITY TECH INC | | 80934 | ACCESS CONTROL PROJ | 18,774.85 | |
| | | | 2,249.56 | EAST BAY TIRE CO. | | 80840 | TIRES | 303.66 | |
| | | | | | | 80841 | TIRES | 1,021.42 | |
| | | | | | | 80842 | TIRES | 483.59 | |
| | | | | | | 80843 | TIRES | 440.89 | |
| 60396 | 10/16/17 | 432 | 1,523.82 | EXPRESS SERVICES INC. | | 80823 | TEMP W/E 9/17/17 | 273.38 | |
| | | | | | | 80824 | TEMP W/E 9/24/17 | 688.50 | |
| | | | | | | 80825 | TEMP W/E 10/1/17 | 561.94 | |
| 60397 | 10/16/17 | 001172 | 61.18 | FERGUSON ENTERPRISES INC. #795 | | 80898 | RPR SHOWER MENSROOM | 48.38 | |
| | | | | | | 80913 | PLUMBING MMF | 12.80 | |
| | | | | | | 80883 | PROPANE | 28.39 | |
| 60398 | 10/16/17 | 002952 | 28.39 | FLYERS ENERGY LLC | | 80919 | SEPT17 VAULT SERVICE | 7,642.45 | |
| 60399 | 10/16/17 | 001302 | 16,240.21 | GARDA CL WEST, INC. | | 80920 | OCT 17 VAULT SERVICE | 8,597.76 | |
| 60400 | 10/16/17 | 647 | 1,006.73 | GENFARE A DIV OF SPX CORP | | 80859 | RPR TVM DISPLAY | 1,006.73 | |
| 60401 | 10/16/17 | 117 | 2,188.02 | GILLIG LLC | | 80871 | INVENTORY ORDER | 780.96 | |
| | | | | | | 80872 | INVENTORY ORDER | 585.72 | |
| 60402 | 10/16/17 | 001323 | 10,872.58 | GOVDELIVERY LLC | | 80908 | INVENTORY ORDER | 821.34 | |
| 60403 | 10/16/17 | 282 | 344.08 | GRAINGER | | 80822 | 7/1-6/30/18 MAINTENA | 10,872.58 | |
| | | | | | | 80868 | INVENTORY ORDER | 108.83 | |
| | | | | | | 80927 | RPR LIGHT | 14.02 | |
| | | | | | | 80928 | EXHAUST FAN MOTOR | 140.85 | |
| | | | | | | 80932 | INVENTORY ORDER | 64.97 | |
| | | | | | | 80933 | CREDIT | -108.30 | |
| | | | | | | 80935 | SIGN SVTC | 214.96 | |
| | | | | | | 80936 | CREDIT | -540.98 | |
| | | | | | | 80937 | SIGN AND RECEPACLE | 243.98 | |
| 60404 | 10/16/17 | 001745 | 15,643.54 | HARTFORD LIFE AND ACCIDENT INS | | 80938 | INVENTORY ORDER | 205.75 | |
| | | | | | | 80924 | OCT 17 LTD | 10,460.00 | |
| | | | | | | 80923 | OCT 17 AD&D | 5,183.54 | |
| 60405 | 10/16/17 | 166 | 822.68 | HOSE SHOP, THE INC | | 80906 | HOSE VSW WASH ARM | 147.65 | |
| | | | | | | 80907 | BULK HOSE ORDER | 624.17 | |
| | | | | | | 80912 | PRESSURE WASHER MMF | 14.66 | |
| 60406 | 10/16/17 | 1117 | 1,458.39 | KELLEY'S SERVICE INC. | | 80930 | INVENTORY ORDER | 36.20 | |
| | | | | | | 80884 | CREDIT | -3.26 | |
| | | | | | | 80885 | CREDIT | -16.35 | |
| | | | | | | 80886 | INVENTORY ORDER | 172.63 | |
| | | | | | | 80887 | SHOP TOOL | 26.97 | |
| | | | | | | 80888 | INVENTORY ORDER | 24.94 | |
| | | | | | | 80909 | INVENTORY ORDER | 4.99 | |
| | | | | | | 80910 | INVENTORY ORDER | 121.95 | |
| | | | | | | 80939 | INVENTORY ORDER | 1,039.86 | |
| | | | | | | 80940 | INVENTORY ORDER | 86.66 | |

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| 60407 | 10/16/17 | 308.87 001233 | KIMBALL MIDWEST | 80877 | | | INVENTORY ORDER | 308.87 | |
| 60408 | 10/16/17 | 504.00 003271 | KJRB INC | 80892 | | | TOWING BUS #1204 | 360.00 | |
| 60409 | 10/16/17 | 200.00 003061 | NEOFUNDS BY NEOPOST DBA | 80893 | | | TOWING VEH #2603 PC | 144.00 | |
| 60410 | 10/16/17 | 109.98 002721 | NEXTEL COMMUNICATIONS/SPRINT | 80946 | | | ***-***-***-1598 | 200.00 | |
| 60411 | 10/16/17 | 817.54 004 | NORTH BAY FORD LINC-MERCURY | 80968 | | | 8/26-9/25TVM WIRELES | 109.98 | |
| 60412 | 10/16/17 | 7,506.77 009 | PACIFIC GAS & ELECTRIC | 80876 | | | RPR VEH #1115 PC | 475.89 | |
| 60413 | 10/16/17 | 4,378.68 023 | PACIFIC TRUCK PARTS, INC. | 80904 | | | RPR VEH #1107 PC | 109.59 | |
| 60414 | 10/16/17 | 152.94 043 | PALACE ART & OFFICE SUPPLY | 80905 | | | RPR VEH #709 | 232.06 | |
| 60415 | 10/16/17 | 133.55 E152 | PENA, LEONARDO | 80895 | | | 8/29-9/27 PACIFIC | 3,360.11 | |
| 60416 | 10/16/17 | 685.88 107A | PROBUILD COMPANY LLC | 80944 | | | 9/5-10/3 SVTC BLDG | 65.52 | |
| 60417 | 10/16/17 | 267.05 215 | RICOH USA, INC. TX | 80945 | | | 8/29-9/27 1200A RIV | 4,081.14 | |
| 60418 | 10/16/17 | 4,079.09 003154 | ROMAINE ELECTRIC CORP | 80863 | | | RPR VEH #2211 | 1,764.05 | |
| 60419 | 10/16/17 | 483.00 002700 | SANTA CRUZ COUNTY ENVIROMENTAL | 80864 | | | RPR VEH #2214 | 1,578.24 | |
| 60420 | 10/16/17 | 889.82 002917 | SANTA CRUZ METRO TRANSIT W/C | 80870 | | | RPR VEH #2214 | 100.42 | |
| 60421 | 10/16/17 | 241.39 079 | SANTA CRUZ MUNICIPAL UTILITIES | 80902 | | | INVENTORY ORDER | -662.18 | |
| 60422 | 10/16/17 | 179.15 122 | SCMTD PETTY CASH - OPS | 80903 | | | CREDIT | 152.94 | |
| 60423 | 10/16/17 | 151.99 002459 | SCOTT'S VALLEY WATER DISTRICT | 80911 | | | OFFICE SUPPLIES | 152.94 | |
| 60423 | 10/16/17 | -151.99 002459 | SCOTT'S VALLEY WATER DISTRICT | 80911 | | | OFFICE SUPPLIES | 152.94 | |
| 60424 | 10/16/17 | 2,500.00 002267 | SHAW / YODER / ANTWIH, INC. | 80947 | | | TRAVEL REIMBURSEMENT | 133.55 | |
| 60425 | 10/16/17 | 3,060.54 003292 | SLINGSHOT CONNECTIONS LLP | 80914 | | | RPR SINK RESTROOM | 10.57 | |
| 60426 | 10/16/17 | 459.44 115 | SNAP-ON INDUSTRIAL | 80915 | | | RPR PLUMBING SVTC | 11.74 | |
| 60427 | 10/16/17 | 199.40 001232 | SPECIALIZED AUTO AND | 80916 | | | RPR CABINETS WTC | 85.63 | |
| 60428 | 10/16/17 | 824.39 001976 | SPORTWORKS NORTHWEST, INC. | 80929 | | | RPR CABINET WTC | 85.78 | |
| | | | | 80963 | | | CABINETS | 39.97 | |
| | | | | 80964 | | | BUS BENCHES | 26.48 | |
| | | | | 80965 | | | CABINETS | 69.32 | |
| | | | | 80889 | | | INVENTORY ORDER | 267.05 | |
| | | | | 80866 | | | INVENTORY ORDER | 3,637.81 | |
| | | | | 80867 | | | INVENTORY ORDER | 441.28 | |
| | | | | 80925 | | | HEALTH PERMIT | 483.00 | |
| | | | | 80860 | | | 8/15-8/31 W/C REPLEN | 889.82 | |
| | | | | 80837 | | | 8/12-9/12 PARACRUZ | 241.39 | |
| | | | | 80969 | | | REPLENISHMENT | 179.15 | |
| | | | | 80931 | | | 7/15-9/15 SEWER SVTC | 77.10 | VOIDED |
| | | | | 80966 | | | SEPT 17 WATER SVT | 74.89 | |
| | | | | 80931 | | | 7/15-9/15 SEWER SVTC | -77.10 | **VOID |
| | | | | 80966 | | | SEPT 17 WATER SVT | -74.89 | |
| | | | | 80967 | | | OCT 17 LEGISLATE SVC | 2,500.00 | |
| | | | | 80832 | | | TEMP W/E 10/1/17 | 1,530.27 | |
| | | | | 80918 | | | TEMP W/E 10/8/17 | 1,530.27 | |
| | | | | 80858 | | | SHOP TOOL REPLACEMENT | 459.44 | |
| | | | | 80878 | | | SMOG TEST VEH #601 | 49.85 | |
| | | | | 80879 | | | SMOG TEST VEH #503 | 49.85 | |
| | | | | 80880 | | | SMOG TEST VEH #705 | 49.85 | |
| | | | | 80881 | | | SMOG TEST VEH #804 | 49.85 | |
| | | | | 80861 | | | INVENTORY ORDER | 824.39 | |

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|--------------|------------|------------------|--------------|------------------------------|-------------|---------------|-------------------------|--------------------|---------|
| 60429 | 10/16/17 | 999.64 002199 | 999.64 | TACONY CORPORATION | | 80896 | VACUUMS VERNON | 999.64 | |
| 60430 | 10/16/17 | 12,054.84 003121 | 12,054.84 | THE MERCER GROUP | | 80831 | HR MGR RECRUITMENT | 12,054.84 | |
| 60431 | 10/16/17 | 17.67 001800 | 17.67 | THERMO KING OF SALINAS, INC | | 80890 | RPR VEH #2235 | 17.67 | |
| 60432 | 10/16/17 | 802.00 003285 | 802.00 | TRANSIT HOLDINGS INC | | 80844 | RPR VEH #2214 | 266.25 | |
| | | | | | | 80845 | INVENTORY ORDER | 46.25 | |
| | | | | | | 80952 | INVENTORY ORDER | 204.15 | |
| | | | | | | 80960 | INVENTORY ORDER | 266.70 | |
| | | | | | | 80961 | INVENTORY ORDER | 18.65 | |
| | | | | | | 80894 | FREIGHT | 166.55 | |
| 60433 | 10/16/17 | 166.55 007 | 166.55 | UNITED PARCEL SERVICE | | 80830 | JUN17 FINGERPRINTING | 32.00 | |
| 60434 | 10/16/17 | 32.00 003200 | 32.00 | UPS STORE #1128 | | 80846 | INVENTORY ORDER | 1,230.23 | |
| 60435 | 10/16/17 | 16,944.35 002829 | 16,944.35 | VALLEY POWER SYSTEMS, INC. | | 80847 | INVENTORY ORDER | 469.80 | |
| | | | | | | 80848 | INVENTORY ORDER | 3.97 | |
| | | | | | | 80849 | JD ENGINE BREAK IN | 1,401.91 | |
| | | | | | | 80850 | RPR VEH #2211 | 36.57 | |
| | | | | | | 80851 | INVENTORY ORDER | 393.27 | |
| | | | | | | 80852 | RPR VEH #2211 | 404.43 | |
| | | | | | | 80853 | RPR VEH #2211 | 831.45 | |
| | | | | | | 80854 | RPR VEH #2211 | 3,298.11 | |
| | | | | | | 80855 | RPR VEH #2211 | 2,604.44 | |
| | | | | | | 80856 | INVENTORY ORDER | 820.73 | |
| | | | | | | 80857 | INVENTORY ORDER | 3,298.11 | |
| | | | | | | 80873 | RPR VEH #2211 | 293.41 | |
| | | | | | | 80874 | RPR VEH #2211 | 109.08 | |
| | | | | | | 80875 | RPR VEH #2211 | 76.86 | |
| | | | | | | 80957 | INVENTORY ORDER | 91.56 | |
| | | | | | | 80958 | INVENTORY ORDER | 253.85 | |
| | | | | | | 80959 | INVENTORY ORDER | 1,326.57 | |
| 60436 | 10/16/17 | 221.14 434 | 221.14 | VERIZON WIRELESS | 0 | 80942 | 9/2-10/1 PUSH2TALK | 221.14 | |
| 60437 | 10/16/17 | 210.97 001506 | 210.97 | WESTERN STATES OIL CO. | | 80869 | INVENTORY ORDER | 210.97 | |
| 60438 | 10/16/17 | 290.87 002291 | 290.87 | WINCHESTER AUTO | | 80862 | INVENTORY ORDER | 152.51 | |
| | | | | | | 80882 | INVENTORY ORDER | 138.36 | |
| 60439 | 10/16/17 | 3,385.55 003333 | 3,385.55 | CAL INC | | 80970 | RETENTION RELEASE | 3,385.55 | |
| 60440 | 10/16/17 | 77.10 667 | 77.10 | CITY OF SCOTTS VALLEY | | 80971 | 7/15-9/15 SEWER SVT | 77.10 | |
| 60441 | 10/16/17 | 74.89 002459 | 74.89 | SCOTTS VALLEY WATER DISTRICT | | 80972 | SEPT 17 WATER SVT | 74.89 | |
| 60442 | 10/23/17 | 13.38 002941 | 13.38 | AA SAFE & SECURITY CO | | 81084 | CREDIT | -49.14 | |
| | | | | | | 81085 | LOCK 4 BACKDOOR WTC | 62.52 | |
| 60443 | 10/23/17 | 833.01 003151 | 833.01 | ABC BUS INC | | 81068 | INVENTORY ORDER | 42.24 | |
| | | | | | | 81100 | INVENTORY ORDER | 664.05 | |
| | | | | | | 81101 | INVENTORY ORDER | 76.03 | |
| | | | | | | 81102 | INVENTORY ORDER | 50.69 | |
| 60444 | 10/23/17 | 1,307.00 382 | 1,307.00 | AIRTEC SERVICE INC. | | 81029 | RPR HVAC IT SERVER | 1,307.00 | |
| 60445 | 10/23/17 | 18.57 E930 | 18.57 | ALMANZA, CANDIS | | 81160 | TRAVEL REIMBURSEMENT | 18.57 | |
| 60446 | 10/23/17 | 13.68 002861 | 13.68 | AMERICAN MESSAGING SVCS, LLC | | 81113 | OCT 17 PAGER RENTAL | 13.68 | |
| 60447 | 10/23/17 | 571.82 001D | 571.82 | AT&T | | 81145 | SEPT17 POINT 2 POINT | 571.82 | |
| 60448 | 10/23/17 | 97.43 002689 | 97.43 | B & B SMALL ENGINE CORP | | 81077 | INVENTORY ORDER | 6.45 | |

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|--------------|------------|--------------|--------------|--------------------------------|-------------|---------------|-------------------------|--------------------|---------|
| 60449 | 10/23/17 | 002363 | 277.00 | BATTERIES PLUS #314 | | 81078 | RPR SHELTER GRNVLY | 90.98 | |
| 60450 | 10/23/17 | 002035 | 5,463.75 | BOWMAN & WILLIAMS INC | | 81075 | BATTERIES | 226.63 | |
| 60451 | 10/23/17 | 001844 | 2,003.75 | BRINKS INCORPORATED | | 81076 | BATTERIES | 50.37 | |
| 60452 | 10/23/17 | M022 | 102.49 | CAPELLA, KATHLEEN | 0 | 81150 | EV CHARGING STATION | 5,463.75 | |
| 60453 | 10/23/17 | 001324 | 5,250.00 | CAPITALEGE ADVOCACY, INC. | | 80983 | SEPT 17 1200B SVC | 2,003.75 | |
| 60454 | 10/23/17 | 003320 | 25,049.52 | CENTER FOR TRANSPORTATION AND | | 81130 | NOV 17 RETIREE SUPP | 102.49 | |
| 60455 | 10/23/17 | 075 | 1,470.74 | COAST PAPER & SUPPLY INC. | | 81001 | OCT 17 LEGISLATE SVC | 5,250.00 | |
| 60456 | 10/23/17 | 003034 | 3,569.00 | COASTAL LANDSCAPING INC. DBA | | 81164 | SEP 17 EV CONSULTANT | 8,176.82 | |
| 60457 | 10/23/17 | 367 | 306.00 | COMMUNITY TELEVISION OF | | 81168 | AUG 17 EV CONSULTANT | 16,872.70 | |
| 60458 | 10/23/17 | 003305 | 209.92 | CRIMP SUPPLY CORP | | 81030 | CUSTODIAL SUPPLIES | 129.56 | |
| 60459 | 10/23/17 | 003116 | 15,890.72 | CUMMINS PACIFIC LLP | | 81079 | CUSTODIAL SUPPLIES | 1,341.18 | |
| 60460 | 10/23/17 | 002949 | 237.50 | DEANE INDUSTRIAL MACHINING | | 81083 | OCT 17 LANDSCAPING | 2,890.00 | |
| 60461 | 10/23/17 | T316 | 38.20 | DISCH, LETICIA MARICELA | | 81147 | REL IRRIG SEC FENCE | 679.00 | |
| 60462 | 10/23/17 | 003274 | 962.02 | EAST BAY TIRE CO. | | 81090 | 9/22 BOD MEETING | 306.00 | |
| 60463 | 10/23/17 | 003153 | 5,288.57 | ENVIRONMENTAL LOGISTICS INC | | 81006 | INVENTORY ORDER | 209.92 | |
| 60464 | 10/23/17 | 001172 | 179.48 | FERGUSON ENTERPRISES INC. #795 | | 81004 | RPR VEH #2808 | 167.78 | |
| 60465 | 10/23/17 | 002295 | 40,161.49 | FIRST ALARM | | 81024 | INVENTORY ORDER | 2,976.86 | |
| 60466 | 10/23/17 | 002952 | 11,368.53 | FLYERS ENERGY LLC | | 81043 | RPR VEH #2812 | 10,853.90 | |
| 60467 | 10/23/17 | 001302 | 277.70 | GARDA CL WEST, INC. | | 81092 | INVENTORY ORDER | 131.11 | |
| 60468 | 10/23/17 | 001189 | 43.60 | GARY KENVILLE LOCKSMITH | | 81132 | RPR VEH #1208 | 1,761.07 | |
| 60469 | 10/23/17 | 647 | 402.20 | GENFARE A DIV OF SPX CORP | | 81057 | RPR VEH #2223 | 237.50 | |
| 60470 | 10/23/17 | T315 | 139.10 | GERRON, JUNE | | 81002 | HR MGR RECRUIT REIMB | 38.20 | |
| 60471 | 10/23/17 | 117 | 89.13 | GILLIG LLC | | 81059 | TIRES | 962.02 | |
| 60472 | 10/23/17 | M041 | 51.24 | GOUVEIA, ROBERT | 0 | 81080 | NON HAZ WASTE | 2,257.74 | |
| 60473 | 10/23/17 | 282 | 766.06 | GRAINGER | | 81081 | NON HAZ WASTE | 3,030.83 | |
| | | | | | | 81039 | RPR RESTROOM PC | 32.56 | |
| | | | | | | 81086 | CABINETS WTC | 146.92 | |
| | | | | | | 80998 | SEPT 17 SECURITY ALL | 39,361.49 | |
| | | | | | | 81065 | 9/15-9/30 FUEL PC | 800.00 | |
| | | | | | | 81133 | 9/16-9/30 FUEL PC | 2,454.80 | |
| | | | | | | 81044 | OCT 17 SERVICES | 277.70 | |
| | | | | | | 81087 | RPR BACK DOOR WTC | 43.60 | |
| | | | | | | 81142 | INVENTORY ORDER | 13.61 | |
| | | | | | | 80973 | HR MGR RECRUIT REIMB | 388.59 | |
| | | | | | | 81023 | INVENTORY ORDER | 139.10 | |
| | | | | | | 81099 | RPR VEH #1103 PC | 66.14 | |
| | | | | | | 81125 | NOV 17 RETIREE SUPP | 22.99 | |
| | | | | | | 81069 | INVENTORY ORDER | 51.24 | |
| | | | | | | 81070 | CUSTODIAL SUPPLIES | 29.14 | |
| | | | | | | 81072 | DISPOSABLE RESPIRATO | 70.90 | |
| | | | | | | 81073 | INVENTORY ORDER | 29.26 | |
| | | | | | | 81074 | INVENTORY ORDER | 42.75 | |
| | | | | | | 81105 | FLOURESCENT LAMPS | 283.14 | |
| | | | | | | 81112 | INVENTORY ORDER | 107.25 | |
| | | | | | | | | 203.62 | |

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|--------------|------------|------------------|--------------|--------------------------------|-------------|---------------|-------------------------|--------------------|---------|
| 60492 | 10/23/17 | 736.79 043 | | PALACE ART & OFFICE SUPPLY | | | OFFICE SUPPLIES | -26.17 | |
| | | | | | | 80974 | OFFICE SUPPLIES | 241.47 | |
| | | | | | | 80976 | OFFICE SUPPLIES | 152.64 | |
| | | | | | | 81042 | GRADUATION SUPPLIES | 60.79 | |
| | | | | | | 81122 | OFFICE SUPPLIES | 308.06 | |
| 60493 | 10/23/17 | 1,740.00 002947 | | PEDALERS EXPRESS | 7 | | SEPT 17 COURIER SVC | 1,740.00 | |
| 60494 | 10/23/17 | 51.24 M109 | | PEREZ, CHERYL | | 81091 | NOV 17 RETIREE SUPP | 51.24 | |
| 60495 | 10/23/17 | 488.00 481 | | PIED PIPER EXTERMINATORS, INC. | | 81114 | OCT 17 PEST VERNON | 190.50 | |
| | | | | | | 81115 | OCT 17 PEST GOLF | 67.50 | |
| | | | | | | 81116 | OCT 17 PEST CREEK | 105.00 | |
| | | | | | | 81117 | OCT 17 PEST OPS | 62.50 | |
| | | | | | | 81118 | SEPT 17 PEST OPS | 62.50 | |
| 60496 | 10/23/17 | 1,912.50 003345 | | PIERCE, ALLEN S JR | | 81061 | SEPT 17 CONSULTING | 1,912.50 | |
| 60497 | 10/23/17 | 206.47 107A | | PROBUILD COMPANY LLC | | 81033 | RPR REAR DOOR WTC | 68.21 | |
| | | | | | | 81034 | RPR CABINET WTC | 25.97 | |
| | | | | | | 81035 | RPR CABINETS WTC | 27.20 | |
| | | | | | | 81036 | RPR DOORMAT SMC | 58.23 | |
| | | | | | | 81037 | CAULK ROOF SMC | 20.70 | |
| | | | | | | 81038 | CREDIT | -16.32 | |
| | | | | | | 81119 | DOOR STOP C/S | 7.87 | |
| | | | | | | 81120 | CABINETS WTC | 14.61 | |
| 60498 | 10/23/17 | 229.26 019 | | RAYNE OF SANTA CRUZ, INC. | | 81028 | OTRLY MAINT REV OSMO | 229.26 | |
| 60499 | 10/23/17 | 892.40 003024 | | RICOH USA, INC CA | | 81000 | 7/1-9/30 IMAGES OPS | 892.40 | |
| 60500 | 10/23/17 | 866.55 003154 | | ROMAINE ELECTRIC CORP | | 81103 | INVENTORY ORDER | 866.55 | |
| 60501 | 10/23/17 | 102.49 M085 | | ROSSI, DENISE | 0 | 81127 | NOV 17 RETIREE SUPP | 102.49 | |
| 60502 | 10/23/17 | 51.24 M030 | | ROWE, RUBY | | 81128 | NOV 17 RETIREE SUPP | 51.24 | |
| 60503 | 10/23/17 | 337.87 135 | | SANTA CRUZ AUTO PARTS, INC. | | 81058 | INVENTORY ORDER | 86.76 | |
| | | | | | | 81094 | INVENTORY ORDER | 151.87 | |
| | | | | | | 81095 | CREDIT | -17.36 | |
| | | | | | | 81096 | CREDIT | -12.04 | |
| | | | | | | 81097 | INVENTORY ORDER | 13.65 | |
| | | | | | | 81107 | CREDIT | -27.07 | |
| | | | | | | 81108 | GREASE SWEEP | 109.37 | |
| | | | | | | 81109 | INVENTORY ORDER | 32.69 | |
| 60504 | 10/23/17 | 413.32 788 | | SCMTD PETTY CASH - FINANCE | | 81167 | REPLENISHMENT | 413.32 | |
| 60505 | 10/23/17 | 718.03 T317 | | SEBASTIAN, MAURICE | | 81003 | HR MGR RECRUIT REIMB | 718.03 | |
| 60506 | 10/23/17 | 1,500.00 001277 | | SJB GLOBALNET, INC. | | 81041 | OCT 17 SERVICES | 1,500.00 | |
| 60507 | 10/23/17 | 1,437.66 003292 | | SLINGSHOT CONNECTIONS LLP | | 81166 | TEMP W/E 10/15/17 | 1,437.66 | |
| 60508 | 10/23/17 | 16,913.69 001075 | | SOQUEL III ASSOCIATES | 7 | 80977 | NOV 17 RENT | 15,843.83 | |
| | | | | | | 80979 | SEPT 17 CPI | 356.62 | |
| | | | | | | 80980 | OCT 17 CPI | 356.62 | |
| | | | | | | 80981 | 2017 CPI SEC DEPOSIT | 356.62 | |
| 60509 | 10/23/17 | 1,655.74 001232 | | SPECIALIZED AUTO AND | | 81047 | SMOG TEST VEH #707 | 49.85 | |
| | | | | | | 81048 | SMOG TEST VEH #806 | 49.85 | |
| | | | | | | 81049 | SMOG TEST VEH #2701 | 49.85 | |
| | | | | | | 81050 | SMOG TEST VEH #103 | 49.85 | |

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| 60510 | 10/23/17 | 845.00 080 | STATE BOARD OF EQUALIZATION | 81124 | RPR VEH #2603 PC | 81051 | RPR VEH #2603 PC | 1,406.49 | |
| 60511 | 10/23/17 | 297.47 080A | STATE BOARD OF EQUALIZATION | 81124 | SMOG TEST VEH #207PC | 81124 | SMOG TEST VEH #207PC | 49.85 | |
| 60512 | 10/23/17 | 1,046.40 003242 | THE JANEK CORPORATION | 81131 | JUL-SEPT17 SALES TAX | 81082 | JUL-SEPT17 SALES TAX | 845.00 | |
| 60513 | 10/23/17 | 5,310.50 003285 | TRANSIT HOLDINGS INC | 81143 | RPR ELECTRONIC ITEMS | 81143 | RPR ELECTRONIC ITEMS | 1,046.40 | |
| 60514 | 10/23/17 | 5,804.30 057 | U.S. BANK | 81005 | INVENTORY ORDER | 81005 | INVENTORY ORDER | 38.46 | |
| 60515 | 10/23/17 | 338.86 007 | UNITED PARCEL SERVICE | 81020 | INVENTORY ORDER | 81020 | INVENTORY ORDER | 2,359.01 | |
| 60515 | 10/23/17 | -338.86 007 | UNITED PARCEL SERVICE | 81162 | INVENTORY ORDER | 81071 | INVENTORY ORDER | 299.53 | |
| 60516 | 10/23/17 | 24,497.58 002829 | VALLEY POWER SYSTEMS, INC. | 81163 | *****-*****-5056 | 81162 | *****-*****-5056 | 4,684.75 | |
| | | | | 81163 | *****-*****-6086 | 81163 | *****-*****-6086 | 1,119.55 | |
| | | | | 80986 | FREIGHT | 80986 | FREIGHT | 294.55 | VOIDED |
| | | | | 81144 | FREIGHT | 81144 | FREIGHT | 44.31 | |
| | | | | 80986 | FREIGHT | 80986 | FREIGHT | -294.55 | **VOID |
| | | | | 81144 | FREIGHT | 81144 | FREIGHT | -44.31 | |
| | | | | 81008 | RPR VEH #2223 | 81008 | RPR VEH #2223 | 77.20 | |
| | | | | 81009 | INVENTORY ORDER | 81009 | INVENTORY ORDER | 11.64 | |
| | | | | 81010 | RPR VEH #2223 | 81010 | RPR VEH #2223 | 32.72 | |
| | | | | 81011 | INVENTORY ORDER | 81011 | INVENTORY ORDER | 279.52 | |
| | | | | 81012 | RPR VEH #2214 | 81012 | RPR VEH #2214 | 848.89 | |
| | | | | 81013 | RPR VEH #2214 | 81013 | RPR VEH #2214 | 2,551.53 | |
| | | | | 81014 | RPR VEH #2214 | 81014 | RPR VEH #2214 | 475.85 | |
| | | | | 81015 | RPR VEH #2214 | 81015 | RPR VEH #2214 | 3,298.11 | |
| | | | | 81016 | RPR VEH #2214 | 81016 | RPR VEH #2214 | 50.70 | |
| | | | | 81018 | INVENTORY ORDER | 81018 | INVENTORY ORDER | 26.85 | |
| | | | | 81045 | INVENTORY ORDER | 81045 | INVENTORY ORDER | 3,271.69 | |
| | | | | 81046 | RPR VEH #2223 | 81046 | RPR VEH #2223 | 471.66 | |
| | | | | 81134 | INVENTORY ORDER | 81134 | INVENTORY ORDER | 2,404.92 | |
| | | | | 81135 | RPR VEH #2223 | 81135 | RPR VEH #2223 | 666.28 | |
| | | | | 81136 | RPR VEH #2214 | 81136 | RPR VEH #2214 | 14,199.63 | |
| | | | | 81137 | CREDIT | 81137 | CREDIT | -1,067.19 | |
| | | | | 81138 | CREDIT | 81138 | CREDIT | -68.13 | |
| | | | | 81139 | CREDIT VEH #2211 | 81139 | CREDIT VEH #2211 | -136.25 | |
| | | | | 81140 | CREDIT | 81140 | CREDIT | -581.79 | |
| | | | | 81141 | CREDIT | 81141 | CREDIT | -2,316.25 | |
| 60517 | 10/23/17 | 308.92 434 | VERIZON WIRELESS | 0 | 9/2-10/1 TELECOM PC | 80985 | 9/2-10/1 TELECOM PC | 308.92 | |
| 60518 | 10/23/17 | 675.00 001165 | VU, THANH DR. MD | 7 | DMV EXAM | 81088 | DMV EXAM | 75.00 | |
| | | | | 81089 | DMV EXAM | 81089 | DMV EXAM | 75.00 | |
| | | | | 81152 | DMV EXAM | 81152 | DMV EXAM | 75.00 | |
| | | | | 81153 | DMV EXAM | 81153 | DMV EXAM | 75.00 | |
| | | | | 81154 | DMV EXAM | 81154 | DMV EXAM | 75.00 | |
| | | | | 81155 | DMV EXAM | 81155 | DMV EXAM | 75.00 | |
| | | | | 81156 | DMV EXAM | 81156 | DMV EXAM | 75.00 | |
| | | | | 81157 | DMV EXAM | 81157 | DMV EXAM | 75.00 | |
| | | | | 81158 | DMV EXAM | 81158 | DMV EXAM | 75.00 | |
| 60519 | 10/23/17 | 275.00 003316 | WATER TECH SPECIALTIES INC | | SEPT 17 SERVICES | 81027 | SEPT 17 SERVICES | 275.00 | |

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DATE 11/01/17 12:50

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

DATE: 10/01/17 THRU 10/31/17

| CHECK NUMBER | CHECK DATE | CHECK VENDOR | CHECK AMOUNT | VENDOR NAME | VENDOR TYPE | TRANS. NUMBER | TRANSACTION DESCRIPTION | TRANSACTION AMOUNT | COMMENT |
|--------------|------------|------------------|--------------|--------------------------------|-------------|---------------|-------------------------|--------------------|---------|
| 60520 | 10/23/17 | 51.24 M088 | 51.24 | YAGI, RANDY | 0 | 81129 | NOV 17 RETIREE SUPP | 51.24 | |
| 60521 | 10/23/17 | 44.31 007 | 44.31 | UNITED PARCEL SERVICE | | 81170 | FREIGHT | 44.31 | |
| 60522 | 10/23/17 | 294.55 003093 | 294.55 | UPS FREIGHT | | 81169 | FREIGHT | 294.55 | |
| 60523 | 10/30/17 | 35.19 002941 | 35.19 | AA SAFE & SECURITY CO | | 81181 | MMF CUT KEY | 35.19 | |
| 60524 | 10/30/17 | 2,648.81 003151 | 2,648.81 | ABC BUS INC | | 81205 | INVENTORY ORDER | 62.33 | |
| | | | | | | 81206 | INVENTORY ORDER | 1,397.89 | |
| | | | | | | 81264 | INVENTORY ORDER | 665.68 | |
| | | | | | | 81265 | INVENTORY ORDER | 312.45 | |
| | | | | | | 81266 | INVENTORY ORDER | 198.16 | |
| | | | | | | 81267 | INVENTORY ORDER | 12.30 | |
| 60525 | 10/30/17 | 83.94 002828 | 83.94 | ALLIED ELECTRONICS | | 81274 | INVENTORY ORDER | 83.94 | |
| 60526 | 10/30/17 | 5,957.35 001348 | 5,957.35 | ATHENS INSURANCE SERVICE, INC. | | 81174 | 9/16-9/30 W/C REPLEN | 5,957.35 | |
| 60527 | 10/30/17 | 425.00 478 | 425.00 | BEE CLENE INC | 0 | 81301 | JUL 17 CARPET CLEAN | 425.00 | |
| 60528 | 10/30/17 | 832,873.66 502 | 832,873.66 | CA PUBLIC EMPLOYEES' | | 81171 | NOV 17 MEDICAL | 832,873.66 | |
| 60529 | 10/30/17 | 272.05 542 | 272.05 | CAIG LABORATORIES INC. | | 81207 | INVENTORY ORDER | 272.05 | |
| 60530 | 10/30/17 | 1,082.81 914 | 1,082.81 | CALTRONICS BUSINESS SYSTEMS | | 81298 | OFFICE SUPPLIES | 238.71 | |
| | | | | | | 81299 | OFFICE SUPPLIES | 844.10 | |
| 60531 | 10/30/17 | 52.65 130 | 52.65 | CITY OF WATSONVILLE UTILITIES | | 81180 | 9/11-10/10 WATER WTC | 52.65 | |
| 60532 | 10/30/17 | 12,133.86 001124 | 12,133.86 | CLEAN ENERGY | | 81287 | LNG 9/15/17 | 5,662.99 | |
| | | | | | | 81288 | LNG 9/21/17 | 6,470.87 | |
| 60533 | 10/30/17 | 209.00 075 | 209.00 | COAST PAPER & SUPPLY INC. | | 81225 | CUSTODIAL SUPPLIES | 46.05 | |
| | | | | | | 81229 | INVENTORY ORDER | 81.75 | |
| | | | | | | 81241 | CUSTODIAL SUPPLIES | 23.98 | |
| | | | | | | 81247 | CUSTODIAL SUPPLIES | 57.22 | |
| 60534 | 10/30/17 | 35,845.97 508 | 35,845.97 | COMPLETE COACH WORKS INC | | 81283 | ENGINE VEH #9820 | 35,845.97 | |
| 60535 | 10/30/17 | 6,256.88 003116 | 6,256.88 | CUMMINS PACIFIC LLP | | 81268 | RPR VEH #2808 | 128.93 | |
| | | | | | | 81269 | INVENTORY ORDER | 385.90 | |
| | | | | | | 81270 | INVENTORY ORDER | 5,742.05 | |
| 60536 | 10/30/17 | 32.00 002567 | 32.00 | DEPARTMENT OF JUSTICE | | 81190 | SEPT 17 FINGERPRINT | 32.00 | |
| 60537 | 10/30/17 | 335.00 916 | 335.00 | DOCTORS ON DUTY MEDICAL CLINIC | | 81297 | SEPT 17 DOT DRUG TESTS | 335.00 | |
| 60538 | 10/30/17 | 10,769.31 003274 | 10,769.31 | EAST BAY TIRE CO. | | 81275 | TIRES | 375.38 | |
| | | | | | | 81276 | TIRES | 2,553.55 | |
| | | | | | | 81277 | TIRES | 187.69 | |
| | | | | | | 81278 | TIRES | 1,480.86 | |
| | | | | | | 81279 | TIRES | 483.59 | |
| | | | | | | 81280 | TIRES | 2,042.84 | |
| | | | | | | 81290 | TIRES | 1,692.55 | |
| | | | | | | 81291 | TIRES | 1,450.76 | |
| | | | | | | 81292 | TIRES | 483.59 | |
| 60539 | 10/30/17 | 4,197.41 432 | 4,197.41 | EXPRESS SERVICES INC. | | 81293 | FLAT TIRE REPAIR | 18.50 | |
| | | | | | | 81250 | TEMP W/E 9/17/17 | 1,402.17 | |
| | | | | | | 81251 | TEMP W/E 9/24/17 | 1,383.96 | |
| | | | | | | 81252 | TEMP W/E 10/1/17 | 1,411.28 | |
| 60540 | 10/30/17 | 2,239.15 002952 | 2,239.15 | FLYERS ENERGY LLC | | 81258 | 10/1-10/15 FUEL | 2,239.15 | |
| 60541 | 10/30/17 | 114.80 003279 | 114.80 | FRONTIER COMMUNICATIONS CORP | | 81172 | 10/13-11/12 SKY-OCEA | 57.40 | |
| | | | | | | 81295 | 10/16-11/15 SKY-RIV | 57.40 | |

Attachment A

DATE 11/01/17 12:50

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

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DATE: 10/01/17 THRU 10/31/17

| CHECK NUMBER | CHECK DATE | CHECK VENDOR | CHECK AMOUNT | VENDOR NAME | VENDOR TYPE | TRANS. NUMBER | TRANSACTION DESCRIPTION | TRANSACTION AMOUNT | COMMENT |
|--------------|------------|--------------|--------------|--------------------------------|-------------|---------------|-------------------------|--------------------|---------|
| 60542 | 10/30/17 | 117 | 620.55 | GILLIG LLC | | 81204 | RPR VEH #1103 PC | 77.61 | |
| | | | | | | 81217 | RPR VEH #2406 PC | 25.09 | |
| 60543 | 10/30/17 | 632 | 280.00 | GOVERNMENT FINANCE OFFICERS | | 81260 | INVENTORY ORDER | 517.85 | |
| 60544 | 10/30/17 | 282 | 1,120.48 | GRAINGER | | 81188 | 12/1-11/30/18 MEMBER | 280.00 | |
| | | | | | | 81175 | INVENTORY ORDER | 540.98 | |
| | | | | | | 81182 | BUS BENCH | 319.09 | |
| | | | | | | 81183 | INVENTORY ORDER | 144.75 | |
| | | | | | | 81226 | SHOP TOOL | 43.54 | |
| | | | | | | 81240 | GRAFFITI REMOVER | 45.58 | |
| | | | | | | 81263 | STEP DRILL BIT | 26.54 | |
| 60545 | 10/30/17 | 003109 | 46,298.64 | HANSON BRIDGETT LLP | | 81193 | SEP 17 RETAINER | 24,000.00 | |
| | | | | | | 81194 | M# 032117.008001 | 957.00 | |
| | | | | | | 81248 | M# 032117.000003 | 21,341.64 | |
| 60546 | 10/30/17 | 1117 | 88.08 | KELLEY'S SERVICE INC. | | 81227 | INVENTORY ORDER | 60.45 | |
| | | | | | | 81238 | INVENTORY ORDER | 27.63 | |
| 60547 | 10/30/17 | 036 | 8.17 | KELLY-MOORE PAINT CO., INC. | | 81245 | RLPC DOOR WTC | 8.17 | |
| 60548 | 10/30/17 | 001233 | 2,089.33 | KIMBALL MIDWEST | | 81246 | DRILL BITS | 323.70 | |
| | | | | | | 81256 | INVENTORY ORDER | 57.92 | |
| 60549 | 10/30/17 | 852 | 2,062.50 | LAW OFFICES OF MARIE F. SANG | 7 | 81257 | NON INVENTORY ORDER | 1,707.71 | |
| | | | | | | 81196 | CL#2010226708 210149 | 1,353.00 | |
| 60550 | 10/30/17 | 003059 | 72.16 | MAILFINANCE INC | | 81197 | CL210149 218396 2083 | 709.50 | |
| 60551 | 10/30/17 | 003293 | 3,676.45 | MAKAI SOLUTIONS | | 81208 | RPR GREASE LINE | 72.16 | |
| 60552 | 10/30/17 | 001145 | 715.50 | MANAGED HEALTH NETWORK | | 81300 | NOV 17 EAP | 715.50 | |
| 60553 | 10/30/17 | 001342 | 37.99 | MCW ASSOCIATES, INC. | | 81185 | SEPT 17 SERVICES | 37.99 | |
| 60554 | 10/30/17 | 004 | 1,101.16 | NORTH BAY FORD LINC-MERCURY | | 81254 | INVENTORY ORDER | 168.56 | |
| | | | | | | 81285 | KEYS FOR NEW VEHICLE | 932.60 | |
| 60555 | 10/30/17 | 002323 | 79.44 | NORTHERN SAFETY CO., INC. | | 81282 | INVENTORY ORDER | 79.44 | |
| 60556 | 10/30/17 | 043 | 415.78 | PALACE ART & OFFICE SUPPLY | | 81192 | OFFICE SUPPLIES | 13.17 | |
| | | | | | | 81218 | OFFICE SUPPLIES | 164.20 | |
| | | | | | | 81235 | OFFICE SUPPLIES | 22.80 | |
| | | | | | | 81242 | OFFICE SUPPLIES | 48.31 | |
| | | | | | | 81253 | OFFICE SUPPLIES | 167.30 | |
| 60557 | 10/30/17 | 481 | 231.00 | PIED PIPER EXTERMINATORS, INC. | | 81230 | OCT 17 PEST METROMKT | 55.50 | |
| | | | | | | 81231 | OCT 17 PEST BETTYS | 60.00 | |
| | | | | | | 81232 | OCT 17 PEST JAVACRUZ | 40.00 | |
| | | | | | | 81243 | OCT 17 PEST WTC | 75.50 | |
| 60558 | 10/30/17 | 187 | 2,091.50 | POLAR RADIATOR SERVICE INC | | 81236 | RPR VEH #9826 | 2,091.50 | |
| 60559 | 10/30/17 | 107A | 157.17 | PROBUILD COMPANY LLC | | 81184 | SHELFERS | 70.48 | |
| | | | | | | 81209 | RPR PLUMBING | 58.76 | |
| | | | | | | 81210 | BUS BENCH | 25.18 | |
| | | | | | | 81289 | INVENTORY ORDER | 2.75 | |
| 60560 | 10/30/17 | 003020 | 200.40 | QUEST DIAGNOSTIC INC. | | 81189 | SEP 17 DOT DRUG TEST | 200.40 | |
| 60561 | 10/30/17 | 003154 | 3,647.14 | ROMAINE ELECTRIC CORP | | 81262 | INVENTORY ORDER | 3,647.14 | |
| 60562 | 10/30/17 | 135 | 67.92 | SANTA CRUZ AUTO PARTS, INC. | | 81237 | INVENTORY ORDER | 13.58 | |
| | | | | | | 81239 | INVENTORY ORDER | 54.34 | |

Attachment A

DATE 11/01/17 12:50

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

PAGE 16

DATE: 10/01/17 THRU 10/31/17

| CHECK NUMBER | CHECK DATE | CHECK VENDOR | CHECK AMOUNT | VENDOR NAME | VENDOR TYPE | TRANS. NUMBER | TRANSACTION DESCRIPTION | TRANSACTION AMOUNT | COMMENT |
|--------------|------------|-----------------|--------------|-------------------------------|-------------|---------------|-------------------------|--------------------|--------------|
| 60563 | 10/30/17 | 144.99 T291 | | SHARIAT, NIMA | | 81249 | MILEAGE REIMBURSEMENT | 144.99 | |
| 60564 | 10/30/17 | 1,389.73 104 | | STATE STEEL COMPANY | 0 | 81179 | BUS BENCH VERNON | 671.28 | |
| | | | | | | 81222 | BUS BENCH | 533.04 | |
| | | | | | | 81244 | BUS BENCH | 185.41 | |
| 60565 | 10/30/17 | 5,858.59 003285 | | TRANSIT HOLDINGS INC | | 81219 | INVENTORY ORDER | 3,749.46 | |
| | | | | | | 81220 | INVENTORY ORDER | 67.17 | |
| | | | | | | 81221 | INVENTORY ORDER | 94.92 | |
| | | | | | | 81271 | INVENTORY ORDER | 37.28 | |
| | | | | | | 81272 | INVENTORY ORDER | 1,759.12 | |
| 60566 | 10/30/17 | 1,174.66 003037 | | TYCO INTEGRATED SECURITY | | 81176 | 11/1-1/31 1200A RIV | 740.83 | |
| | | | | | | 81177 | 11/1-1/31 GOLF CLUB | 433.83 | |
| 60567 | 10/30/17 | 19.44 003152 | | UNIFIRST CORPORATION | | 81178 | MATS OPS | 6.48 | |
| | | | | | | 81223 | MATS OPS | 6.48 | |
| | | | | | | 81224 | MATS OPS | 6.48 | |
| 60568 | 10/30/17 | 111.64 007 | | UNITED PARCEL SERVICE | | 81259 | FREIGHT | 111.64 | |
| 60569 | 10/30/17 | 2,111.94 221 | | VEHICLE MAINTENANCE PROG INC | | 81284 | INVENTORY ORDER | 30.28 | |
| | | | | | | 81286 | INVENTORY ORDER | 2,081.66 | |
| 60570 | 10/30/17 | 912.24 434 | | VERIZON WIRELESS | 0 | 81294 | 9/13-10/12 WIFI BUS | 912.24 | |
| 60571 | 10/30/17 | 75.00 001165 | | VU, THANH DR. MD | 7 | 81173 | DMV EXAM | 75.00 | |
| 60572 | 10/30/17 | 1,130.00 676 | | WEBER, HAYES & ASSOCIATES INC | | 81296 | CAP INSP 425 FRONT | 1,130.00 | |
| 60573 | 10/30/17 | 7,100.96 001506 | | WESTERN STATES OIL CO. | | 81228 | INVENTORY ORDER | 1,057.52 | |
| | | | | | | 81255 | INVENTORY ORDER | 6,043.44 | |
| 60574 | 10/30/17 | 662.31 002291 | | WINCHESTER AUTO | | 81233 | INVENTORY ORDER | 150.94 | |
| | | | | | | 81234 | INVENTORY ORDER | 281.55 | |
| 60575 | 10/30/17 | 10.00 003290 | | WORKFORCEQA LLC | | 81281 | INVENTORY ORDER | 229.82 | |
| 60576 | 10/30/17 | 287.00 915 | | WORKIN.COM, INC. | | 81187 | SEP 17 DOT DRUG TEST | 10.00 | |
| | | | | | | 81191 | JOB PLACEMENT AD | 287.00 | |
| TOTAL | | 2,814,467.96 | | ACCOUNTS PAYABLE | | | TOTAL CHECKS | 320 | 2,814,467.96 |



DATE: November 17, 2017
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
**SUBJECT: ACCEPT AND FILE MINUTES OF THE SANTA CRUZ METRO
OCTOBER 27, 2017 REGULAR BOARD OF DIRECTORS MEETING
AND MINUTES OF THE NOVEMBER 10, 2017 SPECIAL BOARD OF
DIRECTORS MEETING**

I. RECOMMENDED ACTION

That the Board of Directors Accept and File the Minutes for the Santa Cruz Metropolitan Transit District (METRO) Board of Directors:

- 1) Regular Meeting of October 27, 2017; and,**
- 2) Special Meeting of November 10, 2017**

II. SUMMARY

- Staff is providing minutes from the Santa Cruz Metropolitan Transit District (METRO) Board of Directors Regular Meeting of October 27, 2017 and minutes from the Board of Directors Special Meeting of November 10, 2017.
- Each meeting, the Executive Assistant will provide minutes from the previous METRO Board of Directors meeting(s).

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.

IV. FINANCIAL CONSIDERATIONS/IMPACT

None.

V. ALTERNATIVES CONSIDERED

None.

VI. ATTACHMENTS

Attachment A: Draft minutes for the Board of Directors Regular Meeting of October 27, 2017

Attachment B: Draft minutes for the Board of Directors Special Meeting of
November 10, 2017

Prepared by: Gina Pye, Executive Assistant

VII. APPROVALS:

Alex Clifford, CEO/General Manager



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Attachment A



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA MEETING MINUTES*
OCTOBER 27, 2017 – 9:00 AM
CAPITOLA CITY COUNCIL CHAMBERS
420 CAPITOLA AVENUE
CAPITOLA, CA 95010**

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, October 27, 2017 at the Capitola City Council Chambers, 420 Capitola Avenue, Capitola, 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. *Minutes are "summary" minutes, not verbatim minutes. Audio recordings of Board meeting open sessions are available to the public upon request.

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SECTION I: OPEN SESSION

1 CALL TO ORDER at 9:01 AM by Chair Dutra.

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

| | |
|---|-----------------------------|
| Director Ed Bottorff | City of Capitola |
| Director Cynthia Chase | City of Santa Cruz |
| Director Jimmy Dutra, Board Chair | City of Watsonville |
| Director Cynthia Mathews | City of Santa Cruz |
| Director Bruce McPherson, Board Vice Chair | County of Santa Cruz |
| Director Oscar Rios | City of Watsonville |
| Director Dan Rothwell | County of Santa Cruz |
| Director Mike Rotkin | County of Santa Cruz |
| Ex-Officio Director Larry Pageler | UC Santa Cruz |

Ex-Officio Director McKee and Directors Hagen, Leopold and Lind were absent.

STAFF PRESENT:

Alex Clifford
Julie Sherman

METRO CEO/General Manager
METRO General Counsel

Attachment A

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

| | |
|---------------------------------|--------------------------------|
| Angela Aitken, METRO | Sharky Jabag, SMART Local 23 |
| Erron Alvey, METRO | Joan Jeffries, SEIU-SEA |
| Angelina Avila, METRO | Adrian Jimenez, ParaCruz |
| Donovan Castaneda, METRO | Jonn_ _____, METRO |
| Jolene Church, METRO | Debbie Kinslow, METRO |
| Miguel A. Duarte, METRO | Joshua Paz, METRO |
| Jesus M. Garcia, | Mana V. Sanchez |
| Ofelia Gomez, Senior & Disabled | Becky Steinbruner, Citizen |
| Advocate | Dan Stevenson, SMART, Local 23 |
| Maria Hernandez | Katrina Totten, Ofelia Gomez |
| Thomas Hiltner, METRO | |

3 ANNOUNCEMENTS

Chair Dutra introduced Carlos Landaverry and his Spanish Language interpretation services. He then announced that the meeting is being televised by Community Television of Santa Cruz County with technician, Mr. Lynn Dunton.

4 REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

Julie Sherman, General Counsel, announced the item to be discussed as noted below.
There was no public comment.

5 RECESS TO CLOSED SESSION AT 9:03AM

SECTION II: CLOSED SESSION

6 CONFERENCE WITH LABOR NEGOTIATORS (GOVERNMENT CODE SECTION 54957.6)

| | |
|------------------------|--|
| Agency Negotiators: | Alex Clifford, CEO/General Manager Julie Sherman, General Counsel |
| Employee Organization: | UTU, Local 23 |

Director Rotkin departed at 9:20AM

SECTION III: RECONVENE TO OPEN SESSION AT 9:52AM

7 REPORT OF CLOSED SESSION ITEMS

Julie Sherman, General Counsel, announced there were no reportable actions from the Closed Session.
There was no public comment.

8 BOARD OF DIRECTORS COMMENTS

Chair Dutra spoke to the recent landscaping improvements at the Watsonville Transit Center and thanked those involved. He invited the assembly to attend the first community meeting to discuss the mural project which will be held on November 20th at 6:00PM at Watsonville City Hall.
Hearing no further comments, Chair Dutra moved to the next agenda item.

Attachment A

9 COMMUNICATIONS TO THE BOARD OF DIRECTORS

A number of the public spoke regarding a variety of issues:

A female who identified herself as a long time Santa Cruz resident and bus rider expressed discontent with limited postings of bus information, and other comments.

Becky Steinbruner provided the Clerk with a letter addressed to the Board regarding her concerns (see attached).

Marilyn Gehrig echoed some of Ms. Steinbruner's concerns as well as her appreciation to the Bus Operators.

Ms. Ofelia Gomez provided the Clerk with a letter addressed to the Board regarding her concerns (see attached).

Katrina Totten, Social worker advocate for Ms. Gomez, echoed Ms. Gomez's concerns (see attached).

A Greenway representative urged support for a variety of transportation issues throughout the county.

10 COMMUNICATIONS FROM MAC

Having none, Chair Dutra moved to the next item.

11 LABOR ORGANIZATION COMMUNICATIONS

Having none, Chair Dutra moved to the next item.

12 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

CONSENT AGENDA

13-01 ACCEPT AND FILE: PRELIMINARY CHECK JOURNAL DETAIL FOR THE MONTH OF AUGUST 2017

13-02 ACCEPT AND FILE: REVISED MINUTES OF THE SANTA CRUZ METRO BOARD OF DIRECTORS MEETING OF AUGUST 25, 2017

13-03 ACCEPT AND FILE: MINUTES OF THE SANTA CRUZ METRO BOARD OF DIRECTORS MEETING OF SEPTEMBER 22, 2017

13-04 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE AN AGREEMENT WITH UCSC FOR THE FUNDING OF THE ARTICULATED BUS PILOT PROJECT

13-05 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO APOLLO VIDEO TECHNOLOGY FOR ONBOARD BUS AND PARATRANSIT VEHICLE SECURITY SURVEILLANCE NOT TO EXCEED \$967,181

13-06 APPROVE: CONSIDERATION OF RESOLUTION APPROVING THE FY18 REVISED CAPITAL BUDGET

Attachment A

13-07 CONSIDERATION OF A RESOLUTION APPROVING THE REVISED CY2017 BOARD MEETING SCHEDULE

13-08 CONSIDERATION OF A RESOLUTION TO ESTABLISH THE BOARD OF DIRECTORS' MEETING SCHEDULE & LOCATIONS FOR THE CALENDAR YEAR 2018

13-09 APPROVE: REVISED METROBASE PHASE II (OPERATIONS BUILDING) LIFE OF PROJECT BUDGET

13-10 APPROVAL OF WAGE SURVEY RESULTS FOR ELECTRONIC TECHNICIAN

Board comments:

In response to Director Chase's questions pertaining to agenda items 13-06 and 13-09, CEO Clifford said he would schedule a meeting so that they could discuss further.

Public comment:

Juan Garcia, VMU President, Michael Rios, PSA President, and Mario Torres, Bus Operator, expressed their concerns regarding agenda item 13-04.

In response, Ciro Aguirre, COO, noted an articulated bus was brought in to allow the mechanics an opportunity to visually familiarize them with the bus and to formulate questions in advance of a meeting which he would be scheduling with SEIU to discuss issues and concerns. He added, a demonstration had been coordinated at the Valley Transit Authority (VTA) facility for UTU members and our Training Coordinator.

CEO Clifford informed the assembly that a Meet and Discuss with the union was organized over a month ago to inform and discuss some of the questions raised today. Additional lifts will be purchased. METRO believes strongly in training to handle the unique aspects of these buses.

Becky Steinbruner had several comments regarding the board meeting minutes.

Marilyn Gehrig expressed various concerns and recommended a public transportation system documentary entitled, "Taken For a Ride".

Katrina Totten expressed concern for the bicyclists near the articulated buses and inquired as to the testing undertaken.

Ex-Officio Director Pageler responded that METRO is proposing a six-month pilot test to prove METRO's capacity to improve and expand service to UCSC's growing enrollment. UCSC is paying the cost of the bus lease, and other equipment costs. He added an articulated bus was tested last February on a full student day. He did not observe any issues as he followed the bus along the route.

ACTION: MOTION TO ACCEPT THE CONSENT AGENDA AS PRESENTED.

MOTION: DIRECTOR BOTTORFF SECOND: DIRECTOR CHASE

MOTION PASSED WITH 7 AYES (Directors Bottorff, Chase, Dutra, Mathews, McPherson, Rios, & Rothwell). Directors Leopold, Lind, Hagen and Rotkin were absent.

Attachment A

REGULAR AGENDA

14 RECOGNITION OF MECHANIC AND OPERATOR (FIXED ROUTE & PARACRUZ) GRADUATES

Chair Dutra, announced the names of the graduates:

Fixed Route Operators: Angelina Avila, Xiomara Brioso, Donovan Castaneda, Miguel Duarte, Jesus Manuel Garcia Perez, Joshua Paz & Jose Fernando Luis Delgado

Paratransit Operators: Anthony Gilbert-Locatelli, Adrian Jimenez & Amanda Vevea

Mechanics: Edward Cummins & Juan Miguel Villarruel Tavarres

Those present expressed their appreciation and thanks for the opportunity.

Sharon Toline, Safety and Training Coordinator, spoke of the rewarding opportunity to train new Operators with tools to build a successful career as Operators.

April Warnock, Paratransit Superintendent, commended the Operators for their successful completion of an accelerated training. She also thanked Ms. Toline for providing the cross training between Fixed Route and Paratransit.

15 INTRODUCTION OF JOLENE CHURCH, NEW HUMAN RESOURCES MANAGER

CEO Clifford introduced METRO's new HR Manager, Jolene Church, and provided a brief summary of her professional experience.

Ms. Church said she is happy for the opportunity to serve METRO.

There were no public comments.

16 ORAL STATE LEGISLATIVE UPDATE – see presentation

Josh Shaw, Shaw Yoder and Antwih, provided commentary to the presentation (see attached), stressing the potential funding threats, and answered questions from the Board. He will provide the latest SB1 "tool kit" to CEO Clifford for dissemination to the Board Members and METRO staff to aid in educating the community.

Director McPherson departed at 11:10AM

The Board recessed for five minutes beginning at 11:15AM and reconvened at 11:20AM

17 ORAL FEDERAL LEGISLATIVE UPDATE

Chris Giglio, Capital Edge, noted the bipartisan bickering continues in Washington, DC, as evidenced by the minimal Congressional progress to date. There is hope that the FFY18 budget will be finalized by its December 8th due date. The proposed tax cut details have not yet been released. Congress needs to address the alternative fuel tax credit this year; it may continue to extend it on a year-to-year basis. An increase in the gas tax was mentioned recently by a high level White House staffer, however the press office hasn't acknowledged this.

Mr. Giglio will work with CEO Clifford to develop letters for our congressional delegation. He reminded the Board of the positive impact resulting from recent Board Member visits to DC. CEO Clifford noted the meetings and tours of METRO facilities by Jimmy Panetta's representative and Congresswoman Anna Eschoo.

Attachment A

The White House has been very public with asking entities to acknowledge any barriers to projects. The Department of Transportation Secretary appointed a regulatory task force to look into this.

There were no public comments.

18 ACCEPT AND FILE THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF JULY 31, 2017

Angela Aitken, Finance Manager, provided commentary to the presentation, which included updated slides pertaining to FY18 and FY19 Non-Controllable Budget Risks as of October 27, 2017. (See attached.)

She stressed the risks from a change in the Santa Cruz County Regional Transportation Commission's (SCCRTC) allocation of 99313 population share money. If the allocation remains at 100%, as has been the case historically, METRO's budget will be balanced over the next five years. If the allocation is reduced, a \$2M plus risk exists to METRO starting this fiscal year. She will provide the risk information monthly.

Another huge risk could result if SB1 is overturned. METRO could be in a position to receive less STA funding than existed prior to the creation of SB1.

There were no public comments.

ACTION: MOTION TO ACCEPT AND FILE THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF JULY 31, 2017 AS PRESENTED

MOTION: DIRECTOR MATHEWS SECOND: DIRECTOR CHASE

MOTION PASSED WITH 6 AYES (Directors Bottorff, Chase, Dutra, Mathews, Rios, & Rothwell). Directors Leopold, Lind, Hagen, McPherson and Rotkin were absent.

19 CONSIDERATION OF AUTHORIZING THE CEO TO ENTER INTO A LEASE AGREEMENT WITH EDSON FINANCIAL, MOTORCOACH BROKER REPRESENTING PAUL REVERE TRANSPORTATION, FOR THREE (3) FORTY FOOT NEW FLYER XCELSIOR BUSES

Ciro Aguirre, COO, provided background to the agenda item and accompanying slide show, noting he'd just returned from the East Coast where he saw the proposed equipment. The buses come with a full extended warranty and have only 6,000 miles resulting from testing and transporting them from the manufacturing plant. The lease to purchase agreement would not be finalized if we locate funding to purchase them outright.

CEO Clifford added this creative (lease to purchase) approach allows METRO to carve out funds over the next 72 months. The lease payments would be made from the capital reserve fund.

Board comments:

Director Mathews suggested METRO publicize the acquisition of these buses when received.

There were no public comments.

Attachment A

ACTION: MOTION TO AUTHORIZE THE CEO TO ENTER INTO A LEASE AGREEMENT WITH EDSON FINANCIAL, MOTORCOACH BROKER REPRESENTING PAUL REVERE TRANSPORTATION, FOR THREE (3) FORTY FOOT NEW FLYER XCELSIOR BUSES

MOTION: DIRECTOR MATHEWS

SECOND: DIRECTOR CHASE

MOTION PASSED WITH 6 AYES (Directors Bottorff, Chase, Dutra, Mathews, Rios, & Rothwell). Directors Leopold, Lind, McPherson, Hagen and Rotkin were absent.

Director Chase departed 12:01PM

20 CABRILLO BUS PASS PROGRAM ORAL UPDATE

Barrow Emerson, Planning and Development Manager, updated the assembly with details regarding Cabrillo's upcoming election. Voter turnout has been low historically; however, Cabrillo student activities have endorsed the latest ballot efforts.

Mr. Emerson will follow up with Director Rios regarding participation in the November 6th, 12 – 1PM Watsonville Campus Forum.

Mr. Emerson thanked the Campaign for Sensible Transportation for their involvement and support.

Mr. Emerson also noted that Cabrillo Administration has informed METRO that they may have a small shortfall on their payments for this school year (2017-2018), but less than estimated two months ago.

Eduardo Montesino, UTU representative, added a flyer is being developed and funded by the UTU to educate the students.

21 CEO ORAL REPORT

Alex Clifford, CEO/General Manager, reminded the assembly that Measure D and SB1 are huge factors in METRO's balanced budget over the next five years. In April 2017, METRO advised the SCCRTC that we were planning to budget 100% of the County STA allocation to METRO. In May, the budget presented assumed 100% of the County STA would be allocated to METRO; and, in June the budget was adopted with this assumption. In September/October METRO was surprised to learn that the SCCRTC would propose that the County population share of STA (99313) would be issued in a call for projects.

A number of meetings have since occurred. METRO and the SCCRTC Ad Hoc Committee's latest proposal would permit us to phase out of the 100% allocation as follows:

FY18 and 2019: METRO would receive 100% of the 99313 population share

FY20 drop to 85% of the 99313 population share

FY21 80% of the 99313 population share

FY22 75% of the 99313 population share

CEO Clifford asked that the SCCRTC realize the potential devastation to METRO's budget with this huge loss of revenue. Every dollar less we receive is a dollar of deficit. This matter will be on the SCCRTC agenda in December.

Director Bottorff, who serves on the SCCRTC Commission, said the call for projects terminated October 23rd, which didn't leave enough review time to be placed on the November agenda so was postponed to December. He added that he's heard METRO was the sole entity who applied for projects that qualify for STA funding.

Attachment A

Board of Directors Meeting Minutes
October 27, 2017
Page 8 of 8

CEO Clifford will refresh the funding talking points for the Board members and provide the METRO SCCRTC Commissioners with information highlighting the potential impact to METRO that could result from this loss of funding.

There were no public comments.

22 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, NOVEMBER 17, 2017 AT 9:00 AM, AT THE WATSONVILLE CITY CHAMBERS, 275 MAIN STREET, WATSONVILLE, CA

Chair Dutra announced the next meeting as above.

23 ADJOURNMENT

Chair Dutra adjourned the meeting at 12:23PM

Respectfully submitted,

Gina Pye
Executive Assistant

DRAFT

Attachment

[REDACTED]
Aptos, CA 95003

October 27, 2017

Sub

Metro Board of Directors

110 Vermon Street

Santa Cruz, CA 95060

Dear Metro Board of Directors,

I am asking that your Board issue an immediate STOP WORK ORDER on the County's relocation of inbound #71 bus stop in Aptos Village. The site, currently under construction by ~~sub~~ contractor John Madonna Construction (San Luis Obispo, Ca) has not received proper vetting by Metro SEIU representative, Mr. Eduardo Montesino for safety of CURRENT Bus Stop specifications/design. Due to recent changes, still in progress by County Engineers, the new location access will not be ADA compliant, as was reported to the RTC Elderly and Disabled Transportation Advisory Committee by Assistant Dept. of Public Works Director, Mr. Steve Wiesner. "Sidewalks, unlike ramps, do not have to meet ADA

9-03A.9

requirements," he said. This bus stop relocation will install a 100' long ~~50'~~ 5% grade for the elderly and disabled to navigate when using the very busy #71 inbound Metro bus. Mr. Wiesner acknowledged "It will be a tight squeeze" and described the 7% and 8% ramp grades leading to the 100' long 5% access to the stop. The promised shelter is still under design. The bus will not be able to clear the traffic ^{lane.}

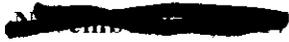
This relocation site is going to pose a safety hazard to Metro drivers, passengers and area cyclists and motorists. Please stop construction now and require Public works to ~~relocate~~ halt this relocation effort and design improvements at the existing inbound #71 Metro Aptos Village bus stop.

Please respond in writing.

Sincerely,
Becky Steinbruner

Attachment

Tommy Jimmy Dutra



NOTE: OCT 27, 2017

Dear Jimmy Dutra and Santa Cruz Metropolitan Transit District Board of Directors.

"My wish is that everybody could say. "That has never happened to me"." - Ofelia Gomez

The premise is that people with Walkers can be considered disabled.

In Watsonville, some concerns are:

The bus stop across from Ramsey park at Pennsylvania Avenue and Main Street, by La Princesa market there is a sidewalk and ramp needed. The piece of sidewalk needs to be around 150 feet. The ramp behind the gas station is too far away. The reason is that the bus 69W on Main Street and the 91 Express don't stop by the Community Credit Union, Grocery Outlet, nor El Ranchito. If the 69W would stop at El Ranchito, it would help. The 91 and 61W could also stop at the 590 Auto Center Drive on Main st. where there is an existing bus stop, but buses are not allowed to stop. We ask you to consider strollers, wheelchairs, walkers and how people with ABA needs may have access to these zones.

*add 91 earlier
earlier 71 - (6:20 -*
Santa Cruz:

As a senior, and disabled student of Cabrillo College, making this many trips per week, I recommend that Metro prioritize the following services. Based on the new \$40/semester fee imposed on Cabrillo students, I recommend that more than one bus be assigned from Santa Cruz to the Dominican Hospital. As it stands, the 71 bus is the only one that goes to the Dominican Hospital. It needs to come earlier than 6:45am, at least at 6:20am, to be at the Dominican Hospital for the patients' early appointments. With the current schedule, the bus does not arrive at Dominican by 7:00am. If patients miss appointments, they are charged a late fee. ParaCruz is much too expensive for a long trip. It is important that the 71 bus come early on weekends because many people work early or have early appointments at the hospital on the weekends.

Capitola:

On 41st Avenue, a half block from the Capitola Diner Sports Bar at the traffic light, across the street, going into Capitola Mall, there is no sidewalk entering into the mall parking lot. There is stretch of grass. A small sidewalk piece and a ramp is needed for strollers, wheel chairs, and walkers. Not much sidewalk is needed, just the minimal amount necessary to make it safe. 41st Avenue and Capitola is a dangerous corner. It is a commercial center and we are requesting that it be made accessible and safe for citizens with disabilities, seniors, children, and families with strollers by installing proper ramps and sidewalks where necessary. A ramp installed at the previously mentioned corner at the entrance to the Capitola Mall will make it safe and accessible for customers to access UPS, DollarTree, Capitola Sports Bar, CVS, and other businesses.

Attachment

Upcoming Meetings:

METRO Board of Directors

Meeting October 27th, 2017

~~9:00am~~ 8:30 AM

Capitola City Council Chambers

420 Capitola Ave, 95010

(831) 426-6080

Metro Advisory Committee (MAC)

Meeting November 15th, 2017

6:00pm – 8:00pm

110 Vernon Street,

Santa Cruz, CA, 95060

(831) 426-6080

Elderly & Disabled Transportation Advisory Committee (E&D TAC)

The E&D TAC generally meets at 1:30 pm on the second Tuesday of even numbered months at the Santa Cruz County Regional Transportation Commission offices

December 12th, 2017

1523 Pacific Avenue

Santa Cruz, 95060

1:30pm

Grace Blakeslee

Transportation Planner

info@scrtc.org

(831) 460-3200

Partners:

Community Credit Union Watsonville Branch

Grocery Outlet

Dollar Tree

Princesa Market

9-03A.12

To Attachment

Transit District Santa Cruz Metropolitan

METRO Board of Directors
Meeting October 27th, 2017
9:00am
Capitola City Council Chambers
420 Capitola Ave, 95010
(831) 426-6080

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Dear Sir

My name is Robert Green as a disabled person I have to take the buses to my appointments and I need earlier buses to be on time . For safety reasons we need some extra ramps as te google maps and show

Pictures

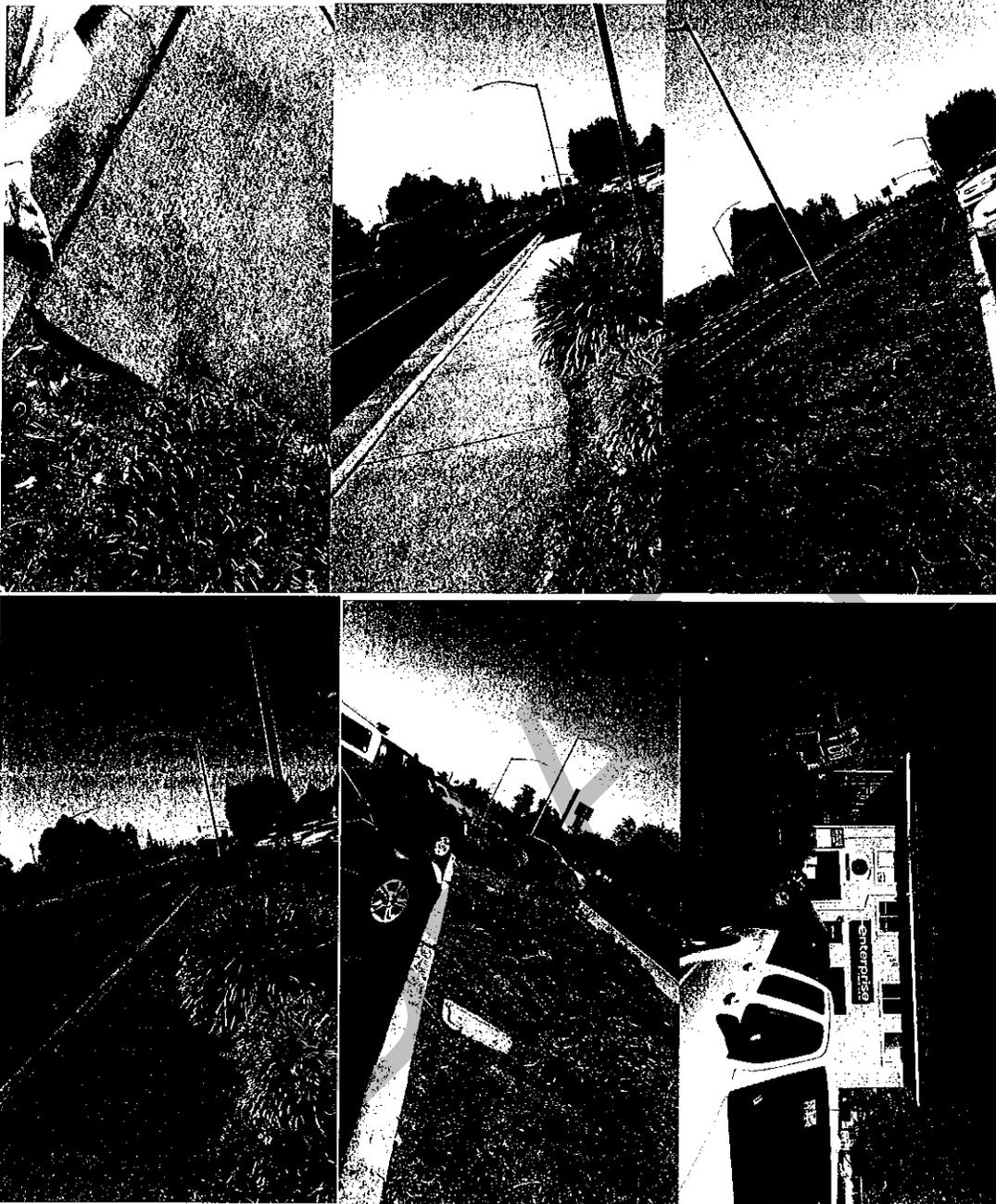
Sincerely

Robert Green

Phone 831-226=2160 address 2500 Soquel dr. B-7

9-03A.13

Attachment



W. Cromwell
W. Hwy 2010 - Valley View 95070
West
W. O'Farrell market -
W. Hwy 2010 - Valley View (Behind Bus
Stop)

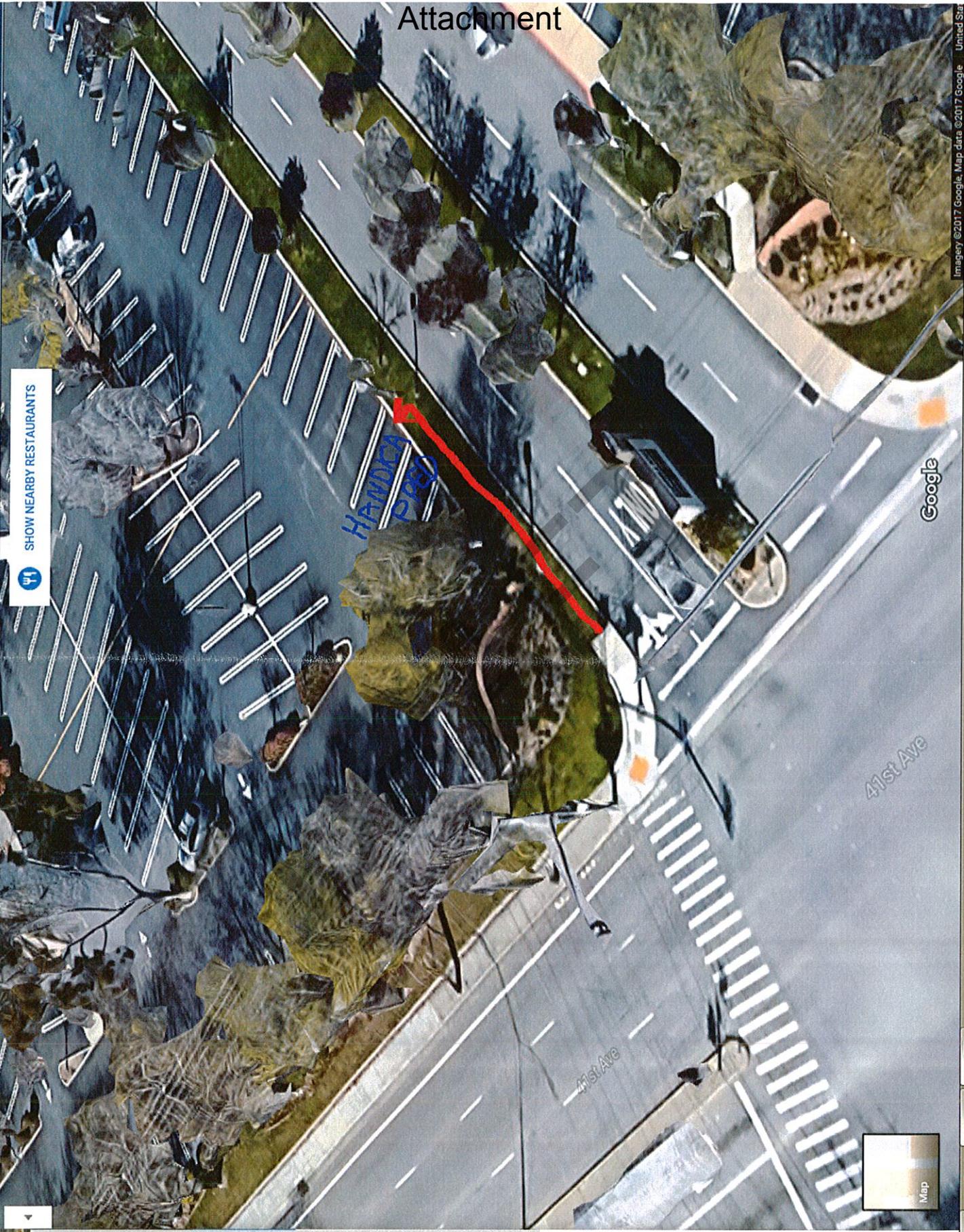
9-03A.14

Attachment



DRAFT

SHOW NEARBY RESTAURANTS



Mercy Housing, Inc. (National)

41st Ave - Google Maps

Santa Cruz METRO - Board Me...

Portal Integration

@36.9764778,-121.965064,3s,60y,314.36h,94.15v/data



9-03A.17



DRAFT

*Mission of the
Interlaw*

[Redacted text block]

Attachment

Ofelia Gomez
Katrina Totten - 

November 17th, 2017

Dear Jimmy Dutra and Santa Cruz Metropolitan Transit District Board of Directors,

"My wish is that everybody could say, 'That has never happened to me'." - Ofelia Gomez

The premise is that people with Walkers can be considered disabled.

In Watsonville, some concerns are:

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9-03A.19

Attachment

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8:30am

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SHAW/YODER/ANTWIH, inc.

Attachment

Legislative Advocacy

Association Management

2017 Legislative Wrap-up and SB 1 Transit Funding

Santa Cruz Metropolitan Transit District
Board of Directors Meeting

Friday, October 27, 2017

Joshua W. Shaw

Partner

PROJECTED AT 10/27/17 METRO BOARD MEETING

9-03A.21

Update from Sacramento

- Key transit-related bills
- Cap and Trade funding
- New transit & transportation funding (SB 1)

DRAFT

Key Bills

- **SB 1 (Beall and Frazier) *Transportation Funding***

Generates \$5.24 billion/year from various taxes and fees for the repair and maintenance of our state highways and local roads, improvement of our trade corridors, and support of public transit & active transportation.

~\$750 million a year **dedicated to transit.**

Transit eligible for more.

– **Signed by Governor Brown (April 28)**

Key Bills

- ***SCA 6 (Wiener) Local Transportation Measures:
Special Taxes: Voter Approval***

Would lower voter approval requirements from two-thirds to 55 percent for the imposition of special taxes used to provide funding for transportation purposes.

– **In Senate Appropriations Committee**

Key Bills

- **AB 398 (E. Garcia) *California Global Warming Solutions Act***

Extends the Cap and Trade program until December 30, 2030, while altering the program by establishing a price ceiling for auction allowances and limiting the use of carbon offsets.

Increased chances for **higher funding for transit funding programs.**

– **Signed by Governor Brown (July 25)**

Key Bills

- ***AB 673 (Chu) Public Transit Operators: Bus Procurements: Safety Considerations***

Require public transit operators, before the procurement of a new bus, to take into consideration safety recommendations offered by local labor representatives.

– **Signed by Governor Brown (July 24)**

Key Bills

- **AB 1113 (Bloom) *STA Long-Term Fix***

Amends the statutes governing the **State Transit Assistance program** to clarify several ambiguities in law that led to administrative changes made in 2016 by the State Controller's Office.

Restores statewide equity and regional balance.

METRO faced ~\$2-3 million/ year loss...

– **Signed by Governor Brown (July 21)**

Key Bills

- **ACA 5 (Frazier and Newman) *Motor Vehicle Fees and Taxes: Restrictions on Expenditures***

Restricts the expenditure of revenues generated by the Transportation Improvement Fee and diesel sales tax increase, enacted in SB 1 (Beall and Frazier), to specified transportation purposes.

- **Chaptered by the Secretary of State [statewide vote = November, 2018]**

Cap and Trade Funding

- \$1.5 billion expenditure plan for 2017-18
- Includes \$180 million for Air Resources Board's Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project
 - **Minimum \$35 million for buses, including transit**
 - Also \$250 million for local air districts/ Carl Moyer Program; transit agencies eligible
- Commitment from several Legislators/ staff to **revisit dedicated transit funding in 2018-19** budget

Repeal of SB 1

- Two initiative referenda filed with Secretary of State:
 - Asm. Travis Allen, cleared for signature on July 1
 - *Would repeal all SB 1 enacted taxes and fees*
 - *Circulation Deadline: 01/08/18 | Signatures Required: 365,880*
 - *Allen sued DOJ over Title and Summary, won in court*
 - *No indication of paid signature gatherers*
 - CA House GOP delegation,
 - *Would require auto- & fuel-related taxes and fees passed after 1/1/17 to be approved by a majority vote of the people*
 - *Constitutional Amendment | Signatures Required: 585,407*
 - *DOJ has not yet issued Title and Summary*

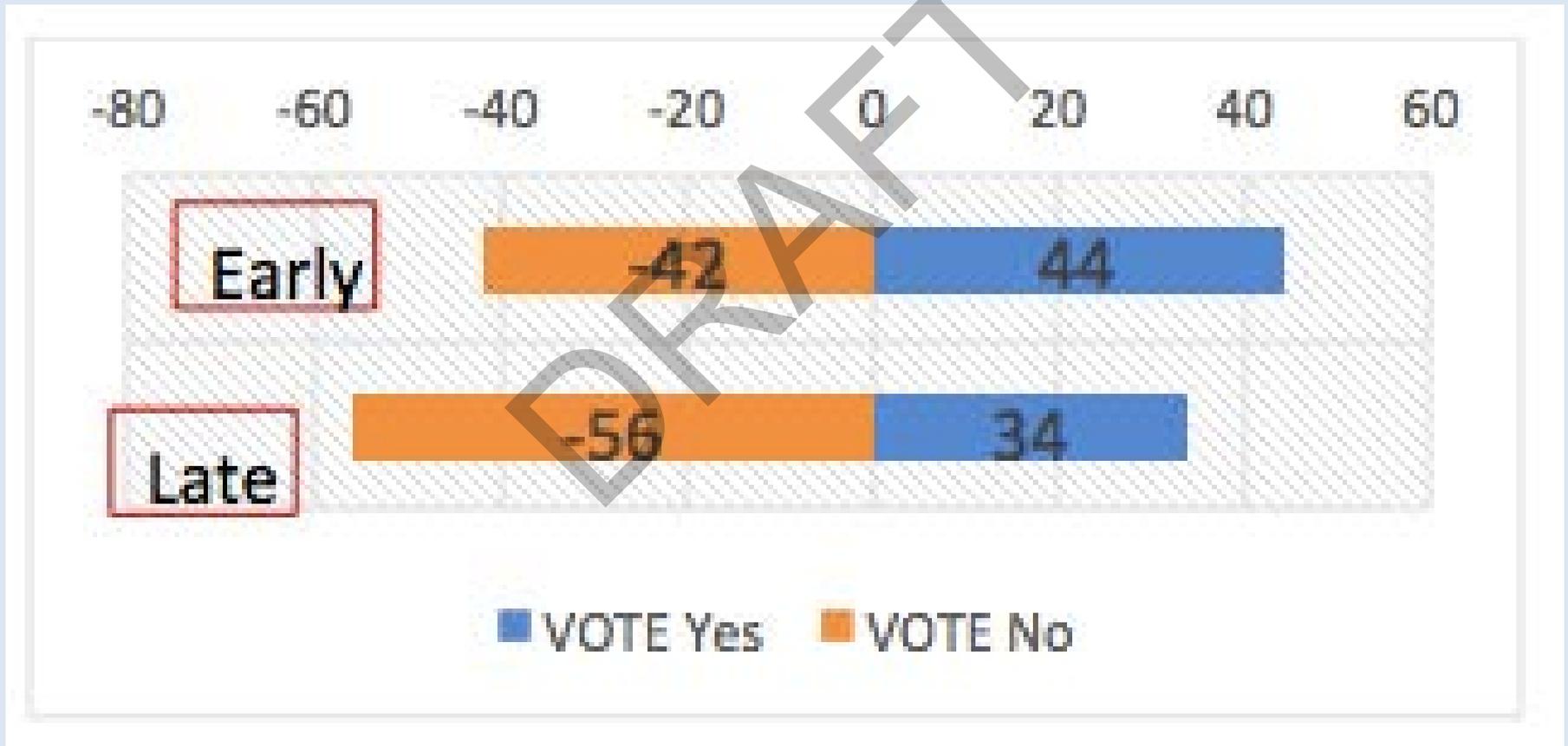
Repeal of SB 1 *(cont.)*

- House GOP initiative is *huge concern*
 - Supposed to drive voter turnout
 - Support from John Cox, GOP candidate for Governor
 - Likely backing by targeted CA GOP House members
 - Not just SB 1 repeal; all future auto- & fuel-related taxes subject to statewide vote of the people
- California Transit Association and Fix Our Roads Coalition, other stakeholders, responding
 - Dissuasion: House GOP members should stay out of it
 - Prepare the ground: Tell pro-SB 1 story statewide

Repeal SB 1: Turnout?

| Republican Voters | Definitely vote | Probably vote | 50/50 | Probably not | Unsure |
|---------------------|-----------------|---------------|-------|--------------|--------|
| Without the gas tax | 86% | 9% | 3% | 2% | 1% |
| With gas tax | 86% | 8% | 3% | 2% | 0.3% |

Repeal SB 1: Popular?



Repeal SB 1: What can you do?

- METRO – Document the benefits:
 - Discuss benefits of SB 1 funding at METRO Board meetings and in Board reports
 - Issue press releases and update your website
- Board Members – Get the word out:
 - Direct staff to do those first things!
 - Speak at community meetings
 - Educate business groups



SHAW/YODER/ANTWIH, inc.

Attachment

Legislative Advocacy

Association Management

2017 Legislative Wrap-up and SB 1 Transit Funding

Santa Cruz Metropolitan Transit District
Board of Directors Meeting

Friday, October 27, 2017

Joshua W. Shaw

Partner

What's SB 1 (Beall & Frazier)?

- Comprehensive, multi-modal funding package
- New funds to:
 - Highways
 - Local streets & roads
 - Goods movement projects
 - Active transportation projects
 - **Public transportation projects & services**
- **Biggest infusion of new transit funding since 1971**
- Paired w/constitutional amendment; protects funds

Summary...

10-year funding projection

| STATEWIDE INVESTMENT PROGRAMS (50%) | |
|--|-----------------------|
| Fix-it-First Highways | \$15 billion |
| Bridge and Culvert Repair | \$4 billion |
| Trade Corridor Investments | \$3 billion |
| Solutions for Congested Commute Corridors | \$2.5 billion |
| Parks Funding for Ag, Off-Highway Vehicle & Boating | \$800 million |
| STIP (State Share) | \$275 million |
| Freeway Service Patrol | \$250 million |
| California Public Universities Transportation Research | \$70 million |
| Local or Regional Investment Programs (50%) | |
| Fix-it-First Local Roads | \$15 billion |
| Transit Capital and Operations | \$7.5 billion |
| Local Partnership Funds | \$2 billion |
| Active Transportation Program Bicycle and Pedestrian Investments | \$1 billion |
| STIP (Local Share) | \$825 million |
| Local Planning Grants | \$250 million |
| TOTAL | \$52.4 billion |

9-03A.37

PROJECTED AT 10/27/17 METRO BOARD MEETING

Where's funding coming from?

- SB 1 draws on **several existing** funding sources:
 - Gasoline excise tax increase
 - Setting floor on gas excise tax adjustments
 - Diesel excise tax increase
 - **Diesel sales tax increase**
- SB 1 introduces **two new** funding sources:
 - **Value-based fee on vehicles**
 - Fee on zero-emission vehicles
- SB 1 also includes **loan repayments**

How's transit funding distributed?

- Diesel sales tax increase (est. \$300 million/yr.):
 - 7/8 to **State Transit Assistance (STA) program**
 - 1/8 to **intercity & commuter rail operators**
- Transportation Improvement Fee (est. \$1.5 billion/yr.):
 - \$350 million to Public Transportation Account
 - 70% to **Transit and Intercity Rail Capital Program (TIRCP)**
 - 30% to **STA program** for maintenance, rehab & capital
 - \$250 million to the Congested Corridor Program
 - Projects part of a “comprehensive corridor plan,” including **transit projects**
- \$706 million loan repayment (one-time):
 - \$236 million to **Transit and Intercity Rail Capital Program**



State Transit Assistance Program

| | 2016-17 | 2017-18 | 2018-19 |
|---------------------------------|----------------|----------------|----------------|
| Total STA \$ | \$266 | \$586 | \$660 |
| % Increase Above 2016-17 | | 120% | 148% |

Million\$

Transit and Intercity Rail Capital Program

| | 2016-17 | 2017-18 | 2018-19 |
|--|----------------|----------------|----------------|
| Total TIRCP \$ | \$39 | \$480 | \$483 |
| % Increase Above Prior Year | | 1131% | 1% |

Million\$

Is the new money protected?

- Assembly Constitutional Amendment 5 (Frazier and Newman) protects new SB 1 revenues from future borrowing/ shifting to non-transportation purposes
 - Also protects existing diesel sales tax revenue (STA program)
- ACA 5 before voters June, 2018
- Required a 2/3 vote to pass Legislature
 - On the ballot, ACA 5 needs only a simple majority to pass

**FY18 & FY19
Non-Controllable Budget Risks
as of October 27, 2017**

DRAFT

Attachment
 FY18 & FY19
 Non-Controllable Budget Risks

| <u>Cabrillo College Risk</u> <u>Cabrillo Operating Revenue</u> | FY18 Budget Adopted 06/23/2017 | FY19 Budget Adopted 06/23/2017 |
|---|---|---|
| <u>Operating Budget:</u> | | |
| <u>Contract with Cabrillo</u> | (\$200K) | (\$450K) Pending Student Vote |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

DRAFT

Attachment
FY18 & FY19
Non-Controllable Budget Risks

| <u>RTC Risk</u> <u>Regional Transportation Commission (RTC)</u> Population Share (PUC 99313) <u>TDA-STA-SGR Revenue</u> | FY18 Budget Adopted 06/23/2017 | FY19 Budget Adopted 06/23/2017 |
|--|---|---|
| <p><u>Operating Budget:</u> <u>TDA-STA:</u> 100% of the Population Share (PUC 99313) is at risk due to the RTC Board reprogramming these funds to other County projects</p> | (\$1,690K) | (\$1,951K) |
| <p><u>Capital Budget:</u> <u>TDA-STA-SGR (Capital):</u> 100% of the Population Share (PUC 99313) is at risk due to the RTC Board reprogramming these funds to other County projects</p> | (\$369K) | (\$369K) |
| <p><u>TOTAL RTC Operating and Capital Budget Risk:</u></p> | <u>(\$2,059K)</u> | <u>(\$2,320K)</u> |

Attachment
 FY18 & FY19
 Non-Controllable Budget Risks

| <u>SB1 Repeal Risk</u> <u>Regional Transportation Commission (RTC)</u> NEW TDA-STA PUC 99313 & 99314 <u>NEW TDA-STA-SGR Revenue</u> | FY18 Budget Adopted 06/23/2017 | FY19 Budget Adopted 06/23/2017 |
|--|---|---|
| <u>Operating Budget:</u> <u>TDA-STA-SB1:</u> 100% of the SB1 is at risk due to potential voter repeal | (\$1,230K) | (\$1,766K) |
| <u>Capital Budget:</u> <u>TDA-STA-SGR (Capital):</u> 100% is at risk due to potential voter repeal | (\$737K) | (\$737K) |
| <u>TOTAL SB1 Repeal Operating and Capital Budget Risk:</u> | <u>(\$1,967K)</u> | <u>(\$2,503K)</u> |

Attachment
FY18 & FY19
Non-Controllable Budget Risks

| <u>Worst Case Non-Controllable Risk</u> | FY18 Budget Adopted 06/23/2017 | FY19 Budget Adopted 06/23/2017 |
|---|---|---|
| <u>Operating Budget:</u> | | |
| <u>Contract with Cabrillo</u> | (\$200K) | (\$450K) Pending Student Vote |
| <u>TDA-STA-SB1: TDA-STA:</u> 100% of the Population Share (PUC 99313) is at risk due to the RTC Board reprogramming these funds to other County projects AND 100% of the SB1 is at risk due to potential voter repeal | (\$2,305K) | (\$2,834K) |
| <u>Total Operating Budget:</u> | <u>(\$2,505K)</u> | <u>(\$3,284K)</u> |
| <u>Capital Budget:</u> | | |
| <u>TDA-STA-SGR (Capital):</u> 100% is at risk due to potential voter repeal | (\$737K) | (\$737K) |
| <u>TOTAL Worst Case Operating and Capital Budget Risk:</u> | <u>(\$3,242K)</u> | <u>(\$4,021K)</u> |

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Attachment B



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS SPECIAL MEETING MINUTES*
NOVEMBER 10, 2017 – 9:00 AM
METRO ADMIN OFFICES
110 VERNON STREET
SANTA CRUZ, CA 95060**

A special meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, November 10, 2017 at the METRO Admin Offices, 110 Vernon Street, Santa Cruz, 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. *Minutes are "summary" minutes, not verbatim minutes. Audio recordings of Board meeting open sessions are available to the public upon request.

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SECTION I: OPEN SESSION

1 CALL TO ORDER at 9:01 AM by Vice Chair McPherson.

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

| | |
|--|------------------------------|
| Director Ed Bottorff | City of Capitola |
| Director Cynthia Chase | City of Santa Cruz |
| Director Norm Hagen | County of Santa Cruz |
| Director John Leopold | County of Santa Cruz |
| Director Donna Lind | City of Scotts Valley |
| Director Cynthia Mathews | City of Santa Cruz |
| Director Bruce McPherson | County of Santa Cruz |
| Director Dan Rothwell | County of Santa Cruz |
| Director Mike Rotkin | County of Santa Cruz |
| Ex-Officio Director Larry Pageler | UC Santa Cruz |

Ex-Officio Director McKee and Directors Dutra and Rios were absent.

STAFF PRESENT:

Alex Clifford
Julie Sherman

METRO CEO/General Manager
METRO General Counsel

Attachment B

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

None.

3 ANNOUNCEMENTS/PUBLIC COMMENTS

Ex-Officio Director Pageler added commentary to the distributed document entitled, "UCSC Daily Transit Ridership Trends: Fall Quarter Comparisons". (See attached.) UCSC Fall Quarter population is estimated to be 18,500 to 19,000 students and 3,100 staff and faculty.

There was no public comment.

4 REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

Julie Sherman, General Counsel, announced the item to be discussed as noted below.

There was no public comment.

RECESS TO CLOSED SESSION AT 9:10AM

SECTION II: CLOSED SESSION

5 CONFERENCE WITH LABOR NEGOTIATORS (GOVERNMENT CODE SECTION 54957.6)

Agency Negotiators:

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

Employee Organization:

UTU, Local 23

Director Rotkin departed at 9:28AM

SECTION III: RECONVENE TO OPEN SESSION AT 9:29AM

6 REPORT OF CLOSED SESSION ITEMS

Julie Sherman, General Counsel, announced there were no reportable actions.

There was no public comment.

7 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, NOVEMBER 17, 2017 AT 9:00 AM, AT THE WATSONVILLE CITY CHAMBERS, 275 MAIN STREET, WATSONVILLE, CA

Vice Chair McPherson announced the next meeting as above.

8 ADJOURNMENT

Vice Chair McPherson adjourned the meeting at 9:30AM.

Respectfully submitted,

Gina Pye
Executive Assistant

9-03B.2

Attachment B

UCSC Daily Transit Ridership Trends: Fall Quarter Comparisons

Daily ridership counts collected by SCMTD and UCSC TAPS Campus Transit provide a metric for comparison of overall operational utilization of the two systems over time. The two charts to the right illustrate daily transit ridership by UCSC affiliates during the Fall Academic Quarter, starting the First Day of Instruction and continuing through the last day of the Quarter.

SCMTD Trends: The upper chart shows daily UCSC ridership throughout the SCMTD service area (excluding Hwy 17 Express). Peak ridership consistently occurs on Fridays.

The Fall 2017 data (green line), representing daily ridership from September 28th through October 31st, reflects an overall increase of 7.24% over the same period in Fall 2016.

UCSC ridership the first Friday of instruction totaled 15,933 boardings.

Average UCSC ridership weekdays increased by 940 boardings, while the same for weekends grew by 457 boardings.

Overall, UCSC's Metro ridership during October 2017 is up 12.43% from October 2016. While some of this increase is due to the new Route 22 bus operating along Western Drive, preliminary analysis shows ridership increases on all Metro routes serving UCSC's main campus.

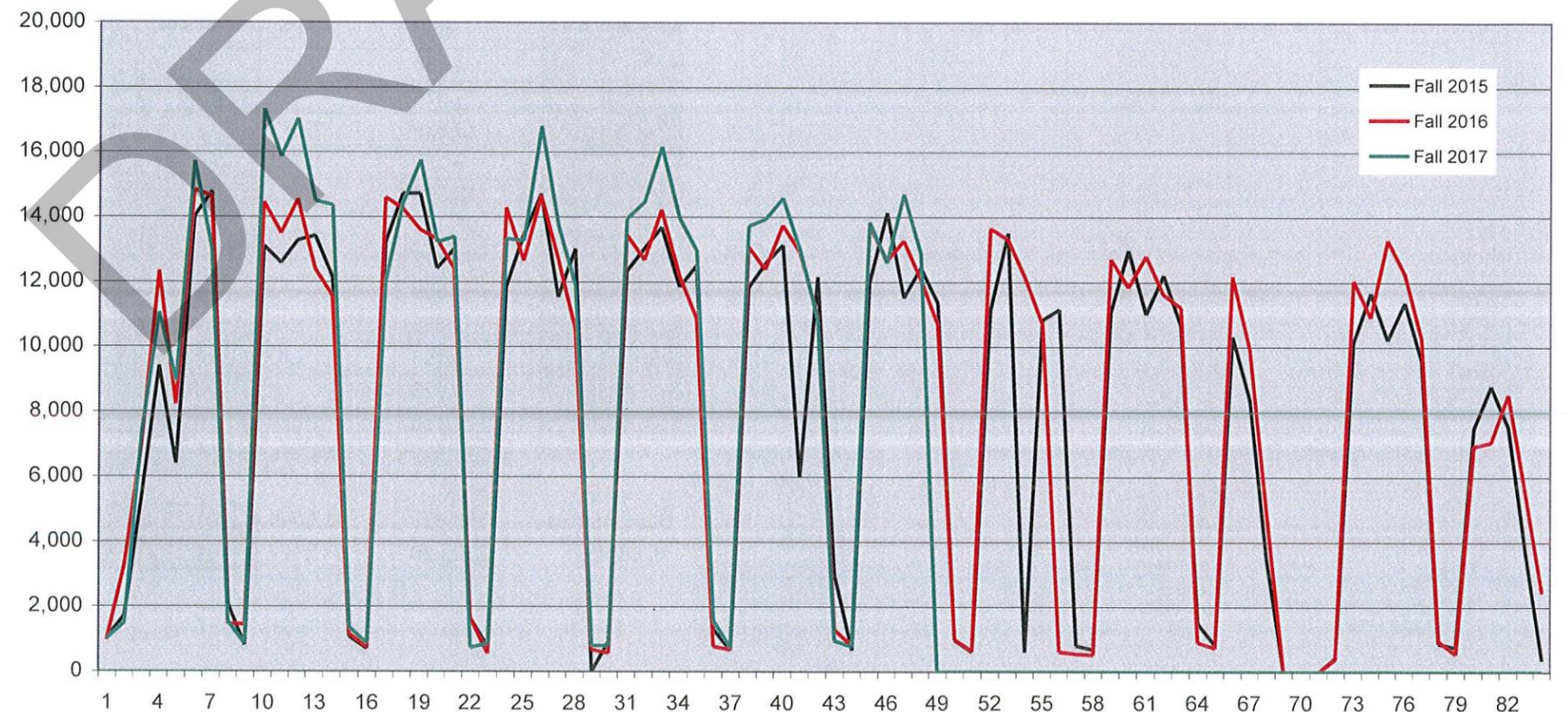
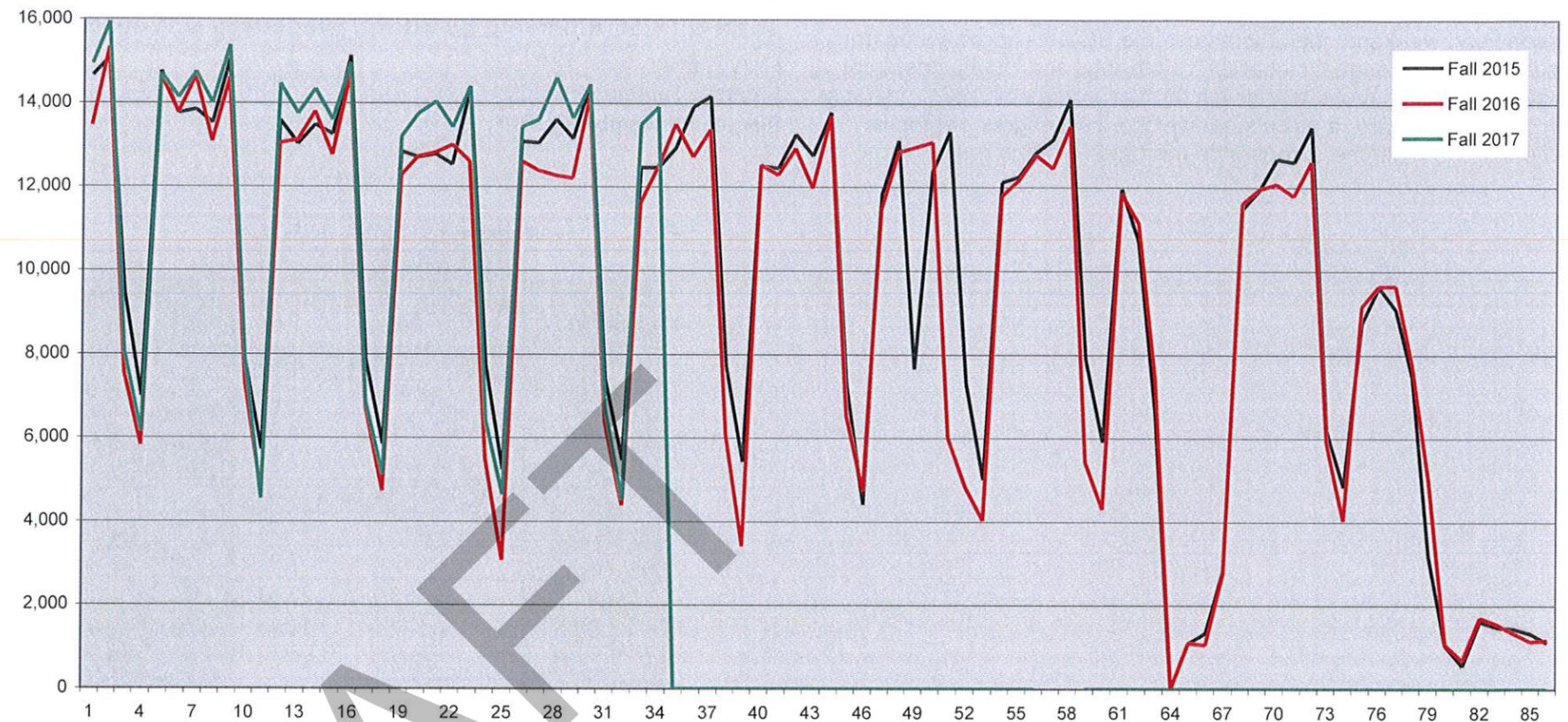
Passbys by Routes 15, 16 and 19 at Bay/Mission continue to be reported half-way through Fall Quarter.

Campus Transit Trends: The lower chart shows daily ridership on UCSC TAPS's Day and Night Shuttle routes, which operate on-campus 7:25am-12:00am weekdays and 6:00pm-12:00am weekends. Peak ridership typically occurs on Wednesdays.

Overall daily ridership is up 6.18% compared with the same period during Fall 2016.

Ridership has exceeded 17,000 boardings on three days so far, with a new single-day record of 17,507—while Metro carried 14,705 UCSC riders the same day.

Loop Shuttles are frequently leaving the main entrance at capacity during peak morning while Metro buses enter the campus at capacity.



Attachment B

Systemwide Ridership by UCSC: The tables to the right summarize weekday and weekend ridership across the SCMTD service area from September 28th through October 31st. Both total and UCSC ridership are shown for each route, along with the percentage of UCSC ridership per route. Additionally, a calculated average passengers per trip is provided to illustrate the comparable utilization of each route.

Total & UCSC Ridership by Route, Weekdays & Weekends, AY2018

Larry Pageler, UCSC TAPS

Created: September 16, 2017

Revised: November 9, 2017

| Weekdays 9/28/17 - 10/31/17 | | | | |
|-----------------------------|--------------|---------|------------|-----------|
| Route | Total Riders | UCSC | | Pass/Trip |
| | | Riders | % of Total | |
| 31 | 1,774 | 558 | 31.45% | 11.75 |
| 32 | | | | |
| 10 | 41,617 | 40,013 | 96.15% | 74.18 |
| 15 | 67,253 | 63,803 | 94.87% | 79.40 |
| 16 | 132,201 | 127,510 | 96.45% | 88.73 |
| 16ST | | | | |
| 19 | 47,037 | 44,581 | 94.78% | 78.00 |
| 20 | 8,673 | 7,916 | 91.27% | 69.38 |
| 200 | 25,555 | 22,824 | 89.31% | 94.30 |
| 20D | 10,557 | 10,402 | 98.53% | 40.29 |
| 22 | 15,762 | 15,647 | 99.27% | 51.68 |
| 33 | 400 | 3 | 0.75% | 8.33 |
| 34 | 43 | - | 0.00% | 2.39 |
| 35(A) | 32,041 | 1,752 | 5.47% | 21.30 |
| 40 | 1,222 | 20 | 1.64% | 26.57 |
| 41 | 697 | 150 | 21.52% | 14.52 |
| 42 | 1,236 | 219 | 17.72% | 19.62 |
| 55 | 4,918 | 81 | 1.65% | 22.87 |
| 66 | 13,639 | 2,033 | 14.91% | 20.27 |
| 68 | 9,130 | 1,969 | 21.57% | 16.75 |
| 69A | 18,533 | 1,792 | 9.67% | 33.88 |
| 69W | 26,458 | 2,458 | 9.29% | 36.75 |
| 71 | 57,172 | 3,369 | 5.89% | 37.27 |
| 72 | 5,003 | 30 | 0.60% | 19.10 |
| 74(S) | 1,063 | 3 | 0.28% | 24.16 |
| 75 | 6,363 | 10 | 0.16% | 20.20 |
| 79 | 2,028 | 3 | 0.15% | 8.18 |
| 91X | 21,138 | 1,230 | 5.82% | 22.18 |
| | 551,513 | 348,376 | 63.17% | 44.48 |

| | | | |
|-------------|---------|---------|--------|
| UCSC Routes | 332,893 | 317,049 | 95.24% |
| All Others | 218,620 | 31,327 | 14.33% |

| Weekends 9/28/16 - 10/31/17 | | | | |
|-----------------------------|--------------|--------|------------|-----------|
| Route | Total Riders | UCSC | | Pass/Trip |
| | | Riders | % of Total | |
| 31 | | | | |
| 32 | 488 | 204 | 41.80% | 10.84 |
| 10 | 6,431 | 5,983 | 93.03% | 100.48 |
| 15 | | | | |
| 16 | 33,110 | 31,246 | 94.37% | 105.78 |
| 16ST | 4,015 | 3,848 | 95.84% | 125.47 |
| 19 | 9,954 | 9,291 | 93.34% | 104.78 |
| 20 | 4,221 | 3,889 | 92.13% | 91.76 |
| 200 | 5,817 | 5,369 | 92.30% | 111.87 |
| 20D | | | | |
| 22 | | | | |
| 33 | | | | |
| 34 | | | | |
| 35(A) | 6,333 | 266 | 4.20% | 23.99 |
| 40 | | | | |
| 41 | | | | |
| 42 | 389 | 70 | 17.99% | 21.61 |
| 55 | 170 | 3 | 1.76% | 8.50 |
| 66 | 3,930 | 796 | 20.25% | 18.11 |
| 68 | 1,543 | 365 | 23.66% | 14.84 |
| 69A | 7,001 | 1,164 | 16.63% | 32.26 |
| 69W | 6,803 | 1,007 | 14.80% | 31.94 |
| 71 | 13,531 | 784 | 5.79% | 27.73 |
| 72 | 640 | 8 | 1.25% | 14.22 |
| 74(S) | | | | |
| 75 | 2,298 | 13 | 0.57% | 22.98 |
| 79 | 205 | - | 0.00% | 7.59 |
| 91X | | | | |
| | 106,879 | 64,306 | 60.17% | 45.29 |

| | | | |
|-------------|--------|--------|--------|
| UCSC Routes | 63,548 | 59,626 | 93.83% |
| All Others | 43,331 | 4,680 | 10.80% |



DATE: November 17, 2017
TO: Board of Directors
FROM: April Warnock, Paratransit Superintendent
SUBJECT: ACCEPT AND FILE THE METRO PARACRUZ OPERATIONS STATUS REPORT FOR JULY, AUGUST AND SEPTEMBER 2017

I. RECOMMENDED ACTION

That METRO's Board of Directors accept and file the quarterly METRO ParaCruz Operations Status Report for July, August and September 2017.

II. SUMMARY OF ISSUES

- Summary review of monthly operational statistics for ParaCruz.
- Summary of monthly operational information about ParaCruz.

III. DISCUSSION/BACKGROUND

Comparing June 2017 statistics to July 2017, ParaCruz rides decreased by 376 rides. Comparing July 2017 statistics to August 2017, ParaCruz rides increased by 267 rides. Comparing August 2017 statistics to September 2017, rides increased by 623 rides.

Comparing the monthly statistics of FY17 to the monthly statistics of FY18:

- In July, the number of ParaCruz rides decreased by 204.
- In August, the number of ParaCruz rides decreased by 240.
- In September, ParaCruz number of rides decreased by 254.

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

V. COORDINATION

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

VI. FINANCIAL CONSIDERATIONS

There are no financial considerations for this report.

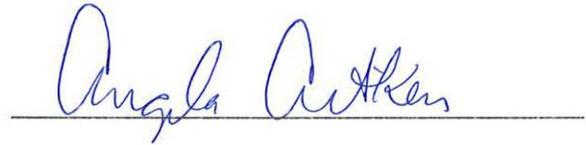
VII. ATTACHMENTS

- Attachment A:** ParaCruz On-time Performance Charts for July, August, and September 2017
- Attachment B:** Comparative Operating Statistics Tables for July, August, and September 2017
- Attachment C:** Number of Rides Comparison Chart
- Attachment D:** Shared vs. Total Rides Chart
- Attachment E:** Annual Miles Comparison
- Attachment F:** Monthly Assessments

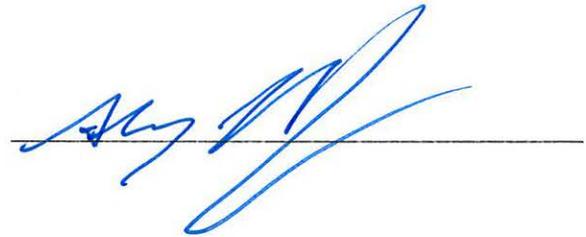
Prepared by: April Warnock, Paratransit Superintendent

VII. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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Attachment A

Board Meeting November 11, 2017

ParaCruz On-time Performance Report for July 2017.

| | July 2016 | July 2017 |
|--|------------------|------------------|
| Total pick ups | 5855 | 5651 |
| *Percent in "ready window" | 88.11% | 78.29% |
| 1 to 5 minutes late | 5.00% | 6.09% |
| 6 to 10 minutes late | 3.02% | 4.76% |
| 11 to 15 minutes late | 1.45% | 3.31% |
| 16 to 20 minutes late | .75% | 2.57% |
| 21 to 25 minutes late | .72% | 1.43% |
| 26 to 30 minutes late | .39% | 1.13% |
| 31 to 35 minutes late | .26% | .90% |
| 36 to 40 minutes late | .20% | .53% |
| 41 or more minutes late (excessively late/missed trips) | .09% | .99% |
| Total beyond "ready window" | 11.89% | 21.71% |

*Target: 95%

On-time Performance

During July, ParaCruz' on-time performance dropped significantly due to lack of staffing. The latest group of ParaCruz Operators, hired June 5, 2017, was in training, and not in revenue service. In compliance with the ParaCruz UTU MOU (13.02 Scheduling of Annual Leave), the summer bid increased annual leave slots from three to four, all of which were utilized. Additionally, ParaCruz had two Operators absent on long term disability. This put the number of available working ParaCruz Operators at nineteen per weekday, not including pre-approved medical time off.

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

During the month of July 2017, ParaCruz received eight (8) Customer Service Reports. Four (4) of the reports were valid; late pick-ups for 5 consecutive trips; late pick-up and almost kicked off for no fare; a late pick-up; and an Operator hitting a speed bump at high speed. Two (2) of the reports were not valid; an Operator talking to himself and a client who no-showed then had to take a taxi home. Two (2) of the reports were compliments; one for a ParaCruz Operator; another complimented all of ParaCruz.

Attachment A

Board Meeting November 11, 2017

ParaCruz On-time Performance Report for August 2017.

| | August 2016 | August 2017 |
|--|--------------------|--------------------|
| Total pick ups | 6158 | 5918 |
| *Percent in “ready window” | 88.49% | 83.52% |
| 1 to 5 minutes late | 5.21% | 5.27% |
| 6 to 10 minutes late | 2.84% | 3.90% |
| 11 to 15 minutes late | 1.81% | 2.48% |
| 16 to 20 minutes late | 1.20% | 1.86% |
| 21 to 25 minutes late | .55% | 1.06% |
| 26 to 30 minutes late | .27% | .57% |
| 31 to 35 minutes late | .14% | .54% |
| 36 to 40 minutes late | .07% | .22% |
| 41 or more minutes late (excessively late/missed trips) | .03% | .56% |
| Total beyond “ready window” | 11.51% | 16.48% |

*Target: 95%

On-time Performance

During August, ParaCruz’ on-time performance improved 5.23% from last month. The latest group of ParaCruz Operators (3), who are not in revenue service, were performing actual rides as part of their training. In compliance with the ParaCruz UTU MOU (13.02 Scheduling of Annual Leave), the summer bid increased annual leave slots from three to four, all of which were utilized. Additionally, ParaCruz had two Operators absent on long term disability, a third Operator out starting August 28. This put the number of available working ParaCruz Operators at nineteen per weekday, plus the trainees work, comes to roughly twenty Operators available.

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

During the month of August 2017, ParaCruz received six (6) Customer Service Reports. One (1) report was valid, a late pick-up. One (1) of the reports was not valid, client claims an Operator was rude because he would not wait for the client any longer than five minutes. Four (4) of the reports were compliments; all for different ParaCruz Operators.

Attachment A

Board Meeting November 11, 2017

ParaCruz On-time Performance Report for September 2017.

| | September 2016 | September 2017 |
|--|-----------------------|-----------------------|
| Total pick ups | 6795 | 6541 |
| *Percent in “ready window” | 85.03% | 81.87% |
| 1 to 5 minutes late | 5.68% | 5.82% |
| 6 to 10 minutes late | 4.45% | 4.07% |
| 11 to 15 minutes late | 2.70% | 2.83% |
| 16 to 20 minutes late | 1.53% | 1.80% |
| 21 to 25 minutes late | 1.09% | 1.19% |
| 26 to 30 minutes late | .37% | .89% |
| 31 to 35 minutes late | .29% | .41% |
| 36 to 40 minutes late | .15% | .47% |
| 41 or more minutes late (excessively late/missed trips) | .26% | .64% |
| Total beyond “ready window” | 14.97% | 18.13% |

*Target: 95%

On-time Performance

During September, ParaCruz' on-time performance decreased by 1.65% from last month. The latest group of ParaCruz Operators (3), were fully qualified for revenue service August 25, and now performing rides on their own. A new Operator was hired September 18. In compliance with the ParaCruz UTU MOU (13.02 Scheduling of Annual Leave), the fall bid decreased annual leave slots from four to three. This month, ParaCruz had three Operators absent on long term disability. This put the number of available working ParaCruz Operators at twenty-two per weekday.

ParaCruz Management has met with the ParaCruz Dispatch/Schedulers to discuss and implement processes and priorities in an effort to strengthen and improve on-time performance.

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

During the month of September 2017, ParaCruz received three (3) Customer Service Reports. One (1) of the reports was valid; a ride was late, client took her own car. Two (2) of the reports were not valid; one client claims he was not called for a time change, and another client claims the Operator would not carry all her bags for her.

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Attachment B

Board Meeting November 17, 2017

Comparative Operating Statistics through July 2017

| | July 2016 | July 2017 | FY 17 | FY 18 | Performance Averages | Performance Goals |
|---------------------------------|------------------|------------------|--------------|--------------|-----------------------------|----------------------------------|
| Requested | 6,626 | 6,398 | 6,626 | 6,398 | 7,009 | |
| Performed | 5,855 | 5,651 | 5,855 | 5,651 | 6,141 | |
| Cancels | 21.6% | 22.41% | 21.6% | 22.41% | 22.06% | |
| No Shows | 3.74% | 3.24% | 3.74% | 3.24% | 3.33% | Less than 3% |
| Total miles | 48,777 | 47,578 | 48,777 | 47,578 | 50,334 | |
| Av trip miles | 5.96 | 6.36 | 5.96 | 6.36 | 6.07 | |
| Within ready window | 88.11% | 78.29% | 88.11% | 78.29% | 83.29% | 92.00% or better |
| Call center volume | N/A | 5236 | N/A | 5236 | N/A | |
| Hold times less than 2 minutes | N/A | 92.1% | N/A | 92.1% | N/A | Greater than 90% |
| Distinct riders | 699 | 670 | 699 | 670 | 703 | |
| Most frequent rider | 53 rides | 53 rides | 53 rides | 53 rides | 50 rides | |
| Shared rides | 61.7% | 68.2% | 61.7% | 68.2% | 65.26% | Greater than 60% |
| Passengers per rev hour | 1.78 | 1.99 | 1.78 | 1.99 | 1.90 | Greater than 1.6 passengers/hour |
| Rides by supplemental providers | 2.90% | N/A | 2.90% | N/A | N/A | No more than 25% |
| Vendor cost per ride | \$25.44 | N/A | \$25.44 | N/A | N/A | |
| Rides < 10 miles | 67.30% | 62.34% | 67.30% | 64.90% | 64.51% | |
| Rides > 10 | 32.70% | 37.66% | 32.70% | 35.10% | 35.65% | |
| Denied Rides | 0 | 0 | 0 | 0 | 0 | Zero |
| Missed Trips | 2 | 56 | 2 | 56 | 26 | |
| Excessively Long Trips | 5 | 2 | 5 | 2 | N/A | New Stat Jan 2017 |
| # Trips at Base Fare | 4,157 | 4,212 | 4,157 | 4,212 | | |
| # Trips > Base Fare | 1,698 | 1,439 | 1,698 | 1,439 | | |

Attachment B

Board Meeting November 17, 2017

Comparative Operating Statistics through August 2017.

| | August 2016 | August 2017 | FY 17 | FY 18 | Performance Averages | Performance Goals |
|---------------------------------|--------------------|--------------------|--------------|--------------|-----------------------------|----------------------------------|
| Requested | 6,741 | 6,588 | 13,367 | 12,986 | 6,996 | |
| Performed | 6,158 | 5,918 | 12,013 | 11,569 | 6,121 | |
| Cancels | 19.63% | 21.34% | 20.60% | 21.87% | 22.21% | |
| No Shows | 2.91% | 3.22% | 3.32% | 3.23% | 3.36% | Less than 3% |
| Total miles | 52,513 | 51,011 | 101,290 | 98,589 | 50,209 | |
| Av trip miles | 6.06 | 6.36 | 6.01 | 6.36 | 6.10 | |
| Within ready window | 88.49% | 83.52% | 88.30% | 80.97% | 82.88% | 92.00% or better |
| Call center volume | N/A | 5408 | N/A | 10,644 | N/A | |
| Hold times less than 2 minutes | N/A | 92.3% | N/A | 92.2% | N/A | Greater than 90% |
| Distinct riders | 721 | 683 | 922 | 859 | 700 | |
| Most frequent rider | 49 rides | 60 rides | 93 rides | 108 rides | 51 rides | |
| Shared rides | 59.3% | 64.4% | 60.5% | 66.2% | 65.68% | Greater than 60% |
| Passengers per rev hour | 1.72 | 1.89 | 1.75 | 1.94 | 1.92 | Greater than 1.6 passengers/hour |
| Rides by supplemental providers | 3.54% | N/A | 3.23% | N/A | N/A | No more than 25% |
| Vendor cost per ride | \$27.64 | N/A | \$26.68 | N/A | N/A | |
| Rides < 10 miles | 66.00% | 64.06% | 64.24% | 64.48% | 64.35% | |
| Rides > 10 | 34.00% | 35.04% | 35.76% | 35.52% | 35.65% | |
| Denied Rides | 0 | 0 | 0 | 0 | 0 | Zero |
| Missed Trips | 2 | 33 | 7 | 89 | 29 | N/A |
| Excessively Long Trips | 1 | 0 | 1 | 2 | N/A | New Stat Jan 2017 |
| # Trips Base Fare | 4,573 | 4,482 | 8,730 | 8,694 | | |
| # Trips > Base Fare | 1,585 | 1,436 | 3,283 | 2,875 | | |

Attachment B

Board Meeting November 17, 2017

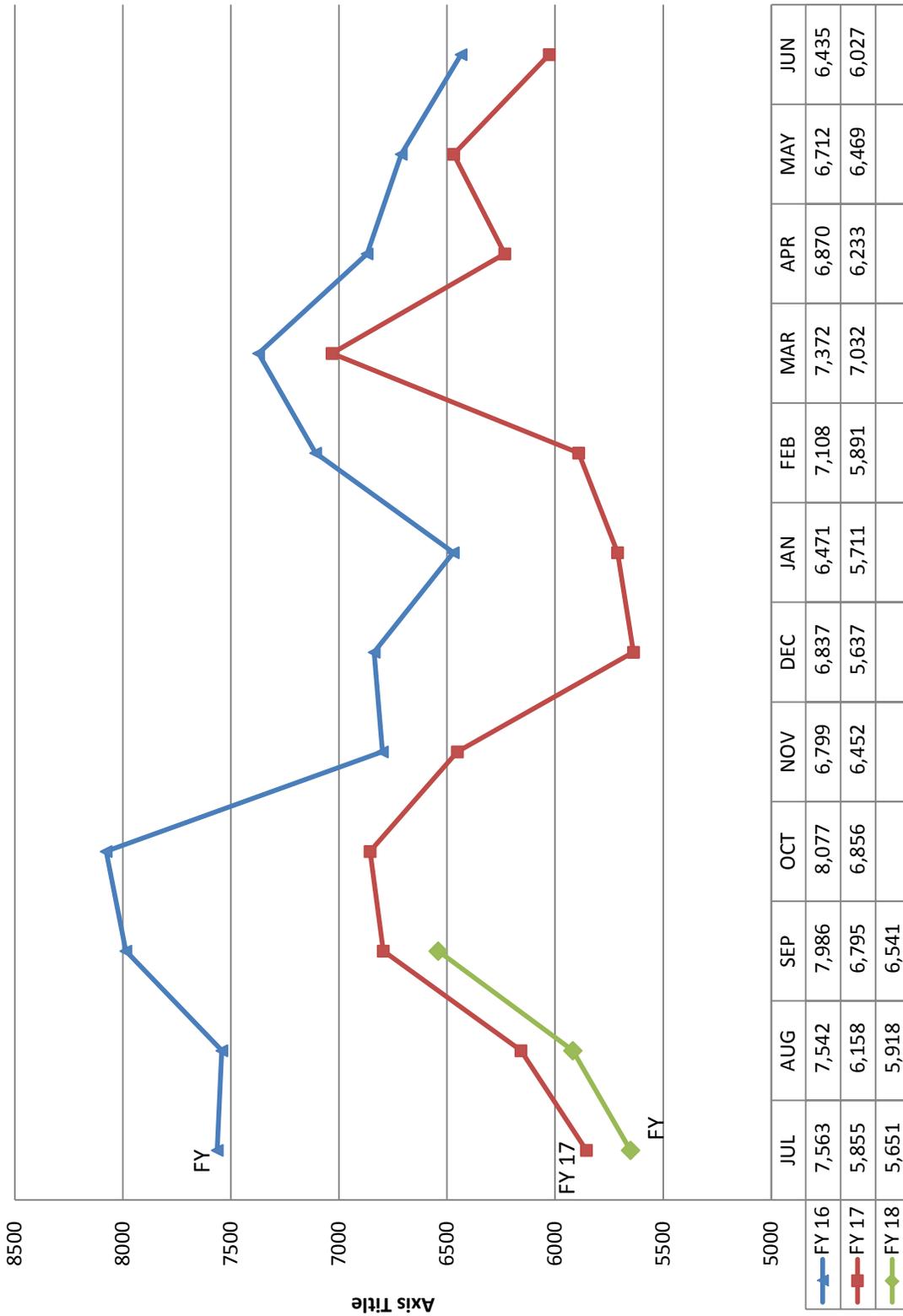
Comparative Operating Statistics through September 2017.

| | Sept 2016 | Sept 2017 | FY 17 | FY 18 | Performance Averages | Performance Goals |
|---------------------------------|------------------|------------------|--------------|--------------|-----------------------------|----------------------------------|
| Requested | 7,497 | 7,221 | 20,864 | 20,207 | 6,996 | |
| Performed | 6,795 | 6,541 | 18,808 | 18,110 | 6,121 | |
| Cancels | 19.86% | 20.38% | 20.34% | 21.34% | 22.21% | |
| No Shows | 3.49% | 3.23% | 3.38% | 3.23% | 3.36% | Less than 3% |
| Total miles | 53,982 | 51,532 | 155,272 | 150,121 | 50,208 | |
| Av trip miles | 6.00 | 5.92 | 6.01 | 6.20 | 6.10 | |
| Within ready window | 85.03% | 81.87% | 87.12% | 81.29% | 82.88% | 92.00% or better |
| Call center volume | N/A | 5589 | N/A | 16,233 | N/A | |
| Hold times less than 2 minutes | N/A | 92.2% | N/A | 92.2% | N/A | Greater than 90% |
| Distinct riders | 716 | 717 | 1,086 | 1,018 | 700 | |
| Most frequent rider | 44 rides | 46 rides | 130 rides | 145 rides | 51 rides | |
| Shared rides | 61.3% | 70.1% | 62.6% | 67.6% | 65.68% | Greater than 60% |
| Passengers per rev hour | 1.95 | 2.01 | 1.82 | 1.97 | 1.92 | Greater than 1.6 passengers/hour |
| Rides by supplemental providers | 13.25% | N/A | 6.85% | N/A | N/A | No more than 25% |
| Vendor cost per ride | \$24.20 | N/A | \$24.95 | N/A | N/A | |
| Rides < 10 miles | 64.88% | 63.09% | 65.68% | 63.98% | 64.35% | |
| Rides > 10 | 35.12% | 36.91% | 34.32% | 36.02% | 35.65% | |
| Denied Rides | 0 | 0 | 0 | 0 | 0 | Zero |
| Missed Trips | 16 | 42 | 23 | 131 | 29 | N/A |
| Excessively Long Trips | 0 | 2 | 5 | 4 | N/A | New Stat Jan 2017 |
| # Trips Base Fare | 4,907 | 4,800 | 13,637 | 13,494 | | |
| # Trips > Base Fare | 1,888 | 1,741 | 5,171 | 4,616 | | |

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Attachment C

Number of Rides Comparison



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Attachment D

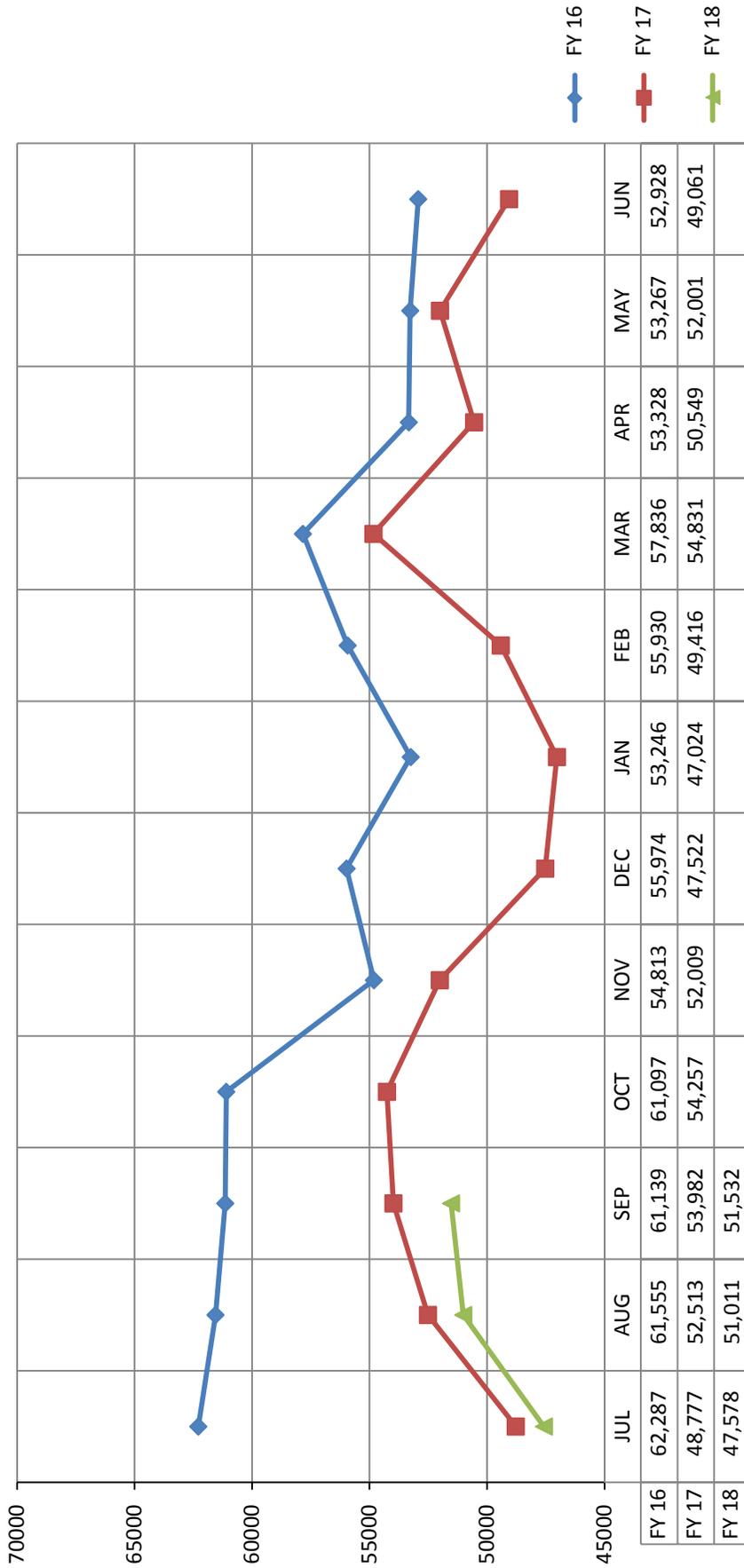
Total Ride vs. Shared Ride Count



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Attachment E

Annual Miles Comparison



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Attachment F

Board Meeting November 17, 2017

Monthly Assessments

| | UNRESTRICTED | RESTRICTED CONDITIONAL | RESTRICTED TRIP BY TRIP | TEMPORARY | DENIED | TOTAL |
|----------------|--------------|---------------------------|----------------------------|-----------|--------|-------|
| OCTOBER 2016 | 53 | 0 | 2 | 2 | 0 | 57 |
| NOVEMBER 2016 | 24 | 0 | 1 | 3 | 0 | 28 |
| DECEMBER 2016 | 28 | 0 | 0 | 3 | 0 | 31 |
| JANUARY 2017 | 50 | 0 | 1 | 1 | 0 | 52 |
| FEBRUARY 2017 | 27 | 0 | 0 | 2 | 0 | 29 |
| MARCH 2017 | 50 | 0 | 0 | 1 | 0 | 51 |
| APRIL 2017 | 22 | 0 | 0 | 3 | 0 | 25 |
| MAY 2017 | 22 | 0 | 0 | 2 | 1 | 25 |
| JUNE 2017 | 36 | 0 | 1 | 1 | 0 | 38 |
| JULY 2017 | 37 | 0 | 0 | 3 | 0 | 40 |
| AUGUST 2017 | 37 | 0 | 0 | 2 | 0 | 39 |
| SEPTEMBER 2017 | 42 | 0 | 1 | 1 | 0 | 44 |

Number of Eligible Riders for the month of July 2017 = 3,616

Number of Eligible Riders for the month of August 2017 = 3,667

Number of Eligible Riders for the month of September 2017 = 3,734

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DATE: November 17, 2017
TO: Board of Directors
FROM: Barrow Emerson, Planning & Development Manager
**SUBJECT: ACCEPT AND FILE METRO SYSTEM RIDERSHIP REPORTS FOR THE
FIRST QUARTER OF FY18**

I. RECOMMENDED ACTION

This report is for informational purposes only. No action is required.

II. SUMMARY

- This report contains ridership summaries and ridership by route for Santa Cruz Metropolitan Transit District (METRO) fixed route bus service for the first quarter (Q1) of FY18 (July 1 – September 30, 2017).
- Quarterly ridership reports are provided to keep the Board of Directors apprised of METRO's ridership statistics and ridership trends.

III. DISCUSSION/BACKGROUND

Attachment A shows system-wide and college student ridership statistics for Q1 of FY18 and makes comparisons with ridership statistics from Q1 of FY17. This report also displays the use of regular fare and regular and youth pass usage, as well as fare and pass usage by seniors and people with disabilities.

FY18 Q1 system-wide ridership decreased 17.1%.

Reason(s) that Fixed-Route quarterly and YTD ridership decreased include:

- Ridership comparison includes two months of service prior to the service reduction implemented on September 8th, 2016 which decreased trips operated system-wide by 19.0%
- The ridership in Q1 of FY17 was the highest Q1 ridership seen since FY12 so any comparisons of boardings from FY18 to FY17 are likely to show decreased ridership.
- Decreased Hwy 17 ridership contributed to overall ridership reduction, though Hwy 17 remains about 8% of overall ridership as it was in Q1 of FY17.
- Decreased UCSC ridership contributed to overall ridership reduction. In Q1 of FY17 UCSC comprised 31.4% of all boardings but only make up 29.5% of all boardings in FY18 Q1.
- Increased car ownership rates across the U.S. are higher than before the recession among all households, despite increasing gas prices. Unemployment rates are

decreasing which suggests that as joblessness declines people feel a greater need for a car.

- Ride hailing services, such as Lyft or Uber may be undermining transit ridership, especially on UCSC routes, if they are providing quicker more convenient service

Hwy 17 quarterly ridership decreased 14.0%.

Reason(s) that Hwy 17 quarterly and YTD ridership decreased include:

- Reduced on-time performance, primarily a result of increased congestion
- Inability to meet high ridership demand during peak commute times may have deterred discretionary riders with access to vehicles from continuing to use this service.
- Ridership comparison includes two months of service prior to the service reduction implemented on September 8th, 2016 which decreased trips operated on this route by 9.4%

UCSC ridership decreased 22.1% in Q1 of FY18

Reason(s) that quarterly UCSC ridership decreased include:

- There were 5 less UCSC school days in Q1 FY18 compared to Q1 FY17. As UCSC comprises a substantial portion of our ridership the affect of the loss of 5 UCSC calendar days is distinct.

Quarterly Discounted Pass and Cash Fare usage decreased 14.7% and 11.0%, respectively

Reason(s) that quarterly discounted pass and cash fare usage decreased include:

- Ridership comparison includes two months of service prior to the service reduction implemented on September 8th, 2016 which decreased trips operated system-wide by 19.0%
- System-wide ridership decreased 17.1% due to factors mentioned previously, affecting overall discounted pass usage.
- Due to implementation of the Cabrillo Student Bus Pass Program in fall 2016 less discount passes are sold on campus and through their Ticket Vending Machine (TVM). There were over 60,000 Cabrillo boardings in FY18 Q1, a 59.7% increase from FY17 Q1. This substantial increase is in large part due to providing the Student Pass Program for the entirety of FY18 Q1, whereas this program began at the end of August FY17.
- Possible increased use of alternative transportation for seniors and people with disabilities, such as Lift Line.

Quarterly Regular Pass and Cash Fare totals decreased 24.5% and 17.4%, respectively.

Reason(s) that quarterly regular pass and cash fare usage decreased include:

- System-wide ridership decreased 17.1% due to factors mentioned previously, affecting overall pass usage.
- Ridership comparison includes two months of service prior to the service reduction implemented on September 8th, 2016 which decreased trips operated system-wide by 19.0%
- Loss of discretionary riders after service reduction. As pass purchases require more financial commitment up-front, discretionary riders are more likely to purchase passes than our transit dependent riders.
- Due to implementation of the Cabrillo Student Bus Pass Program in fall 2016 less discount passes are sold on campus and through their Ticket Vending Machine (TVM). There were over 60,000 Cabrillo boardings in FY18 Q1, a 59.7% increase from FY17 Q1. This substantial increase is in large part due to providing the Student Pass Program for the entirety of FY18 Q1, whereas this program began at the end of August in FY17.

Attachment B shows average ridership per trip for all weekday and weekend routes in Q1 of FY18. System-wide, there are 21 riders per trip on weekdays and weekends.

- The weekday route with the highest ridership average is route 15.
 - This route serves UCSC via Laurel West
- The weekend route with the highest ridership average is the route 16ST
 - This route is supplemental to the route 16, which serves UCSC via Laurel East, and provides additional service primarily to UCSC students on the weekends
- The weekday route with the lowest ridership average is route 34.
 - This route serves South Felton during the SLVUSD school term.
- The weekend route with the lowest ridership average is route 79.
 - This route serves Pajaro/East Lake.

IV. FINANCIAL CONSIDERATIONS/IMPACT

Revenue derived from passenger fares and passes is reflected in the FY17 operating budget.

V. ALTERNATIVES CONSIDERED

There are no alternatives to consider.

VI. ATTACHMENTS

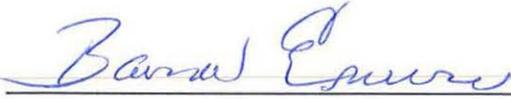
Attachment A: Quarterly System Ridership Summary for FY18 Q1 (July 1– September 30, 2017)

Attachment B: Quarterly Average Ridership by Route Report for FY18 Q1 (July 1 – September 30, 2017)

Prepared By: Cayla Hill, Administrative Specialist

VII. APPROVALS:

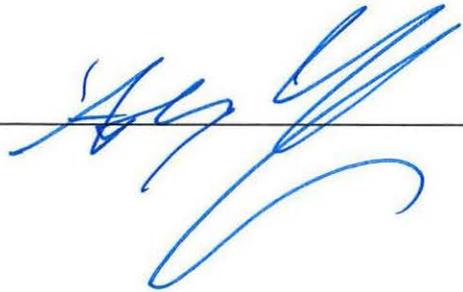
Barrow Emerson,
Planning and Development Manager



Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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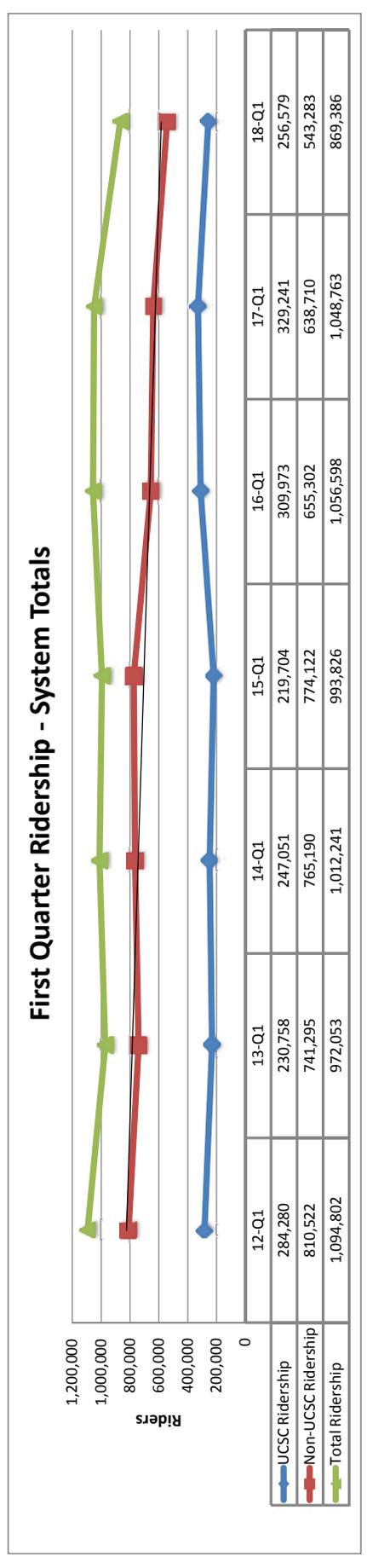
Quarterly System Ridership Summary

FY18Q1 (July 1, 2017 - September 30, 2017)

| Calendar Operating Days | | Discounted Pass Usage (Senior/Disabled) | | | Regular Pass Usage | | |
|------------------------------|-----------|---|-----------------------|---------|--------------------|-----------|----------|
| | This Year | Last Year | Quarterly Totals (Q1) | | This Year | Last Year | % Change |
| | | | FY18 Q1 | FY17 Q1 | | | |
| Weekdays | 65 | 66 | | | 109,049 | 146,541 | -25.6% |
| Weekends | 27 | 26 | | | 25,340 | 31,030 | -18.3% |
| UCSC School Days * | 2 | 7 | | | 10,893 | 14,806 | -26.4% |
| Cabrillo Bus Pass Program ** | 91 | 24 | | | 145,282 | 192,377 | -24.5% |

| Discounted Cash Usage (Senior/Disabled) | | | Regular Cash Usage | | |
|---|-----------------------|-----------|--------------------|-----------|----------|
| | Quarterly Totals (Q1) | | This Year | Last Year | % Change |
| | This Year | Last Year | | | |
| Local Single Cash Fare | 56,244 | 63,222 | 183,052 | 223,913 | -18.2% |
| Local Day Pass Cash Fare | 5,051 | 5,793 | 3,952 | 5,680 | -30.4% |
| Hwy 17 Single Cash Fare | 6,330 | 6,972 | 31,863 | 35,332 | -9.8% |
| Total Cash Usage | 67,625 | 75,987 | 1,258 | 1,645 | -23.5% |
| Total Pass Usage | | | 220,125 | 266,570 | -17.4% |

| Quarterly System Totals | | | Quarterly Student Pass Totals | | |
|-------------------------|---------------------------------|-----------|-------------------------------|-----------|----------|
| | Quarterly Ridership Totals (Q1) | | This Year | Last Year | % Change |
| | FY18 Q1 | FY17 Q1 | | | |
| Local Fixed Route | 799,862 | 967,951 | 256,579 | 329,241 | -22.1%* |
| Highway 17 Express | 69,524 | 80,812 | 60,691 | 38,012 | 59.7%** |
| System Total | 869,386 | 1,048,763 | 317,270 | 367,253 | -13.6% |



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Attachment B

Quarterly Average Ridership by Route Report

| July 1, 2017-September 30, 2017 | | Average Weekday Ridership per Trip | | | | Average Weekend Ridership per Trip | | | | | |
|---|---------------------------------|------------------------------------|-------------|-----------------|---------------------------|------------------------------------|--------|-------------|-----------------|---------------------------|----------------|
| Route | Corridor | Riders | UCSC Riders | Cabrillo Riders | Discount Fares and Passes | Regular Passes | Riders | UCSC Riders | Cabrillo Riders | Discount Fares and Passes | Regular Passes |
| UCSC | | | | | | | | | | | |
| 10 | UCSC via High St. | 32 | 27 | 0 | 1 | 2 | 20 | 16 | 0 | 2 | 1 |
| 15 | UCSC via Laurel West | 64 | 62 | 0 | 1 | 1 | | | | | |
| 16 | UCSC via Laurel East | 41 | 36 | 0 | 1 | 1 | 26 | 22 | 0 | 1 | 1 |
| 16ST | UCSC via Laurel East Supp. | | | | | | 79 | 74 | 0 | 1 | 1 |
| 19 | UCSC via Lower Bay | 39 | 33 | 0 | 2 | 2 | 28 | 22 | 0 | 2 | 1 |
| 20 | UCSC via West Side | 36 | 27 | 1 | 2 | 3 | 26 | 20 | 0 | 2 | 1 |
| 20D | UCSC via West Side Supp. | 31 | 31 | 0 | 0 | 0 | | | | | |
| 22 | UCSC/Coastal Science Campus | 34 | 34 | 0 | 0 | 0 | | | | | |
| Intercity | | | | | | | | | | | |
| 35/35A | Santa Cruz/Scotts Valley/SLV | 17 | 1 | 1 | 4 | 5 | 20 | 1 | 1 | 6 | 5 |
| 69A | Capitola Road/Watsonville | 28 | 1 | 1 | 9 | 5 | 24 | 2 | 1 | 7 | 4 |
| 69W | Cap. Road/Cabrillo/Watsonville | 30 | 2 | 5 | 7 | 6 | 27 | 2 | 2 | 7 | 5 |
| 71 | Santa Cruz to Watsonville | 30 | 1 | 4 | 8 | 6 | 29 | 1 | 1 | 9 | 5 |
| 91X | Santa Cruz/Watsonville Express | 16 | 1 | 6 | 3 | 2 | | | | | |
| Rural | | | | | | | | | | | |
| 33 | Lompico SLV/Felton Faire | 8 | 0 | 0 | 1 | 4 | | | | | |
| 34 | South Felton | 1 | 0 | 0 | 0 | 0 | | | | | |
| 40 | Davenport/North Coast | 18 | 1 | 0 | 2 | 8 | | | | | |
| 41 | Bonny Doon | 10 | 1 | 1 | 1 | 4 | | | | | |
| 42 | Davenport/Bonny Doon | 15 | 2 | 1 | 3 | 4 | 14 | 2 | 1 | 4 | 3 |
| Local | | | | | | | | | | | |
| 3 | Mission/Beach | 7 | 1 | 0 | 2 | 2 | 7 | 1 | 0 | 3 | 1 |
| 4 | Harvey West/Emeline | 17 | 1 | 0 | 8 | 6 | | | | | |
| 55 | Rio Del Mar | 15 | 0 | 4 | 4 | 2 | 8 | 0 | 1 | 4 | 1 |
| 66 | Live Oak via 17th | 14 | 1 | 1 | 5 | 3 | 12 | 1 | 0 | 5 | 2 |
| 68 | Like Oak via Broadway/Portola | 13 | 1 | 1 | 4 | 3 | 10 | 1 | 0 | 4 | 2 |
| 72 | Watsonville Hospital/Pinto Lake | 14 | 0 | 1 | 5 | 2 | 9 | 0 | 0 | 4 | 1 |
| 74S | PVHS/Watsonville Hospital | 14 | 0 | 0 | 1 | 3 | | | | | |
| 75 | Green Valley Road | 17 | 0 | 1 | 7 | 2 | 16 | 0 | 0 | 7 | 2 |
| 79 | Pajaro/East Lake | 8 | 0 | 1 | 3 | 1 | 5 | 0 | 0 | 2 | 1 |
| Highway 17 | | | | | | | | | | | |
| Hwy 17 | Hwy 17 Express | 15 | - | - | 1 | 6 | 18 | - | - | 2 | 2 |
| System-wide Avg. Riders per Trip | | 21 | 9 | 1 | 3 | 3 | 21 | 9 | 1 | 4 | 2 |

19 Calendar Days of SJSU
 24 Calendar Days of Cabrillo
 2 Calendar Days of UCSC

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DATE: November 17, 2017
TO: Board of Directors
FROM: Thomas Hiltner, Grants/Legislative Analyst
SUBJECT: ACCEPT AND FILE QUARTERLY STATUS REPORT OF GRANT APPLICATIONS, ACTIVE GRANTS AND FUTURE OPPORTUNITIES JULY – SEPTEMBER 2017

I. RECOMMENDED ACTION

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

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) received two discretionary grants in September for operating assistance and capital improvements.
- During the quarter, staff submitted multiple applications for discretionary capital grants.
- Previously awarded grant-funded projects are underway to purchase vehicle replacements, upgrade facilities and complete MetroBase.
- METRO has grant applications pending for \$23,975,602, including \$15,507,808 for bus replacements and rebuilds.
- A list of METRO's applications (Attachment A), active grants (Attachment B) and a grant-funding outlook (Attachment C) are provided quarterly to apprise the Board of grants funding status.
- No action is required; this report is for information only.

III. DISCUSSION/BACKGROUND

METRO received two notable discretionary grant awards in September: \$200,000 from the Monterey Bay Air Resources District to operate a downtown Watsonville circulator and \$456,956 from Caltrans to purchase a new CNG bus.

During the quarter, staff submitted four grant applications for capital improvements, three to the Santa Cruz County Regional Transportation Commission's (RTC) and one to the Arts Council Santa Cruz:

- Replacements Buses (6) and vans (4): \$5.2 million
- Bus Rebuilds (16): \$3.6 million

- Automatic Vehicle Locator (AVL) system: \$1.8 million
- Watsonville Transit Center Mural: \$3,000

The RTC and the Arts Council will announce grant awards in December.

In September, state agencies responsible for implementing the Road Repair and Accountability Act (SB 1) released guidelines and solicited project applications for new formula and discretionary programs. Staff will submit the following applications for new formula and discretionary programs in the next quarter:

- State Transit Assistance (STA) State of Good Repair formula funds: \$670,958 to match federal funds for up to nine new CNG buses
- Local Partnership Program formula funds: \$500,000 (est.) for bus rebuilds
- Transit and Intercity Rail Program discretionary funds: \$1.3 million for new fare collection solution
- Solutions for Congested Corridors Program project and budget to be determined for an application due in February.

METRO's priority for all of these programs is bus replacements and rebuilds. Three other items in today's agenda request Board authorization to submit grant applications for the State of Good Repair Program, the Local Partnership Program and the Transit and Intercity Rail Capital Program.

Staff is completing facilities upgrades and vehicle replacements funded from previously awarded grants. Staff ordered a new high-lift bucket truck, requested bids for a garage tow-motor, completed parking lot resurfacing at four properties and continued close-out of MetroBase.

This staff report appraises the Board of grant applications in progress (Attachment A), the awarded grants which fund METRO's operations and capital improvements (Attachment B) and foreseeable opportunities for new grant solicitations (Attachment C) based upon cyclical funding and pending legislation which may produce new grant programs.

IV. FINANCIAL CONSIDERATIONS/IMPACT

Current grant applications (Attachment A) request \$23,975,602 for new projects. The Operating and Capital Budgets will be amended as necessary when grants are awarded.

V. ALTERNATIVES CONSIDERED

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

VI. ATTACHMENTS

Attachment A: Grant Applications as of November 2017

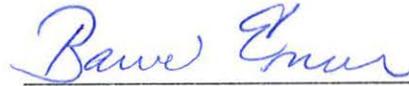
Attachment B: Active Grants as of November 2017

Attachment C: Future Grant Opportunities as seen in November 2017

Prepared By: Thomas Hiltner, Grants/Legislative Analyst

VII. APPROVALS:

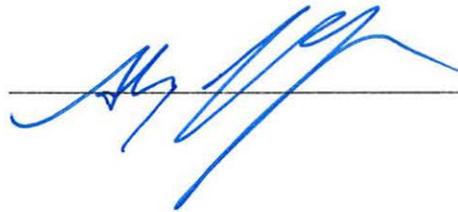
Barrow Emerson, Planning
and Development Manager



Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



Attachment A

Santa Cruz METRO
Grant Applications November 2017

| # | Project Description | Grant Funding Source | \$ Project Total | \$ Grant | Local Match/Source | Project Status |
|---|---|--|------------------|--------------|-------------------------|---|
| 1 | TBD | CTC Solutions for Congested Corridors Applications: 2/16/18 Award: 4/30/18 | TBD | TBD | TBD | Draft guidelines released 10/30/17. Capital and service expansion projects are eligible. Must reduce congestion and have corridor plan. |
| 2 | H17 Fare Solution | CalSTA Transit Intercity Rail Capital Program Application: 1/12/18 Award: 4/30/18 | \$ 1,300,000 | \$ 1,300,000 | \$ - | Call for projects 10/13/17. Application review 11/13/17. Capital and Operating projects are eligible. Must increase mode share. |
| 3 | CNG Bus Replacements [Match for 5339(b)] or 1 CNG Bus | Caltrans FY18 STA-State of Good Repair formula Application: 1/19/18 Award: 3/16/18 | \$ 670,958 | \$ 670,958 | \$ - None | Solicitation 10/20/17. SCO SGR revenue estimate 10/20. |
| 4 | Bus Rebuilds and Replacements | CTC FY18 Local Partnership Program Application: 12/15/18 Award: 3/16/18 | \$ 1,000,000 | \$ 500,000 | \$ 500,000 Measure D | Solicitation 10/20/17. |

Attachment A

| # | Project Description | Grant Funding Source | \$ Project Total | \$ Grant | Local Match/ Source | Project Status |
|---|---|---|------------------|---------------|------------------------|--|
| 5 | 5 e-Bus 1 CNG Bus 4 Vans 16 Bus Refurbish; ITS projects | RTC 2018 Consolidated Regional Transportation Improvement Programs Application: 10/23/17 Award: 3/22/18 | \$11,995,000 | \$ 10,619,174 | \$ 1,375,827 | Submitted 10/23/17. |
| 6 | Watsonville Mural | Arts Council Santa Cruz Application: 9/27/17 Award: 12/31/17 | \$ 6,000 | \$ 3,000 | future STA 3,000 | Joint application w/Watsonville PAL (project lead) . Community outreach 11/20/17. |
| 7 | Bus Mid-Life Overhauls (4) | FTA FY17 §5339(a) Bus and Bus Facilities Formula Program Application: 10/31/17 Award: 12/31/17 | \$ 160,000 | \$ 128,000 | None 32,000 | Apportionment announced 7/14/17. Application in progress. |
| 8 | Fuel Management System | FTA FY17 §5339(a) Bus and Bus Facilities Formula Program Application: 9/27/17 Award: 12/31/17 | \$ 180,000 | \$ 144,000 | Toll Credits 36,000 | Apportionment announced 7/14/17. Application in progress. |

Attachment A

| # | Project Description | Grant Funding Source | \$ Project Total | \$ Grant | Local Match/Source | Project Status |
|----|--|--|------------------|--------------|------------------------------|--|
| 9 | Golf Club Fire Escape | FTA FY17 \$5339(a) Bus and Bus Facilities Formula Program Application: 9/27/17 Award: 12/31/17 | \$ 97,523 | \$ 78,018 | \$ 19,505 | Apportionment announced 7/14/17. Application in progress. |
| 10 | 9 40' CNG replacement buses. | FTA FY17 \$5339(b) Bus and Bus Facilities Competitive Program Application: 8/25/17 Award: "Fall" | \$ 5,457,438 | \$ 2,728,719 | Toll Credits \$ 2,728,719 | Application submitted 8/23/17. |
| 11 | 1 - 40' CNG Replacement Bus | FY17 Caltrans 5339 Rural Discretionary Grant Application: 5/10/17 Award: 9/30/17 | \$ 537,596 | \$ 456,957 | STA \$ 80,639 | Award notice 8/21/17. No grant contract with Caltrans. |
| 12 | Watsonville Operating Assistance [LCTOP] | Monterey Bay Air District FY18 AB 2766 Application: 6/23/17 Award: 9/20/17 | \$ 629,687 | \$ 200,000 | Local Cash \$ 429,687 | Awarded 9/21/17. Awaiting contract. |
| | | | | | Sales Tax | |

9-06A.3

Attachment A

| # | Project Description | Grant Funding Source | \$ Project Total | \$ Grant | Local Match/ Source | Project Status |
|----|--|---|------------------|---------------|--|--|
| 13 | FY18 Rural area operating assistance | FY18 FTA 5311 Rural Operating Assistance Formula administered by Caltrans Application: 5/24/17 Award: 9/30/17 | \$ 315,228 | \$ 174,321 | \$ 140,907 | Application submitted 5/24/17. |
| 14 | FY17 Urbanized Area transit operating and capital assistance | FY17 FTA 5307 Urbanized Area Operating Assistance Formula Application: 1/19/20 Award: + 90 days | \$13,136,910 | \$ 6,568,455 | Sales Tax \$ 6,568,455 | Full-year apportionment 7/5/17. Application in progress. |
| 15 | Vouchers for 3 Lo No electric buses | CARB Heavy-duty zero-emission Vehicle Incentive Program (HVIP) Application: Continuous | \$ 3,046,162 | \$ 303,000 | Sales Tax \$ 2,743,162 | Bus manufacturer will submit voucher request upon receiving purchase contract. |
| 16 | Voucher for LCTOP electric bus | CARB Heavy-duty zero-emission Vehicle Incentive Program (HVIP) Application: Continuous | \$ 1,067,795 | \$ 101,000 | LoNo; Alt Fuel Tax \$ 966,795 | Bus manufacturer will submit voucher request upon receiving purchase contract. |
| | | Total | \$39,600,297 | \$ 23,975,602 | PTMISEA [\$256,216]; LCTOP [\$709,292] \$ 15,624,695 | |

Santa Cruz METRO
Active Grants November 2017

Attachment B

| # | Project Description | Funding Source | \$ Grant | Local Match Source | Project Total | \$ Grant Balance | Local Match Balance | Project Balance | Project Status/ Legislation INTERNAL ONLY |
|---|--|---|--------------|------------------------------------|---------------|------------------|------------------------------------|-----------------|---|
| 1 | Operate Watsonville Circulator | Air District 2018 AB2766 Program Expiration: February 2020 | \$ 200,000 | \$ 429,000 Sales Tax | \$ 308,188 | \$ 308,188 | \$ 429,000 Sales Tax | \$ 308,188 | Grant awarded 9/21/17. Contract with Air District in January, 2018. |
| 2 | 1 CNG Replacement bus | FY13-17 Caltrans discretionary FTA 5339 program Expiration: none | \$ 456,956 | \$ 80,639 Reserves | \$ 537,595 | \$ 456,956 | \$ 80,639 Reserves | \$ 537,595 | Award announced mid-September. Awaiting Caltrans contract. |
| 3 | FY17 Rural area operating assistance | FY17 FTA 5311 Rural Operating Assistance Formula administered by Caltrans Expiration: 6/30/18 | \$ 170,428 | \$ 137,760 Sales Tax | \$ 308,188 | \$ 308,188 | \$ 137,760 Sales Tax | \$ 308,188 | Grant Executed 10/4/17. Ready for reimbursement. |
| 4 | FY18 fixed-route and paratransit operating assistance program. | FY18 SCCRTC TDA-LTF formula allocation Expiration: none | \$ 6,767,933 | \$ 6,767,933 Sales Tax Fares | \$ 13,535,866 | \$ 6,767,933 | \$ 6,767,933 Sales Tax Fares | \$ 13,535,866 | SCCRTC approved claim @ 5/4/17 SCCRTC meeting. |

9-06B.1

Santa Cruz METRO
Active Grants November 2017

Attachment B

| # | Project Description | Funding Source | \$ Grant | Local Match Source | Project Total | \$ Grant Balance | Local Match Balance | Project Balance | Project Status/ Legislation INTERNAL ONLY |
|---|---|--|-------------------------------|---------------------------------|------------------------------------|------------------|-------------------------|-----------------|--|
| 5 | FY18 operating and capital program. | FY18 SCCRTC TDA-STA formula allocation Expiration: NA | \$ 2,995,983 | \$ 2,995,983 Sales Tax Fares | \$ 5,991,966 | \$ 2,995,983 | \$ 2,995,983 | \$ 5,991,966 | SCCRTC increased STA allocation from \$1,875,000 to \$2,995,983 on 11/2/17 to include supplemental SB1 STA funds. |
| 6 | Purchase Electric Bus for Watsonville DAC | FY17 Cap & Trade Low Carbon Transit Operations Program Expiration: 2020 | \$ 243,290 | Sales Tax Fares | \$ 1,000,000 | | | \$ 243,290 | Roll-forward FY17 Low Carbon Transit Operations Program Formula funds to accrue \$1 million by FY20 for e-Bus (2021 earliest deployment). NOPE 6/30/17. [HVIP \$110,000] |
| 7 | 1 CNG Bus | SCCRTC FY17 Surface Transportation Block Grant program Obligate funds: 6/1/18 Expiration: none | FY17 Allocation \$ 500,000 | NA; [HVIP] | FY17-FY20 Allocation \$ 570,000 | \$ 500,000 | NA; [HVIP] \$ 70,000 | \$ 570,000 | SCCRTC start notice on 9/1/16. NFI Excelsior selected; Shreveport option. Contract execution after NFI prices METRO specs. Eddie |

Attachment B

Santa Cruz METRO
Active Grants November 2017

| # | Project Description | Funding Source | \$ Grant | Local Match Source | Project Total | \$ Grant Balance | Local Match Balance | Project Balance | Project Status/ Legislation INTERNAL ONLY |
|----|--|---|------------|---|---------------|------------------|---|-----------------|---|
| 8 | Battery-electric bus for Watsonville Disadvantaged Community and new downtown circulator service | FY16 Cap & Trade Low Carbon Transit Operations Program Formula Expires: 6/13/19 | \$ 709,292 | \$ 357,216 | \$ 1,066,508 | \$ 709,292 | \$ 357,216 | \$ 1,066,508 | Award: 6/13/16. Advance payment received. Joint procurement w/Clemson, SC w/bid award 6/28/17. NFI specs being provided for Proterra build. Delivery anticipated |
| 9 | Relocate Exhaust Evacuation Hose Reel. | FY14 FTA 5339 Formula Allocation Application: 11/30/16 | \$ 6,400 | PTMISEA; HVIP Voucher \$ 1,600 | \$ 8,000 | \$ 8,000 | \$ 6,400 | \$ 1,600 | Erron Grant CA-2017-038 in Trams awarded 8/14/17. Small procurement process 12/17 - 1/18. |
| 10 | Propane Mule | FY14 FTA 5339 Formula Allocation Application: 11/30/16 | \$ 46,602 | STA \$ 13,398 | \$ 60,000 | \$ 46,602 | \$ 13,398 | \$ 60,000 | Grant CA-2017-038 in Trams awarded 8/14/17. RFB on street 10/23/17, \$65k cost estimate. |
| 11 | Bus Mid-Life Overhaul, 7 @ \$39,513.70 ea. | FY14 FTA 5339 Formula Allocation Expiration: none | \$ 221,277 | SIA [\$11,651] Alt Fuel [\$1,747] \$ 55,319 | \$ 276,596 | \$ 221,277 | SIA [\$11,651] Alt Fuel [\$1,747] \$ 55,319 | \$ 276,596 | Grant CA-2017-038. 2 engine overhauls completed. |

9-06B.3

Attachment B

Santa Cruz METRO
Active Grants November 2017

| # | Project Description | Funding Source | \$ Grant | Local Match Source | Project Total | \$ Grant Balance | Local Match Balance | Project Balance | Project Status/ Legislation INTERNAL ONLY |
|----|--|--|------------|---------------------------|---------------|------------------|--|-----------------|---|
| 12 | Bucket truck | FY14 FTA 5339 Formula Allocation Expiration: none | \$ 75,318 | \$ 21,106 | \$ 96,424 | \$ 75,318 | \$ 21,106 | \$ 96,424 | Grant CA-2017-038 in Trams. Contract awarded 6/29/17 \$96,513.58. |
| 13 | Bus Repaint, 36 @ 3,628.10 ea. | FY14 FTA 5339 Formula Allocation Expiration: none | \$ 105,467 | Alt Fuel Tax \$ 26,367 | \$ 131,834 | \$ 105,467 | Alt Fuel Tax \$ 26,367 | \$ 131,834 | Grant CA-2017-038 in Trams awarded 8/14/17. |
| 14 | Relocate Mechanics Sink | FY14 FTA 5339 Formula Allocation Expiration: none | \$ 7,638 | STA \$ 1,910 | \$ 9,548 | \$ 7,638 | STA \$ 1,910 | \$ 9,548 | Grant CA-2017-038 in Trams awarded 8/14/17. Consider re-programming this low priority project. |
| 15 | Comprehensive Security and Surveillance to purchase CCTV, lighting, fences at all METRO facilities | FY17 Proposition 1B California Transit Security Progra Expires: 3/30/2019 | \$ 352,404 | STA \$ - | \$ 352,404 | \$ 352,404 | Awarded 9/21/17. Awaiting contract. | \$ 352,404 | This is the last installment of the CA Transit Security Grants Program. Received payment 8/31/17. |

9-06B.4

Santa Cruz METRO
Active Grants November 2017

Attachment B

| # | Project Description | Funding Source | \$ Grant | Local Match Source | Project Total | \$ Grant Balance | Local Match Balance | Project Balance | Project Status/ Legislation INTERNAL ONLY |
|----|--|---|--------------|--------------------|---------------|------------------|---------------------|-----------------|---|
| 16 | 3 Electric replacement buses for Highway 17 Express | FTA FY16 \$5339(c) LoNo Expiration: none | \$ 3,810,348 | \$ 1,126,164 | \$ 4,936,512 | \$ 3,750,440 | \$ 1,100,488 | \$ 4,850,928 | CA-2017-071 awarded 8/23/17. Anticipated delivery 1/2019. \$ Grant Balance 2/7/17 |
| 17 | Comprehensive Security and Surveillance CCTV, Lighting, fences, generators at any facility | FY16 CA Transit Security Grant Program (CTSGP) funds from Cal-OES Application: 1/15/16 Award: July 2017 | \$ 440,505 | - | \$ 440,505 | \$ 440,505 | \$ - | \$ 440,505 | Received payment 8/31/17 |
| 18 | Comprehensive Security and Surveillance: Bus on-board video\ | FY15 Prop 1B California Transit Security Grant Program (CTSGP) from Cal-OES Expires 3/31/18. | \$ 440,505 | None | \$ 440,505 | \$ 440,505 | \$ - | \$ 440,505 | Received advance payment in full on 10/2015 and project is active. Ciro |

9-06B.5

Attachment B

Santa Cruz METRO
Active Grants November 2017

| # | Project Description | Funding Source | \$ Grant | Local Match Source | Project Total | \$ Grant Balance | Local Match Balance | Project Balance | Project Status/ Legislation INTERNAL ONLY |
|----|---|---|--------------|--------------------|---------------|------------------|---------------------|-----------------|--|
| 19 | Comprehensive Security and Surveillance: CCTV, Lighting, fences, generators at any facility | FY14 Prop 1B California Transit Security Grant Program (CTSGP) from Cal-OES Expires 3/31/18. | \$ 440,505 | - | \$ 369,468 | \$ 393,699 | \$ - | \$ 393,699 | Received advance payment in full on 10/2015 and project is active. |
| 20 | Comprehensive Security and Surveillance: CCTV, Lighting, fences, generators at any facility | FY13 Prop 1B California Transit Security Grant Program (CTSGP) from Cal-OES Expires 3/31/18 | \$ 440,505 | None | \$ 440,505 | \$ 158,216 | None | \$ 158,216 | Ciro Cal-OES granted a project deadline extension until 3/31/18. Bowman Williams designing emergency generator pads. Access control out to bid. Ciro |
| 21 | MetroBase: Judy K. Souza Operations Facility construction | Proposition 1B State and Local Partnership Program (SLPP) California Transportation Commission Expires: 2/28/17 | \$ 5,812,000 | \$ 5,812,000 | \$ 11,624,000 | \$ - | \$ - | \$ - | SLPP funds spent. Project completion 9/30/17; final report 12/31/17. Erron |

9-06B.6

Attachment B

Santa Cruz METRO
Active Grants November 2017

| # | Project Description | Funding Source | \$ Grant | Local Match Source | Project Total | \$ Grant Balance | Local Match Balance | Project Balance | Project Status/ Legislation INTERNAL ONLY |
|----|---|---|---------------|--------------------|---------------|------------------|---------------------|-----------------|--|
| 22 | MetroBase development, Judy K. Souza Operations Facility | FY10 - 13, FY15 Public Transportation, Modernization, Infrastructure and Service Enhancement Act (PTMISEA) Expires: 6/30/22 | \$ 13,421,394 | - | \$ 13,421,394 | \$ - | \$ - | \$ - | FY15 PTMISEA CAP added \$1,411,247 on 10/23/16. Grant Balance 1/17/17 |
| 23 | Pacific Station right-of-way acquisition and Construction | FY15 Public Transportation, Modernization, Infrastructure and Service Enhancement Act (PTMISEA) Expires: 6/30/22 | \$ 3,576,333 | None | \$ 3,576,333 | \$ 3,576,333 | None | \$ 3,576,333 | Erron Corrective Action Plans approved 10/19/16: MetroBase (\$1,411,247); Rolling Stock and Facilities Improvement (\$1,002,244) |
| 24 | Pacific Station expansion and renovation architectural services | FY06 FTA 5309 CA-04-0021 No Expiration | \$ 396,000 | Reserves | \$ 495,000 | \$ 88,211 | \$ 22,053 | \$ 110,264 | Barrow FTA directed that METRO evaluate scope, budget and report back for continuation. \$Grant Balance as of 5/1/17. |

9-06B.7

Attachment B

Santa Cruz METRO
Active Grants November 2017

| # | Project Description | Funding Source | \$ Grant | Local Match Source | Project Total | \$ Grant Balance | Local Match Balance | Project Balance | Project Status/ Legislation INTERNAL ONLY |
|----|---|---|------------|-----------------------|---------------|------------------|---------------------|-----------------|---|
| 25 | Pacific Station expansion and renovation architectural services | FY08 FTA 5309 CA-04-0102 No Expiration | \$ 490,000 | \$ 122,500 | \$ 612,500 | \$ 67,245 | \$ 16,811 | \$ 84,056 | FTA directed that METRO evaluate scope, budget and report back for continuation. \$Grant Balance as of 5/1/17. |
| | | | | Reserves | | | STA | | Barrow |
| 26 | 3 ParaCruz Van Replacements | SCCRTC Surface Transportation Improvement Program (STIP) Expires 2/21/18 | \$ 345,000 | \$ 88,313 | \$ 433,313 | \$ 251,484 | \$ 88,313 | \$ 339,797 | 2ParaCruz vehicles have been accepted and paid. 3 cutaways @ 339,797.26 on order. Last 3 obligated in contract?. \$ Balance as of 5/1/17. |
| | | | | Reserves | | | STA | | Eddie |
| 27 | Purchase One ParaCruz Expansion Van for Elderly/Disabled program beyond ADA requirements. | FY15 Caltrans FTA 5310 Elderly & Handicapped mobility program Expires: 3/1/26 | \$ 63,000 | \$ 3,000 | \$ 66,000 | \$ 63,000 | \$ 3,000 | \$ 66,000 | Grant contract executed w/Caltrans 3/15/16. See also Ford Transit cost \$75,233 from State bid list. \$ Grant Balance as of 5/1/17. |
| | | | | Alt Fuel Tax | | | Alt Fuel Tax | | Eddie |
| 28 | 11 ParaCruz Vans | FTA FY15/FY16 5339(a) Bus and Bus Facilities Formula Program No Expiration | \$ 816,000 | \$ 11,585 | \$ 827,585 | \$ 816,000 | \$ 11,585 | \$ 827,585 | Vans contracted 6/8/17. 11 Ford T350 Vans @ \$75,233.23 = \$827,565.53. Grant Contract executed w/FTA 8/4/17. CA-2017- |
| | | | | Toll Credit Reserves: | | | | | |

9-06B.8

Santa Cruz METRO
Active Grants November 2017

Attachment B

| # | Project Description | Funding Source | \$ Grant | Local Match Source | Project Total | \$ Grant Balance | Local Match Balance | Project Balance | Project Status/ Legislation INTERNAL ONLY |
|----|-----------------------------|--|------------|-----------------------|---------------|------------------|---------------------|-----------------|---|
| 29 | Facilities Improvements | FTA FY15/FY16 5339(a) Bus and Bus Facilities Formula Program No Expiration | \$ 73,380 | - | \$ 73,380 | \$ 73,380 | | \$ 73,380 | -\$9,200 to Vernon lot improvement (planter removal). -\$30k for 2 shelters in Watsonville. Grant #CA-2017-070 in Trams 8/4/17. |
| 30 | Non-Revenue Vehicles. | FY13 Caltrans 5339 Formula Allocation Expires: 7/29/18 | \$ 171,023 | Toll Credit; Reserves | \$ 213,779 | \$ 171,023 | \$ 42,756 | \$ 213,779 | Caltrans contract SA 64GC17-00352 (10/21/16). 3-29-17 procurement: 6 Ford Focus \$109,389); 1 Ford Transit (\$323,732); 1 F-250 (\$34,979); 1 Supervisor SUV (\$28,890). Add \$15k for Ford Focus from Pac. Sta Eddie |
| 31 | Repaint 20 Buses | FY13 Caltrans 5339 Formula Allocation Expires: 7/29/18 | \$ 58,453 | STA | \$ 73,066 | \$ 58,453 | \$ 14,613 | \$ 73,066 | Grant contract SA 64GC17-00352 executed 10/21/16. Classic Graphics under contract. Eddie |
| 32 | Repair Pacific Station Roof | FY13 Caltrans 5339 Formula Allocation Expires: 7/29/18 | \$ 12,000 | STA | \$ 15,000 | \$ 12,000 | \$ 3,000 | \$ 15,000 | Grant contract SA 64GC17-00352 executed 10/21/16. Facilities staff completed minor repair. Reprogram \$15k for non-revenue replacement. Eddie |

9-06B.9

Attachment B

Santa Cruz METRO
Active Grants November 2017

| # | Project Description | Funding Source | \$ Grant | Local Match Source | Project Total | \$ Grant Balance | Local Match Balance | Project Balance | Project Status/ Legislation INTERNAL ONLY |
|----|--|--|---------------|--------------------|---------------|------------------|---------------------|-----------------|---|
| 33 | Resurface Scotts Valley, Vernon, Soquel P&R Lots | FY13 Caltrans 5339 Formula Allocation Expires: 7/29/18 | \$ 60,000 | \$ 15,000 | \$ 75,000 | \$ 48,288 | \$ 12,072 | \$ 60,360 | Grant contract SA 64GC17-00352 approved 10/21/16. All lots completed and invoiced. Eddie |
| 34 | Collaborate with MST, Caltrans, CHP to study bus operations on state highway shoulders to give travel time advantage to transit. | AMBAGFY16 FHWA Planning Funds Bus on Shoulder Feasibility Study Expires: 6/30/2018 | \$ - | \$ 5,765 | \$ 5,765 | \$ - | \$ 5,765 | \$ 5,765 | Study is under contract with CDM Smith. MST administers grant and will invoice local share from METRO. Completion by 12/17. |
| | | Total | \$ 43,068,984 | \$ 17,792,287 | \$ 61,546,944 | \$ 22,506,883 | \$ 11,773,848 | \$ 34,373,462 | Barrow |

Attachment C

Santa Cruz METRO Future Grant Opportunities as seen November 2017

| # | Proposed Project | Funding Source | \$ Grant Request | Local Match Amount/Source | Project Status/ Legislation | Stakeholders / Supporters |
|---|---|--|---------------------------------|---------------------------|--|--|
| 1 | Research Grant Opportunities | All | TBD | TBD | ZEBs; ZEB infrastructure;AVL; Utility Rate offset Toll Credit | BOD; Finance; CEO |
| 2 | Survey; Transit Signal Priority; SLV Demand Response Transit | Caltrans FY19 Sustainable Transportation Planning Grants Application: January '18 Award: TBD | TBD | TBD | This is the annual Caltrans Planning grant program with approximately \$7 million available statewide. | Planning and Development; Operations; Caltrans |
| 3 | 2019 Active Transportation projects bus, walking bicycling upgrades; Safe Routes to School | CTC 2019 ATP 3/21/18 Call for projects Apps due 5/30/18 | TBD | \$ - None | \$440 million statewide includes funds for FY19, - GY23 | BOD; Finance; CEO |
| 4 | Discounts for electric bus purchase | CARB Heavy-duty zero-emission Vehicle Incentive Program (HVIP) Application: Continuous | ~\$100,000 per new electric bus | \$ - None | Continuous application process. Requires contract for zeb bus purchase. | SCCRTC; AMBAG; Legislative Coalition |
| 5 | Affordable housing, Pacific Station or Watsonville; Expanded transit service w/electric buses | Affordable Housing and Sustainable Communities Program (AHSC); \$150 Million Statewide Proposal:Jan '18; Application:Jun '18 | \$1,000,000 - \$8,000,000 | \$ - None | Form partnership w/affordable housing non-profit. Requires new/expanded transit service. | Watsonville City Council; Santa Cruz Economic Development Department; Planning; METRO BOD; AMBAG; RTC; County Economic Development |

Attachment C

Santa Cruz METRO Future Grant Opportunities as seen November 2017

| # | Proposed Project | Funding Source | \$ Grant Request | Local Match Amount/Source | Project Status/ Legislation | Stakeholders / Supporters |
|----|--|--|---------------------------|---------------------------------------|--|--|
| 6 | FY18 Urbanized Area transit operating assistance | FY18 FTA 5307 Urbanized Area Operating Assistance Formula Application: 2/28/18 | ~\$6,200,000 | ~6,200,000 Sales Tax | Submit when FY18 apportionment is known. | BOD; Finance; CEO |
| 7 | Purchase electric buses and associated charging infrastructure for revenue service. | California Energy Commission's Alternative and Renewable Fuel and Vehicle Technology Program Application: 4/30/18 | \$2,000,000 - \$5,000,000 | Unknown TBD | Monitor | MBUAPCD; CTA; BOD; Legislative Coalition |
| 8 | Purchase electric bus 2020 and associated charging infrastructure for revenue service. | FY18 Low Carbon Transit Operations Program, \$?? Million Statewide Application: 3/1/2018 | \$ 500,000 | Unknown TBD | METRO apportionment based upon statewide allocation of \$50 million. | SCCRTC; TAMC; MST; Caltrans; AMBAG; MBUAPCD; CARB |
| 9 | Pacific Station renovation | FY18 US DOT TIGER program \$500 Million Nationwide Pre-Proposal: 3/4/2018 Application: 6/5/2018 | \$ 12,000,000 | \$ 3,000,000 Partnership; AHSC | Nationwide budget est. ~\$500 million | Santa Cruz Planning /Public Works; Downtown Business Association; Greyhound; Pacific Station Tenants; FTA; Chamber of Commerce |
| 10 | Battery management Software | Next available | TBD | TBD | 1. Seek for post-install of H17 and LCTOP 2. Need specs/cost | METRO BOD |
| 11 | Advanced Farebox Technology | 5339(a,b); 5307; dedicated technology grant | TBD | TBD | Upgrade fareboxes to accommodate chip reader, radio xmit | METRO BOD; Fleet Maint; Planning |



DATE: November 17, 2017
TO: Board of Directors
FROM: Thomas Hiltner, Grants/Legislative Analyst
SUBJECT: CONSIDER A RESOLUTION DESIGNATING THE CEO AS THE AUTHORIZED AGENT TO SUBMIT A PROJECT LIST AND EXECUTE AGREEMENTS TO RECEIVE CALIFORNIA STATE OF GOOD REPAIR FUNDS

I. RECOMMENDED ACTION

That the Board of Directors adopt a resolution designating the CEO as the Authorized Agent to submit a project list and to execute all agreements necessary to receive funds from the California State of Good Repair program

II. SUMMARY

- The California Road Repair and Accountability Act of 2017 (SB 1) created a State of Good Repair (SGR) formula program for transit capital improvement projects.
- The State Controller's Office (SCO) apportions SGR funds to the Santa Cruz County Regional Transportation Commission (RTC) and Santa Cruz Metropolitan Transit District (METRO) according to the formula established for apportionment of State Transit Assistance (STA) funds.
- For FY18, the SCO apportioned \$670,958 to Santa Cruz County, \$367,417 to RTC and \$303,541 to METRO.
- The RTC can sub-allocate its apportionment to METRO as currently shown in RTC's amended FY18 Budget.
- METRO obligated the County's entire apportionment of FY18 SGR funds for the local match to a Federal Transit Administration (FTA) grant to purchase nine CNG replacement buses.
- METRO will request that the RTC transfer the County's population-based SGR revenue to METRO quarterly when paid by the SCO, just as RTC currently does with STA funds.
- Staff recommends that the Board adopt a resolution (Attachment A) to:
 - Designate the CEO as the Authorized Agent (Attachment B) to submit a project list and execute all documents and take all further actions necessary to receive the SGR funds; and

- Request that the RTC transfer Santa Cruz County's entire SGR apportionment to METRO for transit capital improvements (Attachment D).

III. DISCUSSION/BACKGROUND

On April 28, 2017, Governor Brown signed SB 1, creating new taxes and fees to fund \$50 billion in transportation improvements across all transportation modes throughout the State of California. SB 1 established a new Transportation Improvement Fee on vehicle registrations to fund a new SGR transit capital improvement program. SGR funds are apportioned to counties statewide according to the existing formula in the STA program, which distributes 50% of the revenue to Regional Transportation Planning Agencies based upon county population (the §99313 share) and 50% to transit operators based upon their proportionate share of statewide transit revenue from fares and local taxes (the §99314 share).

The SCO apportions funds to eligible entities throughout the state based upon the revenue it anticipates collecting throughout the year from the Transportation Improvement Fee. For FY18, the SCO apportioned \$670,958 to Santa Cruz County, \$367,417 for the §99313 share to RTC and \$303,541 to METRO for the §99314 share. Both shares, however, are disbursed directly to the RTC, which is responsible for sub-allocating the §99314 SGR funds to METRO and for paying the §99313 SGR funds to METRO or to any other transit operator in the county.

METRO has already obligated the County's entire anticipated FY18 SGR apportionment. METRO's highest capital improvement priority is to replace 61 buses that have exceeded their useful lifespan. On 8/23/17, METRO submitted a grant application to the Federal Transit Administration for Bus and Bus Facilities Infrastructure Program funds to purchase nine new CNG replacement buses. In order to compete well for the limited federal funds available nationwide, METRO committed a one-to-one match of local funds for every federal dollar received, requiring nearly \$3 million in local funds to purchase nine CNG buses. METRO obligated all of the County's FY18 SGR funds (\$670,958) as well as approximately \$2.3 million in anticipated FY18 STA revenue to pay the local match. If the grant is not awarded, METRO will reprogram the SGR funds to purchase fewer CNG replacements or to rebuild multiple buses thereby using SGR funds in the most efficacious manner to bring its fleet to a state of good repair.

Staff recommends that the Board of Directors adopt a resolution (Attachment A) designating the CEO as the Authorized Agent (Attachment B) to submit a project list to Caltrans and to execute all documents and take all further actions necessary to receive FY18 SGR funds.

According to the SGR Program Guidelines, both RTC and METRO must submit a project list to Caltrans for their respective share of the FY18 SGR apportionment by 12/19/17. Staff further recommends that METRO submit a letter (Attachment D) to the RTC requesting that it sub-allocate its §99313 population-based share of SGR funds to METRO and identify METRO's bus replacements and/or rebuilds in its project list to Caltrans. The letter will also serve as the agreement between METRO and the RTC for administering the FY18 SGR program responsibilities.

IV. FINANCIAL CONSIDERATIONS/IMPACT

If the RTC concurs with METRO's request, METRO will receive \$670,958 from Santa Cruz County's FY18 SGR apportionment to use as matching funds to an FTA grant for nine CNG replacement buses. If the FTA chooses not to award that grant to METRO, METRO will reprogram the SGR funds to purchase fewer CNG replacement buses or to rebuild three or more older CNG buses to extend their useful life.

The RTC would pay SGR funds to METRO quarterly as it receives them from the SCO. METRO must retain the SGR funds and interest earnings in a separate account until spent.

V. ALTERNATIVES CONSIDERED

There are no alternatives. METRO has already obligated the anticipated SGR revenue as the local match for a Federal Transit Administration grant.

VI. ATTACHMENTS

- Attachment A:** Resolution authorizing the execution of certifications and assurances and designating Alex Clifford, CEO/General Manager, as the authorized agent to execute all actions necessary to receive funds from the State of Good Repair Program
- Attachment B:** Authorized Agent Form
- Attachment C:** Certifications and Assurances
- Attachment D:** Letter to SCCRTC requesting transfer of SGR funds to METRO

Prepared By: Thomas Hiltner, Grants/Legislative Analyst

VII. APPROVALS:

Barrow Emerson, Planning
and Development Manager



Approved as to fiscal impact:
Angela Aitken, Finance Manager

OK for AA

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 OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AUTHORIZING THE EXECUTION OF CERTIFICATIONS AND ASSURANCES AND DESIGNATING ALEX CLIFFORD, CEO/GENERAL MANAGER, AS THE AUTHORIZED AGENT TO EXECUTE ALL ACTIONS NECESSARY TO RECEIVE FUNDS FROM THE STATE OF GOOD REPAIR PROGRAM

WHEREAS, California Governor Brown enacted the Road Repair and Accountability Act of 2017 (SB 1) on 4/28/2017 to provide \$50 billion for transportation investments throughout the State of California during the next decade; and

WHEREAS, SB 1 established the State of Good Repair program (SGR) funded by a Transportation Improvement Fee on motor vehicle registrations beginning 1/1/2018 for transit system capital improvements; and

WHEREAS, SB 1 delegated SGR implementation to the California Department of Transportation (Caltrans) and specified that the State Controller's Office (SCO) apportion SGR funds to the Regional Transportation Planning Agencies and to the eligible transit operators by the same formula used to distribute State Transit Assistance funds; and

WHEREAS, the Santa Cruz Metropolitan Transit District is an eligible transit operator and will receive its SGR funds from the Santa Cruz County Regional Transportation Commission, to which the SCO disburses all of the SGR revenue for Santa Cruz County; and

WHEREAS, METRO proposes to receive Santa Cruz County's entire population and revenue-based SGR apportionments from the Santa Cruz County Regional Transportation for transit capital improvement projects; and

Attachment A

Resolution #
Page 2

WHEREAS, the Santa Cruz Metropolitan Transit District authorizes submittal of the following project list to Caltrans for the FY18 SGR funds:

Project Name: CNG Replacement Buses

SGR Funds Requested:

Santa Cruz County FY18 apportionment: \$670,958

Short Description: Use FY18 SGR funds to pay the local match to a Federal Transit Administration Bus and Bus Facilities grant to buy up to nine CNG replacement buses.

Contributing Sponsor: Santa Cruz County Regional Transportation Commission

-OR-

Project Name: Replace or Rebuild CNG Buses

SGR Funds Requested:

Santa Cruz County FY18 allocation: \$670,958

Short Description: Use FY18 SGR funds either to assist purchasing one or more CNG replacement buses or to rebuild old CNG buses to extend their useful service life.

Contributing Sponsor: Santa Cruz County Regional Transportation Commission

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District hereby agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and in the applicable statutes, regulations and guidelines for the SGR; and

THEREFORE, BE IT FURTHER RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District hereby authorizes Alex Clifford, CEO/General Manager, to execute an agreement with the Santa Cruz County Regional Transportation Commission to transfer the County's population-based apportionment of FY18 State of Good Repair funds to the Santa Cruz Metropolitan Transit District to buy CNG replacement buses or rebuild its CNG buses; and,

THEREFORE, BE IT FURTHER RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District hereby designates Alex Clifford, CEO/General Manager, or his designee, as the Authorized Agent to execute all documents and take all further actions necessary to receive funds from the SGR.

PASSED AND ADOPTED this 17th Day of November 2017 by the following vote:

AYES: Directors -

9-07A.2

Attachment A

Resolution No. _____
Page 3

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED _____
JIMMY DUTRA
Board Chair

ATTEST _____
ALEX CLIFFORD
CEO/General Manager

APPROVED AS TO FORM:

JULIE SHERMAN
General Counsel

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Attachment B

Authorized Agent

The following individual(s) are hereby authorized to execute for and on behalf of the named Regional Entity/Transit Operator, and to take any actions necessary for the purpose of obtaining State Transit Assistance State of Good Repair funds provided by the California Department of Transportation, Division of Rail and Mass Transportation. This form is valid at the beginning of Fiscal Year 2017-2018 until the end of the State of Good Repair Program. If there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself.

Alex Clifford, CEO/General Manager OR
(Name and Title of Authorized Agent)

(Name and Title of Authorized Agent) OR

(Name and Title of Authorized Agent)

AS THE CEO/General Manager
(Chief Executive Officer / Director / President / Secretary)

OF THE Santa Cruz Metropolitan Transit District
(Name of County/City Organization)

Alex Clifford CEO/General Manager
(Print Name) (Title)

(Signature)

Approved this 17th day of November, 2017

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Attachment C

State Transit Assistance State of Good Repair Program

Recipient Certifications and Assurances

Recipient: Santa Cruz Metropolitan Transit District.

Effective Date: November 17, 2017.

In order to receive State of Good Repair Program (SGR) funds from the California Department of Transportation (Department), recipients must agree to following terms and conditions:

A. General

- (1) The recipient agrees to abide by the State of Good Repair Guidelines as may be updated from time to time.
- (2) The potential recipient must submit to the Department a State of Good Repair Program Project List annually, listing all projects proposed to be funded by the SGR program. The project list should include the estimated SGR share assigned to each project along with the total estimated cost of each project..
- (3) The recipient must submit a signed Authorized Agent form designating the representative who can submit documents on behalf of the recipient and a copy of the board resolution authorizing the agent.

B. Project Administration

- (1) The recipient certifies that required environmental documentation will be completed prior to expending SGR funds. The recipient assures that each project approved for SGR funding comply with Public Resources Code § 21100 and § 21150.
- (2) The recipient certifies that SGR funds will be used for transit purposes and SGR funded projects will be completed and remain in operation for the estimated useful lives of the assets or improvements.
- (3) The recipient certifies that it has the legal, financial, and technical capacity to deliver the projects, including the safety and security aspects of each project.

Attachment C

- (4) The recipient certifies that there is no pending litigation, dispute, or negative audit findings related to any SGR project at the time an SGR project is submitted in the annual list.
- (5) Recipient agrees to notify the Department immediately if litigation is filed or disputes arise after submission of the annual project list and to notify the Department of any negative audit findings related to any project using SGR funds.
- (6) The recipient must maintain satisfactory continuing control over the use of project equipment and/or facilities and will adequately maintain project equipment and/or facilities for the estimated useful life of each project.
- (7) Any and all interest the recipient earns on SGR funds must be reported to the Department and may only be used on approved SGR projects or returned to the Department.
- (8) The recipient must notify the Department of any proposed changes to an approved project list by submitting an amended project list.
- (9) Funds will be expended in a timely manner.

C. Reporting

- (1) Per Public Utilities Code § 99312.1 (e) and (f), the recipient must submit the following SGR reports:
 - a. Annual Expenditure Reports within six months of the close of the fiscal year (by December 31st) of each year.
 - b. The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of SGR funds. A copy of the audit report must be submitted to the Department within six months of the close of each fiscal year in which SGR funds have been received or expended.

D. Cost Principles

- (1) The recipient agrees to comply with Title 2 of the Code of Federal Regulations Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- (2) The recipient agrees, and will assure that its contractors and subcontractors will be obligated to agree, that (a) Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allowability of individual project cost items and (b) those parties shall

Attachment C

comply with Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

- (3) Any project cost for which the recipient has received payment that are determined by subsequent audit to be unallowable under 2 CFR, Part 200, are subject to repayment by the recipient to the State of California (State). Should the recipient fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the recipient from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

E. Record Retention

- (1) The recipient agrees, and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the recipient, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices. All accounting records and other supporting papers of the recipient, its contractors and subcontractors connected with SGR funding shall be maintained for a minimum of three (3) years from the date of final payment and shall be held open to inspection, copying, and audit by representatives of the State and the California State Auditor. Copies thereof will be furnished by the recipient, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent possible on any prior audit of the recipient pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the recipient's external and internal auditors may be relied upon and used by the State when planning and conducting additional audits.
- (2) For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with the performance of the recipient's contracts with third parties pursuant to Government Code § 8546.7, the recipient, its contractors and subcontractors and the Department shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times during the entire project period and for three (3) years from the date of final payment. The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a

Attachment C

project for audits, examinations, excerpts, and transactions, and the recipient shall furnish copies thereof if requested.

- (3) The recipient, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

F. Special Situations

- (1) Recipient acknowledges that if a project list is not submitted timely, the recipient forfeits its apportionment for that fiscal year.
- (2) Recipients with delinquent expenditure reports may risk future eligibility for future SGR funding.
- (3) Recipient acknowledges that the Department shall have the right to perform an audit and/or request detailed project information of the recipient's SGR funded projects at the Department's discretion from SGR award through 3 years after the completion and final billing of any SGR funded project.. Recipient agrees to provide any requested project information.

I certify all of these conditions will be met.

Santa Cruz Metropolitan Transit District

BY:

Alex Clifford, CEO/General Manager

*Santa Cruz Metropolitan
Transit District*



November 7, 2017

Mr. George Dondero, Executive Director
Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue
Santa Cruz, CA 95060-3911

RE: Request for SCCRTC to Sponsor METRO's FY18 STA State of Good Project

Dear George:

METRO requests that the Santa Cruz County Regional Transportation Commission (RTC) delegate its FY18 allocation of State Transit Assistance, State of Good Repair (SGR) funds to Santa Cruz METRO for a public transit project to buy new CNG replacement buses or refurbish CNG buses which it currently operates. METRO currently has programmed the SGR funds for the local match to its FTA 5339(b) discretionary grant application to buy 9 CNG replacements; however, if the FTA chooses not to fund this project, METRO will reprogram the SGR funds to refurbish old CNG buses, which will prolong their useful life by four to six years. The SGR guidelines allow a recipient to contribute its apportionment to a sub-recipient.

The State Controller's Office allocated FY18 SGR funds to regional transportation planning agencies and transit operators using the same distribution formula specified for STA funds under Public Utilities Code 99313 and 99314 (§99313 and §99314). Accordingly, the SCCRTC will receive \$367,417 and METRO will receive \$303,541 in FY18 SGR funds. If the RTC concurs, it will submit METRO's project list for its §99313 apportionment, and METRO will submit the same project list to Caltrans for its §99314 allocation. METRO will use Santa Cruz County's combined total of \$670,958 in FY18 SGR funds for the project(s) described above.

The METRO Board of Directors will consider a resolution authorizing this project at their 11/17/17 meeting. The application is due to Caltrans by 12/19/17; therefore, I would request that the RTC consider authorizing the sponsored project at its 12/7/17 meeting.

If the RTC concurs, please provide a letter to METRO stating that RTC will sponsor METRO's FY18 SGR project in accordance with State of Good Repair Program Guidelines.

Attachment D

*Santa Cruz METRO
SGR Sponsorship Request
November 17, 2017
Page 2*

Please call me if you would like to discuss any part of this proposal.

Thank you.

Sincerely,

Alex Clifford
CEO/General Manager

9-07D.2



DATE: November 17, 2017

TO: Board of Directors

FROM: Thomas Hiltner, Grants/Legislative Analyst

SUBJECT: CONSIDER A RESOLUTION AUTHORIZING THE CEO TO SUBMIT A GRANT APPLICATION AND EXECUTE ALL DOCUMENTS AND FURTHER ACTIONS NECESSARY TO RECEIVE CALIFORNIA TRANSIT AND INTERCITY RAIL CAPITAL PROGRAM FUNDS

I. RECOMMENDED ACTION

That the Board of Directors adopt a resolution authorizing the CEO to submit a grant application and execute all documents and further actions necessary to receive funds from the California Transit and Intercity Rail Capital Program

II. SUMMARY

- The California Global Warming Solutions Act of 2006 (AB 32) and trailing legislation established the Transit and Intercity Rail Capital Program (TIRCP) to continuously receive 10% of revenue generated by the sale of carbon emission credits (Cap & Trade funds) for rail, bus and ferry projects which reduce greenhouse gas emissions and increase transit ridership.
- Santa Cruz Metropolitan Transit District (METRO) is an eligible recipient of TIRCP funds.
- METRO proposes to submit a \$1.3 million grant application for TIRCP funds to implement a system wide advanced fare collection solution which especially benefits Highway 17 Express (H17) passenger boarding.
- Staff recommends that the Board adopt a resolution (Attachment A) authorizing the CEO to submit a grant application and execute all documents and other actions necessary to receive TIRCP funds.

III. DISCUSSION/BACKGROUND

In 2006, Governor Swartzenegger executed the California Global Warming Solutions Act of 2006 (AB 32), landmark legislation that set targets to reduce greenhouse gas emissions to 1990 levels by 2020. AB 32 spawned trailing legislation which created new programs and designated various state agencies to administer them. In 2014, Governor Brown signed the Transit, Affordable Housing and Sustainable Communities Program (SB 862) which created the Transit and Intercity Rail Capital Program (TIRCP) to be funded with 10% of the revenue collected from the sale of carbon emission credits. The TIRCP is a competitive, discretionary program which funds rail, commuter bus and ferry

programs based upon their ability to reduce greenhouse gas emissions, reduce vehicle miles traveled and increase transit ridership. The California State Transportation Agency (CalSTA) administers the TIRCP.

METRO is an eligible recipient of TIRCP funds and proposes a project which would improve fare handling, passenger boarding and customer access to fare payment alternatives. All of METRO routes would benefit from the advanced fare collection system to reduce boarding time, especially for the H17 due to the inordinately long time needed to board up to 55 passengers per trip, many of whom pay a cash fare for lack of alternatives. A flexible fare payment system using one or more technologies such as proximity cards, scanners, mobile phones and off-bus payment systems would expedite passenger boarding and improve the customer experience. Reduced boarding time could enable more trips during the day. Furthermore, technologically modern fare payment systems would appeal to the H17 demographic and possibly attract new riders.

Staff recommends that the Board of Directors adopt a resolution (Attachment A) approving the proposed project and authorizing the CEO to submit applications to the CalSTA and execute all documents and further actions necessary to receive FY18 – FY23 TIRCP funds.

IV. FINANCIAL CONSIDERATIONS/IMPACT

If CalSTA approves METRO's grant application for funding, METRO will receive up to \$1.3 million to implement modern fare collection technology. No local matching funds are required.

V. ALTERNATIVES CONSIDERED

Do not submit an application for FY18 – FY23 TIRCP funds. This is not recommended. The TIRCP offers an opportunity to fund an upgraded fare collection solution without an expenditure of local funds.

VI. ATTACHMENTS

Attachment A: Resolution authorizing the CEO/General Manager to submit applications and execute all documents and further actions necessary to receive Transit and Intercity Rail Capital Program Funds from the California State Transportation Agency

Prepared By: Thomas Hiltner, Grants/Legislative Analyst

VII. APPROVALS:

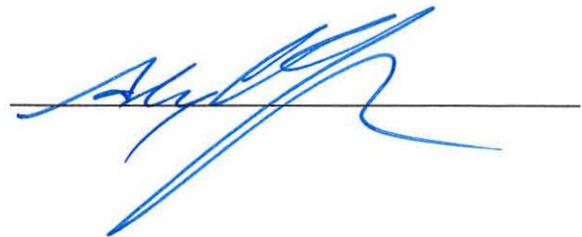
Barrow Emerson, Planning
and Development Manager

A handwritten signature in blue ink, appearing to read "Barrow Emerson", written over a horizontal line.

Approved as to fiscal impact:
Angela Aitken, Finance Manager

A handwritten signature in blue ink, appearing to read "Angela Aitken", written over a horizontal line.

Alex Clifford, CEO/General Manager

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Attachment A



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

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

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AUTHORIZING THE CEO/GENERAL MANAGER TO SUBMIT APPLICATIONS AND EXECUTE ALL DOCUMENTS AND FURTHER ACTIONS NECESSARY TO RECEIVE TRANSIT AND INTERCITY RAIL CAPITAL PROGRAM FUNDS FROM THE CALIFORNIA STATE TRANSPORTATION AGENCY

WHEREAS, the California Global Warming Solutions Act of 2006 (AB 32) created a comprehensive set of programs to reduce greenhouse gas emissions and established a Greenhouse Gas Reduction Fund to receive revenue from the sale of carbon emission credits and apportion funds to projects which reduce greenhouse gas emissions; and,

WHEREAS, California Governor Brown enacted the Transit, Affordable Housing and Sustainable Communities Program (SB 862) in 2014 to reduce greenhouse gas emissions from the transportation sector; and,

WHEREAS, SB 862 established the Transit and Intercity Rail Capital Program (TIRCP) to annually receive 10% of all revenue flowing to the Greenhouse Gas Reduction Fund and to allocate these funds through a competitive grant award process to commuter bus, rail and ferry operators for projects which reduce greenhouse gas emissions, reduce vehicle miles traveled and increase transit ridership; and,

WHEREAS, SB 862 designated the California State Transportation Agency (CalSTA) as the administrative agency to establish guidelines and select projects TIRCP funding; and,

WHEREAS, the Road Repair and Accountability Act of 2017 (SB 1) added substantial new apportionments to the TIRCP with approximately \$1.4 billion additional revenue to be competitively available in FY18 – FY23; and,

WHEREAS, the Santa Cruz Metropolitan Transit District is an eligible project applicant and may receive funds directly from the TIRCP for commuter bus projects which enhance rail ridership; and

Attachment A

Resolution #
Page 2 of 2

WHEREAS, the Santa Cruz Metropolitan Transit District desires to implement a flexible fare payment system to improve efficiency and proposes submitting a grant application for up to \$1.3 million for an advanced fare payment solution.

NOW, THEREFORE, BE IT RESOLVED, that the Santa Cruz Metropolitan Transit District authorizes the CEO/General Manager or his designee to submit an application to the CalSTA for TIRCP funds for a technologically current fare collection solution and to execute all documents and further actions necessary to receive TIRCP funds.

PASSED AND ADOPTED this 17th Day of November 2017 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED _____

JIMMY DUTRA
Board Chair

ATTEST _____

ALEX CLIFFORD
CEO/General Manager

APPROVED AS TO FORM:

JULIE SHERMAN
General Counsel

9-08A.2



DATE: November 17, 2017

TO: Board of Directors

FROM: Thomas Hiltner, Grants/Legislative Analyst

SUBJECT: CONSIDERATION OF A RESOLUTION APPROVING PROJECTS, AND AUTHORIZING THE CEO TO SUBMIT APPLICATIONS AND EXECUTE DOCUMENTS AND FURTHER ACTIONS NECESSARY TO RECEIVE CALIFORNIA SB-1 LOCAL PARTNERSHIP PROGRAM FUNDS

I. RECOMMENDED ACTION

That the Board of Directors adopt a resolution approving projects and authorizing the CEO to submit applications and execute all documents and further actions necessary to receive funds from the California SB-1 Local Partnership Program

II. SUMMARY

- The California Road Repair and Accountability Act of 2017 (SB-1) created a Local Partnership Program (LPP) for transportation improvement projects.
- The California Transportation Commission (CTC) apportions LPP funds by formula to jurisdictions with a voter-approved transportation sales tax measure in order to assist transportation improvements.
- Santa Cruz County has two half-cent transportation sales taxes measures: Santa Cruz Metropolitan Transit District's (METRO) Measure G of 1978 and the Santa Cruz County Regional Transportation Commission's (RTC) Measure D of 2016.
- Measure G and Measure D generate equal amounts of revenue; therefore, the CTC will apportion equal shares of Santa Cruz County's LPP funds to the taxing authorities for Measure G and Measure D, METRO and RTC, respectively.
- The CTC estimates that the Santa Cruz County apportionment will be approximately \$500,000 per year, \$250,000 each to METRO and RTC.
- METRO will request that the RTC sub-allocate 16% of its LPP apportionment to METRO based upon the Measure D expenditure plan, which continually allocates 16% of Measure D revenue to METRO.
- The LPP guidelines require a one-to-one match of private, local, state or federal funds for each dollar of LPP expenditures.
- METRO's highest priority is to replace and rebuild buses, and LPP funds can assist with refurbishing CNG buses and performing mid-life overhauls.

- Staff recommends that the Board adopt a resolution (Attachment A) to approve projects, commit local matching funds and authorize the CEO to submit applications and execute all documents and further actions necessary to receive LPP funds.

III. DISCUSSION/BACKGROUND

On April 28, 2017, Governor Brown executed the Road Repair and Accountability Act of 2017 (SB-1), creating new taxes and fees to fund \$50 billion in transportation improvements across all transportation modes throughout the State of California. SB-1 established a new Local Partnership Program (LPP) funded at \$200 million annually to reward California Counties with a voter-approved transportation sales tax measure.

The California Transportation Commission (CTC) administers the LPP and will apportion 50% of the LPP funds to northern California and 50% to southern California. The northern California share is then apportioned to each county with a transportation sales tax measure in proportion to that county's population, relative to the total population of all counties in northern California with a transportation sales tax measure. The LPP funds a broad array of transportation improvements, and the CTC apportions LPP funds directly to the taxing authority, which is responsible for project selection, management and reporting.

Because Santa Cruz County has *two* voter-approved one-half cent transportation sales tax measures, METRO's Measure G of 1978 and the RTC's Measure D of 2016, each of which generates the same amount of revenue, Santa Cruz County's LPP revenue is shared equally by METRO and RTC. The CTC estimates that Santa Cruz County will receive \$500,000 in LPP revenue per year, \$250,000 each to METRO and RTC. For the current LPP grant cycle, the CTC will apportion both the FY18 and FY19 estimated LPP revenue, giving Santa Cruz County a total of \$1 million, \$500,000 each to METRO and RTC over the two-year cycle.

METRO is entitled to receive 16% of Santa Cruz County's LPP revenue earned by Measure D. Based upon the Measure D expenditure plan, the RTC allocates 16% of Measure D revenue to METRO; therefore, METRO will request a sub-allocation of 16% of RTC's LPP revenue earned by virtue of Measure D. Over the two-year allocation cycle, the RTC's sub-allocation to would add \$80,000, bringing METRO's total LPP revenue for this first cycle to approximately \$580,000.

The LPP Guidelines require a one-to-one match of private, local, state or federal funds for every dollar of LPP funds. For the FY18 and FY19 two-year allocation, METRO can commit \$580,000 in anticipated State Transit Assistance (STA) revenue from FY19 and beyond.

METRO's highest priority is to replace and rebuild buses. Funding projects to bring the fleet into a state of good repair is the most appropriate use of the LPP formula funds. Given the estimated \$580,000 in FY18 and FY19 LPP revenue plus the required \$580,000 local match, staff proposes a \$1,160,000 project to refurbish up to four CNG buses at approximately \$250,000 each and to perform four mid-life bus overhauls at a cost of approximately \$40,000 each. Refurbishing a bus adds four to six years of useful life at 40% of the cost of a replacement bus; a mid-life overhaul rebuilds or replaces critical propulsion equipment to ensure that a bus reaches its anticipated 12-year end of life.

Staff recommends that the Board of Directors adopt a resolution (Attachment A) approving the proposed projects, committing \$580,000 in STA funds and authorizing the CEO to submit applications to the CTC and execute all documents and further actions necessary to receive FY18 and FY19 LPP funds.

IV. FINANCIAL CONSIDERATIONS/IMPACT

METRO will receive approximately \$580,000 from Santa Cruz County's FY18 and FY19 LPP apportionment to rebuild buses. METRO will commit \$580,000 of its future STA revenue for the local match.

V. ALTERNATIVES CONSIDERED

- Do not receive LPP formula funds. This is not recommended as METRO needs capital improvement funds to replace and rebuild buses.
- Select different projects to implement with LPP funds. This is not recommended because METRO's highest priority is to bring the fleet into a state of good repair.

VI. ATTACHMENTS

Attachment A: Resolution approving projects, committing local matching funds and authorizing the CEO to submit applications, and execute all documents and further actions necessary to receive California SB-1 Local Partnership Program funds

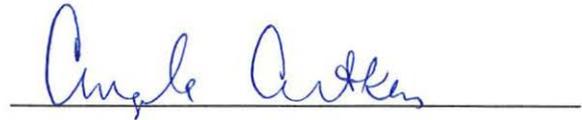
Prepared By: Thomas Hiltner, Grants/Legislative Analyst

VII. APPROVALS:

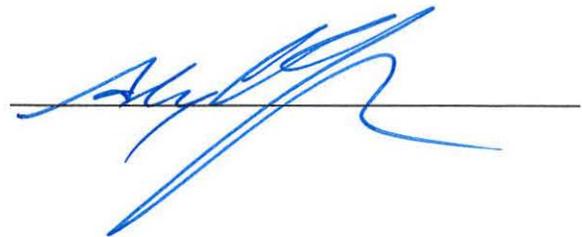
Barrow Emerson, Planning
and Development Manager

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Approved as to fiscal impact:
Angela Aitken, Finance Manager

A handwritten signature in blue ink, appearing to read "Angela Aitken", written over a horizontal line.

Alex Clifford, CEO/General Manager

A handwritten signature in blue ink, appearing to read "Alex Clifford", written over a horizontal line.

Attachment A



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

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

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT APPROVING PROJECTS, COMMITTING LOCAL MATCHING FUNDS, AND AUTHORIZING THE CEO/GENERAL MANAGER TO SUBMIT APPLICATIONS AND EXECUTE ALL DOCUMENTS AND FURTHER ACTIONS NECESSARY TO RECEIVE CALIFORNIA SB 1 LOCAL PARTNERSHIP PROGRAM FUNDS

WHEREAS, California Governor Brown enacted the Road Repair and Accountability Act of 2017 (SB 1) on 4/28/2017 to provide \$50 billion for transportation investments throughout the State of California during the next decade; and

WHEREAS, SB 1 established the Local Partnership Program (LPP) to be continuously funded at \$200 million per year from the Road Maintenance and Rehabilitation Account to reward jurisdictions in which voters had approved a dedicated transportation sales tax measure; and,

WHEREAS, the California Transportation Commission apportions LPP revenue by formula to the taxing authority in a jurisdiction with a transportation sales tax measure; and,

WHEREAS, Santa Cruz County has two taxing authorities, each with a one-half cent transportation sales tax: the Santa Cruz Metropolitan Transit District (METRO) for which the voters approved Measure G in 1978; and the Santa Cruz County Regional Transportation Commission (RTC), for which the voters approved Measure D in 2016; and;

WHEREAS, Measure G and Measure D generate equal revenue, the Santa Cruz County apportionment of LPP formula funds will be divided evenly between METRO and the RTC, and each agency will be independently responsible for its share of LPP revenue; and,

Attachment A

Resolution No. _____
Page 2

WHEREAS, the expenditure plan for Santa Cruz County Measure D allocates 16% of its tax revenue to METRO; therefore, METRO is entitled to 16% of the County's LPP revenue earned by virtue of Measure D; and,

WHEREAS, METRO needs to replace 61 buses, the most appropriate use of LPP funds is to bring METRO's fleet into a state of good repair; and,

WHEREAS, the LPP requires a one-to-one match of private, local, state or federal funds to be expended concurrently with LPP funds.

NOW, THEREFORE, BE IT RESOLVED, that the Santa Cruz Metropolitan Transit District authorizes the CEO/General Manager or his designee to submit an application for LPP funds to replace or rebuild buses; and,

THEREFORE, BE IT FURTHER RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District hereby commits future STA revenue from FY19 and beyond as a one-to-one match to LPP expenditures.

PASSED AND ADOPTED this 17th Day of November 2017 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED _____
JIMMY DUTRA
Board Chair

ATTEST _____
ALEX CLIFFORD
CEO/General Manager

APPROVED AS TO FORM:

JULIE SHERMAN
General Counsel



DATE: November 17, 2017
TO: Board of Directors
FROM: Isaac Holly, IT Manager
SUBJECT: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A CONTRACT WITH GIRO, INC. FOR HASTUS SOFTWARE MAINTENANCE AND SUPPORT

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to execute a contract with GIRO, Inc. to renew Hastus (Version 2009) maintenance and support services in the amount of \$77,904 for the 2018 calendar year

II. SUMMARY

- On November 18, 2016, the Board of Directors approved a contract renewal with Giro, Inc. for Hastus software maintenance and support for the 2017 calendar year.
- This maintenance contract needs to be renewed annually in order to continue to receive the following for this mission-critical Santa Cruz Metropolitan Transit District (METRO) system:
 - Unlimited support via telephone and email
 - Bug fixes and customization for the current Hastus version
 - Eligibility for new Hastus versions at a reduced license cost

III. DISCUSSION/BACKGROUND

Hastus is a unified software environment that enables METRO to:

- Report monthly and annual service stats to the National Transit Database (NTD) to remain eligible for FTA funding
- Plan new service changes accurately and efficiently
- Assign work to Operators and deploy them to and from the field
- Accurately compute Operator pay and schedule leave
- Track Operator performance and track license and medical certificate renewal

- Publish accurate timetables to print and web media
- Provide a data feed to the Google Transit Trip Planner

Prior to the current Hastus version, METRO was running an earlier version of Hastus with just the scheduling related modules. METRO identified a need to replace its aging, text-based dispatch system so in 2009 a grant opportunity became available via ARRA (American Reinvestment and Recovery Act). This grant funded the upgrade and expansion to the current Hastus version at the time with additional modules to allow for a complete scheduling and dispatch management system. METRO was then able to retire the legacy dispatch system. The cost for this new unified system, licensed for a fleet of 80 peak vehicles (the number of buses in service at one time) including integration and customization was \$1.4M.

Giro's maintenance schedule is based on calendar year and needs to be renewed on a yearly basis. On November 18, 2016, the Board of Directors approved a contract with Giro, Inc. which allowed the execution of a Hastus maintenance and support contract for the 2017 calendar year which expires at the end of December 2017. The 2018 maintenance and support contract currently being presented is based on the following deployed software modules:

- Hastus-Vehicle (Service schedules)
- Hastus-Crew (Operator work creation)
- CrewOpt (Automated crew scheduling)
- Hastus-Roster (Period rosters for personnel)
- Minbus (Automated vehicle blocking)
- Geo (Geocoding of stops and route itineraries)
- Bid (Operator work selection)
- Hastus-Daily (Operations daily vehicle and crew management)
- SelfService (Operator web access to their work assignments)
- EPM (Operator Discipline and award management)

METRO IT has discontinued support for the following modules in the interest of cost savings as they are not being utilized due to the development of better alternatives.

- Hastus-ATP (Run-time analysis environment)
- Hastus-Rider & Checker (ridership analysis and survey tool)

This maintenance contract includes five days worth of software development time to allow for further customizations as new needs are identified. If these days are not used, they may be carried over into the next year.

Staff recommends that the Board of Directors authorize the CEO to execute a maintenance and support contract with Giro, Inc. for Hastus software in the amount of \$77,904 for the 2018 calendar year.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The funding in the amount of \$77,904 is included in the FY18 current fiscal year's IT Department Operating budget within the Maintenance Fees (503352) account.

V. ALTERNATIVES CONSIDERED

- Do nothing. There is no alternative recommended at this time. Hastus is a critical foundation to the core functions of the scheduling and deployment of METRO service. Not renewing this contract for maintenance and support services would result in losing the eligibility to receive technical support and updates, as well as incurring additional cost towards the purchase of future versions of Hastus.
- Going out to bid for a new system of this magnitude is not feasible at this time due to the lack of a viable alternative and budget to support it. METRO is in the process of evaluating alternative systems that offer similar functionality.

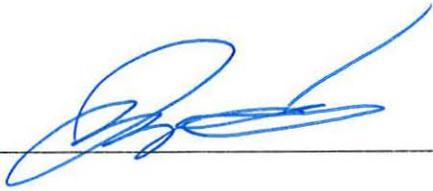
VI. ATTACHMENTS

Attachment A: Giro Hastus Maintenance and Support Contract

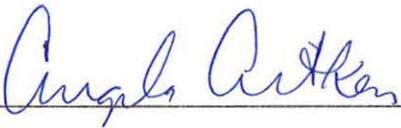
Prepared By: Isaac Holly, IT Manager

VII. APPROVALS:

Isaac Holly, I.T. Manager



Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



Attachment A

AMENDMENT NO. 7 TO THE HASTUS LICENSE AND SERVICES AGREEMENT (Reference number: 617)

BETWEEN:

GIRO INC./LE GROUPE EN INFORMATIQUE ET RECHERCHE OPÉRATIONNELLE, having its principal place of business at 75, Port-Royal Street East, Suite 500, in the city of Montreal, Province of Quebec, Canada H3L 3T1.

AND:

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, having its principal place of business at 110 Vernon Street, Santa Cruz, California, USA 95060-2101.

WHEREAS the Licensee wish to remove the *HASTUS-ATP*, *HASTUS-Rider*, and *Checker* modules from its *HASTUS* installation.

Any and all references to *HASTUS-ATP*, *HASTUS-Rider*, and *Checker* modules in the Agreement, and any amendment to the Agreement, are hereby withdrawn.

IN WITNESS WHEREOF the parties hereto have executed this amendment:

**GIRO Inc./Le Groupe en Informatique
et Recherche Opérationnelle**

Santa Cruz Metropolitan Transit District

By

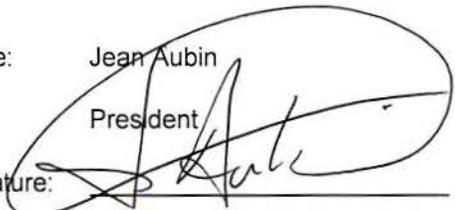
By

Name: Jean Aubin

Name: _____

Title: President

Title: _____

Signature: 

Signature: _____

Date: Sept. 7, 2017

Date: _____

Duly authorized, as he so declares.

Duly authorized, as he/she so declares.

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DATE: November 17, 2017

TO: Board of Directors

FROM: Isaac Holly, IT Manager

**SUBJECT: CONSIDERATION OF AUTHORIZING THE CEO TO APPROVE THE
PURCHASE OF SERVERS IN A TOTAL AMOUNT NOT TO EXCEED
\$50,000**

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to use the US General Services Administration Federal Supply Schedule 70 contract for the purchase of four servers in a total amount not to exceed \$50,000

II. SUMMARY

- Santa Cruz Metropolitan Transit District (METRO) has a need to purchase four new servers to replace its current systems that have exceeded their standard lifecycle.
- The United States General Services Administration (GSA) Federal Supply Schedule 70 award allows federal, state, and local governments to purchase products through a streamlined process and at very favorable pricing.
- METRO has identified servers by iXsystems as meeting its needs.
- GSA has authorized the addition of iXsystems products and services for agencies to purchase from the SYNEX Corporation on GSA Federal Supply Schedule 70.
- Staff recommends that the Board of Directors authorize the CEO to use the GSA Federal Supply Schedule 70 contract for the purchase of four new servers from iXsystems through their GSA Schedule 70 authorized reseller SYNEX Corporation.

III. DISCUSSION/BACKGROUND

METRO needs to purchase four servers to replace aging core systems that are essential to an array of IT-related functions within the agency. Over time, servers will become less reliable and failure prone resulting in system outages and subsequently loss in productivity and increased risk of data loss. The industry standard server lifecycle for the most critical production loads is no more than five years and many organizations limit this cycle to three years. The majority METRO's mission critical systems are approaching the ten year mark in age.

Upon the purchase of new servers the strategy is a phased approach, the newest and fastest servers run critical production applications for about four years before METRO IT staff transitions them to less critical duties.

Over the past seven years METRO IT has adopted virtualization to leverage the power afforded by modern systems where one physical computer performs the job of multiple computers. Essentially, virtualization or virtual computing consists in the implementation of a virtual, instead of a physical, version of a server, a network, an operating system or a storage device. Virtualization allows companies to increase efficiency, reduce power consumption and reduce costs dramatically.

The GSA Federal Supply Schedule 70 award allows federal, state, and local governments to purchase products through a streamlined process and pre-negotiated favorable pricing that will save them time, resources, and money.

The GSA has authorized the addition of the iXsystems' suite of storage products and services to the SYNEX GSA contract (GS-35F0143R) under Federal Supply Schedule 70.

Staff recommends that the Board of Directors authorize the CEO to use the GSA Federal Supply Schedule 70 contract for the purchase of four new servers from iXsystems through their GSA Schedule 70 authorized reseller SYNEX Corporation.

IV. FINANCIAL CONSIDERATIONS/IMPACT

Funds to support this procurement in the amount not to exceed \$50,000 are included in the FY18 Capital Budget, from the Operating & Capital Reserve Fund.

V. ALTERNATIVES CONSIDERED

The alternative to purchasing these products through the GSA Contract is to proceed with a formal procurement. Staff does not recommend this option as it would be more time consuming and costly.

VI. ATTACHMENTS

None

Prepared By: Isaac Holly, IT Manager

VII. APPROVALS:

Isaac Holly, IT Manager



Approved as to fiscal impact:
Angela Aitken, Finance Manager

dlc for AA

Alex Clifford, CEO/General Manager



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DATE: November 17, 2017
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
SUBJECT: ACCEPT AND FILE SANTA CRUZ METRO'S ANNUAL INVENTORY OF OWNED AND LEASED PROPERTY

I. RECOMMENDED ACTION

That the Board of Directors:

- 1) Accept and file Santa Cruz METRO's Property Inventories of Owned and Leased Property, of which includes a determination that Santa Cruz METRO does not own, lease, or control any property which is in excess.**
- 2) There is no legal requirement for the matter to be brought to the Board. Thus, for future updates to the annual inventory, it is staff's intention to discontinue the historical practice of requesting the Board to accept and file the inventory.**

II. SUMMARY

- Santa Cruz METRO is required on an annual basis to prepare an inventory of properties it holds, owns, and controls, and to determine if any properties are in excess of its foreseeable needs.
- All properties currently leased, owned, or controlled by Santa Cruz METRO are being used in support of Metro's operations and none of these properties are in excess of Santa Cruz METRO's foreseeable future.

III. DISCUSSION/BACKGROUND

Government Code Section 50569 requires that on or before December 31st of each year, Santa Cruz METRO make an inventory of all lands held, owned or controlled by it or any of its departments, agencies, or authorities to determine what land, including air rights, if any, are in excess of its foreseeable needs. According to the statute, a description of each parcel found to be in excess of its needs should be made a matter of public record.

Historically, this inventory has been presented to the Board each year. General Counsel has reviewed applicable law and determined that, while Metro must prepare the annual inventory, in order to determine whether any property is excess, there is no legal requirement for the matter to be brought to the Board. Thus, for future updates to the annual inventory, it is staff's intention to discontinue the historical practice of requesting the Board to accept and file the inventory.

An inventory of all properties owned by Santa Cruz METRO is set forth in Attachment A. There have been no changes to this list during the calendar year of 2017.

An inventory of properties that Santa Cruz METRO leases from others is set forth in Attachment B. There have been some changes to the list during calendar year 2017, such as the extension of the Felton Faire License and Indemnity Agreement, along with CPI increases to some of the leased facilities.

All of the leased properties are currently being used for transit operation and related support functions. Since last year, the only changes in the inventory list of leased properties during the calendar year of 2017 are the termination of the following property leases; 115 Dubois St, 135 Dubois St and 165 Dubois St. These properties are no longer needed due to the construction of the Judy K Souza Operations Building.

According to the applicable statute, any citizen, limited dividend corporation, housing corporation or nonprofit corporation, shall upon request, be provided with a list of the parcels found to be in excess without charge. Due to Santa Cruz METRO using all of its leased and owned property in transit and transit related purposes, no list of excess properties was prepared.

The Federal Transit Administration Circular FTA C 5010.1E requires Santa Cruz METRO to prepare and keep up to date an excess property utilization plan for all property that is no longer needed to carry out the original intended purpose including an explanation for the excess property. Santa Cruz METRO is also required to notify FTA when property is removed from the service originally intended at grant approval and put to additional or substitute uses. At this time, Santa Cruz METRO has no excess property and, therefore, will not be preparing an excess property utilization plan.

IV. FINANCIAL CONSIDERATIONS/IMPACT

Not applicable.

V. ALTERNATIVES CONSIDERED

There is no action required; this matter is purely for reporting only.

VI. ATTACHMENTS

Attachment A: Santa Cruz METRO Deeds

Attachment B: Properties Leased by Santa Cruz METRO

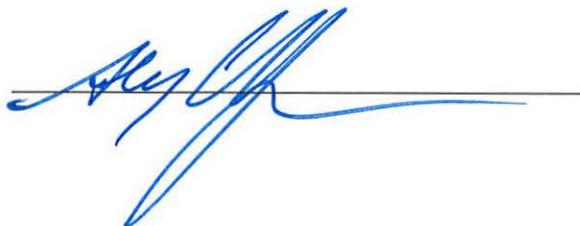
Prepared By: Angela Aitken, Finance Manager

VI. APPROVALS:

Angela Aitken, Finance Manager

dk for AA

Alex Clifford, CEO/General Manager



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SANTA CRUZ METRO DEEDS

| APN NO. | PARCEL LOCATION | DATE OF ACQUISITION BY SANTA CRUZ METRO | ACQUIRED FROM | DESCRIPTION | STATUS OF USE |
|------------|--------------------------------------|---|--|---|---|
| 005-152-05 | 912 Pacific Ave. Santa Cruz, CA | 07/16/80 | - Peerless Stages, Inc. | - Pacific Station - Multi-Modal Facility | - Active Transit Center |
| 005-152-31 | 920 Pacific Avenue Santa Cruz, CA | 09/22/80 | - Reward Enterprises | - Pacific Station - Multi-Modal Facility | - Active Transit Center |
| 005-152-30 | 425 Front Street Santa Cruz, CA | 12/29/10 | - Transportation Realty Income Partners, L.P., a Delaware Limited Partnership and - Greyhound Lines, Inc., a Delaware Corporation | - Paved Parking lot adjacent to Pacific Station | - previous Greyhound Bus Depot; - currently being used for parking of Santa Cruz METRO's buses and vehicles; - possible Future Site of renovated and enlarged Pacific Station |
| 008-011-14 | 110 Vernon Street Santa Cruz, CA | 08/01/07 | - Mindi Broughton and Paul Broughton, Broughton Land LLC, A California Limited Liability company | - MetroBase Project | - Current General Administration offices, IT servers, Facilities Maintenance Shop and storage |

Attachment A

9-12A.1

SANTA CRUZ METRO DEEDS

| APN NO. | PARCEL LOCATION | DATE OF ACQUISITION BY SANTA CRUZ METRO | ACQUIRED FROM | DESCRIPTION | STATUS OF USE |
|--|--|---|--|---------------------|--|
| 008-013-07 | 1217 River Street, Santa Cruz, CA | 02/29/08 | - R. Dennis Stewart and Martha A. Stewart, Trustees of the R. Dennis Stewart and Martha A. Stewart Family Trust | - MetroBase Project | - Previously four empty residential units purchased for the MetroBase project; - Site of Santa Cruz METRO Maintenance Facility adjoining to the current facility. |
| 008-013-08 | 1211 River Street, Santa Cruz, CA | 01/31/08 | - Jan Van Boeschoten, as Trustee of the Jan Van Boeschoten Trust dated October 23, 2006 | - MetroBase Project | - Previously an empty residential unit purchased for the MetroBase project; - Currently a paved parking lot being utilized for Santa Cruz METRO owned vehicles. |
| 008-013-09 previously 008-013-04 008-013-05 008-013-06 | 120 Golf Club Dr. Santa Cruz, CA 138 Golf Club Dr. Santa Cruz, CA | 1. 06/24/05 2. 05/19/71 3. 07/07/71 | 1. The Estate of Yvonne A. Humphrey; Brent J. Bouchard, executor 2. Cecil E. and Minnie M. Woolsey 3. Sally Anne Smith | - MetroBase Project | - Active Maintenance Facility for CNG repairs; - Current Fleet Maintenance, Facilities Maintenance and Purchasing offices |

9-12A.2

Attachment A

SANTA CRUZ METRO DEEDS

| APN NO. | PARCEL LOCATION | DATE OF ACQUISITION BY SANTA CRUZ METRO | ACQUIRED FROM | DESCRIPTION | STATUS OF USE |
|---|--|---|--|---|---|
| 008-032-05 A- formerly 008-032-06 | 1200-A River St. Santa Cruz, CA 1200-B River St. Santa Cruz, CA | 06/15/77 - A 06/25/05 - B | - Warren R. French (A) - Mabel L. French (A) - 2004 Jeannine M. Gibson, Family Trust, Jeannine Marie Gibson, Trustee (B) | - MetroBase Project | (A) Operations offices, Bus Parking (B) Current site of MetroBase Fueling Facility and Bus Wash Facility |
| Bus Stop #2551. No APN listed | 17 th Ave./Tremont Santa Cruz, CA | 09/05/89 | - No. Calif. VOE Elderly Housing, Inc. | - 17 th & Tremont Bus Stop Donation - Live Oak Location | - Active bus stop with shelter |
| 022-211-91 | 246 King's Village Rd Scotts Valley, CA | 11/15/96 | - Church of Latter-Day Saints - 13.87% ownership by Scotts Valley Redevelop. Agency | - Bart Cavallaro Transit Center Park and Ride Lot - Multi-Modal Facility | - Active Transit Center |
| 017-011-54 | Borders West Lake Ave. & Rodriguez St. Watsonville, CA | 05/09/86 | - Crocker National Bank | - Watsonville Transit Center - Multi-Modal Facility | - Active Transit Center |

Attachment A

9-12A.3

SANTA CRUZ METRO DEEDS

| APN NO. | PARCEL LOCATION | DATE OF ACQUISITION BY SANTA CRUZ METRO | ACQUIRED FROM | DESCRIPTION | STATUS OF USE |
|--|--|---|---|---|---|
| 017-011-57 and 017-011-58 (formerly 51 & 52) | 475 Rodriguez St Watsonville, CA | 10/06/1988 thru 10/05/2087 | - Allan Louis Alexander - Ann Alexander Rando - John M. Batistich - Joan M. Batistich - Janet F. Ryan | - Transit-Oriented Mixed Use Facility - Watsonville Transit Center | - 99-year lease with City of Watsonville for \$1.00 per year. |
| 086-102-14 | 17835 China Grade Boulder Creek, CA | 04/07/05 | - Santa Cruz County - Henry F. Plummer Trust, Henry F. Plummer, Trustee | - Easement at China Grade & Hwy 236 | - Bus Turnaround |
| No APN # listed | Intersection of Soquel Ave., Soquel Dr. and Highway 1 Santa Cruz County | 03/29/88 | - State of California, Dept. of Transportation | - Director's Deed #DD-47160-1 for 1.312 acres and .037 of an acre | - Park and Ride Lot |

Attachment A

9-12A.4

**Attachment B
PROPERTIES LEASED BY SANTA CRUZ METRO**

| PROPERTY ADDRESS/ LESSOR | TERM | CURRENT MONTHLY RENT | USE OF PROPERTY |
|---|---|--|---|
| 115 Dubois Street Santa Cruz, CA IULIANO LLC #2 | 02/01/05-Beginning 12/31/13 – Ending 01/01/14 – Ext begins 12/31/15- Ext. ends 01/31/16 – Mo.-to- Mo. Extension begins Ended 9/30/16 completed 6/5/17 | \$/mo \$/yr | Bus and vehicle parking |
| 135 Dubois Street Santa Cruz, CA Wave Crest Development Inc., J3D Family Limited Partnership and the Lawrence Michels Family Limited Partnership | 02/15/13 – Beginning 02/14/16 – Ending 02/15/16 – Mo.-to- Mo. Extension begins Ended 5/30/17 | \$/mo \$/yr | Bus and vehicle parking |
| 165 Dubois Street Santa Cruz, CA Kim Family Enterprises, LLC | 02/15/13 – Beginning 02/14/16 – Ending 02/15/16 – Mo.-to- Mo. Extension begins 04/15/16 – Mo.-to- Mo. Extension ended 5/2/2016 | \$0/mo Including NNN and Parking \$0/yr | Operations Building for dispatch and related admin uses |
| 2880 Research Park Dr. Soquel, CA Soquel III Associates c/o Imwalle Properties | 09/01/04-Beginning 08/31/09-Ending 09/01/09- Ext. begins 08/31/14- Ext. ends 09/01/14-Ext. begins 08/31/16-Ext. ends 09/01/16-Ext. begins 08/31/18-Ext. ends | \$15,843.83/mo \$169,664.43/yr | ParaCruz Operations Facility |
| 1200 River Street (small portion) City of Santa Cruz | 10/18/04- Beginning 10/17/44- Ending | \$1.00/yr. or \$40.00 due at end of term *100% of taxes and assessments | Future MetroBase facility |

Grant of Easement and/or License Agreement

| | | | |
|---------------|--|--|--|
| Capitola Mall | | | |
|---------------|--|--|--|

Attachment B
PROPERTIES LEASED BY SANTA CRUZ METRO

| PROPERTY ADDRESS/ LESSOR | TERM | CURRENT MONTHLY RENT | USE OF PROPERTY |
|--|---------------------------------------|-------------------------------------|--|
| 1855 41 st Avenue Capitola, CA MGP XI Reit LLC | Perpetual | \$2,009.30/mo \$22,168.01/yr. | Active Transit Center |
| Felton Faire 6267 Mt. Hermon Rd. Felton, CA Robert Marin and Celeste De Schulthess Marin, Trustees | 01/09/18-Beginning 01/08/20-Ending | \$5,000.00/yr. | Operation and maintenance of a bus stop and bus shelter in shopping center |



DATE: November 17, 2017
TO: Board of Directors
FROM: Ciro Aguirre, Chief Operations Officer

SUBJECT: CONSIDERATION OF AUTHORIZING INCREASED CONTRACT AUTHORITY TO REFLECT AN ADDITIONAL AMOUNT OF FUNDING FOR THE LEASE-TO-PURCHASE OF THREE FORTY-FOOT NEW FLYER XCELSIOR BUSES FROM PAUL REVERE TRANSPORTATION

I. RECOMMENDED ACTION

That the Board of Directors authorize an increase in contract authority for the Lease to Purchase of three (3) New Flyer transit buses from Paul Revere Transportation in an amount not to exceed \$128,250

II. SUMMARY

- On October 27, 2017 the Santa Cruz Metropolitan Transit District (METRO) Board of Directors authorized METRO to enter into a lease to purchase agreement (Lease) with Edison Financial for 3 New Flyer Xcelsior buses.
- The Lease price of these buses did not include California Sales/Use Tax, as they are being leased in the state of Massachusetts.
- METRO staff has confirmed that these buses are subject to California Sales/Use Tax of 9%.
- Staff is requesting that the METRO Board of Directors authorize an increase in contract authority to include the amount of the required tax on each bus.

III. DISCUSSION/BACKGROUND

At the October 27, 2017 METRO Board meeting, the CEO was authorized to enter into the Lease with Edison Financial for 3 New Flyer Xcelsior buses being sold by Paul Revere Transportation in Chelsea, Massachusetts.

Because these buses are being leased in the state of Massachusetts, the lessor did not include California sales/use tax in the price quote. Metro has confirmed with its General Counsel that bus purchases are subject to sales tax (or use tax if bought outside California), currently at 9% for our geographic area.

METRO Finance has calculated the amount of tax due on these vehicles at \$42,750 per vehicle for a total of \$128,250 for all three vehicles, and will be self-assessing the tax on these vehicles if approved by the Board.

Staff requests that the METRO Board authorize an increase in contract authority to include the additional funding required for paying California sales/use tax on the three Xcelsior buses.

IV. FINANCIAL CONSIDERATIONS/IMPACT

New Flyer Bus Lease to Purchase Proposal

Table of Costs:

| | Item Description | Cost | Quantity | Total |
|----|---|-------------------------|-----------------|-------------------------|
| 1. | New Flyer Bus Purchase Price | \$475,000 | 3 (buses) | \$1,425,000 |
| 2. | New Flyer Bus 72 Month Lease (Principal plus Interest) | \$520,236 (per bus) | 3 (buses) | \$1,560,708 |
| 3. | Lease Monthly Payment | \$7,225.50 (per bus) | 3 (buses) | \$21,676 |
| 4. | Yearly Payment | \$21,676 (per month) | 12 months | \$260,118 (per year) |

Related One-time Miscellaneous Expenses

Table of Costs:

| | Item Description | Cost | Quantity | Total |
|---|--|----------------------------|-----------------|--------------------|
| 1 | Bus Transportation (Massachusetts to California) | \$14,000 | 3 | \$42,000 |
| 2 | QStraint Securement Retrofit (2 units per bus) | \$5,000 (each) | 6 | \$30,000 |
| 3 | Three Position Bicycle Rack | \$2,500 | 3 | \$7,500 |
| 4 | Other | | | \$20,500 |
| 5 | Total Costs | | | |
| 6 | 72 Month Lease (Principal & Interest) | | 3 | \$1,560,708 |
| 7 | California Sales Tax @ 9% | \$42,750 (each) | 3 | \$128,250 |
| 8 | One Time Related Miscellaneous Expenses (Lines 1, 2, 3, & 4) | | | \$100,000 |
| 9 | Total | | 3 | \$1,788,958 |

V. ALTERNATIVES CONSIDERED

- Do not authorize additional funding. This alternative will not allow METRO to move forward with the Lease due to insufficient funds.
- Utilizing the contingency funding, however use of this funding will not allow sufficient funds to provide miscellaneous expenses such as transport and fitting of other nomenclature the buses will require.

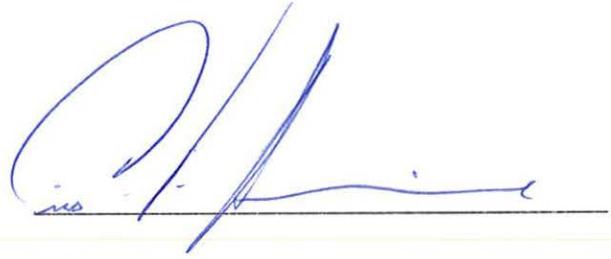
VI. ATTACHMENTS

None

Prepared by: Ciro Aguirre, Chief Operations Officer

VII. APPROVALS:

Ciro Aguirre, COO



Approved as to fiscal impact:
Angela Aitken, Finance Manager

dlc for AA

Alex Clifford, 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 SAMUEL G. GARCIA AS FLEET MAINTENANCE LEAD MECHANIC FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

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

WHEREAS, METRO, requiring an employee with expertise and dedication, appointed Samuel G. Garcia to serve in the position of Fleet Maintenance Lead Mechanic, and

WHEREAS, Samuel G. Garcia served as a member of the Fleet Maintenance Department of METRO for the time period of February 1, 1993 to October 28, 2017, and

WHEREAS, Samuel G. Garcia provided METRO with dedicated service and commitment during the time of employment, and

WHEREAS, Samuel G. Garcia served METRO with distinction, and

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

WHEREAS, during the time of Samuel's service, METRO improved existing and built new operating facilities, converted the fleet to a CNG propulsion system, developed accessible bus stops, improved ridership, responded to adverse economic conditions, and

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

NOW, THEREFORE, BE IT RESOLVED, that upon his retirement as Fleet Maintenance Lead Mechanic, the Board of Directors of METRO does hereby commend Samuel G. Garcia 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 Samuel G. Garcia, and that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

PASSED AND ADOPTED this 17th Day of November 2017 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Jimmy Dutra, Chair

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Julie Sherman, General Counsel



DATE: November 17, 2017
TO: Board of Directors
FROM: Barrow Emerson, Planning & Development Manager
**SUBJECT: REQUEST BOARD OF DIRECTORS TO REFER TO THE FINANCE
STANDING COMMITTEE A DISCUSSION ABOUT INITIATING A FARE
RESTRUCTURING ANALYSIS**

I. RECOMMENDED ACTION

That the Board of Directors refer to the Finance Standing Committee a discussion about initiating a fare restructuring analysis

II. SUMMARY

- Santa Cruz Metropolitan Transit District (METRO) staff has been doing preliminary planning on fare restructuring.
- The Board is requested to refer to the Finance Standing Committee a discussion about initiating a fare restructuring analysis.

III. DISCUSSION/BACKGROUND

As part of long term financial and service planning, METRO staff has been undertaking a preliminary analysis on future fare restructuring, including technological upgrades to fare payment methods.

The fare structure can be an important tool for operational efficiency and marketing, and is also an important issue for long-range budget planning.

This discussion is needed because:

- The last fare restructure was six years ago and was not actually a comprehensive restructuring of the fares and pass policy,
- It is a transit industry standard to review fare structure every five years or so,
- Technological advances in fare payment systems provide new opportunities related to fare structure.

It is requested that the Board refer to the Finance Standing Committee a discussion about initiating a fare restructuring analysis.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The initiation of a fare restructuring analysis does not in itself have a financial impact, although outcomes of the process may result in initiatives that could have financial considerations.

V. ALTERNATIVES CONSIDERED

The alternative is to not perform long-range fare restructuring analysis, missing possible opportunities related to operating efficiency, marketing and long-term budget planning. This is not recommended.

VI. ATTACHMENTS

None

Prepared By: Barrow Emerson, Planning & Development Manager

VII. APPROVALS:

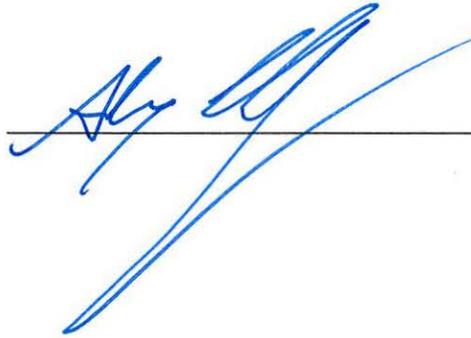
Barrow Emerson,
Planning & Development Manager



Approved as to fiscal impact:
Angela Aitken, Finance Manager

dk for AA

Alex Clifford, CEO/General Manager



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DATE: November 17, 2017
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
**SUBJECT: ACCEPT AND FILE THE YEAR TO DATE MONTHLY FINANCIAL
REPORT AS OF AUGUST 31, 2017**

I. RECOMMENDED ACTION

**That the Board of Directors accept and file the Year to Date Monthly
Financial Report as of August 31, 2017**

II. SUMMARY OF ISSUES

- An analysis of Santa Cruz Metropolitan Transit District's (METRO) financial status is prepared monthly in order to inform the Board of Directors regarding METRO's actual revenues and expenses in relation to the adopted operating and capital budgets for the fiscal year.
- This staff report is the web-accessible companion document to the attached PowerPoint presentation titled "Year to Date Monthly Financial Report as of August 31, 2017."
- Staff recommends that the Board of Directors accept and file the attached report.

III. DISCUSSION/BACKGROUND

Below are the written explanations of the various charts and graphs in the attached Year to Date Monthly Financial Report as of August 31, 2017. The fiscal year has elapsed 17%.

Slide 1

(Cover) Year to Date Monthly Financial Report as of August 31, 2017

Slide 2

FY18 Operating Revenue and Expenses for the Month Ending August 31, 2017

- Operating Revenues for the month are unfavorable by \$22K
- Operating Expenses
 - Labor Regular - favorable by \$11K
 - Labor OT - unfavorable by \$94K
 - Fringe Benefits – favorable by \$107K
 - Non-Personnel - favorable by \$78K

- Total Operating Expenses – favorable by \$103K
- Total Budget to Actual Variance - favorable by \$81K

Slide 3

FY18 Operating Revenue and Expenses Year to Date as of August 31, 2017

- Operating Revenues Year to Date are unfavorable by \$12K
- Operating Expenses
 - Labor Regular - favorable by \$210K
 - Labor OT - unfavorable by \$169K
 - Fringe Benefits - favorable by \$281K
 - Non-Personnel - favorable by \$169K
- Total Operating Expenses –favorable by \$491K

Total Budget to Actual Variance - favorable by \$479K

Slide 4

FY18 Operating Revenue by Major Funding Source - Year to Date as of August 31, 2017

- Passenger Fares- actual is \$1,708K while budget is \$1,796K
- Sales Tax Revenue (including Measure D)- actual is \$3,550K while budget is \$3,475K
- Other Revenue- actual and budget are \$83K

Slide 5

Favorable/ (Unfavorable) Revenue Variance to Budget Year to Date as of August 31, 2017

- Passenger Fares variance to budget is unfavorable by \$88K primarily due to:
 - Decreased Highway 17 Ridership.
- Sales Tax Revenue variance to budget is favorable by \$75K due to higher than anticipated receipts.

Slide 6

FY18 Operating Expenses by Major Expense Category Year to Date as of August 31, 2017

- Labor - Regular- actual is \$2,523K while budget is \$2,733K
- Labor – OT - actual is \$444K while budget is \$275K
- Fringe Benefits - actual is \$3,276K while budget is \$3,557K
- Services - actual is \$450K while budget is \$591K
- Mobile Materials & Supplies - actual is \$482K while budget is \$490K

- Other Expenses - actual is \$347K while budget is \$368K

Slide 7

FY18 Operating Expenses by Major Expense Category Year to Date as of August 31, 2017

- Labor – Regular variance to budget is favorable by \$210K due to:
 - Vacant funded positions
 - Extended unpaid leaves of absence
 - Lower Medical Insurance Premiums
 - Lower Workers Comp Insurance Costs
- Labor – OT variance to budget is unfavorable by \$169K due to vacant positions and extended leaves of absence in various departments.
- Fringe Benefits variance to budget is favorable by \$281K primarily due to lower medical and workers comp insurance costs.
- Services variance to budget is favorable \$140K due to Prof & Tech Fees under budget.
- Mobile Materials & Supplies variance to budget is favorable by \$2K.
- Other Expenses variance to budget is favorable by \$21K primarily due to Casualty & Liability (Settlement Costs).

Slide 8

FY18 Capital Budget Spending Year to Date (by Funding Source) as of August 31, 2017

- Total Capital Funding year to date is \$474K; FY18 budget is \$19.8M
 - Cal-OES Prop 1B Transits Security Grant funding (CTSGP) is \$215K
 - Operating and Capital Reserve funding is \$185K
 - Federal Capital Grants (FTA) funding is \$61K
 - State Transits Assistance (STA) – Transfers from Operating Budget funding is \$7K
 - State – PTMISEA (1B) funding is \$6K.

Slide 9

FY18 Capital Budget Spending Year to Date as of August 31, 2017

- Total Capital Projects spending year to date is \$474K; FY18 budget is \$19.8M
 - Construction Related Projects spending is \$390K
 - Revenue Vehicle Replacements spending is \$39K
 - Non-Revenue Vehicle Replacements spending is \$34K

- Misc. spending is \$11K.

Slide 10

(Cover Sheet) - Additional Information

Slide 11

Additional Information for the Month of August 2017

- Unemployment Rate % in Santa Cruz County is 5.4%
- \$ Gasoline per Gallon for the San Francisco-Oakland-San Jose area is \$3.02
- Monthly Ridership - Without UCSC (Highway 17 and Fixed Route) has increased slightly in August 2017.

Slide 12

FY18 Operating Expenses Year to Date as of October 31, 2017: Preliminary

- Operating Expenses
 - Labor Regular - favorable by \$298K
 - Labor OT - unfavorable by \$408K
 - Fringe Benefits - favorable by \$685K
 - Non-Personnel - favorable by \$633K
- Total Operating Expenses - favorable by \$1,208K

Slide 13

(Cover Sheet) – FY18 & FY19 Non-Controllable Budget Risks as of November 7, 2017

Slide 14

FY18 & FY19 Non-Controllable Budget Risks (exceeding \$200K)

- Operating Budget - Special Transit Fares-Contract with Cabrillo College – \$450K (pending student vote) at risk, in FY19. (\$450K is the estimated net loss due to the offsetting farebox revenue collected in the absence of the contract).

Slide 15

FY18 & FY19 Non-Controllable Budget Risks (exceeding \$200K)

- Regional Transportation Commission (RTC) Population Share (PUC 99313) TDA-STA-SGR Revenue
 - Operating Budget-TDA-STA-100% of the Population Share (PUC 99313) is at risk due to the RTC Board reprogramming these funds to other

County Projects – \$1,690K and \$1,951K at risk, in FY18 and FY19, respectively.

- Capital Budget-TDA-STA-SGR (Capital)-100% of the Population Share (PUC 99313) is at risk due to the RTC Board reprogramming these funds to other County Projects – \$369K at risk, in both FY18 and FY19.
- Total RTC Operating and Capital Budget Risk is \$2,059K in FY18 and \$2,320K in FY19.

Slide 16

FY18 & FY19 Non-Controllable Budget Risks (exceeding \$200K)

- SB1 Repeal Risk; Regional Transportation Commission (RTC); New TDA-STA PUC 99313 & 99314
 - Operating Budget-TDA-STA-SB1-100% of the SB1 is at risk due to potential voter repeal – \$1,230K and \$1,766 at risk, in FY18 and FY19, respectively.
 - Capital Budget-TDA-STA-SB1-100% of the SB1 is at risk due to potential voter repeal – \$737K at risk, in both FY18 and FY19.
 - Total SB1 Repeal Operating and Capital Budget Risk is \$1,967K in FY18 and \$2,503K in FY19.

Slide 17

FY18 & FY19 Non-Controllable Budget Risks (exceeding \$200K)

- Worst Case Non-Controllable Risk
 - Operating Budget - Special Transit Fares – Contract with Cabrillo College – \$450K (pending student vote) at risk, in FY19.
 - Operating Budget-TDA-STA-SB1:TDA-STA-100% of the Population Share (PUC 99313) is at risk due to the RTC Board reprogramming these funds to other County Projects AND 100% of the SB1 is at risk due to potential voter repeal - \$2,305K and \$2,834K at risk, in FY18 and FY19, respectively.
 - Total Operating Budget Risk is \$2,305K in FY18 and \$3,284K in FY19.
 - Capital Budget-TDA-STA-SGR-100% is at risk due to potential voter repeal – \$737K at risk, in both FY18 and FY19.
- Total Worst Case Operating and Capital Budget Risk is \$3,042K in FY18 and \$4,021K in FY19.

IV. FINANCIAL CONSIDERATIONS/IMPACT

Total Budget to Actual Variances for the month and year to date are favorable by \$81K and \$479K, respectively.

Non-Controllable budget risks currently exist that could have a significant impact to the operating and capital budgets. Staff will have more information about RTC potential reprogramming of projects in December 2017 and SB1 voter repeal issues next calendar year.

V. ALTERNATIVES CONSIDERED

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

VI. ATTACHMENTS

Attachment A: Year to Date Monthly Financial Report as of August 31, 2017
Presentation

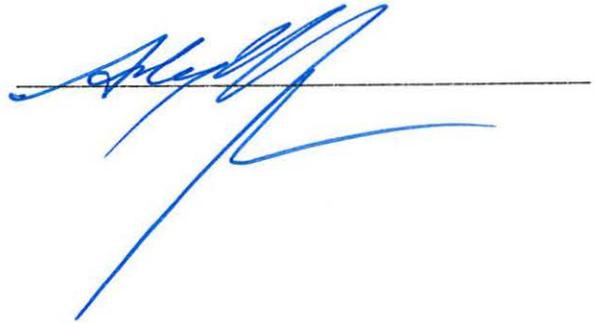
Prepared By: Kristina Mihaylova, Sr. Financial Analyst

VII. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Finance Manager

dk for AA

Alex Clifford, CEO/General Manager



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Year to Date Monthly Financial Report as of August 31, 2017

Santa Cruz METRO Board of Directors

November 17, 2017

Angela Aitken, Finance Manager

FY18 Operating Revenue and Expenses For the Month Ending August 31, 2017

17% of Fiscal Year Elapsed

| \$ In Thousands | Actual | Budget | Budget to Actual |
|---|----------------|----------------|-------------------------|
| Operating Revenue: | \$2,925 | \$2,948 | (\$22) |
| Operating Expenses: | | | |
| Labor - Regular | \$1,355 | \$1,366 | \$11 |
| Labor - Overtime | \$231 | \$137 | (\$94) |
| Fringe Benefits | \$1,671 | \$1,778 | \$107 |
| Non-Personnel Expenses | \$646 | \$724 | \$78 |
| Total Operating Expenses: | \$3,903 | \$4,006 | \$103 |
| Operating Budget Favorable/ (Unfavorable): | | | \$81 |

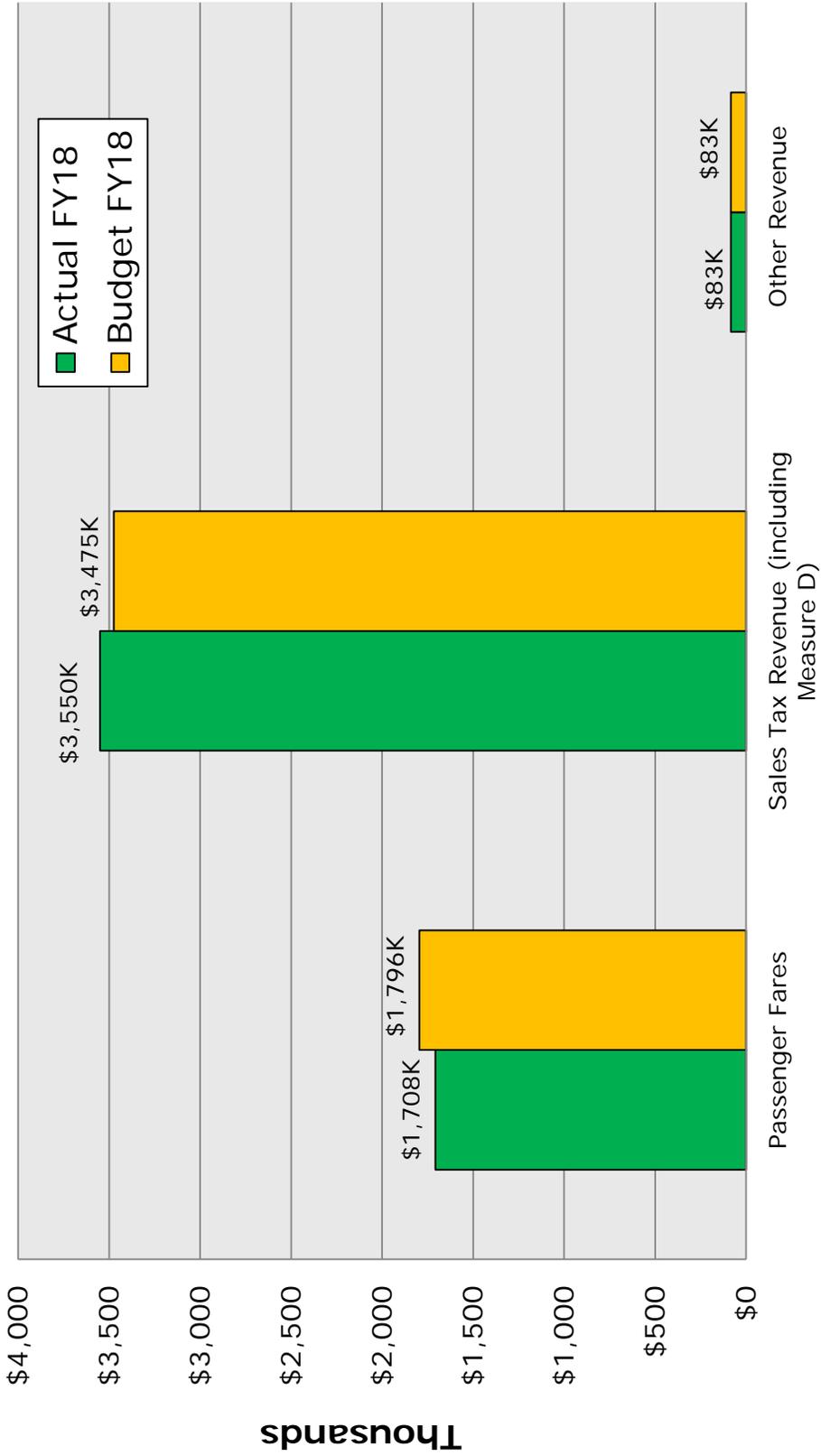
FY18 Operating Revenue and Expenses

Year to Date as of August 31, 2017

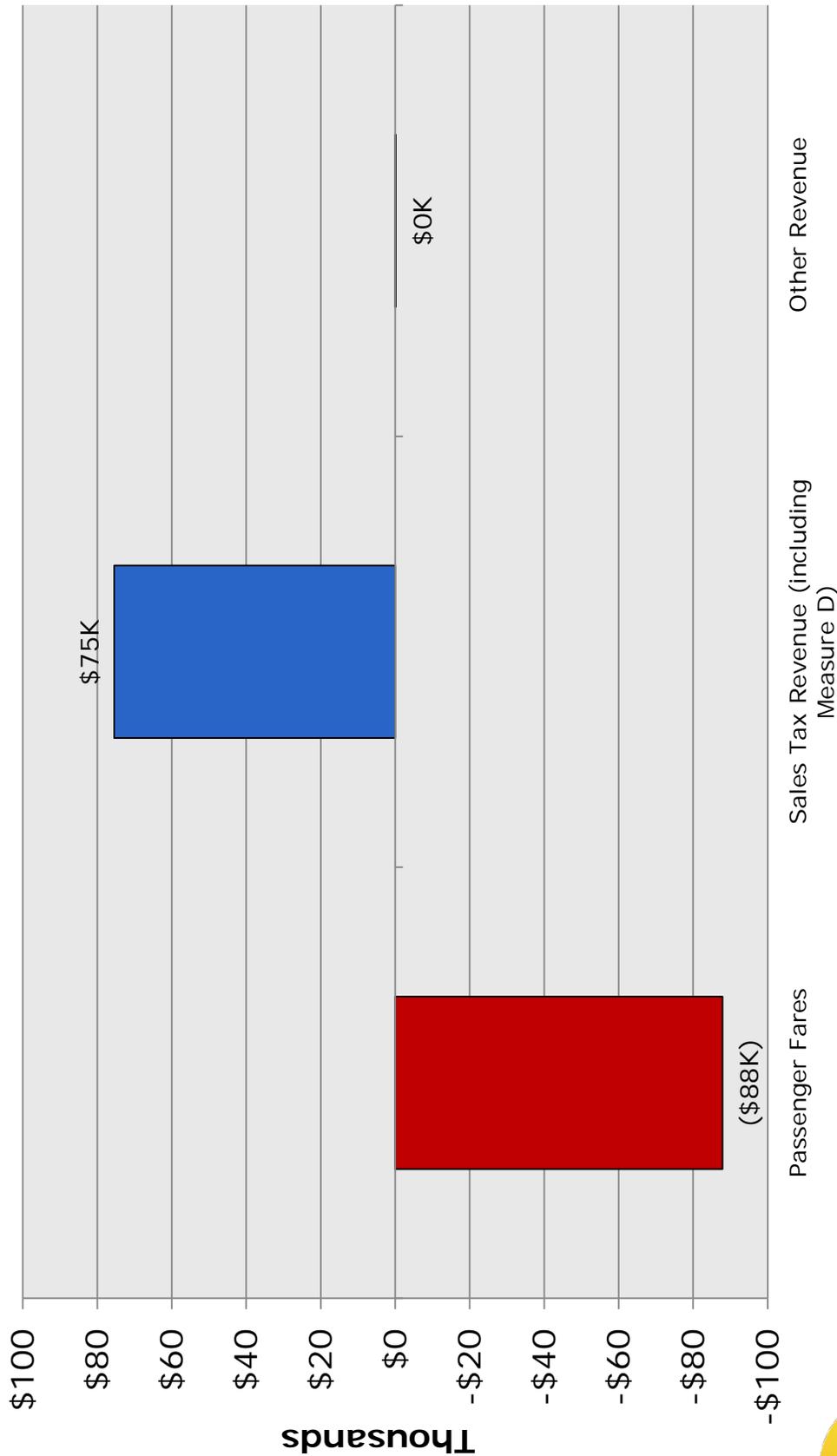
17% of Fiscal Year Elapsed

| \$ In Thousands | Actual | Budget | Budget to Actual |
|---|----------------|----------------|------------------|
| Operating Revenue: | \$5,342 | \$5,354 | (\$12) |
| Operating Expenses: | | | |
| Labor - Regular | \$2,523 | \$2,733 | \$210 |
| Labor - Overtime | \$444 | \$275 | (\$169) |
| Fringe Benefits | \$3,276 | \$3,557 | \$281 |
| Non-Personnel Expenses | \$1,279 | \$1,448 | \$169 |
| Total Operating Expenses: | \$7,522 | \$8,013 | \$491 |
| Operating Budget Favorable/ (Unfavorable): | | | \$479 |

FY18 Operating Revenue by Major Funding Source
Year to Date as of August 31, 2017
 17% of Fiscal Year Elapsed

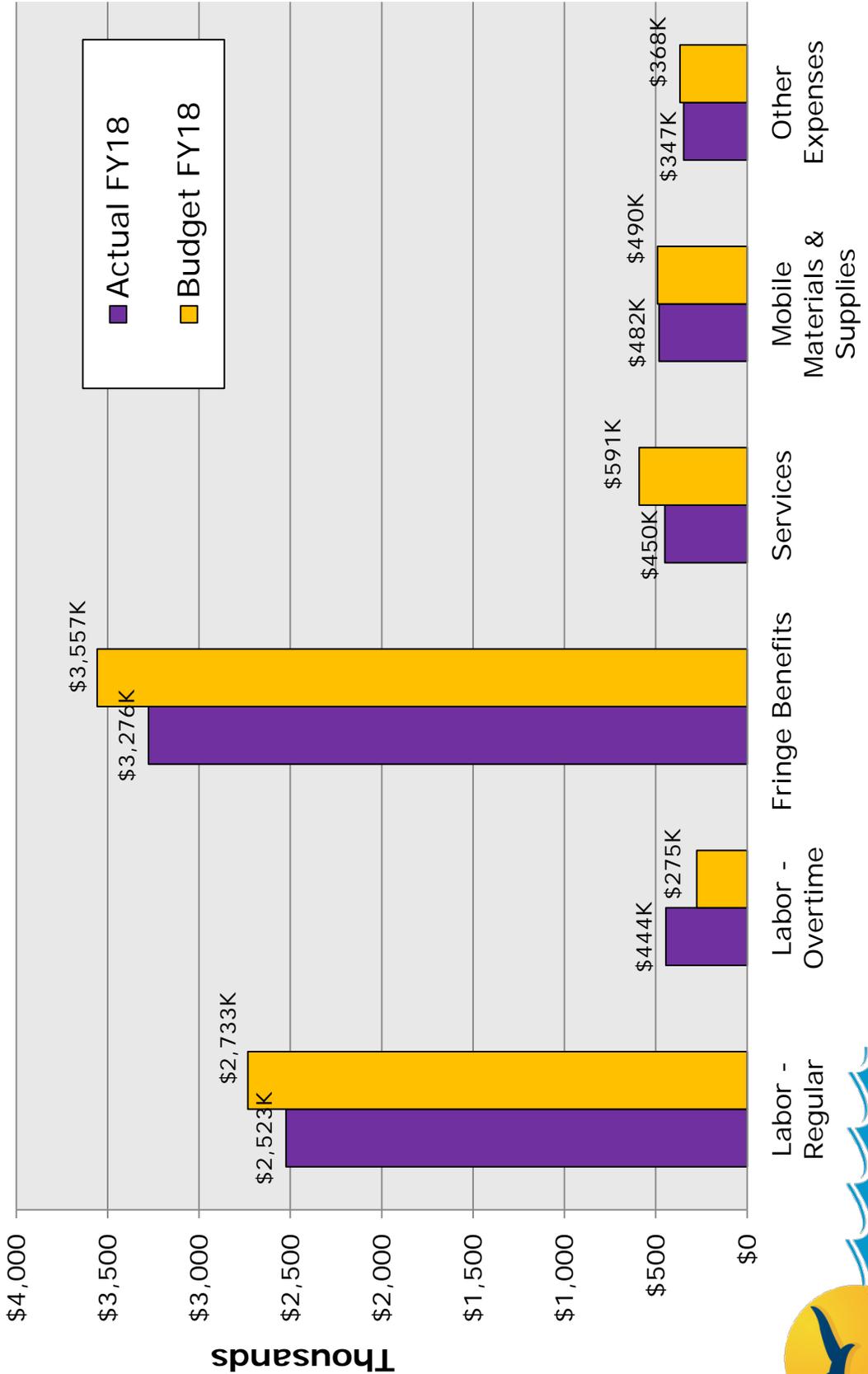


Favorable/(Unfavorable) Revenue Variance to Budget
Year to Date as of August 31, 2017
17% of Fiscal Year Elapsed



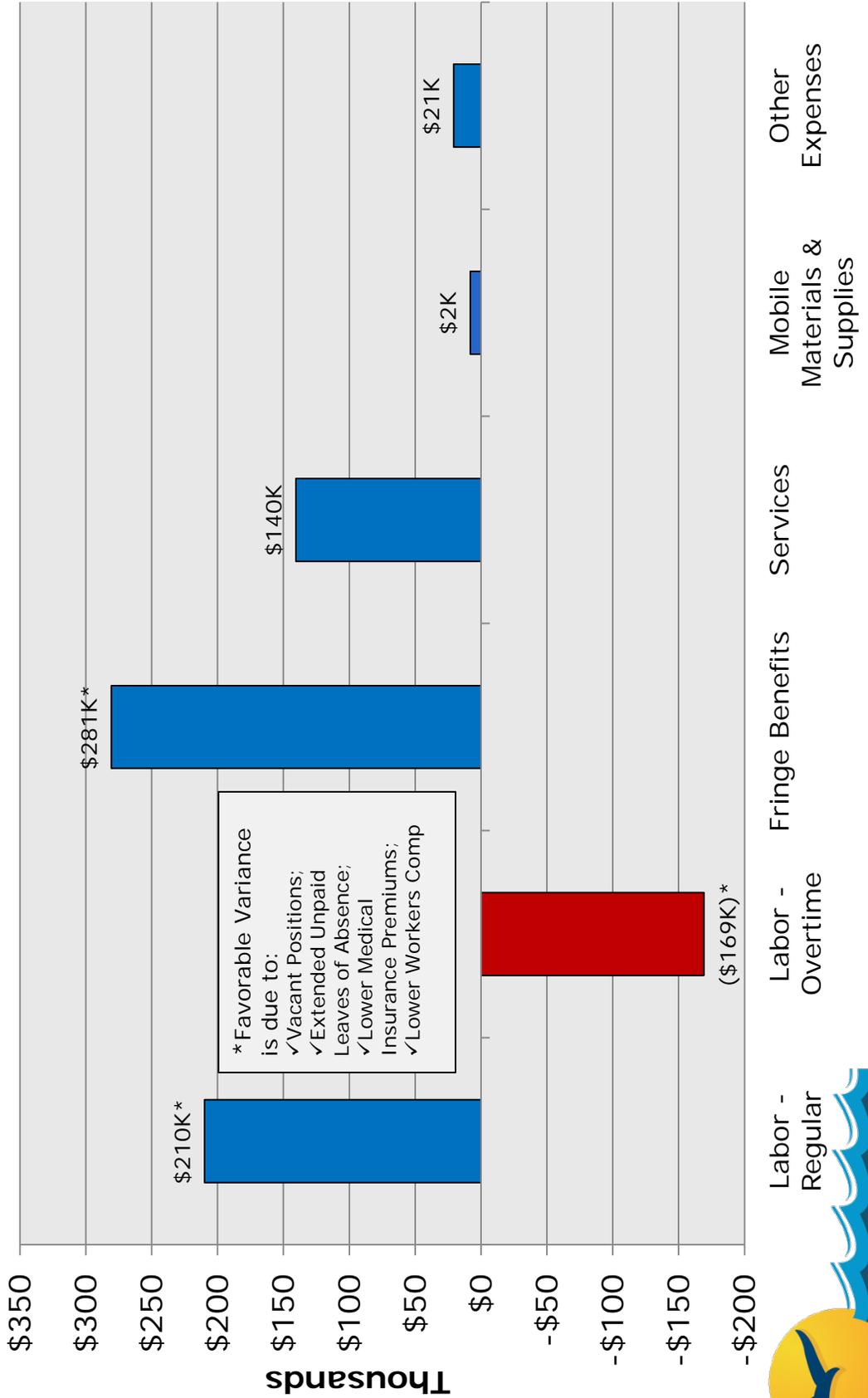
FY18 Operating Expenses by Major Expense Category
Year to Date as of August 31, 2017

17% of Fiscal Year Elapsed



Favorable/(Unfavorable) Expense Variance to Budget
Year to Date as of August 31, 2017

17% of Fiscal Year Elapsed

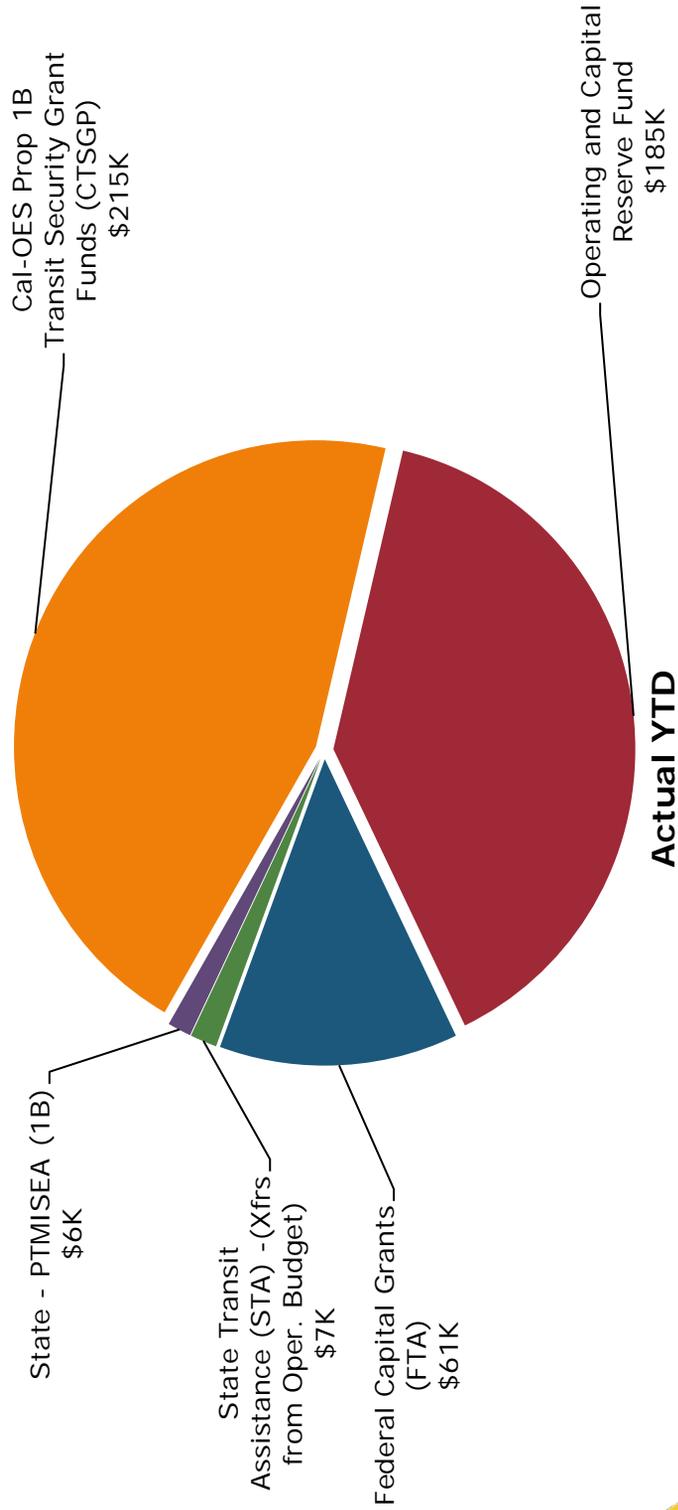


FY18 Capital Budget

Spending Year to Date (by Funding Source) as of August 31, 2017

17% of Fiscal Year Elapsed

| | Actual YTD | Total FY18 Budget | % Spent YTD |
|-------------------------------|------------------|---------------------|-------------|
| Total Capital Funding: | \$473,945 | \$19,772,978 | 2% |

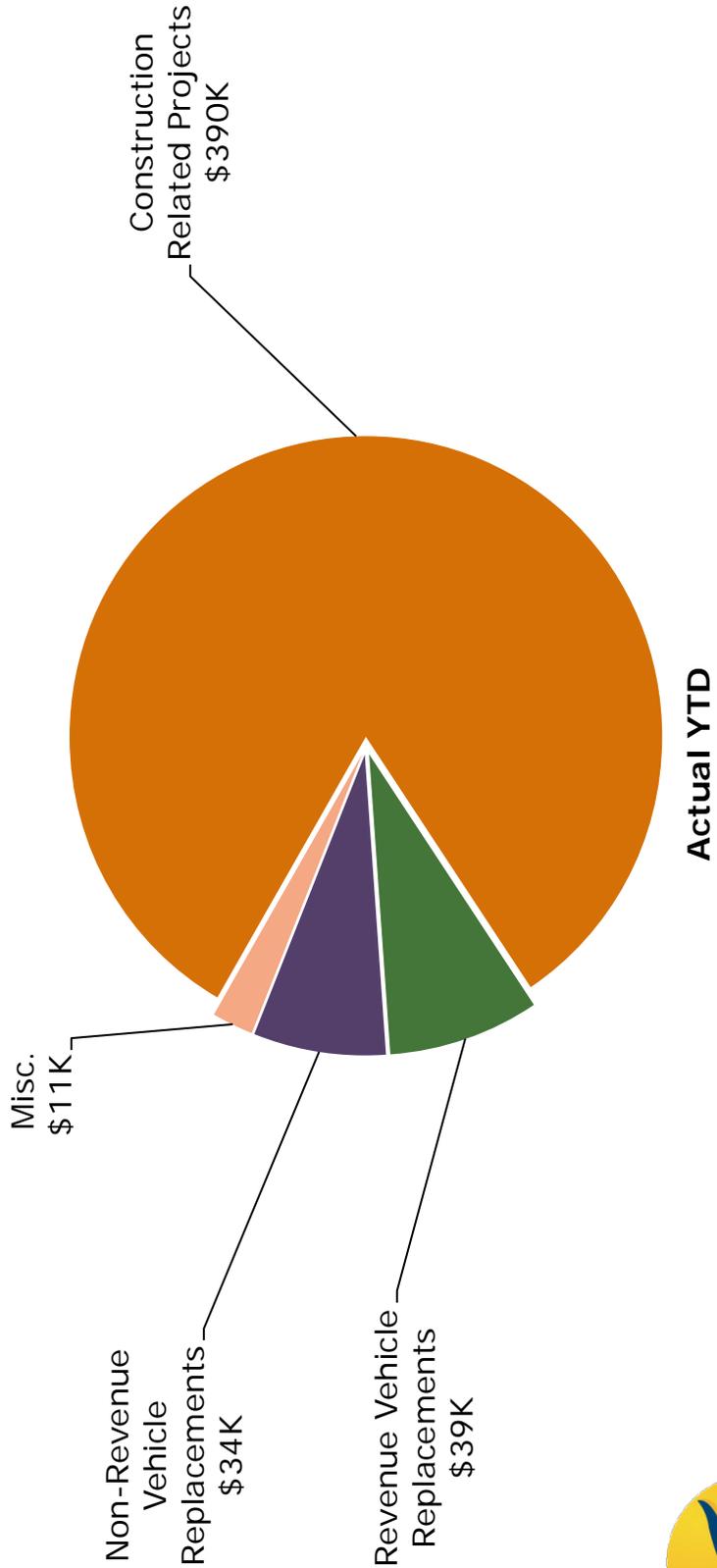


FY18 Capital Budget

Spending Year to Date as of August 31, 2017

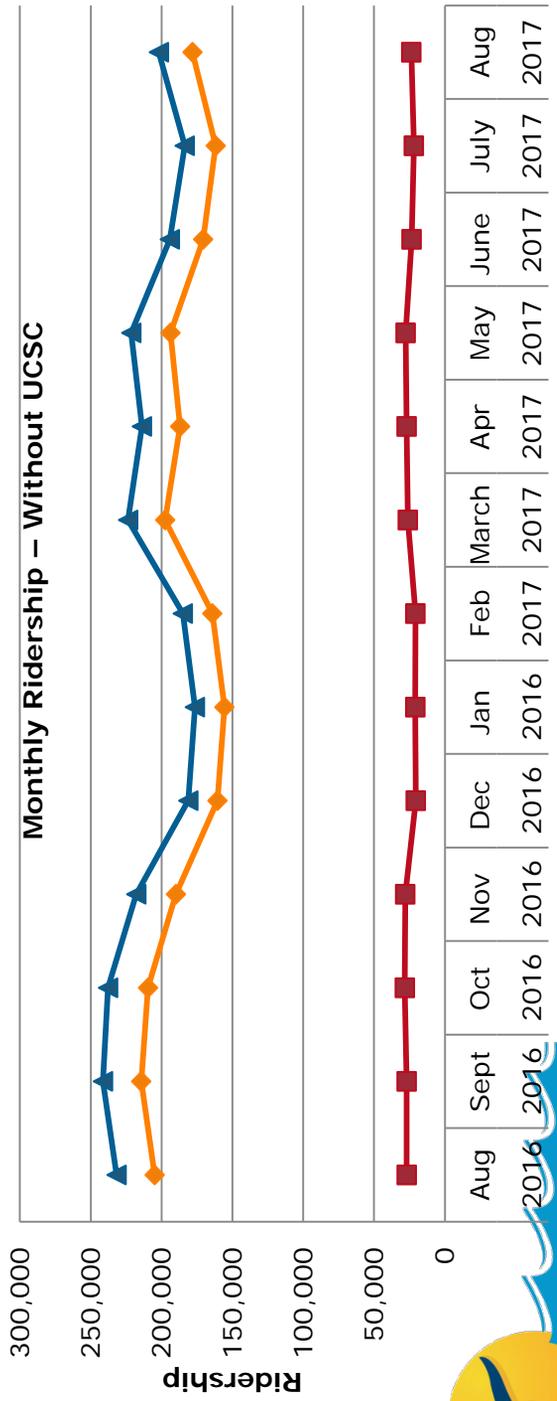
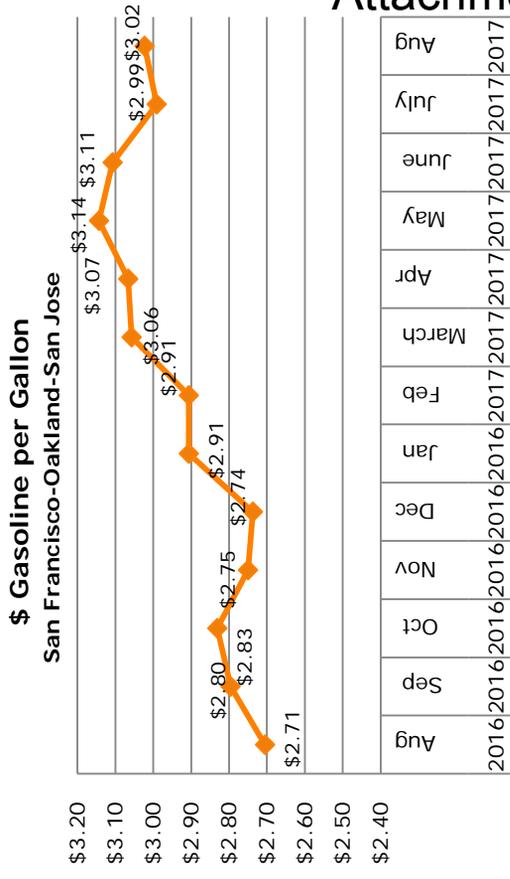
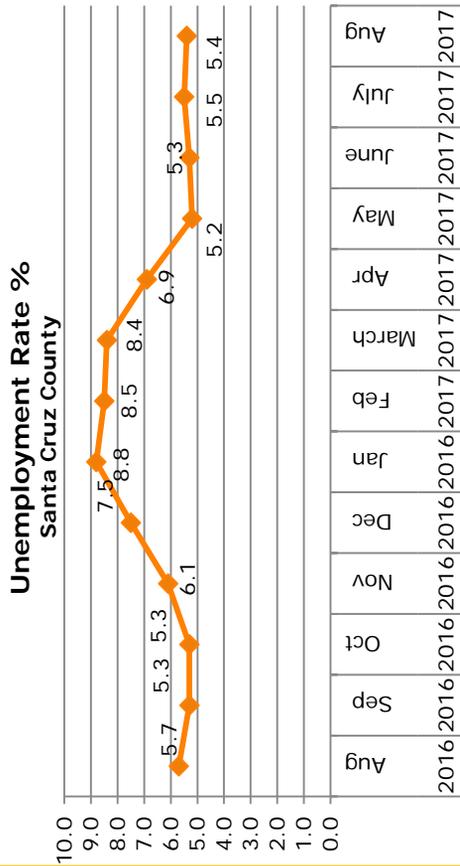
17% of Fiscal Year Elapsed

| | Actual YTD | Total FY18 Budget | % Spent YTD |
|--------------------------------|------------------|---------------------|-------------|
| Total Capital Projects: | \$473,945 | \$19,772,978 | 2% |



Additional Information

Additional Information



FY18 Operating Expenses

Year to Date as of October 31, 2017: PRELIMINARY

33% of Fiscal Year Elapsed

| \$ In Thousands | Actual | Budget | Budget to Actual Favorable/ (Unfavorable) |
|---------------------------|----------|----------|---|
| Operating Expenses: | | | |
| Labor - Regular | \$5,168 | \$5,466 | \$298 |
| Labor - Overtime | \$958 | \$550 | (\$408) |
| Fringe Benefits | \$6,428 | \$7,113 | \$685 |
| Non-Personnel Expenses | \$2,264 | \$2,897 | \$633 |
| Total Operating Expenses: | \$14,818 | \$16,026 | \$1,208 |

**FY18 & FY19
Non-Controllable Budget Risks
as of November 7, 2017**

FY18 & FY19

Non-Controllable Budget Risks (>\$200K)

| <u>Special Transit Fares - Cabrillo College Risk</u> <u>Cabrillo Operating Revenue</u> | FY18 Budget Adopted 06/23/2017 | FY19 Budget Adopted 06/23/2017 |
|---|---|---|
| <u>Operating Budget:</u> | | |
| <u>Contract with Cabrillo</u> | - | (\$450K)* Pending Student Vote |
| | | |
| | | |
| | | |

* (\$450K) is the estimated net loss due to the offsetting farebox revenue collected in the absence of the contract.



FY18 & FY19

Non-Controllable Budget Risks (>\$200K)

| <u>RTC Risk</u> Regional Transportation Commission (RTC) Population Share (PUC 99313) <u>IDA-STA-SGR Revenue</u> | FY18 Budget Adopted 06/23/2017 | FY19 Budget Adopted 06/23/2017 |
|--|---|---|
| <p><u>Operating Budget:</u> <u>IDA-STA:</u> 100% of the Population Share (PUC 99313) is at risk due to the RTC Board reprogramming these funds to other County projects</p> | (\$1,690K) | (\$1,951K) |
| <p><u>Capital Budget:</u> <u>IDA-STA-SGR (Capital):</u> 100% of the Population Share (PUC 99313) is at risk due to the RTC Board reprogramming these funds to other County projects</p> | (\$369K) | (\$369K) |
| <p><u>TOTAL RTC Operating and Capital Budget Risk:</u></p> | <u>(\$2,059K)</u> | <u>(\$2,320K)</u> |



FY18 & FY19

Non-Controllable Budget Risks (>\$200K)

| <u>SB1 Repeal Risk</u> Regional Transportation Commission (RTC) NEW TDA-STA PUC 99313 & 99314 NEW TDA-STA-SGR Revenue | FY18 Budget Adopted 06/23/2017 | FY19 Budget Adopted 06/23/2017 |
|---|---|---|
| <u>Operating Budget:</u> <u>IDA-STA-SB1:</u> 100% of the SB1 is at risk due to potential voter repeal | (\$1,230K) | (\$1,766K) |
| <u>Capital Budget:</u> <u>IDA-STA-SGR (Capital):</u> 100% is at risk due to potential voter repeal | (\$737K) | (\$737K) |
| <u>TOTAL SB1 Repeal Operating and Capital Budget Risk:</u> | <u>(\$1,967K)</u> | <u>(\$2,503K)</u> |



FY18 & FY19

Non-Controllable Budget Risks (>\$200K)

| | FY18 Budget Adopted 06/23/2017 | FY19 Budget Adopted 06/23/2017 |
|---|---|---|
| <u>Worst Case Non-Controllable Risk</u> | | |
| <u>Operating Budget:</u> | | |
| <u>Contract with Cabrillo</u> | - | (\$450K) Pending Student Vote |
| <u>IDA-STA-SB1</u> : IDA-STA: 100% of the Population Share (PUC 99313) is at risk due to the RTC Board reprogramming these funds to other County projects AND 100% of the SB1 is at risk due to potential voter repeal | (\$2,305K) | (\$2,834K) |
| <u>Total Operating Budget:</u> | <u>(\$2,305K)</u> | <u>(\$3,284K)</u> |
| <u>Capital Budget:</u> | | |
| <u>IDA-STA-SGR (Capital)</u> : 100% is at risk due to potential voter repeal | (\$737K) | (\$737K) |
| <u>TOTAL Worst Case Operating and Capital Budget Risk:</u> | <u>(\$3,042K)</u> | <u>(\$4,021K)</u> |

12A.17



Questions

VERBAL PRESENTATION ONLY

METRO ADVISORY COMMITTEE (MAC)
SEMI-ANNUAL REPORT

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DATE: November 17, 2017
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
SUBJECT: THREE METRO ADVISORY COMMITTEE (MAC) MEMBERS' TERMS EXPIRE DECEMBER 31, 2017

I. RECOMMENDED ACTION

Open a 30-day nomination period beginning December 1, 2017 to solicit and accept Board nominees and citizen applications after which the MAC Ad Hoc Committee will convene to review and recommend three candidates to METRO Board

II. SUMMARY

- The METRO Advisory Committee (MAC) is to be comprised of seven members, three of whom have terms expiring on December 31, 2017.
- The MAC Bylaws Section 3.5 states when a vacancy is created or a MAC member's term expires, the METRO Board shall solicit nominations. Upon conclusion of a thirty-day nomination period, the MAC Ad Hoc Committee (Board Members Bruce McPherson, Mike Rotkin, Norm Hagen, and Ed Bottorff) shall convene and review applications and Board nominations to make appointee recommendation(s) to the METRO Board.

III. DISCUSSION/BACKGROUND

MAC has three members whose terms will expire on December 31, 2017. In an effort to transition into the 2018 regular meeting schedule with a full seven-member MAC Committee, staff requests the METRO Board of Directors to open a 30-day nomination period beginning December 1, 2017.

Once this thirty-day nomination period has concluded, the MAC Ad Hoc Committee will meet to review and recommend three candidates to be presented at the January 26, 2018 Board of Directors Meeting.

IV. FINANCIAL CONSIDERATIONS/IMPACT

None

V. ALTERNATIVES CONSIDERED

None

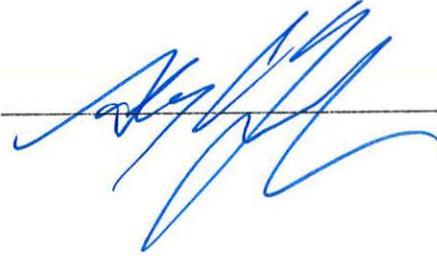
VI. ATTACHMENTS

Attachment A: MAC Bylaws Adopted January 22, 2016

Prepared By: Donna Bauer, Administrative Assistant

VII. APPROVALS:

Alex Clifford, CEO/General Manager



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BYLAWS

Metro Advisory Committee

ADOPTED JANUARY 22, 2016

Attachment A

BYLAWS FOR THE SANTA CRUZ METRO ADVISORY COMMITTEE

Article I GENERAL PROVISIONS

§1.1 Purpose - Bylaws

These Bylaws shall govern the proceedings of the METRO Advisory Committee (MAC), an advisory committee established by the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO).

§1.1.1 Purpose – METRO Advisory Committee (MAC)

The MAC members serve at the pleasure of the Santa Cruz Metropolitan Transit District Board of Directors. The purpose of the MAC is to provide a citizen forum (advisory committee) in which the METRO Board and CEO/General Manager can delegate topics for discussion and in which recommendations can be formulated and communicated to the METRO Board of Directors. MAC members should be current frequent riders of the fixed-route, paratransit or commuter services provided by Santa Cruz METRO and should approach their review of topics from a regional thinker perspective in their review of matters referred by the METRO Board of Directors or the CEO/General Manager.

§1.2 Construction of Bylaws

As used in these Bylaws, “MAC” means the METRO Advisory Committee. These Bylaws shall govern the MAC’s proceedings to the extent they are not inconsistent with METRO Administrative Code or Regulations or California or Federal law. These Bylaws or amendments become effective upon approval by the METRO Board of Directors.

§1.2.1 Orderly Administration of MAC Meetings

The MAC shall follow Robert’s Rules of Order or Sturgis, the Standard Code of Parliamentary Procedure, as may be adopted by the current Chair of MAC.

§1.3 Definitions: As used in these Bylaws:

- a. “Chair” means the Chair of the MAC Committee.
- b. “Vice chair” means the Vice Chair of the MAC Committee.
- c. “Staff” means staff members that are assigned to support the MAC Committee by the METRO CEO/General Manager.

Attachment A

Article II DUTIES AND AUTHORITY

§2.1 Duties

It shall be the duty of the MAC to provide recommendations to the Board of Directors on matters referred to the MAC by the Board or CEO/General Manager, and to perform such additional duties as assigned by the Board. The MAC may also address issues which members or the public raise with respect to the quantity and quality of services provided by METRO.

§2.2 Limitations on Authority

The sole jurisdiction and authority of the MAC is to serve in an advisory capacity to the Board of Directors. MAC shall not have any authority to take actions that bind METRO or the Board of Directors. With the approval of the CEO/General Manager, and subject to budget considerations, the MAC may design informational signs to be placed on the inside of buses and it may design and distribute an informational brochure to increase the public's knowledge of the operation and existence of the MAC. MAC members are not allowed to give direction to the administrative support personnel or any other METRO employee.

- a. Reports to the Santa Cruz METRO Board of Directors.

Communications by the MAC to the Board of Directors shall be through the CEO/General Manager. All such communications shall be provided to the Board of Directors and placed on the next available Board agenda as a consent item under the heading of "communications to the Board from the MAC."

At the request of the MAC Chair or Vice Chair, and upon concurrence of a majority of the MAC members, matters which the MAC intends to discuss with the Board of Directors may be placed on the Board of Director's agenda by the CEO/General Manager. MAC shall comply with all requirements for the inclusion of such items on the Board's agenda as are deemed appropriate by the CEO/General Manager.

The MAC Chair or Vice Chair shall provide the Board of Directors an oral report on MAC activities twice a year, once in June and once in December.

Attachment A

Article III MEMBERSHIP

§3.1 Membership

a. Appointment to the MAC.

The MAC shall be composed of no greater than 7 members appointed by the Board of Directors. All MAC members shall serve for a term of 4 years and will serve at the pleasure of the Board of Directors. Members wishing to resign from an appointment may submit such resignation to the CEO/General Manager.

The METRO Board of Directors shall nominate individuals to be considered for appointment as members of the MAC. Additionally, Santa Cruz County residents who have submitted an application directly to METRO shall be considered. Annually, the METRO Board Chair shall appoint an Ad Hoc Committee composed of four members of the Board and who shall meet as needed to review the list of Board nominees and other citizen applications and make appointment recommendations to the full Board. Appointments to the METRO Advisory Committee shall be made by the METRO Board of Directors.

b. Composition of Membership on MAC.

All members shall be residents of the County of Santa Cruz. When making its appointments, the Board shall strive to balance the membership to reflect the ethnic, gender, and geographic diversity of the County.

To the extent it is practical, representation on MAC will be regular riders of the system and will include representatives of the following consumer groups:

- i. At least one member from the Disability community.
- ii. At least one member from University of California, Santa Cruz, who is either a student or employee of the same.
- iii. At least one member who is a commuter using the Highway 17 service.
- iv. At least one member of the Disadvantaged Business Community.
- v. At least one member from Cabrillo College, who is either a student or an employee of the same.
- vi. At least one member who is a rider of Paratransit.

No member of the Board of Directors or elected public official shall be appointed to the Committee.

Attachment A

No employee of METRO or any agency that provides funding to, or contracts with, METRO shall be appointed to the Committee. However, individuals who are employed by the University of California, Santa Cruz in departments other than the Transportation and Parking Services (TAPS), or in the offices that directly supervise TAPS, shall be exempt from the financial/contracting prohibition for MAC members outlined in this section.

§3.2 Members' Terms

- a. The term of membership of each MAC member shall be four years, commencing with the date of appointment by the METRO Board of Directors and terminating on December 31st of the year in which the seat expires. Members may be considered by the Board Ad Hoc Committee for re-appointment for additional terms, as approved by the METRO Board of Directors.
- b. There are eight current MAC members as of the Board adoption date of the revised Bylaws (December 11, 2015). Eight members will continue to serve and a seven member MAC will be achieved over time through attrition.
- c. Those currently seated on the MAC shall initially be designated as terms expiring December 31, 2017 and December 31, 2019, based on the individual's current respective longevity with the MAC. The four members with the highest longevity will serve through 2017 and the remaining three members through 2019. Thereafter, four seats shall be vacated and filled at the end of 2021, 2025, 2029, etc., and the other three seats shall be vacated and filled at the end of 2023, 2027, 2031, etc.
- d. If a seat is vacated prior to the end of its designated term, the newly appointed MAC member shall fill the seat vacated through its designated termination date.

§3.3 Attendance at MAC meetings.

If a member accumulates no less than two consecutive absences from MAC Meetings, without a reasonable excuse, in any rolling twelve-month period, the position shall automatically be declared vacant. In the event of a known absence to an upcoming MAC Meeting, it is expected of the MAC Member(s) that they will contact the Santa Cruz Metropolitan Transit District Front Office Administration Staff by telephone as soon as the absence is known, but no later than 12:00PM (noon) on the day of the meeting, and that failure to make said contact will constitute an unexcused

Attachment A

absence unless circumstances restrict such contact. The Board of Directors shall then be notified of the vacancy so the Ad Hoc Committee can then meet and recommend to the METRO Board a successor to be appointed to fill the remainder of the vacated MAC member's term.

§3.4 Compensation of MAC members

No individual member of the MAC shall be entitled to compensation from METRO, with the exception that Members of the Committee shall receive one (1) system-wide day passes for each meeting that they attend. Any request for reimbursement for travel or other expenses shall not be considered unless approved in advance by the CEO/General Manager.

§3.5 Vacancies

When a vacancy is created or a MAC member's term expires, the METRO Board shall be solicited for nominations. The METRO Board nomination period shall be open for thirty (30) days following the notification to METRO Board Members of the vacancy(s). The METRO Board shall be notified of the open nomination period via email correspondence. Following the conclusion of the thirty-day nomination period, the Ad Hoc Committee shall convene and review current MAC applications on file and current Board Member nominations. The Ad Hoc Committee shall then make new appointee recommendation(s) to the full METRO Board for consideration and approval to fill the expired seat, or the remainder of the vacated MAC member's term.

Article IV OFFICERS

§4.1 Chair and Vice Chair

The MAC shall elect from its membership a Chair and a Vice Chair at the end of the agenda for the last meeting of the calendar year, to serve for a one-year term. The Chair shall preside at all meetings of the MAC and represent the MAC before the METRO Board of Directors. The Vice Chair shall perform the duties of the Chair when the Chair is absent. In the event of a vacancy in the Chair's position, the Vice Chair shall succeed as Chair for the balance of the Chair's term and the MAC shall elect a successor to fill the vacancy in the Vice Chair's position. In the event of a vacancy in the Vice Chair's position, the MAC shall elect a successor from its membership to fill the Vice Chair's position for the remainder of the Vice Chair's term. If the Chair vacates the position prior to the end of his/her one-year appointment, the Vice Chair will be allowed to complete

Attachment A

the vacated Chair's term and one full year following the end of the vacated Chair's term.

The Chair may be elected for up to two consecutive terms, and again multiple times during their appointment term(s) provided there is a minimum of a one-year break after having served two consecutive terms.

§4.2 Staff Support

The CEO/General Manager of METRO shall determine the proper staff support for MAC meetings, if any, and furnish administrative personnel to prepare and distribute the MAC's agendas, notices, minutes, correspondence and other materials. The METRO administrative personnel assigned to support the MAC shall maintain a record of all proceedings of the MAC as required by law and shall perform other support duties to the committee as assigned by the CEO/General Manager. The minutes of each meeting, when approved by the MAC shall be made available on the Santa Cruz METRO website on the MAC page. The METRO Board of Directors are encouraged to review these minutes after each MAC meeting.

Article V MEETINGS

§5.1 Regular Meetings

Regular meetings of the MAC shall be held not more than once each calendar quarter (e.g.: March, June, September & December), on the third Wednesday of the month that is selected for the meeting. Whenever a regular meeting falls on a holiday observed by METRO, the meeting shall be held on another day or canceled at the direction of the MAC. A rescheduled regular meeting shall be designated a regular meeting. With the approval of the CEO/General Manager, or at the direction of the METRO Board, the MAC may convene additional "Special" meetings during the calendar year to address time sensitive issues. e.g.: service changes, fare increases, Fiscal Year Budget review. All such "Special" meetings shall be posted in compliance with Article V, Section 5.3 and Article 6, Section 6.4 below.

At the MAC's last meeting of the calendar year it shall establish a calendar of its regular meetings for the following year. MAC's regular meeting schedule shall be posted on the METRO website once adopted by the MAC.

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§5.2 Calling and Noticing of Meetings

All meetings shall be called, noticed and conducted in accordance with the applicable provisions of the Ralph M. Brown Act (commencing with Section 54950 of the Government Code). The CEO/General Manager and METRO Counsel shall be given notice of all meetings.

§5.3 Quorum; Vote

The presence of a majority of the appointed (4) members shall constitute a quorum for the transaction of business. However, when there are vacancies on the MAC the quorum shall be reduced to a majority of the number of Members appointed to the MAC with the provision that a quorum shall never be less than three (3) Members. All official acts of the MAC shall require the affirmative vote of the majority of members present, providing that a quorum is maintained at all times.

§5.4 Thirty Minute Rule

If a quorum has not been established within thirty minutes of the noticed starting time for the meeting, the Chair, or Vice Chair, shall declare the meeting cancelled.

§5.5 Matters Not Listed On the Agenda Requiring Committee Action

All items requiring MAC discussion and/or action are required to be posted on the Agenda and in compliance with Article V, Section 5.3 and Article 6, Section 6.4.

§5.6 Time Limits for Speakers

Each member of the public appearing at a MAC meeting shall be limited to three minutes in his or her presentation, unless the Chair, at his or her discretion, permits further remarks to be made. Any person addressing the MAC may submit written statements, petitions or other documents to complement his or her presentation. Public presentations that have been scheduled prior to the meeting with the MAC Chair shall not be subject to the time limits contained in this section.

§5.7 Impertinence; Disturbance of Meeting

Any person making personal, impertinent or indecorous remarks while addressing the MAC may, as the Chair's discretion, have their testimony immediately terminated and may, at the Chair's discretion, be barred from further appearance before the MAC at that meeting, unless permission to continue is granted by an affirmative majority vote of the MAC. The Chair

Attachment A

may order any person removed from the MAC meeting who causes a disturbance or interferes with the conduct of the meeting, and the Chair may direct the meeting room cleared when deemed necessary to maintain order.

§5.8 Access to Public Records Distributed at Meetings

Writings which are public records and which are distributed during a MAC meeting shall be made available for public inspection at the meeting if prepared by the METRO staff or a member of the MAC, or after the meeting if prepared by some other person. In all instances, every effort shall be made to provide all writings in an accessible format. Anyone having difficulties accessing specific documents should contact the METRO Administrative Office for assistance.

Except as provided above, all public records requests for MAC records shall be made to Santa Cruz METRO pursuant to Santa Cruz METRO's policies and procedures for the same.

Article VI AGENDAS AND MEETING NOTICES

§6.1 Agenda Format

The agenda shall specify the location, starting time and anticipated ending time of each meeting. Each matter to be considered by MAC shall contain a brief general description of each item of business to be transacted or discussed at the meeting. The description shall be reasonably calculated to adequately inform the public of the subject matter of each agenda item. The agenda may include recommendations for MAC action as appropriate.

§6.2 Public Communications

Each agenda for a regular meeting shall provide an opportunity for members of the public to address the MAC on matters of interest to the public either before or during the MAC's consideration of the item, if it is listed on the agenda, or, if it is not listed on the agenda but is within the jurisdiction of the MAC, under the agenda item heading "Oral/Written Communications". The MAC shall not act upon an item that is not listed on the agenda. Each notice for a special meeting shall provide an opportunity for members of the public to directly address the MAC concerning any item that has been described in the notice for the meeting before or during consideration of that item.

Attachment A

§6.3 Agenda Preparation

The METRO administrative personnel assigned to the MAC shall prepare the agenda for each meeting. One week prior to the posting date of the MAC Agenda, the MAC Chair will work with the assigned METRO administrative personnel to create a draft MAC Agenda. Prior to finalizing the MAC Agenda, the MAC Chair, or Vice Chair, shall meet with the CEO/General Manager, either in person or by phone, to discuss the draft Agenda and to determine whether or not certain items should be included in the MAC Agenda. Since the CEO/General Manager is responsible for oversight of METRO personnel and budget, the CEO/General Manager will have the final approval on the contents of the MAC Agenda, as it relates to all items requiring METRO staff support and compliance with the MAC Bylaws.

§6.4 Agenda Posting and Delivery

The written agenda for each regular meeting and each meeting continued for more than five calendar days shall be posted by the METRO Staff at least 72 hours before the meeting is scheduled to begin. The written agenda for every special meeting shall be posted by the METRO Staff at least 24 hours before the special meeting is scheduled to begin. The agenda shall be posted in a location that is freely accessible to members of the public. The MAC agenda will also be posted to the METRO website (www.scmttd.com) under the Agency Information tab.

The agenda together with supporting documents shall be transmitted to each MAC member, the CEO/General Manager and the METRO Counsel at least three days before each regular meeting and at least 24 hours before each special meeting.

Article VII MISCELLANEOUS

§7.1 Adoption and Amendment of Bylaws

These Bylaws shall be effective upon approval by the METRO Board of Directors and may be revised and amended only by the METRO Board of Directors. The MAC shall have no authority to amend these Bylaws without approval by the Board of Directors

Attachment A

§7.2 MAC Process

The intent of the MAC is to provide consensus based advice and recommendations regarding all matters that have been referred to it by the METRO Board of Directors. However, when such consensus cannot be reached, the Chair of MAC shall present a report that includes the majority consequences and provides a summary of the comments made by those who have not voted with the majority. If no majority consensus is reached, then the report shall so state the same.

Approved by Board of Directors:

September 26, 2003
Revised for 10/24/03
Revised for 12/19/03
Amended/Adopted 12/19/03
Amended/ Adopted 7/23/04
Amended/Adopted 6/23/06
Amended/Adopted 4/27/07
Amended/Adopted 5/25/07
Amended/Adopted 12/16/11
Revised 01/22/16 – Effective 01/01/16

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VERBAL PRESENTATION ONLY

CEO ORAL UPDATE

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- ADDITIONAL MATERIALS DISTRIBUTED
AT BOARD MEETING -

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT - 5 - YEAR BUDGET PLAN

| REVENUE: | BUDGET FY18 | BUDGET FY19 | % VAR | FORECASTED BUDGET FY20 | % VAR | FORECASTED BUDGET FY21 | % VAR | FORECASTED BUDGET FY22 | % VAR |
|--|-------------------|-------------------|--------------|------------------------------|-------------|------------------------------|-------------|------------------------------|-------------|
| Passenger Fares | 10,621,629 | 10,661,429 | 0.4% | 10,661,429 | 0.0% | 10,661,429 | 0.0% | 10,661,429 | 0.0% |
| <i>Passenger Fares</i> | 2,791,893 | 2,791,893 | 0.0% | 2,791,893 | 0.0% | 2,791,893 | 0.0% | 2,791,893 | 0.0% |
| <i>Special Transit Fares</i> | 5,206,844 | 5,246,644 | 0.8% | 5,246,644 | 0.0% | 5,246,644 | 0.0% | 5,246,644 | 0.0% |
| <i>Paratransit Fares</i> | 339,141 | 339,141 | 0.0% | 339,141 | 0.0% | 339,141 | 0.0% | 339,141 | 0.0% |
| <i>Highway 17 Fares</i> | 1,758,751 | 1,758,751 | 0.0% | 1,758,751 | 0.0% | 1,758,751 | 0.0% | 1,758,751 | 0.0% |
| <i>Highway 17 Payments</i> | 525,000 | 525,000 | 0.0% | 525,000 | 0.0% | 525,000 | 0.0% | 525,000 | 0.0% |
| Other Revenue | 501,393 | 505,736 | 0.9% | 510,029 | 0.8% | 514,789 | 0.9% | 519,048 | 0.8% |
| 1979 Gross Sales Tax (1/2 cent) | 20,061,806 | 20,563,351 | 2.5% | 21,077,435 | 2.5% | 21,604,371 | 2.5% | 22,144,480 | 2.5% |
| 2016 Net Sales Tax (Measure D) | 2,978,897 | 3,053,369 | 2.5% | 3,129,704 | 2.5% | 3,207,946 | 2.5% | 3,288,145 | 2.5% |
| Transp Dev Act (TDA) - Op Asst | 6,937,933 | 6,937,131 | 2.5% | 7,110,560 | 2.5% | 7,288,324 | 2.5% | 7,470,532 | 2.5% |
| *Federal Op Assistance | 4,302,285 | 4,396,666 | 2.2% | 4,493,117 | 2.2% | 4,717,773 | 5.0% | 4,820,737 | 2.2% |
| STA - Operating - PUC 99313 - Population Share (Includes SB1) | 1,690,120 | 1,950,953 | 15.4% | 1,950,953 | 0.0% | 1,950,953 | 0.0% | 1,950,953 | 0.0% |
| STA - Operating - PUC 99314 - SC METRO (Includes SB1) | 1,690,120 | 1,950,953 | 15.4% | 1,950,953 | 0.0% | 1,950,953 | 0.0% | 1,950,953 | 0.0% |
| STA - Operating (Includes SB1) (Transfer to Capital Budget) | (2,263,000) | (2,263,000) | 0.0% | (2,263,000) | 0.0% | (2,263,000) | 0.0% | (2,263,000) | 0.0% |
| STIC - Op Assistance | 2,210,167 | 2,220,000 | 0.4% | 2,520,687 | 13.5% | 2,646,721 | 5.0% | 2,704,684 | 2.2% |
| Fuel Tax Credit | 657,354 | 677,075 | 3.0% | 697,387 | 3.0% | 718,309 | 3.0% | 739,858 | 3.0% |
| Fuel Tax Credit (Transfer to Reserves) | (657,354) | (677,075) | 3.0% | (697,387) | 3.0% | (718,309) | 3.0% | (739,858) | 3.0% |
| Transfers (to)/from Operating Reserves | (483,530) | (906,788) | 87.5% | 13,843 | -101.5% | (3,991) | -128.8% | 64,518 | -1716.6% |
| TOTAL REVENUE | 48,077,820 | 49,069,801 | 2.1% | 51,155,709 | 4.3% | 52,276,268 | 2.2% | 53,312,478 | 2.0% |

OPERATING EXPENSES:

| | | | | | | | | | |
|--|-------------------|-------------------|-------------|-------------------|-------------|-------------------|-------------|-------------------|-------------|
| Labor and Fringe Benefits: Bus Operators | 17,063,139 | 17,671,728 | 3.6% | 18,466,819 | 4.5% | 18,855,276 | 2.1% | 19,311,240 | 2.4% |
| Labor and Fringe Benefits: Paratransit | 4,137,880 | 4,284,021 | 3.5% | 4,490,933 | 4.8% | 4,602,061 | 2.5% | 4,712,643 | 2.4% |
| Labor and Fringe Benefits: Other | 18,185,813 | 18,833,777 | 3.6% | 19,469,682 | 3.4% | 19,964,655 | 2.5% | 20,434,320 | 2.4% |
| Services | 3,543,479 | 3,085,840 | -12.9% | 3,533,840 | 14.5% | 3,659,840 | 3.6% | 3,659,840 | 0.0% |
| Mobile and Other Materials and Supplies | 3,327,570 | 3,327,470 | 0.0% | 3,327,470 | 0.0% | 3,327,470 | 0.0% | 3,327,470 | 0.0% |
| Utilities | 609,000 | 609,000 | 0.0% | 609,000 | 0.0% | 609,000 | 0.0% | 609,000 | 0.0% |
| Casualty & Liability and Taxes | 718,036 | 760,163 | 5.9% | 760,163 | 0.0% | 760,163 | 0.0% | 760,163 | 0.0% |
| Purchased Transportation | - | - | 0.0% | - | 0.0% | - | 0.0% | - | 0.0% |
| Misc. Expense and Leases & Rentals | 492,902 | 497,802 | 1.0% | 497,802 | 0.0% | 497,802 | 0.0% | 497,802 | 0.0% |
| TOTAL OPERATING EXPENSES | 48,077,820 | 49,069,801 | 2.1% | 51,155,709 | 4.3% | 52,276,268 | 2.2% | 53,312,478 | 2.0% |

(DEFICIT)/SURPLUS

3,991

(64,518)

STA - Operating - PUC 99313 - Population Share (Includes SB1): 100% of the Population Share (PUC 99313) is at risk due to the RTC Board reprogramming these funds to other County Projects

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT - 5 - YEAR BUDGET PLAN

If Santa Cruz METRO does not receive the STA - Operating - PUC 99313 - Population Share Funds:

- 1) We will be unable to successfully pursue our budgeted annual bus replacement strategy;
- 2) Consequently, we may start dropping service because we aren't able to rehab / replace buses that desperately need to be replaced;
- 3) In addition, we will be unable to apply for grants because we won't have funds for local match;
- 4) The FY18 STA is currently committed against the FY17 5339(b) Bus & Bus Facilities grant as a 50/50 match for the procurement of 9 CNG buses;
 - In recent years, a higher local match is required, rather than the minimum to be more competitive.

5M PER YEAR

METRO provides **more than five million trips** annually.

17K WEEKDAYS

Every weekday, approximately **17,000 trips** are made between homes and jobs, schools, medical, shopping – primarily by people with limited transportation options.

80% 5 DAYS

Almost 80% of METRO riders do not have access to private transportation and they use METRO at least five days a week.



More than 750,000 of METRO's annual boardings are by **senior and disabled riders**, along with another 85,000 who use ParaCruz, METRO's on-demand, accessible van service.

66 METRO needs the support of our partners and the community. Together we can ensure a future where METRO provides a viable bus service alternative option to that of the private automobile for those who need the bus service, as well as want it. 

Jimmy Dutra, Chair
Santa Cruz Metropolitan Transit District
Board of Directors

Questions?

Contact planning@scmttd.com.

Santa Cruz METRO's Dramatic Fiscal Recovery



SANTA CRUZ METRO

Customer Service

920 Pacific Avenue
Santa Cruz, CA 95060
(831) 425-8600
Mon-Fri 7am-6pm

Administrative Offices

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

Purchasing Division

Bids & Proposals
(831) 426-0199

METRO ParaCruz

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

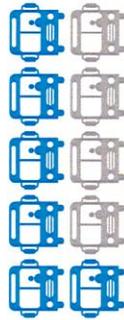
Hit by the Great Recession

2008-14  **\$26M** 

Santa Cruz METRO received \$26 million less in sales tax revenue than forecasted from 2008-14. By 2014, it was in dire financial straits, facing insolvency as a real threat.

\$22M 

METRO had to spend almost \$22 million to maintain bus and paratransit service. METRO was also unable to sustain and upgrade its bus fleet.



Of 100 buses, about 60 need to be replaced now along with ParaCruz vehicles.

SERVICE  **19%** 

2015-17 were hard years with budget cuts, management and union employee salary sacrifices, a 19% bus service reduction in September 2016, and difficulties meeting service needs during the 2016-17 harsh winter. But METRO is back on its feet financially. (No ParaCruz reductions in 2016)

Recovery Begins

SAVED \$1M 

METRO saved more than \$1 million in the \$50 million 2015-16 operating budget, which can be re-allocated to rebuild financial reserves, as well as begin to improve the bus fleet.



METRO is on a path to long-term financial viability, thanks to community support including UCSC and Cabrillo College student funding of student bus pass programs.

+ \$5.7M 

Two new funding sources prevented further bus and ParaCruz service reductions and will help make it possible to replace aging/obsolete diesel buses:

Measure D

County transportation sales tax measure

which will provide \$3 million annually



Road Repair and

Accountability Act of 2017

(SB1) State dollars projected to provide \$2.7 million annually



BUDGET 5-YEAR PLAN 

In summer 2017, METRO adopted a new balanced two-year budget and a five-year plan, which preserve limited remaining reserves.

Results

- METRO is maintaining current service levels
- Employee layoffs avoided
- More money for buying new, clean energy buses