



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA
REGULAR MEETING
APRIL 28, 2023 – 9:00 AM
HYBRID MEETING**

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

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

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

Please note the following COVID-19 protocols for in-person attendance:

Visitors experiencing the following symptoms of COVID-19 may not enter the building:

- Cough
- Shortness of Breath
- Loss of Taste/Smell
- Chills
- Muscle Pain
- Sore Throat
- Fever

Face masks and hand sanitizer will be available on site.

The Board of Directors Meeting Agenda Packet can be found online at www.SCMTD.com and is available for inspection at Santa Cruz METRO's Administrative Office at 110 Vernon Street, Santa Cruz, CA.

Public comment may be submitted via email to boardinquiries@scmtd.com. Please indicate in your email the Agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Directors before or during the meeting. Comments submitted after the meeting is called to order will be included in the Board's correspondence that is posted online at the Board meeting packet link. Oral public comments will also be accepted during the meeting through Zoom. Each public comment is limited to three minutes or less. Board and Committee Chairs have the discretion to manage the public comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

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

BOARD ROSTER

Director Kristen Brown	City of Capitola
Director Rebecca Downing*	County of Santa Cruz
Director Jimmy Dutra	City of Watsonville
Director Shebreh Kalantari-Johnson	City of Santa Cruz
Director Manu Koenig	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Bruce McPherson	County of Santa Cruz
Director Scott Newsome	City of Santa Cruz
Director Larry Pageler	County of Santa Cruz
Director Vanessa Quiroz-Carter	City of Watsonville
Director Mike Rotkin	County of Santa Cruz
Ex-Officio Director Dan Henderson	UC Santa Cruz
Ex-Officio Director Alta Northcutt	Cabrillo College

*Attending via teleconference at: 110 F Street, Davis, CA 95616

Michael Tree
Julie Sherman

METRO CEO/General Manager
METRO General Counsel

SECTION I: OPEN SESSION

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

1 CALL TO ORDER

2 SAFETY ANNOUNCEMENT

Curtis Moses, Safety, Security & Risk Management Director

3 ROLL CALL

4 ANNOUNCEMENTS

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

4.2 Miguel Moreno will be available for Spanish language interpretation services, which will be available during "Oral Communications" and for any other Agenda item for which these services are needed.

5 BOARD OF DIRECTORS COMMENTS

6 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

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

6.1 Email Dated 3/31/23 From Belle Lin With METRO's Response

6.2 Email Dated 4/23/23 From Brian Peoples

7 LABOR ORGANIZATION COMMUNICATIONS

8 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

CONSENT AGENDA

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

9.1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF MARCH 2023

Chuck Farmer, CFO

- 9.2 ACCEPT AND FILE: MINUTES OF THE MARCH 24, 2023 BOARD OF DIRECTORS REGULAR MEETING**
Michael Tree, CEO/General Manager
- 9.3 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF MARCH 31, 2023**
Chuck Farmer, CFO
- 9.4 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO/GENERAL MANAGER TO EXECUTE A 4TH AMENDMENT EXTENDING THE CONTRACT FOR TWO YEARS WITH LAW OFFICES OF MARIE F. SANG FOR LEGAL SERVICES IN THE AREA OF WORKERS' COMPENSATION, INCREASING THE CONTRACT TOTAL BY \$24,000**
Dawn Crummié, HR Director
- 9.5 APPROVE: CONSIDERATION OF DECLARING VEHICLES AND/OR EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION**
Chuck Farmer, CFO
- 9.6 APPROVE: CONSIDER A RESOLUTION DESIGNATING THE CEO/GENERAL MANAGER AS THE AUTHORIZED AGENT TO SUBMIT A GRANT APPLICATION AND EXECUTE ACTIONS NECESSARY TO RECEIVE FORMULA FUNDS FROM THE FY23 LOW CARBON TRANSIT OPERATIONS PROGRAM**
Wondimu Mengistu, Capital Planning & Grants Program Manager
- 9.7 APPROVE: CONSIDERATION OF RATIFICATION OF USE OF STATE OF CALIFORNIA DEPARTMENT OF GENERAL SERVICES CONTRACT FOR THE PURCHASE OF ONE NON-REVENUE EMERGENCY SERVICE TRUCK**
Eddie Benson, Maintenance Manager
- 9.8 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO/GENERAL MANAGER TO EXECUTE A 3RD AMENDMENT EXTENDING THE CONTRACT FOR TWO YEARS WITH BROWN ARMSTRONG ACCOUNTANCY CORPORATION FOR FINANCIAL AUDIT AND TAX SERVICES, INCREASING THE CONTRACT TOTAL BY \$95,150**
Chuck Farmer, CFO
- 9.9 APPROVE: CONSIDER A RESOLUTION SUPPORTING ASSEMBLY BILL (AB) 610 AND DIRECTING METRO STAFF TO ENGAGE ASSEMBLYMEMBER HOLDEN AND ALL RELEVANT STAKEHOLDERS TO ADVANCE THE LEGISLATION IN THE 2023-24 REGULAR LEGISLATIVE SESSION**
Wondimu Mengistu, Capital Planning & Grants Program Manager
- 9.10 APPROVE: RECOMMENDED ACTION ON TORT CLAIMS**
Curtis Moses, Safety, Security & Risk Management Director

REGULAR AGENDA

- 10 PRESENTATION OF EMPLOYEE LONGEVITY AWARD: (15 YEARS) NOAH VASSEUR**
Board Chair Kalantari-Johnson
- 11 PRESENTATION OF SAFETY CERTIFICATE OF ACHIEVEMENT FOR THIRD QUARTER ENDING MARCH 31, 2023**
Curtis Moses, Safety, Security & Risk Management Director
- 12 APPROVE: ADOPTION OF THE CALIFORNIA UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT AND INTRODUCTION OF THE INFORMAL BIDDING ORDINANCE**
Julie Sherman, General Counsel
- 13 CEO ORAL REPORT**
Michael Tree, CEO/General Manager
- 14 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, MAY 19, 2023 AT 9:00 AM, METRO ADMIN OFFICES, 110 VERNON STREET, SANTA CRUZ**
Board Chair Kalantari-Johnson
- 15 ADJOURNMENT**
Board Chair Kalantari-Johnson

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

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

ACCESSIBILITY FOR INDIVIDUALS WITH DISABILITIES

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

PUBLIC COMMENT

If you wish to address the Board, please follow the directions at the top of the Agenda. If you have anything that you wish distributed to the Board and included for the official record, please include it in your email. Comments that require a response may be deferred for staff reply.

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

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COMMUNICATIONS TO THE BOARD OF DIRECTORS

From: [Cayla Hill](#)
To: ["bellelin53@gmail.com"](mailto:bellelin53@gmail.com)
Cc: [Donna Bauer](#); [John Urgo](#)
Subject: RE: Full bus
Date: Monday, April 03, 2023 6:26:29 AM

Belle,

METRO deeply regrets the difficulties that you and other UCSC students are facing with METRO's service. The agency understands that there is a need for more service on the UCSC routes to match increasing demand. However, METRO is unable to add any more UCSC service without taking away service from other service areas where riders also rely on METRO to commute to work, travel to doctor appointments, and buy their groceries.

METRO is experiencing a severe driver shortage, and while the agency is actively recruiting and trying to attract new drivers, total operator counts only increased by one operator compared to this time last year. METRO has an ongoing recruitment for operators, we've hired new trainers to be able to accommodate more frequent training classes and are initiating a new training class every few months. However, METRO still continues to have existing drivers retire or resign, and the new trainee class sizes have remained relatively low.

Due to these issues in attracting and retaining operator talent, METRO will not be able to add any more service this spring. The current scheduled service is the maximum amount of service that can be operated with the current number of Operators. METRO is working diligently to increase our operator counts by aggressively recruiting, offering sign on and employee referral bonuses for operator positions.

To understand how to redistribute service across Santa Cruz County to improve service for METRO riders and increase ridership, METRO is conducting an analysis of the entire system. The consultant hired for this project will advise METRO on where service should be increased and re-directed. Significant outreach efforts to the entire county will be an essential part of this process in order for METRO to receive feedback from riders and convey any changes in service to the community. The METRO Board of Directors, comprised of elected officials from all over the County, will be responsible for providing input and approving the changes to METRO's service resulting from this analysis.

METRO invites you and other UCSC students and staff to attend remotely or in person at the next board meeting on April 28. Please use these meetings as an opportunity to relay your requests directly to the METRO Board of Directors regarding increasing service on UCSC routes. The METRO board will also receive this communication for the upcoming meeting in April.

Best regards,

Cayla Hill
Planning Data Analyst
Planning Department, Santa Cruz Metro
chill@scmtd.com
(831) 420-2581

COMMUNICATIONS TO THE BOARD OF DIRECTORS

From: Belle Lin <bellelin53@gmail.com>
Sent: Friday, March 31, 2023 2:04 PM
To: boardinquiries@scmttd.com
Subject: Full bus

This Message Is From an Untrusted Sender

You have not previously corresponded with this sender.

~ Please exercise caution when clicking links or opening attachments. ~

Dear Metro Board of Directors,

I am sending this email to express my frustration with regularly being left behind by full Metro buses on the UCSC routes. The chronic overcrowding on these routes makes it very difficult for students to attend class, commute to work, and buy groceries. Many students are low-income and do not have any other transportation options; they depend on Metro for essential journeys and Metro has failed them. Metro has disproportionately reduced service to UCSC compared to the rest of the local bus network since 2020, despite the fact that UCSC enrollment has increased each year. Metro has failed to allocate service according to demand and according to the capacity needs of the UCSC community. Metro needs to increase service on the UCSC routes, starting with improved bus frequency in the busiest areas, such as Mission St. Buses running through campus right after a class period gets out are always extremely crowded, yet Metro does not run any extra service at these times. Metro needs to schedule buses according to the demand at different times of the day and on different days of the week. This is obvious to anyone who rides the bus regularly and should be obvious to the board as well. Many of the decisions that Metro has made which negatively affect students every day were made in closed-door meetings by Metro staff, without input from the UCSC community. We are feeling unrepresented by the Metro board, and would like meaningful improvements to be made.

Best regards,

COMMUNICATIONS TO THE BOARD OF DIRECTORS

From: [Brian Peoples](#)
To: [Donna Bauer](#)
Cc: [Michael Tree](#); [Shebreh Kalantari-Johnson](#); thekristenbrown@gmail.com; [Guy Preston](#); [Manu Koenig](#); ["jimmy.dutra@cityofwatsonville.org"](mailto:jimmy.dutra@cityofwatsonville.org); [Bruce McPherson](#); [Gine Johnson](#); openup@cats.ucsc.edu; vanessa.quiroz@cityofwatsonville.org
Subject: Metro hypocrites to "Protecting our Coastline"
Date: Sunday, April 23, 2023 7:49:13 AM

This Message Is From an External Sender

This message came from outside your organization.

~ Please exercise caution when clicking links or opening attachments. ~

Hi Donna,

Please find the following Oral Communications and an attached photo of a hawk and eagle fighting in the Live Oak area of the Santa Cruz Coastal Corridor for the Santa Cruz Metro meeting on April 28th. These photos were forwarded to us to share how their habitat in Live Oak is being destroyed by the current plan to build the Coastal Trail next to the old railroad tracks.

Metro's support of the rail and trail plan along the Santa Cruz Coastal Corridor is resulting in the destruction of hawk/eagle habitat – which makes Metro hypocritical with their current "Protecting our Coastlines, One Ride at a Time". Before supporting the destruction of the local environment, we ask the Metro Board to understand the facts on the likelihood of a new passenger train on the Coastal Corridor. The facts are, there will never be a new passenger rail on the Santa Cruz Coastal Corridor because:

- Santa Cruz Coastal Corridor travels within 20 feet of the Pacific Ocean in multiple locations so a future passenger train will not meet California Coastal Commission Sea-Level-Rising requirements.
- Adjacent private property easements explicitly do not allow for a future passenger train.
- Limited width of Coastal Corridor does not allow a fast-moving train (45-60 MPH) and trail to coexist according to Federal guidelines.
- Fencing requirements for a fast-moving rail system will prevent access to Coastal Beaches - which is not allowable by California Coastal Commission.
- Dangerous conditions would be created in our neighborhoods with fast moving trains travelling through the narrow corridor.
- Configuration of the corridor (not straight) does not accommodate fast moving passenger rail that would be required to meet travel times between Watsonville and Santa Cruz.
- Protection of Historical Trestles (Boardwalk, Capitola, Hidden Beach, Seascape) prevent construction of new concrete rail bridges along the corridor.

COMMUNICATIONS TO THE BOARD OF DIRECTORS

RFP for the \$8M passenger rail study asked for "vertical and horizontal realignments" in design - meaning look at diverting train along Highway 1 corridor.

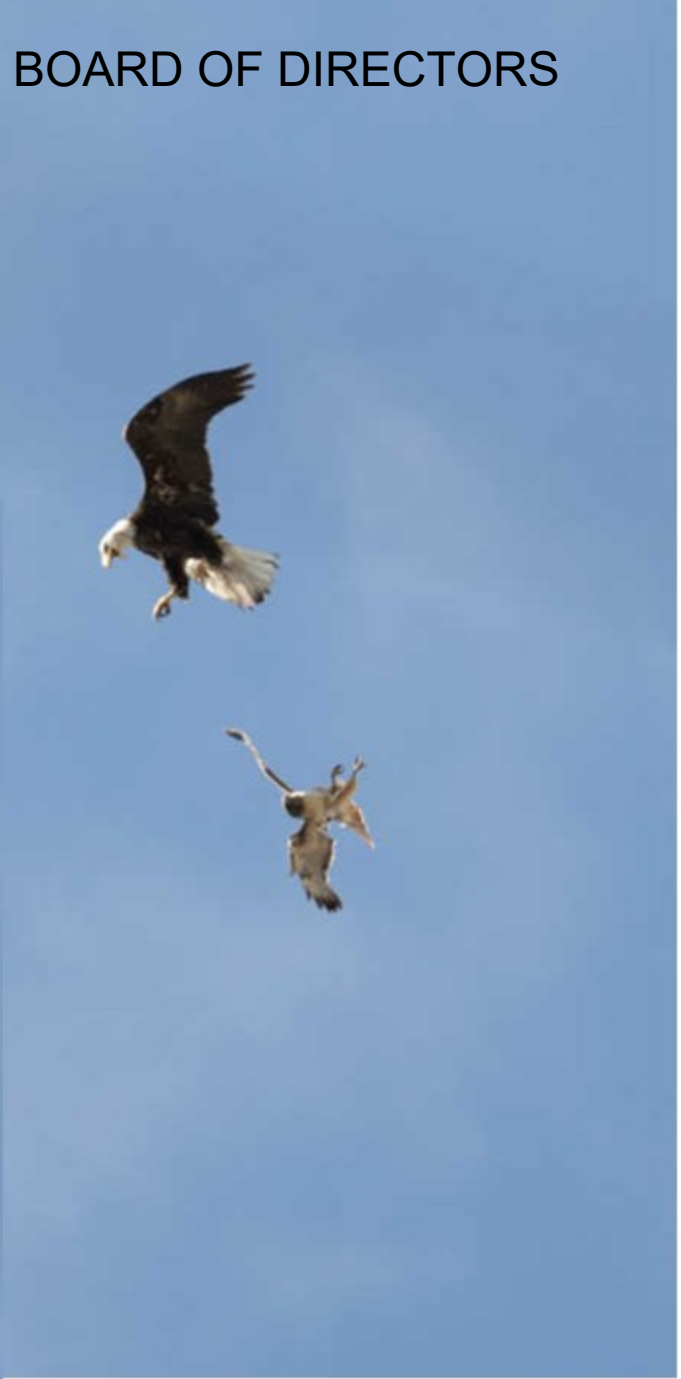
- Requirement to eminent domain private property to accommodate a train and trail has resulted in delays in building the Coastal Trail.
- The federally protected wetland (Harkins Slough) will not allow for a new passenger rail system.

Wasting Measure D funds on more train studies and building a narrow, expensive trail next to the old railroad tracks reduces funds available for Metro operations. **When it costs twice as much to build a 12-foot-wide trail than it does to widen Highway 1**, we know there are major issues with our local agencies' design work for transportation systems. Santa Cruz Metro is most impacted by poor public policy on transportation investments and we ask Metro to support the Interim Coastal Trail plan that preserves the corridor for future transit while allowing for a timely and cost-effective construction of the Coastal Trail - **and is in alignment with Metro's campaign "PROTECTING OUR COASTLINE"**.

Best,

Brian Peoples
Trail Now

COMMUNICATIONS TO THE BOARD OF DIRECTORS



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DATE: April 28, 2023

TO: Board of Directors

FROM: Chuck Farmer, CFO

**SUBJECT: ACCEPT AND FILE PRELIMINARY APPROVED CHECK JOURNAL
DETAIL FOR THE MONTH OF MARCH 2023**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the preliminary approved Check Journal Detail for the month of March 2023

II. SUMMARY

- This staff report provides the Board of Directors (Board) with a preliminary approved Check Journal Detail for the month of March 2023.
- The Finance Department is submitting the check journals for Board acceptance and filing.

III. DISCUSSION/BACKGROUND

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

All invoices submitted for the month of March 2023 have been processed, the checks have been issued and signed by the Deputy Finance Director.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

The check journal present the invoices paid in March 2023 for Board review, agency disclosure and transparency.

VI. CHANGES FROM COMMITTEE

N/A.

VII. ALTERNATIVES CONSIDERED

None.

VIII. ATTACHMENTS

Attachment A: Check Journal Detail for the Month of March 2023

Prepared by: Holly Alcorn, Accounting Specialist

IX. APPROVALS

Chuck Farmer, CFO



Michael Tree CEO/General Manager



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DATE: 03/01/23 THRU 03/31/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR NAME	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
82942	03/06/23	2,761.00 382	AIRTEC SERVICE INC.	119848		2/16 SVC CALL VERNON	2,761.00		
82943	03/06/23	654.23 192	ALWAYS UNDER PRESSURE	119818		CYCLONE WASHER PARTS	654.23		
82944	03/06/23	2,298.68 003596	AMAZON CAPITAL SERVICES, INC.	119810		TONER FOR OPS FAX	20.48		
				119877		2304 TV WALL MOUNT	312.00		
				119888		HYBRID CAMPAIGN	1,376.34		
				119905		VEH# 4202 PARTS	589.86		
82945	03/06/23	5,874.55 001D	AT&T	119833		1/19-2/18 OPS ELEV	170.51		
82946	03/06/23	150.41 E996	BENSON, EDDIE	119834		1/19-2/18 MAIN ACCT	5,704.04		
82947	03/06/23	761.15 107A	BFS GROUP LLC	119844		1/30 ARTIC BUSES CNG	150.41		
				119820		CONCRETE FIELD	51.31		
				119821		PARTS TV INSTALL VER	5.69		
				119852		BUS STOP BENCH PARTS	344.83		
				119853		GENERATOR PARTS OPS	53.07		
				119854		BUS STOP RPR FIELD	22.60		
				119855		BUS STOP RPR PARTS	215.51		
				119856		BUS STOP RPR PARTS	68.14		
82948	03/06/23	3,822.70 001159	CATTO'S GRAPHICS, INC.	119814		BLUE METRO LOGO TEES	3,822.70		
82949	03/06/23	537.03 003633	CINTAS CORPORATION NO.2	119822		FIRSTAID RESTOCK VER	277.05		
				119823		FIRSTAID RESTOCK OPS	198.69		
				119824		FIRSTAID RESTOCK MMF	61.29		
82950	03/06/23	1,690.69 909	CLASSIC GRAPHICS	119904		VEH# PC 4119	1,690.69		
82951	03/06/23	44,956.90 001124	CLEAN ENERGY	119893		2/10 LNG CHARGES	14,353.25		
				119894		2/7 LNG CHARGES	15,574.85		
				119895		2/3 LNG CHARGES	15,028.80		
82952	03/06/23	1,753.58 163	COMMUNITY PRINTERS, INC.	119813		POSTER/HANDOUTS CS	442.68		
				119815		REIMAGINE CAR CARDS	1,310.90		
82953	03/06/23	395.50 367	COMMUNITY TELEVISION OF	119934		1/27 BOD MEETING	395.50		
82954	03/06/23	2,135.45 002814	CREATIVE BUS SALES, INC.	119886		INVENTORY ORDER	122.74		
				119887		INVENTORY ORDER	2,012.71		
82955	03/06/23	2,474.46 003116	CUMMINS, INC	119865		INVENTORY ORDER	262.73		
				119902		INVENTORY ORDER	1,895.89		
				119903		VEH# 1210 PARTS	315.84		
82956	03/06/23	13,058.75 003274	EAST BAY TIRE CO.	119879		REVENUE TIRES	52.82		
				119880		REVENUE TIRES	211.30		
				119881		REVENUE TIRES	814.36		
				119882		REVENUE TIRES	610.81		
				119883		REVENUE TIRES	980.38		
				119884		REVENUE TIRES	3,704.92		
				119885		REVENUE TIRES	998.40		
				119906		REVENUE TIRES	33.32		
				119907		REVENUE TIRES	326.79		
				119908		REVENUE TIRES	1,233.67		
				119918		REVENUE TIRES	1,628.71		
				119919		REVENUE TIRES	610.81		
				119920		REVENUE TIRES	1,852.46		
82957	03/06/23	9,019.03 003485	EMPLOYNET, INC	119850		TEMP W/E 2/19	1,120.00		

DATE: 03/01/23 THRU 03/31/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
82958	03/06/23	16,958.60	003153	ENVIRONMENTAL LOGISTICS INC		119851	TEMP W/E 2/19	1,120.00	
						119863	TEMP W/E 2/5	1,619.63	
						119869	TEMP W/E 2/19	1,224.00	
						119876	TEMP W/E 2/19 & 2/26	1,520.40	
						119915	TEMPS W/E 2/12	2,415.00	
						119840	NONHAZARD WASTE DISP	2,062.30	
						119842	NON HAZ WASTE DISP	4,454.30	
						119857	DISP NON HAZ WASTE	3,964.50	
						119858	NON HAZ WASTE DISP	6,477.50	
						119811	MOUNTED POSTER	68.82	
82959	03/06/23	68.82	039	FEDEX OFFICE		119891	2/1-2/15 REV FUEL	12,130.55	
82960	03/06/23	14,784.90	002952	FLYERS ENERGY, LLC		119892	2/1-2/15NONREV FUEL	2,654.35	
						119843	2/8-2/10 PRVM OF BUS	128.21	
82961	03/06/23	128.21	E1092	FREEMAN, BRANDON		119868	INVENTORY ORDER	44.92	
82962	03/06/23	44.92	117	GILLIG LLC		119953	ORAT PROG SUPP/TOTES	506.42	
82963	03/06/23	506.42	E1073	GLAGOLA, DANIELLE		119827	ROOF FAN PARTS VER	25.43	
82964	03/06/23	290.12	282	GRAINGER		119828	AIR COMPRESS PARTS	148.28	
						119829	AIR COMPRESS PARTS	116.41	
82965	03/06/23	15,161.14	001745	HARTFORD LIFE AND ACCIDENT INS		119956	FEB 23 LIFE AD&D	4,363.61	
						119957	FEB 23 LTD	10,797.53	
82966	03/06/23	15.99	B041	HENDERSON, DAN DIRECTOR		119849	BOD NOTARY CHG/ENW	15.99	
82967	03/06/23	89.00	E1126	HERNANDEZ, LIVAN		119951	CLP REIMB	89.00	
82968	03/06/23	12,479.81	002979	HUNT & SONS, INC.		119889	INVENTORY ORDER	12,479.81	
82969	03/06/23	3,343.60	003552	JOHNSON & CODY ELECTRIC, INC.		119940	AN PM GENERATOR SVC	1,325.96	
						119941	AN PM GENERATOR SVC	1,174.94	
						119942	AN PM GENERATOR SVC	842.70	
82970	03/06/23	578.78	1117	KELLEY'S SERVICE INC.		119921	VEH# 505 PARTS	145.75	
						119922	CREDIT K-2047080	-4.00	
						119923	VEH# PC 4119 PARTS	518.81	
						119924	INVENTORY ORDER	327.53	
						119925	INVENTORY ORDER	131.53	
						119929	INVENTORY ORDER	857.57	
						119930	CREDIT K-2038397	-51.36	
						119931	CREDIT4776/4515/2308	-69.92	
						119932	CREDIT INV K-2051600	-162.78	
						119933	CREDIT INV K-2011209	-1,114.35	
						119943	REFUND CUST# 8616	48.00	
82971	03/06/23	48.00	T363	LANGAN, MICHELLE		119890	2/15 DIESEL	19,108.06	
82972	03/06/23	19,108.06	003017	MANSFIELD OIL CO OF GAINSVILLE		119847	DMV DL RENEWAL	53.00	
82973	03/06/23	53.00	E1121	MARTINEZ, EDDIE		119825	HAZARD WASTE DISP	195.75	
82974	03/06/23	195.75	003249	MAXIMUM OIL SERVICE LLC		119935	PPE SUPPLIES	2,556.45	
82975	03/06/23	2,556.45	003617	MEDZON HEALTH		119954	CPI ADJ JAN-MAR 23	330.54	
82976	03/06/23	330.54	003273	MGP XI REIT,LLC		119812	JAN 23 CONSULT SVC	7,482.06	
82977	03/06/23	7,482.06	003361	MILLER MAXFIELD INC		119826	TOWELS/MATS/MOPS MMF	41.75	
82978	03/06/23	1,109.64	041	MISSION UNIFORM		119835	LAUNDRY/CUSTODIAL	26.02	
						119872	UNIFORM REPAIR	43.09	

Attachment A

DATE: 03/01/23 THRU 03/31/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR NAME	CHECK VENDOR AMOUNT	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
82979	03/06/23	NATALIE NIEMAN	200.00		119875	VMU/VSW UNIFORM SUPP	343.39	
82980	03/06/23	NORTH BAY FORD LINC-MERCURY	892.75		119878	FUEL ST TOWELS	156.00	
					119927	VMU/VSW UNIFORM SUPP	343.39	
					119928	FUEL ST TOWELS	156.00	
					119816	UPDATE MECH RECRUIT	200.00	
					119873	INVENTORY ORDER	51.70	
					119874	VEH# PC 1714	468.37	
					119897	INVENTORY ORDER	162.56	
					119898	CREDIT INV# 286768	-30.74	
					119916	INVENTORY ORDER	99.20	
					119917	PARTS	30.74	
					119936	INVENTORY ORDER	110.92	
					119911	1/24-2/22 SBF	3,275.35	
					119912	1/24-2/22 VERNON	6,839.80	
					119913	1/24-2/22 MMF	8,779.00	
					119914	1/25-2/23 GAS	602.15	
					119955	JAN 23 COURIER SVC	1,728.00	
					119846	DMV PHYSICAL EXAM	150.00	
					119836	FEB 23 PEST SMC TRAN	65.00	
					119837	FEB 23 PEST SMC MKT	55.50	
					119838	FEB 23 PEST SMC TAQ	40.00	
					119839	FEB 23 PEST VER	65.00	
					119948	CLP REIMB	89.00	
					119952	CLP REIMB	89.00	
					119841	10/1-12/31 ADMIN	2,048.12	
					119864	FORKLIFT #701 RPR	1,471.21	
					119845	2/20-22TRANS SUMMIT	228.34	
					119861	INVENTORY ORDER	2,750.15	
					119862	INVENTORY ORDER	2,532.85	
					119859	INVENTORY ORDER	22.93	
					119860	INVENTORY ORDER	90.44	
					119939	1902 PAC AVE INSPECT	150.00	
					119817	TEMP W/E 2/19	1,417.50	
					119944	TEMP W/E 1/22	624.07	
					119899	TEMP W/E 2/12	205.07	
					119900	TEMP W/E 2/19	119.07	
					119909	INVENTORY ORDER	131.81	
					119910	INVENTORY ORDER	2,185.09	
					119926	INVENTORY ORDER	538.67	
					119866	INVENTORY ORDER	3,212.74	
					119867	INVENTORY ORDER	672.06	
					119870	INVENTORY ORDER	425.67	
					119871	INVENTORY ORDER	252.73	
					119901	INVENTORY ORDER	1,299.22	
					119830	STEAM CLEANER HOSE	184.15	
					119831	HOSE REPAIR MMF	66.21	
82981	03/06/23	PACIFIC GAS & ELECTRIC	19,496.30					
82982	03/06/23	PEDX COURIER AND CARGO	1,728.00	7				
82983	03/06/23	PEREZ, MANUEL ALFARO JR	150.00					
82984	03/06/23	PIED PIPER EXTERMINATORS, INC.	225.50					
82985	03/06/23	RAMIREZ, HECTOR	89.00					
82986	03/06/23	RAMIREZ, JUAN	89.00					
82987	03/06/23	RICOH USA, INC CA	2,048.12					
82988	03/06/23	RJMS CORPORATION	1,471.21	7				
82989	03/06/23	ROCHA, FEDERICO G.	228.34					
82990	03/06/23	ROMAINE ELECTRIC CORP	5,283.00					
82991	03/06/23	SANTA CRUZ AUTO PARTS, INC.	113.37					
82992	03/06/23	SANTA CRUZ COUNTY ENVIROMENTAL	150.00					
82993	03/06/23	SANTA CRUZ STAFFING, LLC	2,041.57					
82994	03/06/23	SLINGSHOT CONNECTIONS LLC	324.14					
82995	03/06/23	SPX TECHNOLOGIES, INC.	2,855.57					
82996	03/06/23	THE AFTERMARKET PARTS CO LLC	5,862.42					
82997	03/06/23	THE HOSE SHOP, INC	283.15					

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82998	03/06/23	710.41 E1098		TREE, MICHAEL		119832	STEAM RACK HOSE MMF	32.79		
82999	03/06/23	789.64 003492		TRENTMAN CORP		119945	MEETING/SUPPLIES	147.56		
83000	03/06/23	70.14 007		UNITED PARCEL SERVICE		119946	SACRAMENTO MEETINGS	562.85		
83001	03/06/23	744.81 221		VEHICLE MAINTENANCE PROG INC		119819	RED TRAFFIC PAINT	789.64		
83002	03/06/23	89.00 E1124		VENEGAS, JORGE		119938	FREIGHT	70.14		
83003	03/06/23	89.00 E1125		WATSON, RONALD		119896	INVENTORY ORDER	744.81		
83004	03/06/23	66.62 001223		WATSONVILLE CADILLAC, BUICK,		119949	CLP REIMB	89.00		
83005	03/06/23	89.00 E1122		WOOD, SCOTT		119950	CLP REIMB	89.00		
83006	03/06/23	45,312.29 001159		CATTO'S GRAPHICS, INC.		119937	VEH# 504 PARTS	89.00		
						119958	SIGNS CS	841.23		
						119959	4 BUS WRAPS	44,471.06		
83007	03/13/23	626.30 003596		AMAZON CAPITAL SERVICES, INC.		119972	CUSTODIAL PROD TRST	58.60		
						119979	OFFICE SUPPLIES	14.18		
						119984	OFFICE SUPPLIES	7.68		
						119986	OFFICE SUPPLIES MMF	179.36		
						120004	WALL BOARDS OPS ADM	176.28		
						120008	COVID PPE	45.66		
						120013	OFFICE SUPPLIES	144.54		
						120059	MAR 22 PAGERS	34.25		
83008	03/13/23	34.25 002861		AMERICAN MESSAGING SVCS, LLC		120059	MAR 22 PAGERS	34.25		
83009	03/13/23	4,218.91 001348		ATHENS INSURANCE SERVICE, INC.		119999	MAR 23 MONTHLY FEE	4,218.91		
83010	03/13/23	1,249.56 247		AUTOMATIC DOOR SYSTEMS, INC.		119998	BIANNUALDOOR SVC WTC	342.50		
						120015	BIANNUAL DOORSVC SMC	302.31		
						120016	BIANNUAL DOORSVC SVT	302.31		
						120017	BIANNUAL DOORSVC SVT	302.44		
83011	03/13/23	71,768.02 003655		AVAAP USA LLC		120003	1904 MTH FEE FEB 23	71,768.02		
83012	03/13/23	45.00 003248		BALCO HOLDINGS, INC.		120020	3/1-6/1 ELEV VER MON	45.00		
83013	03/13/23	316.70 107A		BFS GROUP LLC		119966	PANEL FOR LIGHTS WTC	50.11		
						119967	TV INSTALL PARTS MMF	10.31		
						119968	ADAPTOR CORD MMF	13.56		
						119969	SILICONE/SCRAPER VER	25.14		
						119970	REBAR BENCH RPR	39.20		
						119971	SAW BLADES SMC	68.81		
						119987	RESTROOM RPR WTC	10.68		
						119992	PARTS BUS STOP RPR	27.12		
						119994	BUS STOP RPR PARTS	71.77		
						120062	AD CAMPAIGNS	63,116.26		
83014	03/13/23	63,116.26 003661		CELTIS VENTURES, INC.		120011	FIRST AID KIT	57.44		
83015	03/13/23	57.44 003633		CINTAS CORPORATION NO.2		120023	2/21 WTC	51.38		
83016	03/13/23	1,807.64 130		CITY OF WATSONVILLE UTILITIES		120024	2/21 WTC	1,261.14		
						120025	2/21 WTC	40.19		
						120026	2/21 WTC	353.11		
						120027	2/21 WTC	101.82		
83017	03/13/23	34,362.26 001124		CLEAN ENERGY		120010	FEB 23 MAINT SBF	19,931.00		
						120047	02/17 LNG CHARGES	14,431.26		
83018	03/13/23	2,890.00 003034		COASTAL LANDSCAPING INC.		119996	MAR 23 LANDSCAPING	2,890.00		

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83019	03/13/23	3,903.75	003601	3,903.75	COMCAST HOLDINGS CORPORATION		120056	1/30-2/26 TV ADS	3,903.75	
83020	03/13/23	338.01	163	338.01	COMMUNITY PRINTERS, INC.		120044	PHOTOTEX SIGNS	338.01	
83021	03/13/23	308.26	002814	308.26	CREATIVE BUS SALES, INC.		120050	INVENTORY ORDER	246.96	
							120051	INVENTORY ORDER	61.30	
83022	03/13/23	600.00	916	600.00	DOCTORS ON DUTY MEDICAL		120028	DMV/DOT PHYSICAL OPS	150.00	
							120029	DOT/DMV PHYSICAL OPS	150.00	
							120030	DOT/DMV PHYSICAL OPS	150.00	
							120031	DOT/DMV PHYSICAL OPS	150.00	
83023	03/13/23	1,020.00	003485	1,020.00	EMPLOYNET, INC		119960	TEMP W/E 2/26	1,020.00	
83024	03/13/23	450.00	E1119	450.00	FARRELL, CINDI		120064	DAMAGE PROP PAYMENT	450.00	
83025	03/13/23	368.24	001297	368.24	FASTENAL COMPANY INC		119988	INV/NON INV ORDER	368.24	
83026	03/13/23	607.04	039	607.04	FEDEX OFFICE		120052	SELL SHEET PACKAGE	582.04	
							120053	LATE FEE	25.00	
83027	03/13/23	10,302.76	001302	10,302.76	GARDA CL WEST, INC.		120060	MAR 23 SERVICES	482.62	
							120061	MAR 23 VAULT SVC	9,820.14	
83028	03/13/23	2,576.08	117	2,576.08	GILLIG LLC		119974	INVENTORY ORDER	2,576.08	
83029	03/13/23	499.96	282	499.96	GRAINGER		119975	VEH# 103 PARTS ORDER	190.11	
							119982	CREDIT 1467785812	-90.80	
							119983	INVENTORY ORDER	189.46	
							119995	WATER HEATER SBF	211.19	
83030	03/13/23	932.78	001097	932.78	GREENWASTE RECOVERY, INC.		120018	FEB 23 PRC	478.59	
							120019	FEB 23 SVT	454.19	
83031	03/13/23	64.46	914	64.46	J.J.R ENTERPRISES, INC.		120007	TONER CARTRIDGE	64.46	
83032	03/13/23	100.00	003450	100.00	LANGUAGE LINE SERVICES INC		120012	FEB 23 TRANSLATE SVC	100.00	
83033	03/13/23	381.83	003362	381.83	LUMINATOR TECH GROUP GLOBAL,		120049	CAMERA RPR	189.93	
							120058	CAMERA RPR	191.90	
83034	03/13/23	567.16	041	567.16	MISSION UNIFORM		119976	VMU/VSW UNIFORM SUPP	343.39	
							119977	FUEL ST. TOWELS	156.00	
							119993	CUSTODIAL/LAUNDRY	26.02	
							119997	TOWELS/MOPS/MATS MMF	41.75	
83035	03/13/23	1,084.03	001711	1,084.03	MOHAWK MFG. & SUPPLY CO.		120048	INVENTORY ORDER	1,084.03	
83036	03/13/23	1,068.04	003573	1,068.04	NICKELL FIRE PROTECTION, INC.		119981	TAMPER SWITCH REPL	1,068.04	
83037	03/13/23	15,531.05	009	15,531.05	PACIFIC GAS & ELECTRIC		120000	1/27-2/27 SMC	4,799.69	
							120001	1/27-2/27 OPS	7,329.92	
							120054	1/7-2/27 RIVER CHG	3,401.44	
83038	03/13/23	750.00	481	750.00	PIED PIPER EXTERMINATORS, INC.		119985	MAR 23 PEST SVT	65.00	
							119989	MAR 23 PEST OPS CR	255.00	
							119990	MAR 23 PEST MMF	217.50	
							119991	MAR 23 PEST OPS PARK	212.50	
83039	03/13/23	400.00	003061	400.00	QUADIENT FINANCE USA INC		120055	FEB 23 POSTAGE 1598	400.00	
83040	03/13/23	420.80	003020	420.80	QUEST DIAGNOSTIC INC.		119973	FEB DOT DRUG TEST	420.80	
83041	03/13/23	75.38	882	75.38	RANDY & LARAE WEST		119978	BUSINESS CARDS-EB	75.38	
83042	03/13/23	3,671.64	003502	3,671.64	RICHARD IRISH		120002	1906 ENG SVC PHASE 1	3,671.64	
83043	03/13/23	150.00	E1128	150.00	RICHARDS, MICHAEL ROBERT		120065	DMV/DOT PHYSICAL	150.00	
83044	03/13/23	236.46	003024	236.46	RICOH USA, INC CA		120005	3/1-3/31 2ND FL OPS	236.46	
83045	03/13/23	45.01	536	45.01	RIVERSIDE LIGHTING, INC.		119980	PVC PIPE MMF	45.01	

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83046	03/13/23	588.29 003677	RS AMERICAS, INC.	120035			INVENTORY ORDER	588.29	
83047	03/13/23	57,060.18 002917	SANTA CRUZ METRO TRANSIT W/C	120022			FEB 23 W/C REPLENISH	57,060.18	
83048	03/13/23	1,552.50 001307	SANTA CRUZ STAFFING, LLC	119961			TEMP W/E 2/26	1,552.50	
83049	03/13/23	751.36 003545	SCHINDLER ELEVATOR CORPORATION	120021			MAR 23 ELEV INSP	751.36	
83050	03/13/23	1,117.20 003292	SLINGSHOT CONNECTIONS LLC	119965			TEMP W/E 2/19	1,117.20	
83051	03/13/23	5,015.44 115	SNAP-ON INDUSTRIAL	120034			SHOP TOOL-SCANNER	5,015.44	
83052	03/13/23	1,100.00 003611	SONIA MENDEZ-PACHECO	120014			CARPET CLEANING VER	1,100.00	
83053	03/13/23	1,229.35 003621	SPORTWORKS GLOBAL LLC	120043			INVENTORY ORDER	1,229.35	
83054	03/13/23	10,000.00 003425	GMV SYNCHROMATICS CORPORATION	120009			FEB 23 SERVICES	10,000.00	
83055	03/13/23	3,998.88 003285	THE AFTERMARKET PARTS CO LLC	120032			VEH # 2211 PARTS	42.18	
				120036			VEH# 2318 PARTS	1,140.44	
				120037			VEH# 2318 PARTS	954.87	
				120038			VEH# 2318 PARTS	342.76	
				120039			VEH# 2318 PARTS	123.94	
				120040			VEH# 2318 PARTS	755.83	
				120041			INVENTORY ORDER	349.88	
				120042			VEH# 2601 PARTS	65.26	
				120045			INVENTORY ORDER	13.96	
				120046			VEH# 1205 PARTS	209.76	
83056	03/13/23	310.80 003415	TRANSFOR CORPORATION	120033			WHEEL CHAIR STRAPS	310.80	
83057	03/13/23	384.30 043	TROWBRIDGE ENTERPRISES	119962			OFFICE SUPPLIES	12.91	
				119963			TRAINING SUPPLIES	290.22	
				119964			OFFICE SUPPLIES	81.17	
				120063			FREIGHT	50.97	
83058	03/13/23	50.97 007	UNITED PARCEL SERVICE	120063			2/2-3/1 TABLET	38.52	
83059	03/13/23	38.52 434	VERIZON WIRELESS	120006	0		JAN23 DOT DRUG TESTS	64.00	
83060	03/13/23	64.00 003290	WORKFORCEQA, LLC	120057			PONCHOS/EMBOIDERY	748.83	
83061	03/20/23	748.83 001122	4IMPRINT, INC.	120135			PRESSURE WASHER RPR	188.41	
83062	03/20/23	188.41 192	ALWAYS UNDER PRESSURE	120081			OFFICE SUPPLIES	93.92	
83063	03/20/23	621.00 003596	AMAZON CAPITAL SERVICES, INC.	120138			OFFICE SUPPLIES MMF	107.46	
				120156			OFFICE SUPPLIES	295.74	
				120176			INVENTORY ORDER	58.40	
				120189			OIL FILTER WRENCH	65.48	
				120153			2/1-2/28 PT TO PT2	590.42	
83064	03/20/23	590.42 001D	AT&T	120153			1/24-2/23 BUS WIFI	997.02	
83065	03/20/23	997.02 003105	AT&T MOBILITY	120066			SHOP TOOL-JACK STAND	4,933.18	VOIDED
83066	03/20/23	4,933.18 001676	AUTOMOTIVE RESOURCES, INC.	120070			SHOP TOOL-JACK STAND	-4,933.18	**VOID
83066	03/21/23	-4,933.18 001676	AUTOMOTIVE RESOURCES, INC.	120070			REPAIR PARTS	126.97	
83067	03/20/23	126.97 002689	B & B SMALL ENGINE CORP	120082			INVENTORY ORDER	4,756.05	
83068	03/20/23	5,116.05 002802	BATTERY SYSTEMS INC.	120074			CORE CREDIT 01251143	360.00	
				120075			SCREWS/PADLOCK WTC	32.25	
83069	03/20/23	65.21 107A	BFS GROUP LLC	120086			PARTS FOR RACK SMC	12.57	
				120119			FLANGE VERNON	17.65	
				120158			ELECTRICAL OUTLET TV	2.74	
83070	03/20/23	5,250.00 001324	CAPITALEGE ADVOCACY, INC.	120137			MAR 23 LEGISLATE SVC	5,250.00	
83071	03/20/23	8,155.86 001159	CATTO'S GRAPHICS, INC.	120124			IMPACT STICKERS	1,267.30	

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83072	03/20/23	177,343.89	003661		CELTIS VENTURES, INC.		120164	TRUCKER CAPS	1,720.16	
							120169	FOOTER STICKERS	5,059.15	
							120170	REPL FOOTER STICKERS	109.25	
							120136	11/28-12/31MARKETING	39,353.13	
							120212	FEB 23 ONE RIDE CAMP	137,990.76	
							120183	MAR 23 EAP PREMIUM	686.76	
							120071	VEH# 2804 RPR	1,959.68	
							120088	2/14 LNG CHARGES	15,947.71	
							120089	2/21 LNG CHARGES	15,333.01	
							120090	2/24 LNG CHARGES	15,028.80	
							120091	2/28 LNG CHARGES	16,069.40	
							120166	1927 AVL HOST SVC	8,134.00	
							120108	INVENTORY ORDER	281.86	
							120133	CLEANING SUPPL MMF	49.49	
							120160	CLEANING SUPPL MMF	63.25	
							120161	INVENTORY ORDER	998.54	
							120122	ENG/SPAN CAR CARDS	6,114.26	
							120200	REFUSE/GARBAGE	27.00	
							120113	VEH# PC1708 PARTS	123.19	
							120152	INVENTORY ORDER	356.37	
							120107	COMM EXPO/JOB FAIR	1,062.50	
							120139	FEB 23 CODE=5100	9,132.83	
							120112	INVENTORY ORDER	2,896.60	
							120130	VEH# 1202 PARTS	23.61	
							120131	INVENTORY ORDER	382.02	
							120132	VEH# 1612 PARTS	45.48	
							120077	DOT/DMV PHYSICAL	150.00	
							120204	DOT/DMV PHYSICAL	150.00	
							120205	DOT/DMV PHYSICAL	150.00	
							120206	DOT/DMV PHYSICAL	150.00	
							120207	DOT/DMV PHYSICAL	150.00	
							120208	DOT/DMV PHYSICAL	150.00	
							120095	REVENUE TIRES	5,557.38	
							120096	REVENUE TIRES	4,071.79	
							120097	REVENUE TIRES	1,852.46	
							120098	REVENUE TIRES	980.38	
							120099	REVENUE TIRES	1,628.71	
							120100	REVENUE TIRES	481.93	
							120101	REVENUE TIRES	3,701.00	
							120102	REVENUE TIRES	1,233.67	
							120103	REVENUE TIRES	3,257.43	
							120104	REVENUE TIRES	724.53	
							120105	REVENUE TIRES	653.58	
							120087	BID BBQ SUPPLIES	579.33	
							120151	INVENTORY ORDER	1,376.55	
							120069	SPRING SVC NOTICES	244.70	
83086	03/20/23	579.33	E672		ESTRADA, URIEL					
83087	03/20/23	1,376.55	001297		FASTENAL COMPANY INC					
83088	03/20/23	244.70	039		FEDEX OFFICE					

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83089	03/20/23	45,772.28 002295	FIRST ALARM SECURITY & PATROL	120140	FEB 23 SECURITY	45,772.28			
83090	03/20/23	1,394.56 003431	FIRST ALARM	120210	11/8-3/31 1200 RIVER	684.02			
				120211	11/5-3/31 GOLF CLUB	710.54			
83091	03/20/23	10,857.91 002952	FLYERS ENERGY, LLC	120072	2/16-2/28NONREV FUEL	2,124.42			
83092	03/20/23	54,740.25 003583	GALEB PAVING, INC.	120073	2/16-2/28 REV FUEL	8,733.49			
83093	03/20/23	569.85 117	GILLIG LLC	120172	1906 PAVING PROJ MMF	54,740.25			
				120129	INVENTORY ORDER	224.70			
				120148	INVENTORY ORDER	137.67			
				120149	INVENTORY ORDER	137.67			
				120150	INVENTORY ORDER	69.81			
83094	03/20/23	285.00 003316	GLOBAL WATER TECHNOLOGY INC	120175	FEB23 WATER TEST OPS	285.00			
83095	03/20/23	82.67 282	GRAINGER	120159	STAINLESS STEAL BAND	82.67			
83096	03/20/23	47.14 546	GRANITEROCK COMPANY	120188	CONCRETE MIX VER	47.14			
83097	03/20/23	40,860.70 003109	HANSON BRIDGETT LLP	120194	M# 032117.003003	3,967.60			
				120195	M# 032117.004002	4,583.10			
				120196	M# 032117.006001	1,115.00			
				120197	M# 032117.006012	1,958.40			
				120198	M# 032117.006013	2,073.60			
				120199	FEB 23 RETAINER	27,163.00			
83098	03/20/23	395.74 003223	JASPER WELLER LLC	120115	VEH# 2602 PARTS	395.74			
83099	03/20/23	538.68 1117	KELLEY'S SERVICE INC.	120110	VEH# 1123 PARTS	143.16			
				120111	NON INV ORDER	262.98			
				120114	NON INVENTORY ORDER	10.16			
				120186	INVENTORY ORDER	19.47			
				120187	NON INVENTORY ORDER	122.58			
83100	03/20/23	304.72 036	KELLY-MOORE PAINT CO., INC.	120190	CORE CR K-2043550	-19.67			
83101	03/20/23	23,627.38 003366	KEY GOVERNMENT FINANCE INC	120083	PAINT SUPPLIES SMC	232.64			
83102	03/20/23	376.00 003271	KJRB, INC.	120084	WHITE PAINT SMC	72.08			
83103	03/20/23	1,037.00 852	LAW OFFICES OF MARIE F. SANG	120068	MAR 23 LEASE PAYMENT	23,627.38			
				120174	VEH# PCI707 TOW	376.00			
				120141	CL# 22000654	170.00			
				120142	CL# 22001522	119.00			
				120143	CL#11000452/11001281	204.00			
				120144	CL# 2009210082	544.00			
83104	03/20/23	1,152.00 002927	LINDE GAS & EQUIPMENT, INC.	120078	2/23-2/24 LEASE RNWL	1,152.00			
83105	03/20/23	606.68 003391	MARK THOMAS & COMPANY, INC	120080	MISC ENG SVC	139.13			
				120171	1941 EV CHG PROJ OPS	467.55			
83106	03/20/23	300.00 E909	MARTINEZ, MICHELLE	120179	DAMAGED PROPERTY	300.00			
83107	03/20/23	2,450.56 003273	MGP XI REIT,LLC	120182	APR 23 RENT CAPITOLA	2,450.56			
83108	03/20/23	2,220.96 001052	MID VALLEY SUPPLY INC.	120154	INVENTORY ORDER MMF	1,478.02			
				120155	INVENTORY ORDER	742.94			
83109	03/20/23	619.33 041	MISSION UNIFORM	120085	TOWELS,MOPS,MATS MMF	41.75			
				120092	FUEL ST TOWELS	156.00			
				120093	VMU/VSW UNIFORM SUPP	384.58			
				120192	TOWELS/MATS PRC	18.50			
				120193	TOWELS/MATS PRC	18.50			

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83110	03/20/23	003542	400.00	NATALIE NIEMAN		120121	SPRING SVC CAR CARDS	400.00	
83111	03/20/23	009	3,173.54	PACIFIC GAS & ELECTRIC		120079	2/2-3/5 SVT/WTC/ENR	3,173.54	
83112	03/20/23	002947	1,840.00	PEDX COURIER AND CARGO	7	120178	FEB 23 COURIER SVC	1,840.00	
83113	03/20/23	882	75.38	RANDY & LARAE WEST	7	120094	BUSINESS CARDS EB	75.38	
83114	03/20/23	003024	66.76	RICOH USA, INC CA		120222	2/14-3/13 PARACRUZ	66.76	
83115	03/20/23	003681	900.00	RNS COMMUNICATIONS, INC.		120165	BUS DRIVER RECRUIT	900.00	
83116	03/20/23	003154	1,300.08	ROMAINE ELECTRIC CORP		120120	INVENTORY ORDER	1,300.08	
83117	03/20/23	001286	23.45	SAFE-CARD ID SERVICES,INC		120168	PVC CARDS	23.45	
83118	03/20/23	0079	9,598.52	SANTA CRUZ MUNICIPAL UTILITIES		120213	1/6-2/6 BETTYS HWH	57.13	
						120214	1/6-2/6 MMF IRRIG	99.39	
						120215	1/6-2/6 PAC ISL WATE	149.74	
						120216	1/6-2/6 PACIFIC	2,614.31	
						120217	1/6-2/6 MULTI BUS ST	1,050.60	
						120218	1/6-2/6 GOLF CLUB	1,497.82	
						120219	1/6-2/6 SBF	3,153.69	
						120220	1/6-2/6 VERNON	610.87	
						120221	1/6-2/6 RIVER ST A	364.77	
83119	03/20/23	001292	90.00	SANTA CRUZ RECORDS MNGMT INC		120134	02/01 SHREDDING SMC	45.00	
83120	03/20/23	003292	1,492.79	SLINGSHOT CONNECTIONS LLC		120162	2/24 SHREDDING WTC	45.00	
						120106	TEMP W/E 2/26	152.15	
						120116	TEMP W/E 2/26	1,117.20	
						120177	TEMP W/E 1/8	223.44	
83121	03/20/23	001075	10,068.28	SOQUEL III ASSOCIATES	7	120181	APR 23 RENT RESEARCH	10,068.28	
83122	03/20/23	003669	150.18	SPX TECHNOLOGIES,INC.		120076	INVENTORY ORDER	150.18	
83123	03/20/23	003595	891.47	STAPLES INC		120201	INVENTORY ORDER MMF	891.47	
						120202	INVENTORY ORDER MMF	121.53	
						120203	CR INV# 3530963837	-121.53	
83124	03/20/23	002812	3,441.00	STRONGHOLD SECURITY INC.		120173	FIREWALL SUPP RENEW	3,441.00	
83125	03/20/23	003671	23.80	T-MOBILE USA, INC.		120185	1/21-2/20 TVM COMMS	23.80	
83126	03/20/23	003678	435.00	TEMPUS PER ANNUM		120146	OPENHOUSE SHAVED ICE	435.00	
83127	03/20/23	166	1,438.47	THE HOSE SHOP, INC		120125	NON INV/INV ORDER	1,046.60	
						120127	VEH# 9817 PARTS	62.35	
						120128	NON INVENTORY ORDER	318.24	
83128	03/20/23	057	6,557.08	U.S. BANK		120145	NON INVENTORY ORDER	11.28	
83129	03/20/23	007	99.02	UNITED PARCEL SERVICE		120109	*****-****-5971	6,557.08	
83130	03/20/23	002829	104.10	VALLEY POWER SYSTEMS, INC.		120117	FREIGHT	99.02	
83131	03/20/23	434	12,279.73	VERIZON WIRELESS	0	120067	INVENTORY ORDER	104.10	
						120180	1/23-2/22 WIFI BUSES	5,924.87	
83132	03/20/23	001353	2,987.50	VISION COMMUNICATIONS		120184	2/2-3/1 CUSTOMER SVC	38.68	
						120184	2/2-3/1 PARACRUZ	6,316.18	
83133	03/20/23	003682	439.00	WINDOW INNOVATIONS, INC.		120123	SERVICE CALL OPS	1,462.50	
83134	03/20/23	003530	18.34	ZORO TOOLS, INC.		120191	RADIO RPR KITE HILL	1,525.00	
83135	03/17/23	002917	73,500.00	SANTA CRUZ METRO TRANSIT W/C		120126	WINDOW TINTING SMC	439.00	
83136	03/27/23	003151	3,653.34	ABC BUS INC		120118	LETTER/NUM STENCILS	18.34	
						120223	PREFUND CL# 20001732	73,500.00	
						120362	INVENTORY ORDER	2,234.98	

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83137	03/27/23	AIRTEC SERVICE INC.	382	596.64	AIRTEC SERVICE INC.		120416	INVENTORY ORDER	1,418.36	
83138	03/27/23	AMAZON CAPITAL SERVICES, INC.	003596	453.99	AMAZON CAPITAL SERVICES, INC.		120251	HEATER RPR PRC	596.64	
							120241	INVENTORY ORDER	95.12	
							120365	KEYBOARD AND MOUSE	72.08	
							120417	RECHARGE FLASHLIGHTS	60.08	
							120424	SUPPLIES CS BOOTH	226.71	
83139	03/27/23	ARI PHOENIX, INC	003370	4,933.18	ARI PHOENIX, INC		120448	JACK STAND	4,933.18	
83140	03/27/23	AT&T	001D	850.17	AT&T		120418	2/19-3/18 OCEAN/LP	850.17	
83141	03/27/23	BAE SYSTEMS CONTROLS, INC.	003650	9,784.27	BAE SYSTEMS CONTROLS, INC.		120433	VEH# 4202 PARTS	1,798.92	
							120434	HYBRID CAMPAIGN	7,985.35	
83142	03/27/23	BATTERIES PLUS #314	002363	224.17	BATTERIES PLUS #314		120367	BATTERIES	224.17	
83143	03/27/23	BFS GROUP LLC	107A	101.73	BFS GROUP LLC		120242	LUMBER WTC	25.02	
							120243	CLEAR PANEL	16.70	
							120244	WIRE WHEEL BRUSH VER	15.72	
							120245	WATER FOUNTAIN PARTS	20.43	
							120246	SUPPLIES WTC	9.82	
83144	03/27/23	CALIFORNIA NEWSPAPERS P 'SHIP	149	126.95	CALIFORNIA NEWSPAPERS P 'SHIP	0	120247	GARBAGE DISP PARTS	14.04	
							120453	1/22 LEGAL ADS	70.95	
							120454	2/17 LEGAL ADS	56.00	
83145	03/27/23	CENTER FOR TRANSPORTATION AND	003320	2,074.34	CENTER FOR TRANSPORTATION AND		120455	1937 SC ELEC BUS PRJ	2,074.34	
83146	03/27/23	CITY OF SANTA CRUZ/PARKING	002109	1,300.00	CITY OF SANTA CRUZ/PARKING		120394	APR 23 PAEK PERMITS	1,300.00	
83147	03/27/23	CITY OF SANTA CRUZ FINANCE RRF	003373	84.06	CITY OF SANTA CRUZ FINANCE RRF		120421	FEB 23 LANDFILL	84.06	
83148	03/27/23	CLASSIC GRAPHICS	909	1,464.54	CLASSIC GRAPHICS		120407	VEH# 1305 BODYWORK	1,464.54	
83149	03/27/23	COAST PAPER & SUPPLY INC.	075	515.01	COAST PAPER & SUPPLY INC.		120229	INVENTORY ORDER	128.27	
							120230	INVENTORY ORDER	170.43	
							120375	INVENTORY ORDER	216.31	
83150	03/27/23	CREATIVE BUS SALES, INC.	002814	259.42	CREATIVE BUS SALES, INC.		120271	VEH# PC1714 PARTS	97.47	
							120300	VEH# PC1111 PARTS	161.95	
83151	03/27/23	CRUMMIE, DAWN	E1022	902.39	CRUMMIE, DAWN		120451	FTA D&A PROG CONF	902.39	
83152	03/27/23	CUMMINS, INC	003116	15,121.74	CUMMINS, INC		120234	INVENTORY ORDER	33.66	
							120235	VEH# 1612 PARTS	148.00	
							120236	VEH# 1301 PARTS	289.08	
							120237	VEH# 4206 PARTS	16.84	
							120238	INVENTORY ORDER	336.60	
							120239	VEH# 1611 PARTS	198.50	
							120270	VEH# 1005 PARTS	349.10	
							120272	VEH# 1203 PARTS	2,282.92	
							120273	VEH# 4206 PARTS	434.41	
							120274	INVENTORY ORDER	8.88	
							120406	VEH# 1611 ECM PROG	3,421.40	
							120409	INVENTORY ORDER	2,362.89	
							120410	INVENTORY ORDER	35.48	
							120411	INVENTORY ORDER	5,138.43	
							120412	INVENTORY ORDER	65.55	
83153	03/27/23	DEPARTMENT OF TOXIC SUBSTANCE	900	139.83	DEPARTMENT OF TOXIC SUBSTANCE		120457	10/22-12/22 425FRONT	139.83	
83154	03/27/23	DOCTORS ON DUTY MEDICAL	916	2,894.00	DOCTORS ON DUTY MEDICAL		120435	DOT/DWV PHYSICAL	150.00	

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83155	03/27/23	4,085.86 003274	EAST BAY TIRE CO.		120458	DMV/NEWHIRE EXAMS HR	1,077.50	
83156	03/27/23	29,036.67 003485	EMPLOYNET, INC		120459	2/14 STATEMENT HR	1,666.50	
					120338	REVENUE TIRES	2,778.69	
					120339	REVENUE TIRES	1,307.17	
					120224	TEMP W/E 3/5	1,200.00	
					120225	TEMP W/E 2/26	1,275.00	
					120226	TEMP W/E 2/19	1,200.00	
					120233	TEMP W/E 3/12	1,500.00	
					120252	TEMP W/E 3/12	1,200.00	
					120256	TEMP W/E 3/12	1,428.00	
					120275	TEMP W/E 3/5	1,785.00	
					120305	TEMP W/E 3/5	448.00	
					120306	TEMP W/E 2/26	1,120.00	
					120307	TEMP W/E 2/26	1,120.00	
					120308	TEMP W/E 3/5	1,120.00	
					120311	TEMP W/E 1/29	1,120.00	
					120312	TEMP W/E 2/12	1,120.00	
					120313	TEMP W/E 2/12	1,085.00	
					120314	TEMP W/E 1/29	1,120.00	
					120315	TEMP W/E 2/5	1,120.00	
					120316	TEMP W/E 2/5	1,120.00	
					120317	TEMP W/E 3/5	1,015.67	
					120321	TEMP W/E 3/5	1,500.00	
					120322	TEMP W/E 2/26	1,500.00	
					120323	TEMP W/E 2/19	1,500.00	
					120324	TEMP W/E 2/12	1,200.00	
					120327	TEMP W/E 3/12	1,120.00	
					120342	TEMP W/E 3/12	1,120.00	
83157	03/27/23	1,003.07 001297	FASTENAL COMPANY INC		120276	INVENTORY ORDER	83.11	
					120296	INV/NON INV ORDER	194.10	
					120297	NON INV ORDER	442.25	
					120298	NON INV ORDER	143.74	
					120299	NON INV/INV ORDER	139.87	
					120310	FEB 23 MERCHANT FEES	660.52	
83158	03/27/23	660.52 002962	FIS		120404	3/1-3/15NONREV FUEL	2,705.86	
83159	03/27/23	15,758.58 002952	FLYERS ENERGY, LLC		120405	3/1-3/15REVENUE FUEL	12,936.55	
					120441	PROPANE	116.17	
83160	03/27/23	144.70 003279	FRONTIER COMMUNICATIONS - 3025		120462	2/16-3/15 SKY-RIVER	72.35	
83161	03/27/23	58.24 003418	FRONTIER COMMUNICATIONS - 6145		120463	3/16-4/15 SKY-RIVER	72.35	
83162	03/27/23	4,481.32 117	GILLIG LLC		120456	3/13-4/12 SKYLINE	58.24	
					120277	INVENTORY ORDER	53.68	
					120287	INVENTORY ORDER	4,368.67	
					120288	VEH# 1612 PARTS	16.59	
83163	03/27/23	145.04 E162	GOUVEIA, ANNA		120293	INVENTORY ORDER	42.38	
83164	03/27/23	335.61 282	GRAINGER		120395	APPRECIATION DAY	145.04	
					120258	NON INVENTORY ORDER	33.83	

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83165	03/27/23	73,135.00 003106		GROUP 4 ARCHITECTURE, RESEARCH		120419	INVENTORY ORDER	301.78	
83166	03/27/23	151.67 003553		IMD FLUID SYSTEM TECHNOLOGIES		120420	FEASIBIL STUDY WTC	73,135.00	
83167	03/27/23	44,123.51 003395		JARRETT WALKER & ASSOC LLC		120426	INVENTORY ORDER	151.67	
83168	03/27/23	1,375.09 003223		JASPER WELLER LLC		120379	FEB 23 REIMAGING	44,123.51	
83169	03/27/23	1,760.56 003264		KAADY CHEMICAL CORPORATION		120292	VEH# 1004 PARTS	1,375.09	
83170	03/27/23	714.83 1117		KELLEY'S SERVICE INC.		120286	BUS WASH SUPPLIES	1,760.56	
						120330	INVENTORY ORDER	314.86	
						120331	INVENTORY ORDER	632.96	
						120332	INVENTORY ORDER	55.06	
						120333	INVENTORY ORDER	78.25	
						120335	RPR VEH #PC1714	43.07	
						120336	INVENTORY ORDER	11.24	
						120337	RPR VEH #501	123.47	
						120340	NON INVENTORY ORDER	34.37	
						120341	RPR VEH #PC1111	88.88	
						120423	CREDIT INV K-2059572	-10.16	
						120439	VEH# PC 1715 PARTS	539.16	
						120460	CRK-1853898/2061007	-147.53	
						120464	CREDIT K-2010924	-1,048.80	
83171	03/27/23	2,966.36 003293		MAKAI SOLUTIONS		120253	BAY 4 RPR MWF	2,966.36	
83172	03/27/23	30.93 003432		MALLORY SAFETY & SUPPLY, LLC		120376	RAIN GEAR TSUPV	89.87	
						120377	CREDIT	-58.94	
83173	03/27/23	608.52 003391		MARK THOMAS & COMPANY, INC		120449	1941 EV PROJ OPS	608.52	
83174	03/27/23	7,476.63 003361		MILLER MAXFIELD INC		120370	FEB 23 OUTREACH	4,175.00	
						120374	FEB 23 OUTREACH	3,301.63	
83175	03/27/23	112.29 041		MISSION UNIFORM		120366	TOWELS MOPS MATS	41.75	
						120368	CUSTODIAL SUPPLIES	26.02	
						120369	CUSTODIAL SUPPLIES	26.02	
						120414	TOWELS/MATS PRC	18.50	
83176	03/27/23	1,204.48 001711		MOHAWK MFG. & SUPPLY CO.		120443	INVENTORY ORDER	1,204.48	
83177	03/27/23	33.10 003173		MOUSER ELECTRONICS, INC		120447	VEH# 4201 PARTS	33.10	
83178	03/27/23	3,347.42 003464		MPRESS DIGITAL, INC		120371	PRINTING	451.75	
						120372	LG HEADWAYS	709.91	
						120373	SPRING POSTERS	2,185.76	
83179	03/27/23	63.00 E886		NEGRETE, ERIC		120393	DMV RENEWAL	63.00	
83180	03/27/23	69.92 003326		NIDAL HALABI & NADA ALGHARIB		120227	NAME PLATES	69.92	
83181	03/27/23	1,699.88 004		NORTH BAY FORD LINC-MERCURY		120289	VEH# 103 PARTS	62.34	
						120290	INVENTORY ORDER	134.39	
						120347	VEH# PC 1703 PARTS	114.71	
						120348	INVENTORY ORDER	403.33	
						120427	CREDIT INV 288336	-25.41	
						120428	VEH# PC1708 PARTS	564.93	
						120429	INVENTORY ORDER	110.92	
						120430	INVENTORY ORDER	144.70	
						120436	VEH# PC 1711 PARTS	62.78	
						120444	VEH# PC 1708 PARTS	98.20	

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83182	03/27/23	481	370.00	PIED PIPER EXTERMINATORS, INC.		120445	VEH# PC 1714 PARTS	28.99	
						120254	MAR23 PEST WTC TRANS	65.00	
						120255	MAR 23 PEST WTC MKT	79.50	
						120318	MAR 23 PEST SMC MKT	55.50	
						120319	MAR23 PEST SMC TRANS	65.00	
						120320	MAR 23 PEST SMC TAQ	40.00	
						120422	MAR 23 PEST VERNON	65.00	
						120346	INVENTORY ORDER	638.04	
83183	03/27/23	003443	638.04	PROTERA OPERATING COMPANY, INC		120378	3/12-4/11 DISPATCH	101.59	
83184	03/27/23	003024	101.59	RICOH USA, INC CA		120431	4/3-5/2 CS	267.66	
83185	03/27/23	215	267.66	RICOH USA, INC. TX		120248	ELEC OUTLET PARTS	325.26	
83186	03/27/23	536	332.71	RIVERSIDE LIGHTING, INC.		120249	MISC PARTS MMF	7.45	
						120345	INVENTORY ORDER	977.79	
83187	03/27/23	003154	977.79	ROMAINE ELECTRIC CORP		120450	CS LUNCH MEETING	65.33	
83188	03/27/23	E897	65.33	SANCHEZ, MARIA V		120259	NON INVENTORY ORDER	127.36	
83189	03/27/23	135	759.86	SANTA CRUZ AUTO PARTS, INC.		120260	CREDIT 14508-457729	-260.93	
						120261	INVENTORY ORDER	205.18	
						120262	VEH# PC 1711 REPAIR	13.86	
						120291	NON INVENTORY ORDER	31.44	
						120325	INVENTORY ORDER	260.89	
						120326	INVENTORY ORDER	28.00	
						120344	INVENTORY ORDER	93.66	
						120408	INVENTORY ORDER	101.42	
						120413	NON INVENTORY ORDER	20.93	
						120415	NON INVENTORY ORDER	24.35	
						120437	NON INVENTORY ORDER	20.16	
						120442	INVENTORY ORDER	68.54	
						120461	VEH# 2218 REPAIR	25.00	
83190	03/27/23	079	10,258.34	SANTA CRUZ MUNICIPAL UTILITIES		120382	2/7-3/8 GOLF CLUB	1,481.01	
						120383	2/7-3/8 PACIFIC 2697	1,050.60	
						120384	2/7-3/8 PACIFIC AVE	2,681.15	
						120385	2/7-3/8 VERNON	594.16	
						120386	2/7-3/8 GOLF CLUB	99.39	
						120387	2/7-3/8 PACIFIC ISL	166.45	
						120388	2/7-3/8 RIVER ST A	465.03	
						120389	2/7-3/8 BETTYS JERK	57.13	
						120390	FEB 23 RIVER IRRIG	230.33	
						120391	FEB 23 VERNON IRRIG	178.54	
						120392	2/7-3/8 RIVER #B	3,254.55	
						120301	TEMP W/E 3/12	1,080.00	
						120302	TEMP W/E 3/5	1,417.50	
						120240	SUPPLIES VERNON	12.83	
83192	03/27/23	003570	12.83	SCARBOROUGH LBR & BLDG SUPPLY		120396	REPLENISHMENT	395.21	
83193	03/27/23	122	395.21	SCWTD PETTY CASH - OPS		120380	FEB 23 WATER SVT	101.65	
83194	03/27/23	002459	411.20	SCOTT'S VALLEY WATER DISTRICT		120381	FEB 23 WATER SVT	309.55	
83195	03/27/23	E1129	89.00	SEGOVIANO, SERGIO		120399	DWV REIMBURSEMENT	89.00	

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83196	03/27/23	SHAW YODER ANTWIH	002267	2,500.00			120309	MAR 23 LEGISLATE SVC	2,500.00	
83197	03/27/23	SLINGSHOT CONNECTIONS LLC	003292	693.12			120257	TEMP W/E 1/15	693.12	
83198	03/27/23	SPORTWORKS GLOBAL LLC	003621	668.90			120343	INVENTORY ORDER	668.90	
83199	03/27/23	SPX TECHNOLOGIES, INC.	003669	1,730.95			120294	INVENTORY ORDER	1,660.53	
							120295	TVM CAMPAIGN	70.42	
83200	03/27/23	TERRYBERRY CO., LLC	001040	141.63			120228	ANNIVERSARY AWARD	141.63	
83202	03/27/23	THE AFTERMARKET PARTS CO LLC	003285	15,597.55			120263	INVENTORY ORDER	59.78	
							120264	INVENTORY ORDER	315.23	
							120265	VEH# 2220 PARTS	267.06	
							120266	INVENTORY ORDER	222.95	
							120267	VEH# 2318 PARTS	3.75	
							120268	VEH# 2318 PARTS	146.21	
							120269	INVENTORY ORDER	1,023.97	
							120278	VEH# 2322 PARTS	834.03	
							120279	VEH# 2322 PARTS	755.83	
							120280	VEH# 2333 PARTS	786.47	
							120281	VEH# 2333 PARTS	66.86	
							120282	INVENTORY ORDER	248.43	
							120283	INVENTORY ORDER	295.01	
							120284	INVENTORY ORDER	62.81	
							120285	INVENTORY ORDER	3,270.15	
							120303	VEH# 2220 PARTS	325.62	
							120304	VEH# 2322 PARTS	66.86	
							120349	VEH# 2813 PARTS	160.68	
							120350	INVENTORY ORDER	41.19	
							120351	INVENTORY ORDER	664.00	
							120352	VEH# 2333 PARTS	880.47	
							120353	VEH# 2333 PARTS	169.95	
							120354	VEH# 2322 PARTS	189.68	
							120355	VEH 2322 PARTS	408.60	
							120356	INVENTORY ORDER	42.72	
							120357	VEH# 2333 PARTS	23.79	
							120358	VEH 2322 PARTS	428.35	
							120359	INVENTORY ORDER	360.44	
							120360	INVENTORY ORDER	435.07	
							120361	VEH# 2333 PARTS	120.84	
							120363	VEH# 2322 PARTS	120.84	
							120364	CREDIT INV 82507431	-225.20	
							120400	VEH# 1208 PARTS	694.17	
							120401	VEH# 1005 PARTS	431.65	
							120402	INVENTORY ORDER	419.37	
							120403	VEH# 2803 PARTS	1,479.92	
							120440	NON INVENTORY ORDER	81.50	
83203	03/27/23	THE HOSE SHOP, INC	166	81.50						
83204	03/27/23	THE JANEK CORPORATION	003242	928.63						
83205	03/27/23	TREE, MICHAEL	E1098	230.21						

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83206	03/27/23	6,645.12	221							
83207	03/27/23	250.00	003682	WINDOW INNOVATIONS, INC.			120328	INVENTORY ORDER	93.96	
83208	03/27/23	157.88	E329	ZARAGOZA, DANIEL			120329	INVENTORY ORDER	2,162.89	
83261	03/29/23	1,760.17	E1081	MOSES, CURTIS			120425	INVENTORY ORDER	2,758.56	
83262	03/30/23	21.00	M149	ADAMS, ELLEN			120432	INVENTORY ORDER	529.78	
83263	03/30/23	14.16	M381	AGUIRRE, CIRO			120438	INVENTORY ORDER	1,099.93	
83264	03/30/23	134.58	M382	AITKEN, ANGELA			120446	WINDOW TINT WTC	250.00	
83265	03/30/23	14.98	M150	ALLEN, ROBERT			120397	REIMBURSEMENT	157.88	
83266	03/30/23	21.00	M333	ANDERSON, WILLIAM			120580	TORT CLAIM HEARING	1,760.17	
83267	03/30/23	41.36	M151	ANDRADE, GERALD			9007940	MEDICAL SUPPLEMENTAL	21.00	
83268	03/30/23	20.68	M152	ANN, DORICE			9008108	MEDICAL SUPPLEMENTAL	14.16	
83269	03/30/23	16.81	M153	ARCHIBOQUE, ELEANOR			9008109	MEDICAL SUPPLEMENTAL	134.58	
83270	03/30/23	42.00	M154	ARCHIBOQUE, JUANITA			9007941	MEDICAL SUPPLEMENTAL	14.98	
83271	03/30/23	42.00	M155	ASPESI, JOHN			9008078	MEDICAL SUPPLEMENTAL	21.00	
83272	03/30/23	21.00	M383	AVILES, PATRICIA			9007942	MEDICAL SUPPLEMENTAL	41.36	
83273	03/30/23	42.00	M156	BAILEY, EDWIN			9007943	MEDICAL SUPPLEMENTAL	20.68	
83274	03/30/23	14.98	M335	BARRY, BARTHOLOMEW			9007944	MEDICAL SUPPLEMENTAL	16.81	
83275	03/30/23	5.21	M336	BARTZ, GLENN			9007945	MEDICAL SUPPLEMENTAL	42.00	
83276	03/30/23	21.00	M160	BASS, BETTY			9007946	MEDICAL SUPPLEMENTAL	42.00	
83277	03/30/23	38.78	M161	BAUER, FRANK			9007947	MEDICAL SUPPLEMENTAL	42.00	
83278	03/30/23	14.98	M162	BLAIR, GARY			9008080	MEDICAL SUPPLEMENTAL	14.98	
83279	03/30/23	21.00	M164	BLAKE, GENEVA			9007951	MEDICAL SUPPLEMENTAL	21.00	
83280	03/30/23	21.00	M165	BLIGHT, KAREN			9007952	MEDICAL SUPPLEMENTAL	21.00	
83281	03/30/23	42.00	M167	BOYD, MICHAEL			9007953	MEDICAL SUPPLEMENTAL	42.00	
83282	03/30/23	14.98	M169	BREGANTE, BATTISTA			9007954	MEDICAL SUPPLEMENTAL	14.98	
83283	03/30/23	21.00	M337	BRONDSATTER, CHERYL			9008081	MEDICAL SUPPLEMENTAL	21.00	
83284	03/30/23	42.00	M384	BRONDSATTER, WALLACE			9008111	MEDICAL SUPPLEMENTAL	42.00	
83285	03/30/23	42.00	M170	BROWN, ERNEST			9007955	MEDICAL SUPPLEMENTAL	42.00	
83286	03/30/23	42.00	M171	BROWN, KENNETH			9007956	MEDICAL SUPPLEMENTAL	42.00	
83287	03/30/23	21.00	M172	BURKET, JANET			9007957	MEDICAL SUPPLEMENTAL	21.00	
83288	03/30/23	50.19	M385	BUSH, DEBBIE			9008112	MEDICAL SUPPLEMENTAL	50.19	
83289	03/30/23	17.88	M173	BYTHEWAY, MARY			9007958	MEDICAL SUPPLEMENTAL	17.88	
83290	03/30/23	28.32	M339	CANALES, DONNA			9008082	MEDICAL SUPPLEMENTAL	28.32	
83291	03/30/23	81.21	M174	CAPELLA, KATHLEEN			9007959	MEDICAL SUPPLEMENTAL	81.21	
83292	03/30/23	14.98	M175	CARLSON, MERRYL			9007960	MEDICAL SUPPLEMENTAL	14.98	
83293	03/30/23	21.00	M176	CARR, DALE			9007961	MEDICAL SUPPLEMENTAL	21.00	
83294	03/30/23	14.98	M177	CASANECA, RICHARD			9007962	MEDICAL SUPPLEMENTAL	14.98	
83295	03/30/23	35.77	M178	CAVATAIO, PASQUALE			9007963	MEDICAL SUPPLEMENTAL	35.77	
83296	03/30/23	14.98	M340	CENTER, DOUGLAS			9008083	MEDICAL SUPPLEMENTAL	14.98	
83297	03/30/23	14.98	M179	CERVANTES, GLORIA			9007964	MEDICAL SUPPLEMENTAL	14.98	
83298	03/30/23	83.21	M386	CHANDLRY, PAUL			9008113	MEDICAL SUPPLEMENTAL	83.21	
83299	03/30/23	14.98	M341	CHAVARRIA, JOHNNY			9008084	MEDICAL SUPPLEMENTAL	14.98	

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83300	03/30/23	24.82 M420	CHAVEZ, JESSE		9008139	MEDICAL SUPPLEMENTAL	24.82	
83301	03/30/23	21.00 M343	CLARKE, PATRICIA		9008085	MEDICAL SUPPLEMENTAL	21.00	
83302	03/30/23	14.98 M180	CLAYTON, MICHAEL		9007965	MEDICAL SUPPLEMENTAL	14.98	
83303	03/30/23	59.49 M181	COLWELL, ARLAN		9007966	MEDICAL SUPPLEMENTAL	59.49	
83304	03/30/23	21.00 M182	CONTRERAS-NAVARRO, FRANCISCO		9007967	MEDICAL SUPPLEMENTAL	21.00	
83305	03/30/23	50.19 M183	COON, RICHARD		9007968	MEDICAL SUPPLEMENTAL	50.19	
83306	03/30/23	42.00 M387	COTTER, ROBERT		9008114	MEDICAL SUPPLEMENTAL	42.00	
83307	03/30/23	21.00 M346	COUSINS, DOROTHY		9008086	MEDICAL SUPPLEMENTAL	21.00	
83308	03/30/23	42.13 M185	COWELL, RICHARD		9007969	MEDICAL SUPPLEMENTAL	42.13	
83309	03/30/23	21.00 M186	CRAMBLETT, LAWRENCE		9007970	MEDICAL SUPPLEMENTAL	21.00	
83310	03/30/23	50.19 M376	CRANDELL, DANA		9008107	MEDICAL SUPPLEMENTAL	50.19	
83311	03/30/23	21.00 M187	CRAWFORD, FLOYD		9007971	MEDICAL SUPPLEMENTAL	21.00	
83312	03/30/23	21.00 M188	CRUISE, RICHARD		9007972	MEDICAL SUPPLEMENTAL	21.00	
83313	03/30/23	42.00 M190	CRUTCH, SHELTON		9007973	MEDICAL SUPPLEMENTAL	42.00	
83314	03/30/23	14.98 M349	CUMMINGS, CYNTHIA		9008087	MEDICAL SUPPLEMENTAL	14.98	
83315	03/30/23	42.00 M192	CUMMINS, MAJOR		9007974	MEDICAL SUPPLEMENTAL	42.00	
83316	03/30/23	41.36 M195	DAVIDOSKI, PATTI		9007975	MEDICAL SUPPLEMENTAL	41.36	
83317	03/30/23	14.98 M196	DAVILA, ANA		9007976	MEDICAL SUPPLEMENTAL	14.98	
83318	03/30/23	14.98 M373	DEL PO, CAROLYN		9008105	MEDICAL SUPPLEMENTAL	14.98	
83319	03/30/23	42.13 M197	DEVIVO, WILLIAM		9007977	MEDICAL SUPPLEMENTAL	42.13	
83320	03/30/23	14.98 M427	DOBBS, LILLIAN		9008146	MEDICAL SUPPLEMENTAL	14.98	
83321	03/30/23	21.00 M389	DORFMAN, IRIS		9008115	MEDICAL SUPPLEMENTAL	21.00	
83322	03/30/23	80.75 M421	DOVE, WILLIAM		9008140	MEDICAL SUPPLEMENTAL	80.75	
83323	03/30/23	14.98 M199	DRAKE, JUDITH		9007978	MEDICAL SUPPLEMENTAL	14.98	
83324	03/30/23	14.98 M200	ELIA, LARRY		9007979	MEDICAL SUPPLEMENTAL	14.98	
83325	03/30/23	42.00 M390	EMERSON, WILLIAM		9008116	MEDICAL SUPPLEMENTAL	42.00	
83326	03/30/23	42.00 M201	ESCARCEGA, MIGUEL		9007980	MEDICAL SUPPLEMENTAL	42.00	
83327	03/30/23	45.69 M202	FALLAU, NICHOLAS		9007981	MEDICAL SUPPLEMENTAL	45.69	
83328	03/30/23	25.20 M435	FELDER, KRISTAAN		9008151	MEDICAL SUPPLEMENTAL	25.20	
83329	03/30/23	21.00 M391	FENN, MARILYN		9008117	MEDICAL SUPPLEMENTAL	21.00	
83330	03/30/23	14.16 M203	FLAGG, PAULA		9007982	MEDICAL SUPPLEMENTAL	14.16	
83331	03/30/23	14.98 M352	FLOREZ, ROSIE		9008088	MEDICAL SUPPLEMENTAL	14.98	
83332	03/30/23	28.32 M394	FRANCIS, RUFUS		9008118	MEDICAL SUPPLEMENTAL	28.32	
83333	03/30/23	13.70 M354	GABRIELE, BERNARD		9008089	MEDICAL SUPPLEMENTAL	13.70	
83334	03/30/23	13.70 M355	GABRIELE, CATHLEEN		9008090	MEDICAL SUPPLEMENTAL	13.70	
83335	03/30/23	42.00 M395	GALE, TERRY		9008119	MEDICAL SUPPLEMENTAL	42.00	
83336	03/30/23	14.98 M396	GALLOWAY, SCOTT		9008120	MEDICAL SUPPLEMENTAL	14.98	
83337	03/30/23	14.98 M206	GARBEZ, LINDA		9007983	MEDICAL SUPPLEMENTAL	14.98	
83338	03/30/23	14.98 M207	GARBEZ, MANNY		9007984	MEDICAL SUPPLEMENTAL	14.98	
83339	03/30/23	29.74 M208	GARCIA, DANIEL		9007985	MEDICAL SUPPLEMENTAL	29.74	
83340	03/30/23	14.98 M209	GARCIA, HELEN		9007986	MEDICAL SUPPLEMENTAL	14.98	
83341	03/30/23	38.78 M210	GARCIA, SAMUEL		9007987	MEDICAL SUPPLEMENTAL	38.78	
83342	03/30/23	51.76 M041	GOUVEIA, ROBERT	0	9007938	MEDICAL SUPPLEMENTAL	51.76	
83343	03/30/23	41.36 M213	GRANADOS-BOYCE, MARIA		9007988	MEDICAL SUPPLEMENTAL	41.36	
83344	03/30/23	14.98 M214	GROBMAN, BRUCE		9007989	MEDICAL SUPPLEMENTAL	14.98	
83345	03/30/23	29.97 M215	GROSJEAN, DOUGLAS		9007990	MEDICAL SUPPLEMENTAL	29.97	

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83346	03/30/23	14.98 M216	HALL, SHIRLEY	9007991	MEDICAL SUPPLEMENTAL	14.98			
83347	03/30/23	14.98 M217	HAMM, CAROLYN	9007992	MEDICAL SUPPLEMENTAL	14.98			
83348	03/30/23	21.00 M218	HAMMER, ALLYNE	9007993	MEDICAL SUPPLEMENTAL	21.00			
83349	03/30/23	31.06 M422	HERNANDEZ, ALICIA	9008141	MEDICAL SUPPLEMENTAL	31.06			
83350	03/30/23	41.36 M219	HERNANDEZ, JUAN	9007994	MEDICAL SUPPLEMENTAL	41.36			
83351	03/30/23	14.98 M220	HERNANDEZ, MARGARITO	9007995	MEDICAL SUPPLEMENTAL	14.98			
83352	03/30/23	42.13 M221	HERSHEY, ANDREA	9007996	MEDICAL SUPPLEMENTAL	42.13			
83353	03/30/23	21.00 M397	HETH, KATHRYN	9008121	MEDICAL SUPPLEMENTAL	21.00			
83354	03/30/23	21.00 M398	HICKLIN, LUCILLE	9008122	MEDICAL SUPPLEMENTAL	21.00			
83355	03/30/23	21.00 M222	HILL, ANDREW	9007997	MEDICAL SUPPLEMENTAL	21.00			
83356	03/30/23	14.98 M223	HINDIN, LENORE	9007998	MEDICAL SUPPLEMENTAL	14.98			
83357	03/30/23	42.00 M224	HOBBS, JAMES	9007999	MEDICAL SUPPLEMENTAL	42.00			
83358	03/30/23	71.20 M225	HOLCOMB, MICHAEL	9008000	MEDICAL SUPPLEMENTAL	71.20			
83359	03/30/23	101.31 M226	HOLDNICK, JAMES	9008001	MEDICAL SUPPLEMENTAL	101.31			
83360	03/30/23	21.00 M356	HOWARD, CAROL	9008091	MEDICAL SUPPLEMENTAL	21.00			
83361	03/30/23	42.00 M228	HOWARD, WARD	9008002	MEDICAL SUPPLEMENTAL	42.00			
83362	03/30/23	42.00 M229	HYMAN, JOE	9008003	MEDICAL SUPPLEMENTAL	42.00			
83363	03/30/23	41.36 M230	JACINTO, FRANK	9008004	MEDICAL SUPPLEMENTAL	41.36			
83364	03/30/23	21.00 M231	JAHNKE, EILEEN	9008005	MEDICAL SUPPLEMENTAL	21.00			
83365	03/30/23	29.97 M232	JENSEN, MERAL	9008006	MEDICAL SUPPLEMENTAL	29.97			
83366	03/30/23	14.98 M357	JUSSEL, PETE	9008092	MEDICAL SUPPLEMENTAL	14.98			
83367	03/30/23	42.00 M233	KALE, RICKEY	9008007	MEDICAL SUPPLEMENTAL	42.00			
83368	03/30/23	21.00 M434	KAMEDA, TERRY	9008150	MEDICAL SUPPLEMENTAL	21.00			
83369	03/30/23	14.98 M235	KELLY, ELOISE	9008008	MEDICAL SUPPLEMENTAL	14.98			
83370	03/30/23	51.97 M399	KONNO, DAVID	9008123	MEDICAL SUPPLEMENTAL	51.97			
83371	03/30/23	42.00 M236	KORBA, PATRICIA	9008009	MEDICAL SUPPLEMENTAL	42.00			
83372	03/30/23	8.99 M423	LAM, JAMES	9008142	MEDICAL SUPPLEMENTAL	8.99			
83373	03/30/23	25.20 M433	LANAGAN, CHRIS	9008149	MEDICAL SUPPLEMENTAL	25.20			
83374	03/30/23	21.00 M238	LAWHON, JACK	9008010	MEDICAL SUPPLEMENTAL	21.00			
83375	03/30/23	21.00 M239	LAWSON, LOIS	9008011	MEDICAL SUPPLEMENTAL	21.00			
83376	03/30/23	25.20 M428	LEE, VIRGINIA	9008147	MEDICAL SUPPLEMENTAL	25.20			
83377	03/30/23	21.00 M241	LEFFLER, JEAN	9008012	MEDICAL SUPPLEMENTAL	21.00			
83378	03/30/23	91.36 M242	LEGORRETA, PETE	9008013	MEDICAL SUPPLEMENTAL	91.36			
83379	03/30/23	21.00 M243	LOGIUDICE, FRED	9008014	MEDICAL SUPPLEMENTAL	21.00			
83380	03/30/23	42.00 M244	LONGNECKER, LLOYD	9008015	MEDICAL SUPPLEMENTAL	42.00			
83381	03/30/23	14.98 M245	LUCIER, MARILYN	9008016	MEDICAL SUPPLEMENTAL	14.98			
83382	03/30/23	42.00 M246	LYNCH, GLENN	9008017	MEDICAL SUPPLEMENTAL	42.00			
83383	03/30/23	14.98 M400	MACHADO, MARGARET	9008124	MEDICAL SUPPLEMENTAL	14.98			
83384	03/30/23	20.68 M248	MALPHRUS, BRENDA	9008018	MEDICAL SUPPLEMENTAL	20.68			
83385	03/30/23	29.74 M249	MARCUS, STEVEN	9008019	MEDICAL SUPPLEMENTAL	29.74			
83386	03/30/23	42.00 M250	MARTIN, DAWN	9008020	MEDICAL SUPPLEMENTAL	42.00			
83387	03/30/23	41.36 M252	MARTINEZ, MARK	9008021	MEDICAL SUPPLEMENTAL	41.36			
83388	03/30/23	41.28 M254	MCDONALD, JANIE	9008022	MEDICAL SUPPLEMENTAL	41.28			
83389	03/30/23	14.98 M255	MCDONALD, KEVIN	9008023	MEDICAL SUPPLEMENTAL	14.98			
90	03/30/23	21.00 M358	MCFADDEN, IAN	9008093	MEDICAL SUPPLEMENTAL	21.00			
83391	03/30/23	29.97 M359	MCGINNIS, POLLY	9008094	MEDICAL SUPPLEMENTAL	29.97			

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83392	03/30/23	21.00	M360		9008095	MEDICAL SUPPLEMENTAL	21.00	
83393	03/30/23	14.98	M361		9008096	MEDICAL SUPPLEMENTAL	14.98	
83394	03/30/23	14.98	M256		9008024	MEDICAL SUPPLEMENTAL	14.98	
83395	03/30/23	14.98	M362		9008097	MEDICAL SUPPLEMENTAL	14.98	
83396	03/30/23	21.00	M261		9008025	MEDICAL SUPPLEMENTAL	21.00	
83397	03/30/23	41.36	M262		9008026	MEDICAL SUPPLEMENTAL	41.36	
83398	03/30/23	21.00	M264		9008027	MEDICAL SUPPLEMENTAL	21.00	
83399	03/30/23	29.97	M265		9008028	MEDICAL SUPPLEMENTAL	29.97	
83400	03/30/23	21.00	M402		9008125	MEDICAL SUPPLEMENTAL	21.00	
83401	03/30/23	8.99	M424		9008143	MEDICAL SUPPLEMENTAL	8.99	
83402	03/30/23	21.00	M266		9008029	MEDICAL SUPPLEMENTAL	21.00	
83403	03/30/23	14.98	M267		9008030	MEDICAL SUPPLEMENTAL	14.98	
83404	03/30/23	42.00	M268		9008031	MEDICAL SUPPLEMENTAL	42.00	
83405	03/30/23	29.97	M269		9008032	MEDICAL SUPPLEMENTAL	29.97	
83406	03/30/23	57.77	M272		9008033	MEDICAL SUPPLEMENTAL	57.77	
83407	03/30/23	42.00	M273		9008034	MEDICAL SUPPLEMENTAL	42.00	
83408	03/30/23	21.00	M274		9008035	MEDICAL SUPPLEMENTAL	21.00	
83409	03/30/23	21.00	M277		9008037	MEDICAL SUPPLEMENTAL	21.00	
83410	03/30/23	42.00	M275		9008036	MEDICAL SUPPLEMENTAL	42.00	
83411	03/30/23	21.00	M278		9008038	MEDICAL SUPPLEMENTAL	21.00	
83412	03/30/23	21.00	M280		9008039	MEDICAL SUPPLEMENTAL	21.00	
83413	03/30/23	42.00	M281		9008040	MEDICAL SUPPLEMENTAL	42.00	
83414	03/30/23	29.97	M282		9008041	MEDICAL SUPPLEMENTAL	29.97	
83415	03/30/23	51.76	M109		9007939	MEDICAL SUPPLEMENTAL	51.76	
83416	03/30/23	21.00	M284		9008042	MEDICAL SUPPLEMENTAL	21.00	
83417	03/30/23	14.98	M285		9008043	MEDICAL SUPPLEMENTAL	14.98	
83418	03/30/23	14.98	M404		9008126	MEDICAL SUPPLEMENTAL	14.98	
83419	03/30/23	14.98	M286		9008044	MEDICAL SUPPLEMENTAL	14.98	
83420	03/30/23	29.74	M288		9008045	MEDICAL SUPPLEMENTAL	29.74	
83421	03/30/23	14.98	M363		9008098	MEDICAL SUPPLEMENTAL	14.98	
83422	03/30/23	42.00	M290		9008046	MEDICAL SUPPLEMENTAL	42.00	
83423	03/30/23	21.00	M291		9008047	MEDICAL SUPPLEMENTAL	21.00	
83424	03/30/23	42.00	M293		9008048	MEDICAL SUPPLEMENTAL	42.00	
83425	03/30/23	36.19	M418		9008138	MEDICAL SUPPLEMENTAL	36.19	
83426	03/30/23	14.16	M295		9008049	MEDICAL SUPPLEMENTAL	14.16	
83427	03/30/23	77.34	M296		9008050	MEDICAL SUPPLEMENTAL	77.34	
83428	03/30/23	14.98	M364		9008099	MEDICAL SUPPLEMENTAL	14.98	
83429	03/30/23	77.68	M297		9008051	MEDICAL SUPPLEMENTAL	77.68	
83430	03/30/23	21.00	M298		9008052	MEDICAL SUPPLEMENTAL	21.00	
83431	03/30/23	20.68	M299		9008053	MEDICAL SUPPLEMENTAL	20.68	
83432	03/30/23	21.00	M300		9008054	MEDICAL SUPPLEMENTAL	21.00	
83433	03/30/23	21.00	M405		9008127	MEDICAL SUPPLEMENTAL	21.00	
83434	03/30/23	21.00	M406		9008128	MEDICAL SUPPLEMENTAL	21.00	
83435	03/30/23	41.36	M301		9008055	MEDICAL SUPPLEMENTAL	41.36	
83436	03/30/23	60.01	M302		9008056	MEDICAL SUPPLEMENTAL	60.01	
37	03/30/23	21.00	M303		9008057	MEDICAL SUPPLEMENTAL	21.00	

DATE: 03/01/23 THRU 03/31/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR NAME	CHECK VENDOR AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
83438	03/30/23	M305	35.77	RYLANDER, REED		9008058	MEDICAL SUPPLEMENTAL	35.77	
83439	03/30/23	M306	41.36	SALGUEIRO, MICHAEL		9008059	MEDICAL SUPPLEMENTAL	41.36	
83440	03/30/23	M368	21.00	SANDOVAL, ANGEL		9008100	MEDICAL SUPPLEMENTAL	21.00	
83441	03/30/23	M408	29.97	SCHRAEDER, PAUL		9008129	MEDICAL SUPPLEMENTAL	29.97	
83442	03/30/23	M308	21.00	SCILLA, JOSEPH		9008060	MEDICAL SUPPLEMENTAL	21.00	
83443	03/30/23	M309	41.36	SERRATO, JUAN		9008061	MEDICAL SUPPLEMENTAL	41.36	
83444	03/30/23	M367	14.98	SILVA, EDUARDO		9008101	MEDICAL SUPPLEMENTAL	14.98	
83445	03/30/23	M409	110.99	SLATER, ROBYN		9008130	MEDICAL SUPPLEMENTAL	110.99	
83446	03/30/23	M310	14.98	SLOAN, SUZANNE		9008062	MEDICAL SUPPLEMENTAL	14.98	
83447	03/30/23	M311	19.39	SMITH, DONNA		9008063	MEDICAL SUPPLEMENTAL	19.39	
83448	03/30/23	M410	20.68	STARKEY, THOMAS		9008131	MEDICAL SUPPLEMENTAL	20.68	
83449	03/30/23	M411	29.97	STICKEL, THOMAS		9008132	MEDICAL SUPPLEMENTAL	29.97	
83450	03/30/23	M425	8.99	SWAIN, LAWRENCE		9008144	MEDICAL SUPPLEMENTAL	8.99	
83451	03/30/23	M369	29.97	SWART, RANDY		9008102	MEDICAL SUPPLEMENTAL	29.97	
83452	03/30/23	M370	14.98	TAYLOR, THOMAS		9008103	MEDICAL SUPPLEMENTAL	14.98	
83453	03/30/23	M313	42.00	THOMAS, RUSSELL		9008064	MEDICAL SUPPLEMENTAL	42.00	
83454	03/30/23	M314	77.68	TICHENOR, KENNETH		9008065	MEDICAL SUPPLEMENTAL	77.68	
83455	03/30/23	M436	36.19	TOLANTINO, DONALD		9008152	MEDICAL SUPPLEMENTAL	36.19	
83456	03/30/23	M315	14.98	TOLENE, DONALD		9008066	MEDICAL SUPPLEMENTAL	14.98	
83457	03/30/23	M316	21.00	TOVAR, SERENA		9008067	MEDICAL SUPPLEMENTAL	21.00	
83458	03/30/23	M317	20.68	TRENT, VICKI		9008068	MEDICAL SUPPLEMENTAL	20.68	
83459	03/30/23	M432	12.60	TREPAGNIER, NOEL		9008148	MEDICAL SUPPLEMENTAL	12.60	
83460	03/30/23	M426	8.99	TRINIDAD, AURORA		9008145	MEDICAL SUPPLEMENTAL	8.99	
83461	03/30/23	M319	41.36	VALDEZ, JOSE		9008069	MEDICAL SUPPLEMENTAL	41.36	
83462	03/30/23	M321	29.74	VAN DYKE, CURTIS		9008070	MEDICAL SUPPLEMENTAL	29.74	
83463	03/30/23	M413	42.00	VANDERZANDE, ED		9008133	MEDICAL SUPPLEMENTAL	42.00	
83464	03/30/23	M375	21.00	VEST, SHELLY		9008106	MEDICAL SUPPLEMENTAL	21.00	
83465	03/30/23	M323	21.00	VONWAL, YVETTE		9008071	MEDICAL SUPPLEMENTAL	21.00	
83466	03/30/23	M324	14.98	WADSWORTH, RITA		9008072	MEDICAL SUPPLEMENTAL	14.98	
83467	03/30/23	M325	29.97	WALTER, KEVIN		9008073	MEDICAL SUPPLEMENTAL	29.97	
83468	03/30/23	M414	51.76	WARNOCK, APRIL		9008134	MEDICAL SUPPLEMENTAL	51.76	
83469	03/30/23	M415	21.00	WHITE, LESLIE		9008135	MEDICAL SUPPLEMENTAL	21.00	
83470	03/30/23	M326	42.00	WHITNEY, LUCERE		9008074	MEDICAL SUPPLEMENTAL	42.00	
83471	03/30/23	M416	134.58	WILLIS, GREGORY		9008136	MEDICAL SUPPLEMENTAL	134.58	
83472	03/30/23	M372	42.00	WILSON, BONNIE		9008104	MEDICAL SUPPLEMENTAL	42.00	
83473	03/30/23	M417	21.00	WYANT, JUDI		9008137	MEDICAL SUPPLEMENTAL	21.00	
83474	03/30/23	M330	14.98	YAGI, RANDY		9008075	MEDICAL SUPPLEMENTAL	14.98	
83475	03/30/23	M331	21.00	YANCY, TERRY		9008076	MEDICAL SUPPLEMENTAL	21.00	
83476	03/30/23	M332	45.69	ZENKER, JEFFREY		9008077	MEDICAL SUPPLEMENTAL	45.69	
83477	03/31/23	E933	791.28	MATA, IGNACIO		120581	FLOOD EVACUATION SUP	791.28	
TOTAL			1,526,174.33	ACCOUNTS PAYABLE			TOTAL CHECKS	484	1,526,174.33

9.1A.19

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS MEETING MINUTES*
MARCH 24, 2023 – 9:00 AM**

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) convened on Friday, March 24, 2023 as a hybrid meeting.

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

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1 CALLED TO ORDER at 9:06 AM by Board Chair Kalantari-Johnson.

2 SAFETY ANNOUNCEMENT

Curtis Moses, METRO’s Safety, Security and Risk Management Director, provided the safety announcement highlighting where the exits are in case of an emergency and the COVID precautions in place for this hybrid meeting.

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

Director Kristen Brown	City of Capitola
Director Rebecca Downing	County of Santa Cruz
Direct Jimmy Dutra* AR 9:07	City of Watsonville
Director Shebreh Kalantari-Johnson	City of Santa Cruz
Director Manu Koenig	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Bruce McPherson	County of Santa Cruz
Director Scott Newsome	City of Santa Cruz
Director Larry Pageler	County of Santa Cruz
Director Quiroz-Carter	City of Watsonville
Director Mike Rotkin	County of Santa Cruz
Ex-Officio Director Dan Henderson	UC Santa Cruz
Ex-Officio Director Alta Northcutt	Cabrillo College

*Attended via teleconference at 275 Main St., Watsonville, CA

Michael Tree
Nicole Witt

CEO/General Manager
General Counsel

4 RECESS TO SCCIC MEETING

Board Chair Kalantari-Johnson recessed to the SCCIC Meeting at 9:07 AM.

5 RECONVENE TO BOARD OF DIRECTORS MEETING

Board Chair Kalantari-Johnson reconvened the Board of Directors Meeting at 9:12 AM.

6 ANNOUNCEMENTS

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

We had anticipated providing Spanish language interpretation services but due to unforeseen circumstances, we are not able to provide that service today.

7 BOARD OF DIRECTORS COMMENTS

Director Downing thanked METRO staff for all of the work performed during the winter storms and helping our community. She also thanked John Urgo, METRO's Planning and Development Director, for hosting the Reimagine METRO meeting on March 21, 2023 and allowing the public to weigh in with suggestions.

Director Koenig reported that he recently went to Sacramento as part of the Central Coast Coalition which includes representatives from the Counties of Santa Barbara, San Luis Obispo, Monterey, San Benito and Santa Cruz. He talked to several State Representatives about transportation projects that will benefit the Central Coast Region. He also met with CalSTA (California State Transportation Agency) Undersecretary Mark Tollefson and talked about the TIRCP grant METRO has applied for to acquire hydrogen buses and a fueling station and was encouraged by the response.

Director Lind thanked METRO for its response in the recent evacuations and for Ronald Hernandez Rodas coming back to work at ParaCruz after getting his family to safety. It not only reminds us of the dedication of our Bus Operators but also the commitment from staff to support and raise funds to help its fellow employees who are struggling right now.

Director McPherson thanked staff and the administration at METRO for getting ahead of so many issues recently. He announced that on Tuesday, March 21, 2023 the San Luis Obispo County decided to join Central Coast Community Energy (3CE). 3CE now has 35 agencies that are participating to help us have a cleaner environment.

Board Chair Kalantari-Johnson also expressed appreciation to the Bus Operators and staff for the work done during the storms. METRO went above and beyond during these crises and showed the community it does more than provide bus transportation. It is also critical to public health and safety.

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

8 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

Brian Peoples, Trail Now, spoke about the North Coast Rail Trail being delayed due to the close proximity to the ocean and restrictions by the California Coastal Commission.

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

9 LABOR ORGANIZATION COMMUNICATIONS

James Sandoval, SMART Chairperson, Local 0023, congratulated Directors Kalantari-Johnson and Brown on their appointments as Board Chair and Vice Chair, respectively. He also thanked Directors Newsome and Quiroz-Carter for

meeting with him. He mentioned that negotiations start on April 6 and 7, 2023 and it has been great working together with CEO Tree this past year. He hopes these negotiations will go well and we can reach a deal to better recruit and retain Bus Operators.

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

- 10 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**
Having none, Board Chair Kalantari-Johnson moved to the next agenda item.

CONSENT AGENDA

- 11.1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF FEBRUARY 2023
Chuck Farmer, CFO
- 11.2 ACCEPT AND FILE MINUTES OF:
A. FEBRUARY 15, 2023 METRO ADVISORY COMMITTEE (MAC) MEETING
B. FEBRUARY 24, 2023 BOARD OF DIRECTORS REGULAR MEETING
C. MARCH 10, 2023 FINANCE, BUDGET & AUDIT STANDING COMMITTEE MEETING
Michael Tree, CEO/General Manager
- 11.3 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF FEBRUARY 28, 2023
Chuck Farmer, CFO
- 11.4 APPROVE: RECOMMENDED ACTION ON TORT CLAIMS
Curtis Moses, Safety, Security & Risk Management Director
- 11.5 APPROVE: FY24 AND FY25 PRELIMINARY OPERATING BUDGETS AND FY24 CAPITAL BUDGET-PORTFOLIO FOR REVIEW AND TDA/STA CLAIMS PURPOSES
Chuck Farmer, CFO
- 11.6 APPROVE: CONSIDERATION OF AUTHORIZING METRO TO USE THE CALIFORNIA ASSOCIATION FOR COORDINATED TRANSPORTATION (CALACT) VEHICLE CONTRACT FOR THE PURCHASE OF SEVEN PARATRANSIT VANS FROM CREATIVE BUS SALES IN AN AMOUNT NOT TO EXCEED \$992,365
Eddie Benson, Maintenance Manager

There were no public comments.

Director Koenig requested Item 11.7 be pulled from the Consent Agenda for further discussion.

ACTION: MOTION TO APPROVE THE CONSENT AGENDA, EXCLUDING ITEM 11.7

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR PAGELER

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

REGULAR AGENDA

11.7 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO MILLER MAXFIELD, INC. FOR STRATEGIC PLANNING SERVICES FOR FUTURE REVENUE OPTIONS NOT TO EXCEED \$338,650

Director Koenig mentioned his concern about a sales tax measure for the 2024 ballot. Discussion followed on competition from other entities also placing revenue measures on the 2024 ballot and possibly extending METRO's measure to 2028 instead. Several Directors expressed concern with moving forward with the contract before seeing the polling results.

CEO Tree responded that the contract amount is task-order based so we would pay as we go and look into other revenue opportunities as well. Initial polling has been completed and is currently being analyzed. Our intent is to return to the Board once we see what the public sentiment is for a potential ballot measure. At first glance, the public is appreciative of METRO and sees value in investing in the maintenance and future improvements at METRO. We've also had discussions with City Managers and the County Administrator to get their input.

Director Dutra expressed concern about public trust after recently taking the 91X away.

Director Rotkin pointed out that polling doesn't determine what happens; the election does. METRO has not had a ballot measure for a general tax increase since 1978. The 2016 Measure D was not just for METRO. It benefited the Cities and County of Santa Cruz as well as Community Bridges Lift Line. The additional infusion of funding to METRO would make a huge difference in addressing agency issues.

Director Koenig asked if METRO could extend the contract after the initial three years to maintain the option of any efforts in 2028. General Counsel Nicole Witt responded that the parties can always agree to extend the contract by amendment but the question will be whether that action will need to return to the Board for approval due to any required increase in the total compensation.

Mr. Peoples told the Board Members that he will form a Political Action Committee (PAC) to oppose a sales tax measure if the METRO representatives who vote at the Santa Cruz County Regional Transportation Commission (SCCRTC) meetings continue to support rail. Mr. Peoples followed up his comments with an email to CEO Tree and the Board Members (attached).

Brandon Freeman, SMART Local 0023, commented that this item has nothing to do with the train; this is about METRO and its bus system. We have an extremely aged fleet and staff shortages across multiple departments and the only way to fix that is to remain competitive. CEO Tree is trying to fix the problems METRO has and needs your support to get it done.

Director Koenig said he is willing to support this with the understanding that we are not actually agreeing to any specific expenditures today and to discuss this further with the Board.

Director Lind added that she's happy to hear there have been communications with our City and County jurisdictions to see what their plans are and supports the project.

ACTION: MOTION TO APPROVE AWARDDING A CONTRACT TO MILLER MAXFIELD, INC. FOR STRATEGIC PLANNING SERVICES FOR FUTURE REVENUE OPTIONS NOT TO EXCEED \$338,650 AND DIRECT STAFF TO DISCUSS EXTENSION OF THE CONTRACT TERM AND POTENTIAL COSTS INVOLVED

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR PAGELER

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

12 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS: (10 YEARS) JAVIER FAVELA, JOSE ZAMARRIPA AND (15 YEARS) PATRICK FORTHUN, MAURIZIO ITALIA, AND JOHN NEVIN

Board Chair Kalantari-Johnson recognized and thanked each employee for their service at METRO.

Mr. Sandoval noted that the certificates used to be handed out in person at the Board Meetings and hopes we can get back to that when we become fully staffed.

13 RETIREE RESOLUTION OF APPRECIATION: MARK SAUNDERS, BUS OPERATOR

Board Chair Kalantari-Johnson read Mr. Saunders resolution and expressed appreciation for his years of service at METRO.

ACTION: MOTION TO APPROVE THE RETIREE RESOLUTION OF APPRECIATION FOR MARK SAUNDERS, BUS OPERATOR

MOTION: DIRECTOR PAGELER

SECOND: DIRECTOR ROTKIN

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

Due to time constraints, Items 14 and 15 were switched on the Agenda.

14 ACCEPT AND FILE: STATE LEGISLATIVE UPDATE FROM SHAW, YODER, ANTWIH, SCHMELZER AND LANGE

Michael Pimentel of Shaw, Yoder, Antwih, Schmelzer and Lange, spoke to his presentation and provided the State legislative update. He spoke to the following transit-related bills: AB 463, AB 610, and AB 761. He provided a FY2023-24 budget overview, including proposed spending cuts for future funding cycles.

Discussion centered on AB 610 (Youth Transit Passes) and defining "youth" as it relates to California institutions, the current status of the bill and the opportunity to provide feedback, if there are state resources available for METRO's pilot program "Youth Cruz Free" under this bill, and the best way to let Sacramento know of METRO's successes with the pilot program.

Director McPherson said Santa Cruz County is considered a self-help county. Does that status need to be renewed? Mr. Pimentel responded if you currently operate

as a self-help county, you are categorized as that. He said the purpose for mentioning this term was to make us aware that money from Sacramento may not be forthcoming. If localities have interest in making further investment in transportation or public transit, most likely that revenue will have to be derived from the regions or localities.

Director McPherson said Federal legislation seems to be addressing rural as well as urban areas. Is there fairness established in consideration of funding? Mr. Pimentel responded that money will be released on a formula basis generally based on population but also on the revenues generated by the agencies in the region. That ensures funding across the state and not just to urban areas.

Director Rotkin thanked Mr. Pimentel and Mr. Giglio for their service to METRO. He asked about the state deficit of \$22 billion. After the proposed state cuts of \$3 billion to transportation, where are the remaining state cuts coming from? Mr. Pimentel said the remaining cuts will come from a variety of things like the energy programs, Pelton human services programs, and investment programs that are proposed to be rescinded.

Director Koenig expressed concern on the cuts to transit, making it harder for METRO to add zero-emission buses to its fleet because it takes sustained funding to make a difference to our agency and others throughout the state.

Matt Farrell, Friends of Rail and Trail, let the Board Members know his group has written letters to all state representatives encouraging them to support additional funding to TIRCP and support AB 610.

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

- 15 ACCEPT AND FILE: FEDERAL LEGISLATIVE UPDATE FROM CAPITAL EDGE**
Chris Giglio, Capital Edge, spoke to his presentation and provided the Federal legislative update. He reviewed the FY23 Department of Transportation (DOT) Budget increases, the differences between the White House and GOP on spending, update on the infrastructure law, and the makeup of the 118th Congress and how that will affect passing legislature.

There were no public comments.

- 16 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO/GENERAL MANAGER TO NEGOTIATE A LEASE AGREEMENT FOR 809 W. BEACH STREET, WATSONVILLE, CA**

Chuck Farmer, CFO, spoke to his presentation and summarized that METRO wants to lease this property as a parking lot and a staging location for new buses coming in and several agency projects where extra space is needed. METRO has explored various properties and this one is already a parking lot and does not require a substantial infrastructure investment.

Discussion followed on this expenditure being in the budget, terms of the existing Research Park lease, and the terms of this new lease. CFO Farmer addressed all concerns and CEO Tree added that Watsonville will be an advantageous location for METRO.

Mr. Freeman brought up needing a backup facility from an operational standpoint. With the CZU fires, we were able to use the Pacific Station as backup but that will no longer be an option come fall/winter 2023. We support this temporary lot as a necessity to guarantee operations will run on a daily basis.

ACTION: APPROVE AUTHORIZING THE CEO/GENERAL MANAGER TO NEGOTIATE A LEASE AGREEMENT FOR 809 W. BEACH STREET, WATSONVILLE, CA

MOTION: DIRECTOR PAGELER

SECOND: DIRECTOR KOENIG

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

17 REIMAGINE METRO ORAL UPDATE

John Urgo, METRO's Planning and Development Director, provided a brief background on the Reimagine METRO project before introducing Daniel Costantino of Jarrett Walker and Associates. Mr. Costantino spoke to his presentation (attached) and provided a brief description of what Reimagine METRO is and the key goals and phases of the process.

Discussion ensued on AMMA Transit Planning's contribution to the process, using real-time data currently being collected, renaming routes, using Google Maps to see real-time information, working with the various planning departments in Santa Cruz County on parallel projects, lack of bus shelters in Watsonville, frequency between Watsonville and Monterey Counties, the benefits of the Watsonville Circulator, the Soquel Rapids Project, and implementing 15-minute stop intervals and additional costs associated with that.

Several Directors thanked Mr. Costantino and Mr. Urgo for the presentation. Mr. Urgo reminded the Board Members that the fundamental point of this exercise is to make METRO more useful for more people. It is going to be really hard to grow ridership with our existing resources but we continue to look for ways to add service. Director Lind added that the articulated buses coming in will provide some relief for UCSC.

Director Rotkin said we need to figure out how much money we need to support a ballot measure just one time and not have to come back and ask the public for more funds. Director Lind said the public needs to see the efforts METRO is making to tackle these issues so that they will be more supportive of a funding ask.

Mr. Sandoval thanked Mr. Costantino for the presentation and suggested we shoot for the 15-minute interval target.

18 CEO ORAL REPORT

Michael Tree, CEO/General Manager, provided the following updates:

- Reimagine METRO – the public needs an improved bus system that is easy to understand, frequent and reliable in order to provide people equity and opportunity in Santa Cruz County.
- Ridership continues to grow and the Pre-COVID type of service provided on the weekends is up 15.5%.

- Youth Cruz Free Program – ridership is up 96% for K-12 Grades. It's a pilot program but students' reactions have been very positive.
- Floods – When the Watsonville Mayor called and requested help evacuating people and providing essentials to families that lost everything, METRO employees collected blankets, towels, toiletries, etc. to help out. Rina Solorio, Customer Service Manager, suggested METRO provide free 15-day passes to evacuees at the fairgrounds so they can have mobility. To date, we've provided 272 passes. Margo Ross, COO, customized Route 79 so that the fairgrounds had regular service during the day.
- Bus Operators – Five Bus Operators are being released to revenue service. There are six currently in training. Transit Supervisors Eduardo Montesino and Araseli Campos came up with a plan to take our training from four classroom cycles to nine during the year with the help of COO Ross. By the end of 2023, we want to be fully staffed.
- Annual inspection by CHP – this is a random inspection and was completed on March 23, 2023. They gave METRO the highest rating available which is satisfactory.
- Community Newsletter – METRO will start a monthly newsletter in April to inform the public on METRO's endeavors. We will also keep employees up to speed on activities and allow feedback for mutual dialogue.
- 3CE – We met with the CEO at 3CE and will work on a template that they can use to go out to other agencies to see how they can participate in a zero-emission bus program.

Director Dutra thanked CEO Tree for his hard work and bringing positive changes to METRO. He also thanked the Bus Operators and staff who stepped up during the flooding in South County to help those in need. He asked CEO Tree how METRO becomes more appealing to people to apply as one of our Bus Operators and suggested a referral incentive program. CEO Tree responded that we need to get out and talk to people and dispel misconceptions about becoming a Bus Operator. METRO provides a good starting wage and industry leading benefits. Dawn Crummié, METRO's HR Director, added that we are currently offering a \$2,000 referral bonus to employees who refer someone for the Bus Operator position. We also offer a \$4,000 sign-on bonus.

Director Rotkin said the public needs to know more about the nature of the job. Almost anyone can learn the skills to drive a bus but need a positive attitude in working with the public. Providing good customer service to the public is a key element of this position.

Ex-Officio Director Henderson asked if we do exit interviews with those candidates that start the process and then stop so we can find out why it is no longer appealing. CEO Tree said we are very interested when someone is walking out the door. Ms. Crummié said we do exit interviews if the exiting employee allows us to do so and gather that information.

Mr. Sandoval gave credit to CEO Tree for reaching out on the weekend when evacuations were happening and to his fellow co-worker, Ignacio Mata, who picked up supplies so that we could help as many people as possible. We are currently

meeting twice a week to tackle the retention and recruitment problem and working as a team to strategize. He provided a quick update on the recent bid change party. We normally collect money from those that attend to help offset the cost of the food; but this time, we provided the donations to our METRO employees in need of help after the evacuations. We raised almost \$3,000. The amount of gratitude received was awesome and just validates that METRO is a family.

19 REVIEW OF ITEM TO BE DISCUSSED IN CLOSED SESSION

General Counsel Nicole Witt announced that the Board will meet in closed session for a conference with Legal Counsel on existing litigation as described in the agenda.

There was no public comment.

Board Chair Kalantari-Johnson recessed to closed session at 12:34 AM.

SECTION II: CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (PURSUANT TO GOVERNMENT CODE SECTION 54956.9)

NAME OF CASE: AMANDA JONES V. NATIONAL RAILROAD PASSENGER CORPORATION (“AMTRAK”), AND SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

CLAIM NUMBER: 2001-A14001-C11/CLPA12033A1

SECTION III: RECONVENE TO OPEN SESSION

Board Chair Kalantari-Johnson reconvened to open session at 12:46 AM.

20 REPORT OF CLOSED SESSION

General Counsel Nicole Witt announced there was no reportable action taken.

21 ANNOUNCEMENT OF NEXT MEETING

Board Chair Kalantari-Johnson announced the next Board Meeting will be held on Friday, April 28, 2023 at 9:00 AM at the METRO Admin Offices, 110 Vernon Street, Santa Cruz.

22 ADJOURNMENT

Board Chair Kalantari-Johnson adjourned the meeting at 12:47 AM.

Respectfully submitted,

Donna Bauer
Executive Assistant

From: [Brian Peoples](#)
To: [Michael Tree](#)
Cc: boardinquiries@scmtd.com; [Shebreh Kalantari-Johnson](#); thekristenbrown@gmail.com; [Manu Koenig](#); [Bruce McPherson](#); [Gine Johnson](#); [Zach Friend](#); Robertpquinn@gmail.com; Justin.cummings@santacruzcounty.us; Felipe.hernandez@santacruzcounty.us; info@scrtc.org; sbrown@cityofsantacruz.com; eduardo.montesino@cityofwatsonville.org; jimmy.dutra@cityofwatsonville.org; [Donna Bauer](#); rj12@comcast.net; openup@cats.ucsc.edu; apedersen@ci.capitola.ca.us; vanessa.quiroz@cityofwatsonville.org; [Sarah Christensen](#); [Rachel Moriconi](#); [Shannon Munz](#); [Nathan Nguyen](#); [Matt Machado](#); [Yesenia Parra](#); [Grace Blakeslee](#); Moroney_Ryan@Coastal; [Davison, Erin](#)
Subject: Santa Cruz Metro Sales Tax - debate over supporting
Date: Friday, March 24, 2023 12:00:43 PM

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~ Please exercise caution when clicking links or opening attachments. ~

Mr. Tree,

Today at the Santa Cruz Metro meeting, the Board discussed the idea of a sales tax measure to support Metro. As I mentioned during the meeting, Trail Now is very supportive of Metro. In fact, we believe more funds should be allocated to this valuable public service.

Trail Now will likely become a Political Action Committee (PAC)—and we will oppose a sales tax measure to support Metro. Our primary reason for opposing the sales tax measure is the current spending by the Santa Cruz County Regional Transportation Commission (RTC) of 2016 Measure D funds—specifically, the millions of dollars being wasted on train studies, cost overruns on the construction of the Coastal Trail, delays in building the Coastal Trail, and the RTC continuing its plans to build a narrow, substandard Coastal Trail—to accommodate a train that will never arrive.

Metro representatives on the RTC Board have consistently voted for a train that is not possible or feasible. There will never be an electric rail system that runs along the Santa Cruz Branchline, a rail system that travels 20 feet from the Pacific Ocean in multiple locations, and travels through the Federally protected wetland Harkin Slough (photos attached). The last three coastal plans submitted to the California Coastal Commission by the RTC have either been rejected or had major restrictions cited by the California Coastal Commission. For example, the North Coast Rail Trail is only permitted to be constructed by building temporary retaining walls, making the construction and management of the trail very expensive. For this reason, the North Coast Rail Trail has been delayed for years.

In the past, Trail Now has been a PAC for two local elections (2016 Measure D/Support, Supervisor Leopold/Oppose). It is not our intent to oppose Metro efforts to acquire additional funding, but as long as Metro representatives on the RTC Board continue to vote “rail at any cost”, we will oppose any Metro sales tax measure.

Our goal is to gain approval of the Interim Coastal Trail which preserves the corridor for future transit while opening the corridor for active transportation in a timely, cost-effective and environmentally friendly manner. The fastest way to get Coastal Trail built from Watsonville to Davenport is the Interim Coastal Trail.

Best regards,

Brian Peoples
Trail Now

DRAFT



Reimagine METRO Board of Directors Update

March 24, 2023

9.2.12 ARRETT WALKER + ASSOCIATES

What is Reimagine METRO?

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

How do we get there?

- **Early wins.** How can METRO improve service in the next year, with currently available resources?
- **Alternatives.** What could a network with more service look like, depending on your policy priorities?
- **Draft and Final plan** based on community input and your direction. This plan may require additional funding.

Who is working on this?

- **Jarrett Walker & Associates and AMMA Transit Planning**
- We specialize in reimagining public transit networks in ways that center community input and balance many different goals.
- We aim for clear conversations, leading to confident outcomes.

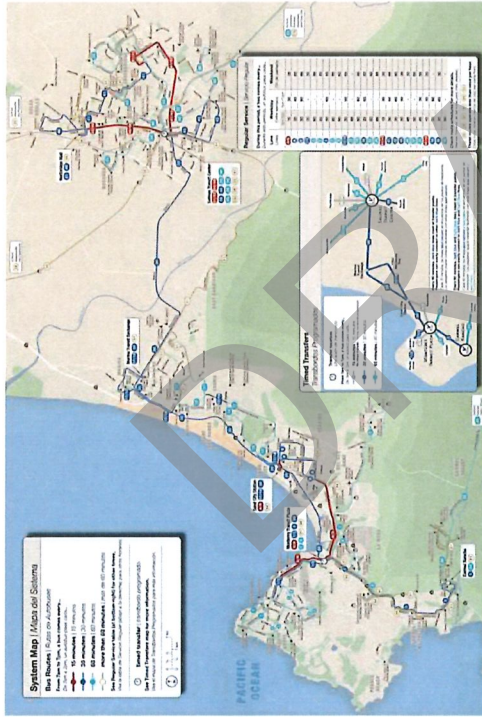
Places we've worked

JWA has worked throughout the US and overseas.

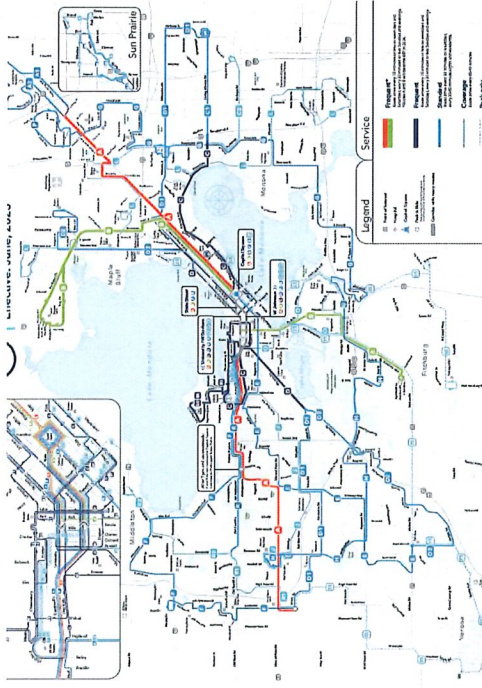
AMMA has extensive experience in public transit, public outreach and paratransit planning.

JWA and AMMA have worked together many times.

Monterey-Salinas (JWA/AMMA)



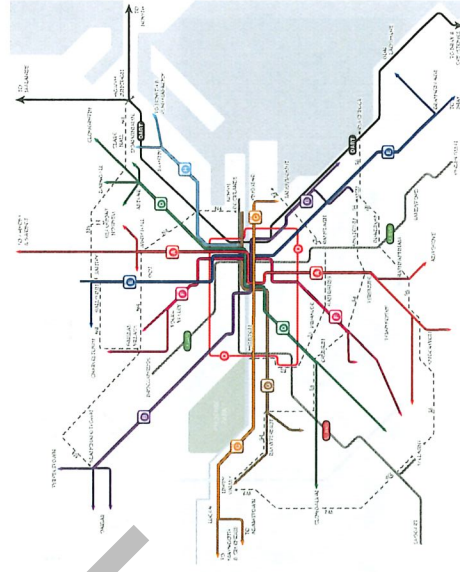
Madison, Wisconsin (JWA)



Santa Clara County (JWA)



Dublin, Ireland (JWA)



We've been learning about your communities

- We have **reviewed census and regional data** relevant to transit needs, like population density, employment, poverty, age distribution and others.
- We have **mapped and analyzed METRO's data** on service frequency, schedules and ridership.
- We are **engaging with riders and community groups** through surveys and focus groups.

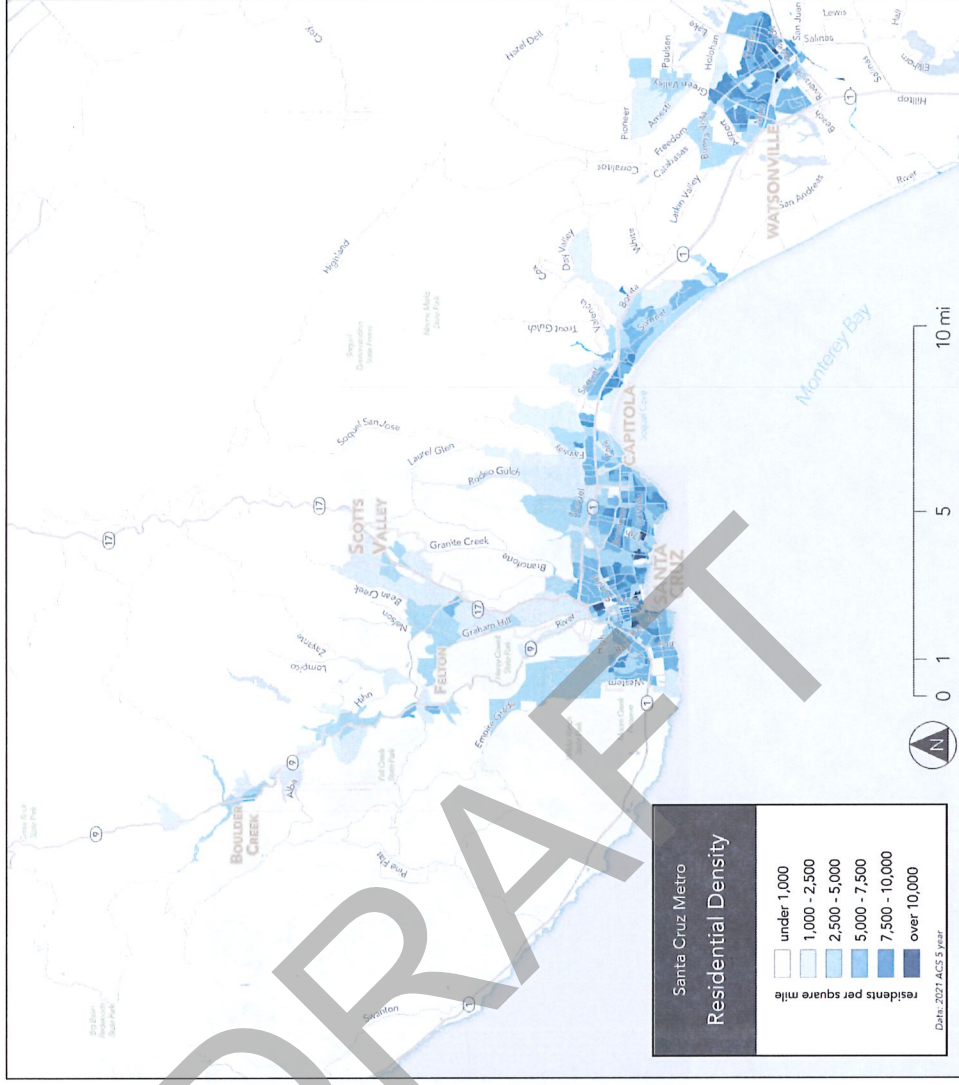


Some relevant facts

Residents are concentrated in urban areas

Over 80% of Santa Cruz County population lives in the areas shown in blue on this map.

- ~130,000 in greater Santa Cruz (50%)
- ~60,000 in greater Watsonville (20%)
- ~30,000 in Scotts Valley and the San Lorenzo Valley (10%)

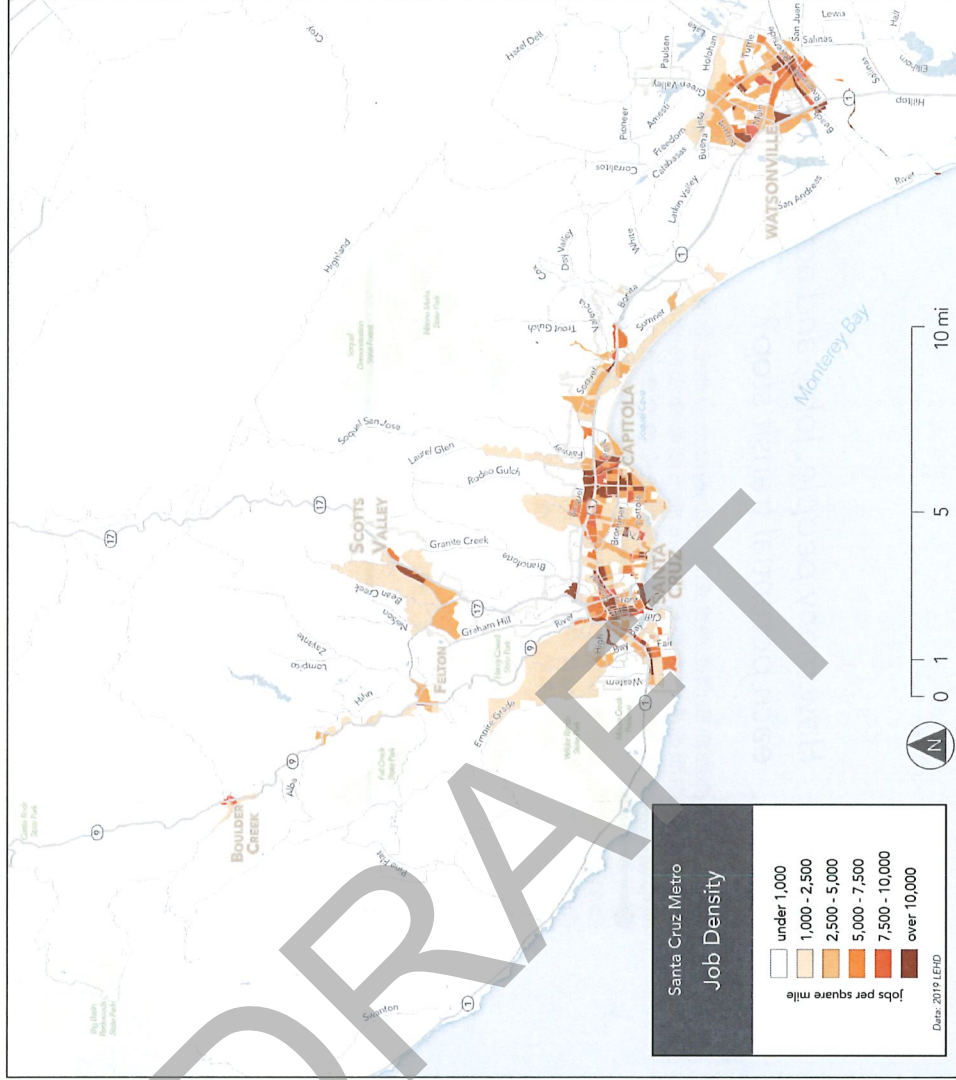


There's no single place
people are going most.

Key destinations are scattered
throughout urban and suburban areas.

The largest job centers are:

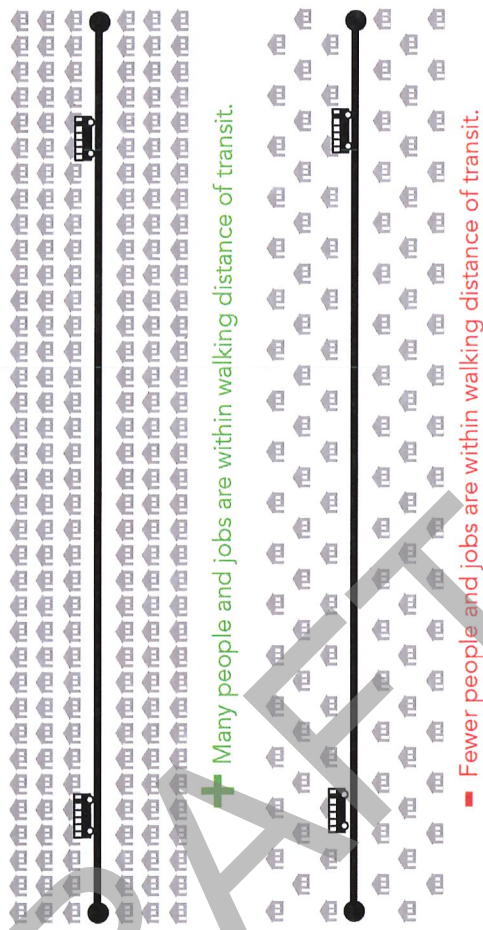
- UCSC
 - Downtown Santa Cruz (and vicinity)
 - 41st Ave
 - Downtown Watsonville
- ... but these are by no means the only places with many jobs.



Why does this matter?

The more people and destinations are near transit, the more people are likely to find it useful.

DENSITY How many people, jobs, and activities are near each potential transit stop?

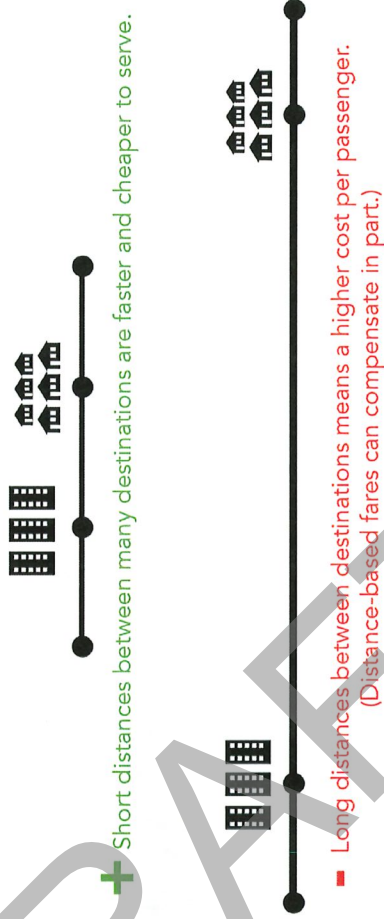


JARRETT WALKER + ASSOCIATES

Why does this matter?

When people and destinations are scattered over long distances, it's more expensive to serve them all.

PROXIMITY Does transit have to traverse long gaps?

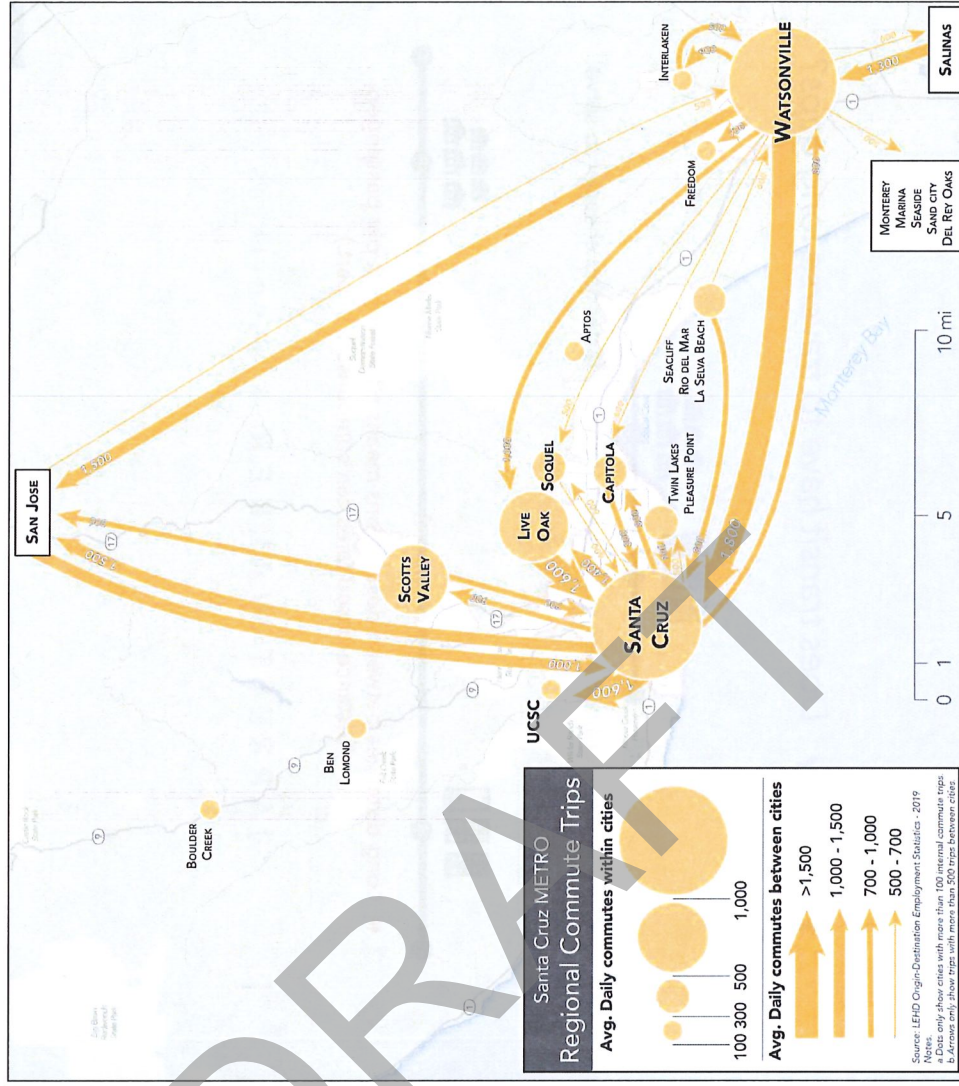


JARRETT WALKER + ASSOCIATES

Some large destinations are outside the county.

The majority of commute trips stay within Santa Cruz County.

But San Jose is also a major destination, from all parts of the county.



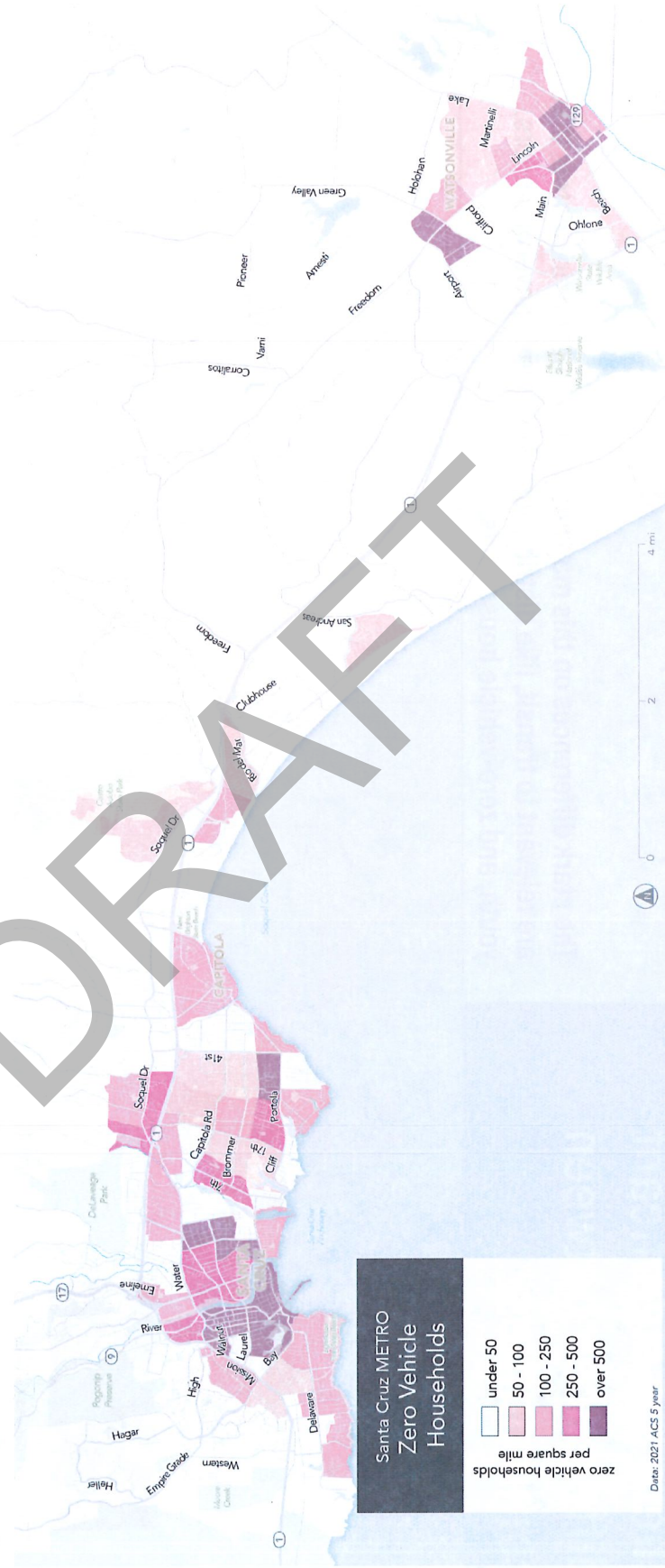
There are significant differences between communities.

This map shows where people of different races and ethnic groups live.

The stark differences on this map show up throughout indicators that are relevant to transit, like distribution of people in poverty, seniors, youth, and zero-vehicle households.



In a few areas, many people don't own cars.



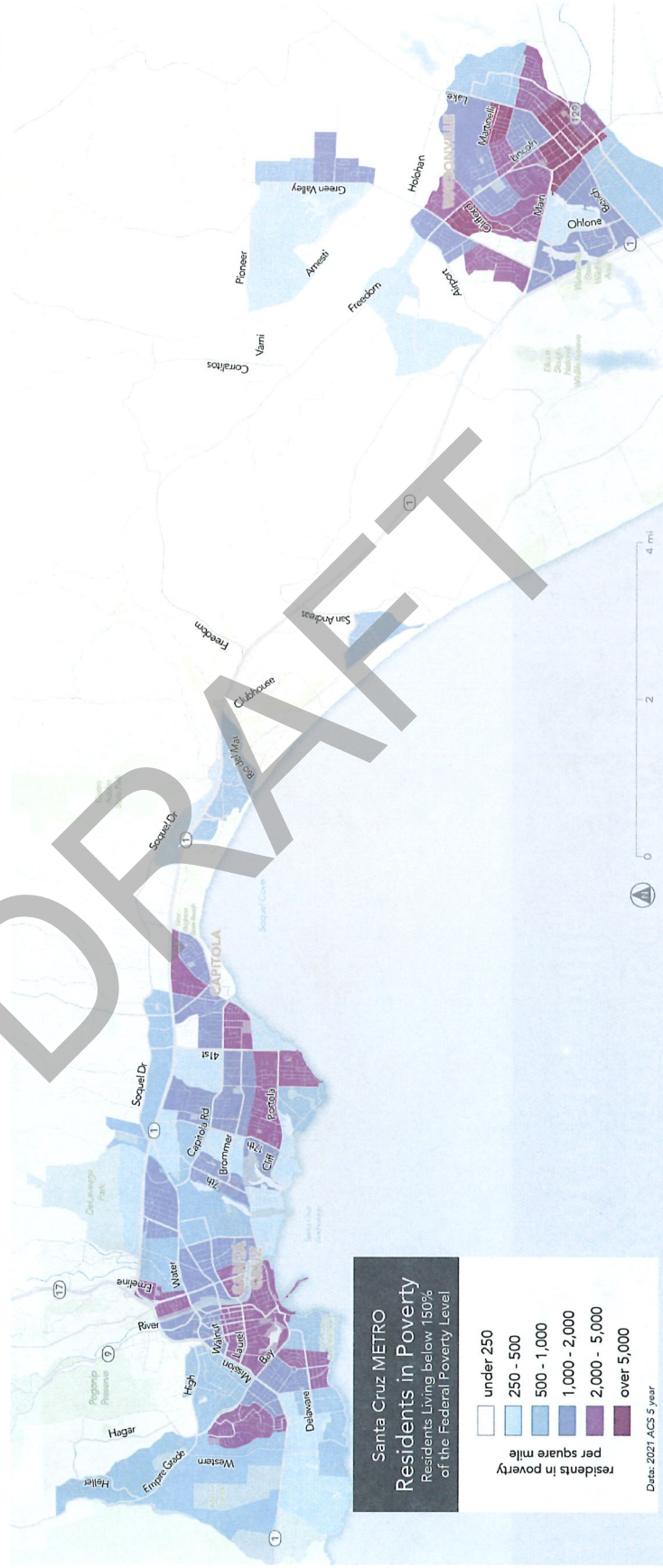
Many of these are also areas with large low-income populations.



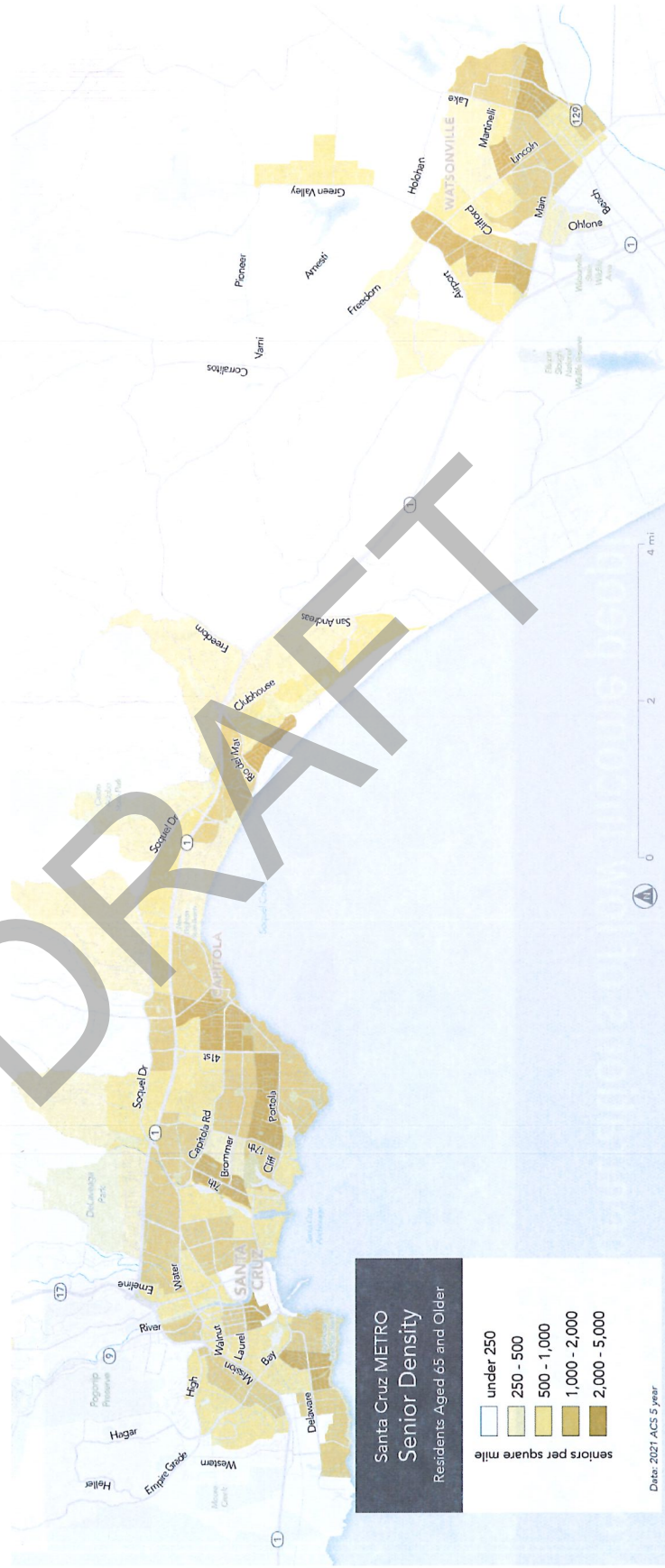
The highest concentrations of families with children are in Watsonville, parts of Santa Cruz and Live Oak.



Areas with concentrations of low-income people.



The largest concentrations of seniors are in Portola, Capitola, Live Oak and parts of Watsonville.



Areas where many people don't own cars.





DRAFT

The built environment matters

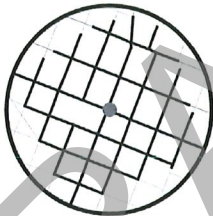
How hard is it to walk to a bus stop?

Wherever it's difficult for people to walk, it's difficult to provide adequate transit.

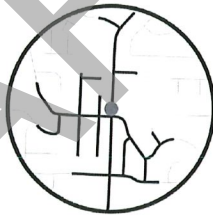
This is partly about distance, and partly about safety.

WALKABILITY

Is it possible to walk between the stop and the activities around it?



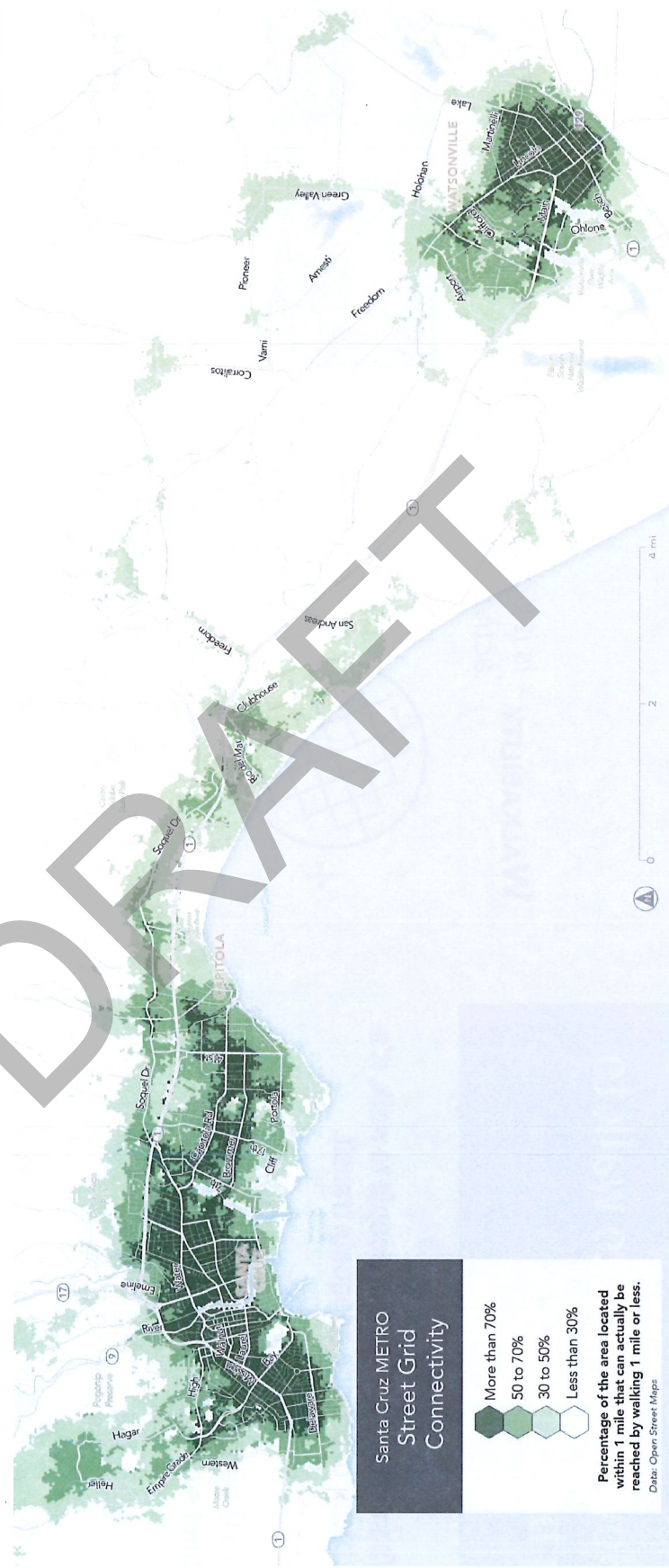
The dot at the center of these circles is a transit stop, while the circle is a 1/4 mile radius. The whole area is within 1/4 mile, but only the black-shaded streets are within a 1/4 mile walk.



It must also be safe to cross the street at a stop. You usually need the stops on both sides for two-way travel!

JARRETT WALKER + ASSOCIATES

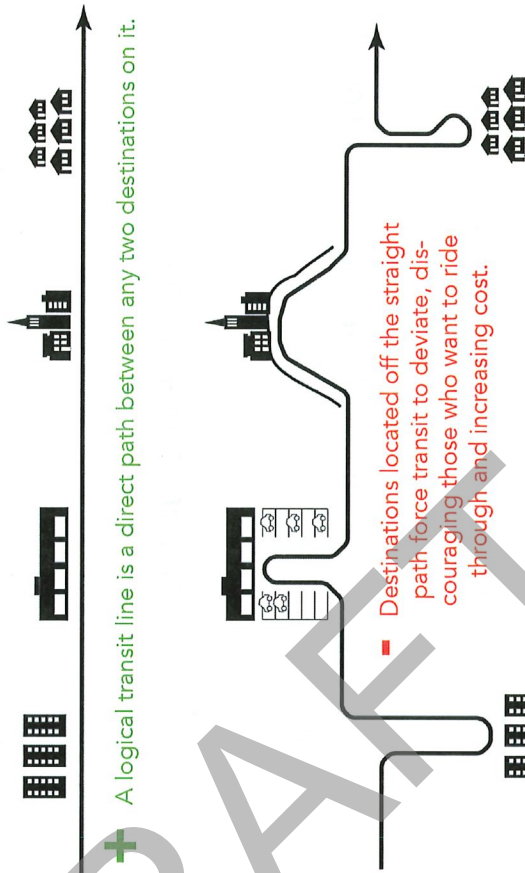
How easy is it to walk in different places?



Can many places be connected in a straight line?

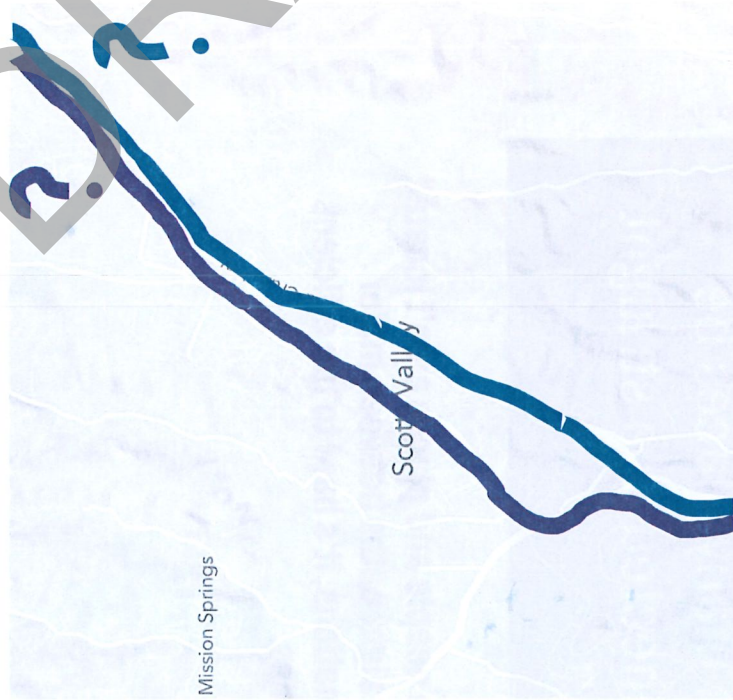
When people and places aren't located on straight paths between major destinations, it's hard to run efficient bus lines.

LINEARITY Can transit run in reasonably straight lines?



JARRETT WALKER + ASSOCIATES

In some locations, this means tough choices.



If a bus goes from Santa Cruz to San Jose, should it:

- Take the fastest possible route, by staying on the highway?
- Serve the many jobs located along the way on Scotts Valley Drive?

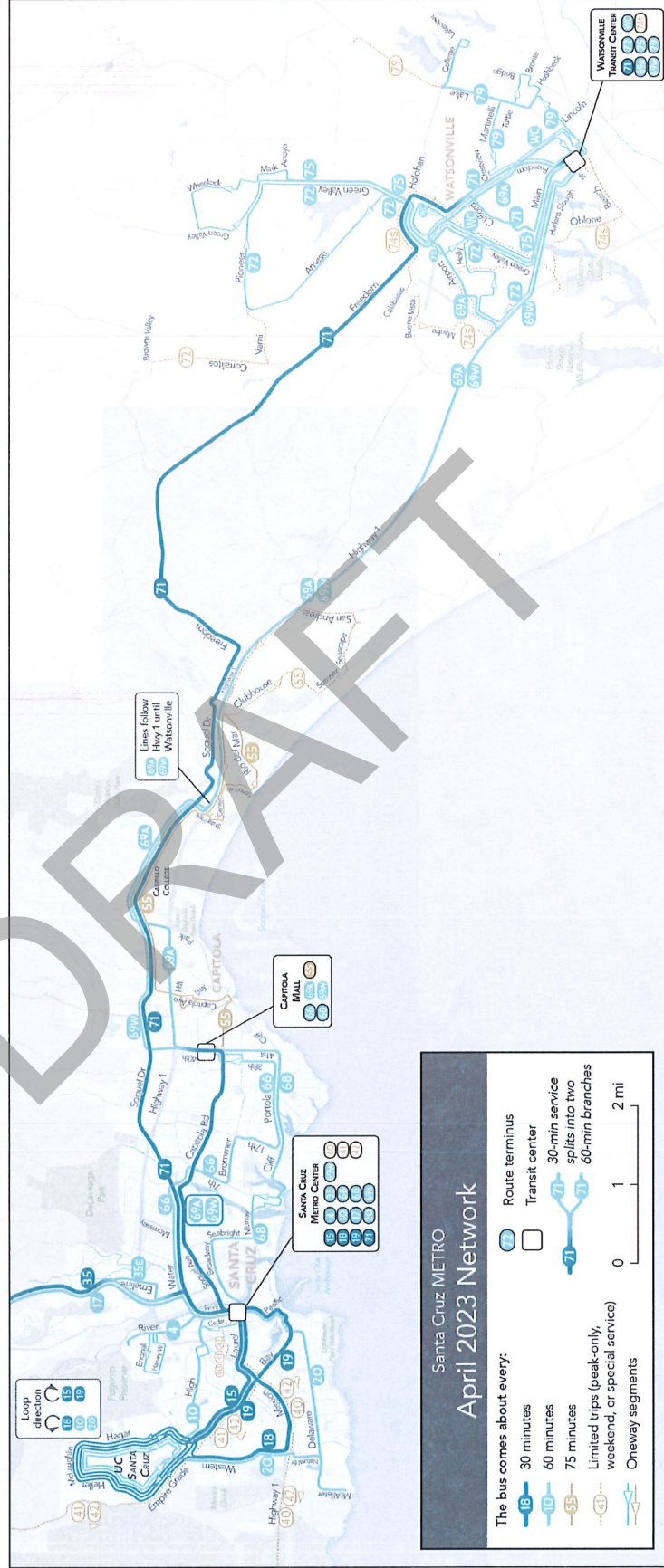
Both choices have value, but the same bus can't take both paths.



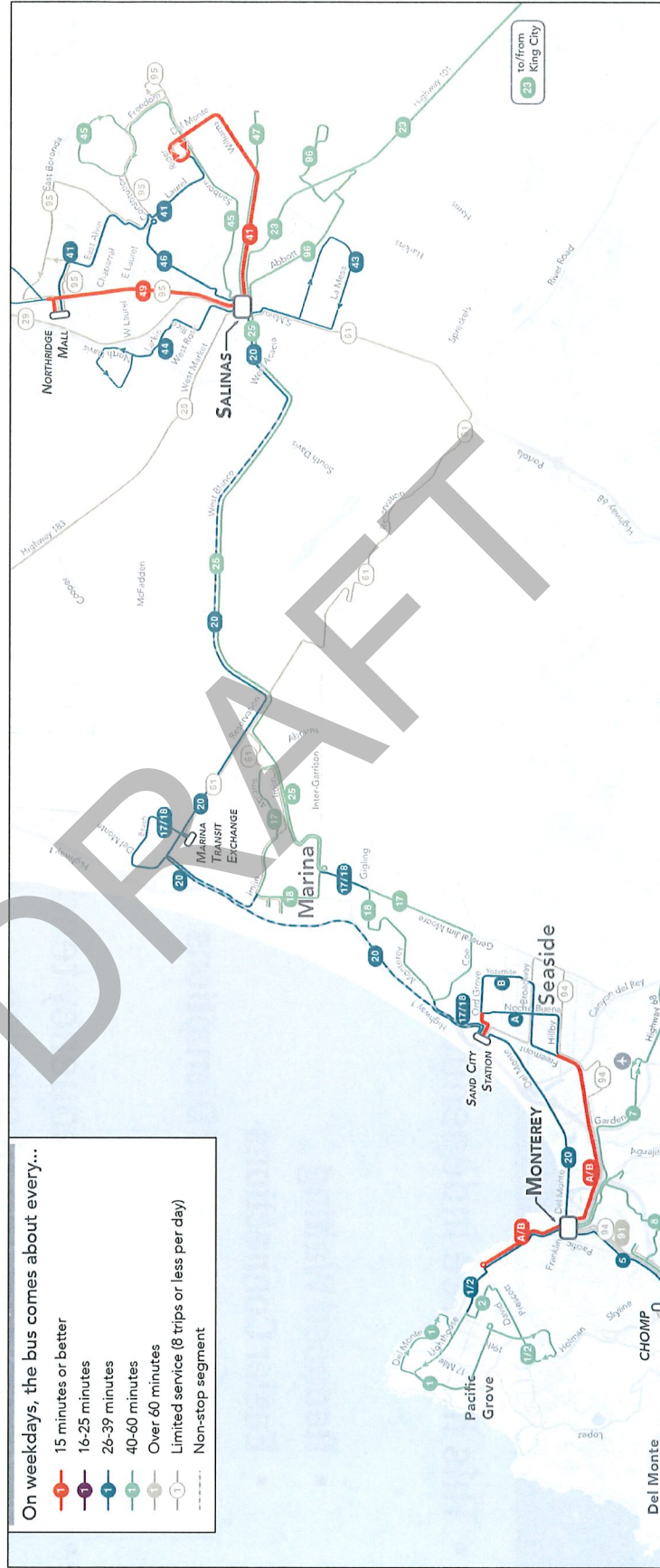
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METRO's Existing Service

METRO runs many routes, but most are very infrequent.



How does this compare to Monterey County?



High frequency means the bus is always coming soon.

- This has three independent benefits:
 - **Reduced Waiting**
 - **Easier Connections**
 - **Reduced Impact of Disruptions**
- Lines with higher frequency tend to have not just higher ridership, but higher ridership per unit of service.

Ultimately....

Imagine a gate at the end of your driveway that only opens once an hour.

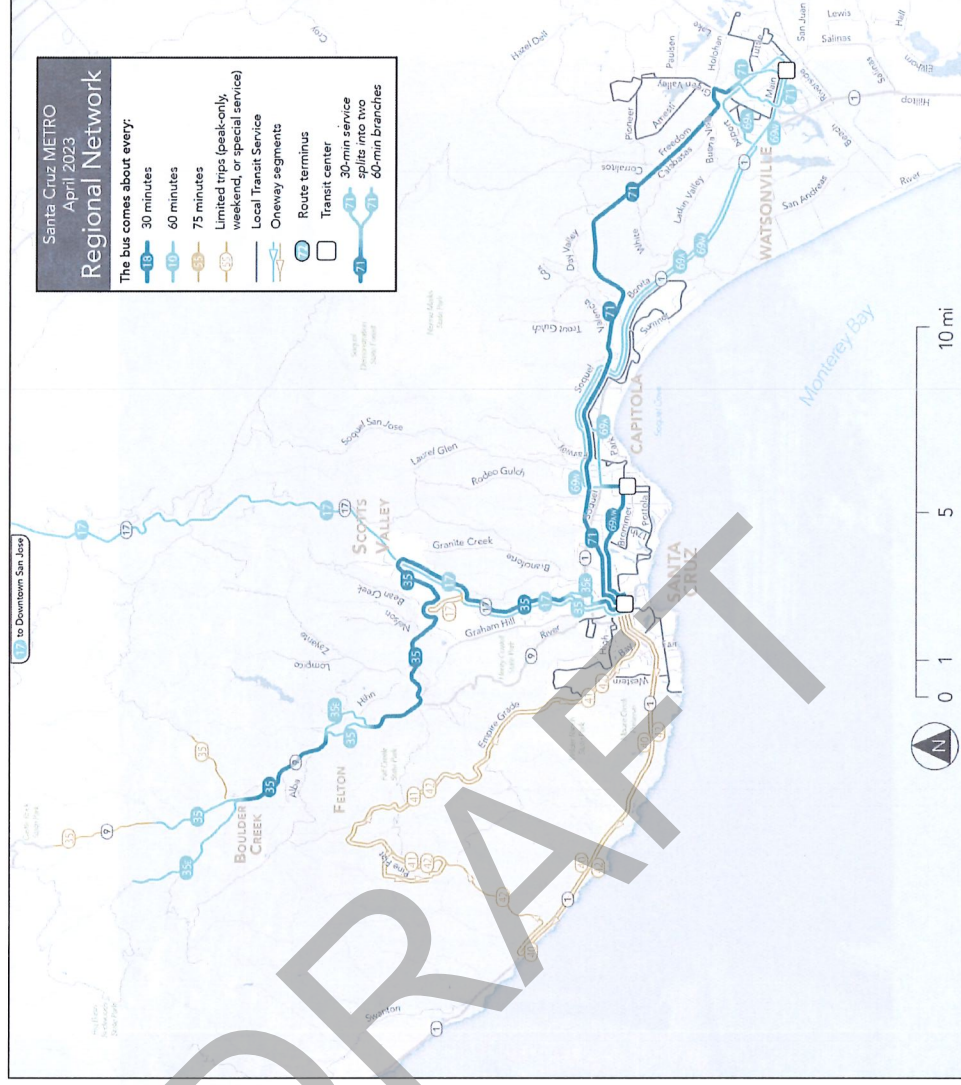
How useful is this service?



Regional Service

Among regional routes:

- Some connect out of county, like the Hwy 17 Express to San Jose.
- Some connect rural communities to Santa Cruz (e.g. 35, 40, 41, 42)
- Routes between Watsonville and Santa Cruz combine regional and local service.

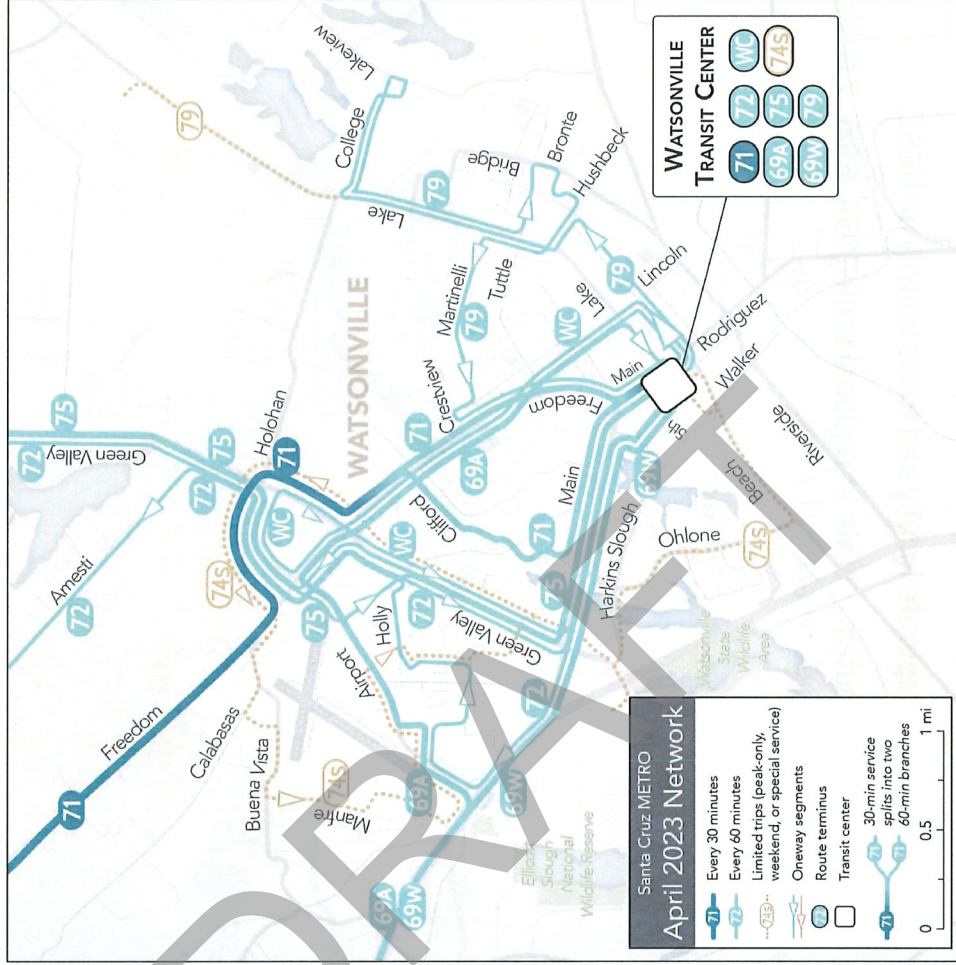


Service in Watsonville

Many routes, but no high frequency.

The most frequent service to Santa Cruz (Route 71) is also the longest and slowest route.

No service south and west of the transit center.



Service in greater Santa Cruz/Capitola.

Service divided between West and East sides.
 Westside routes operate locally and focus heavily on UCSC.
 Many Eastside routes operate at regional scale (69A, 69W, 71). Useful for direct travel, but reliability issues.



Service at UCSC.

~50% of METRO ridership on UCSC routes.

20 buses per hour on the loop.

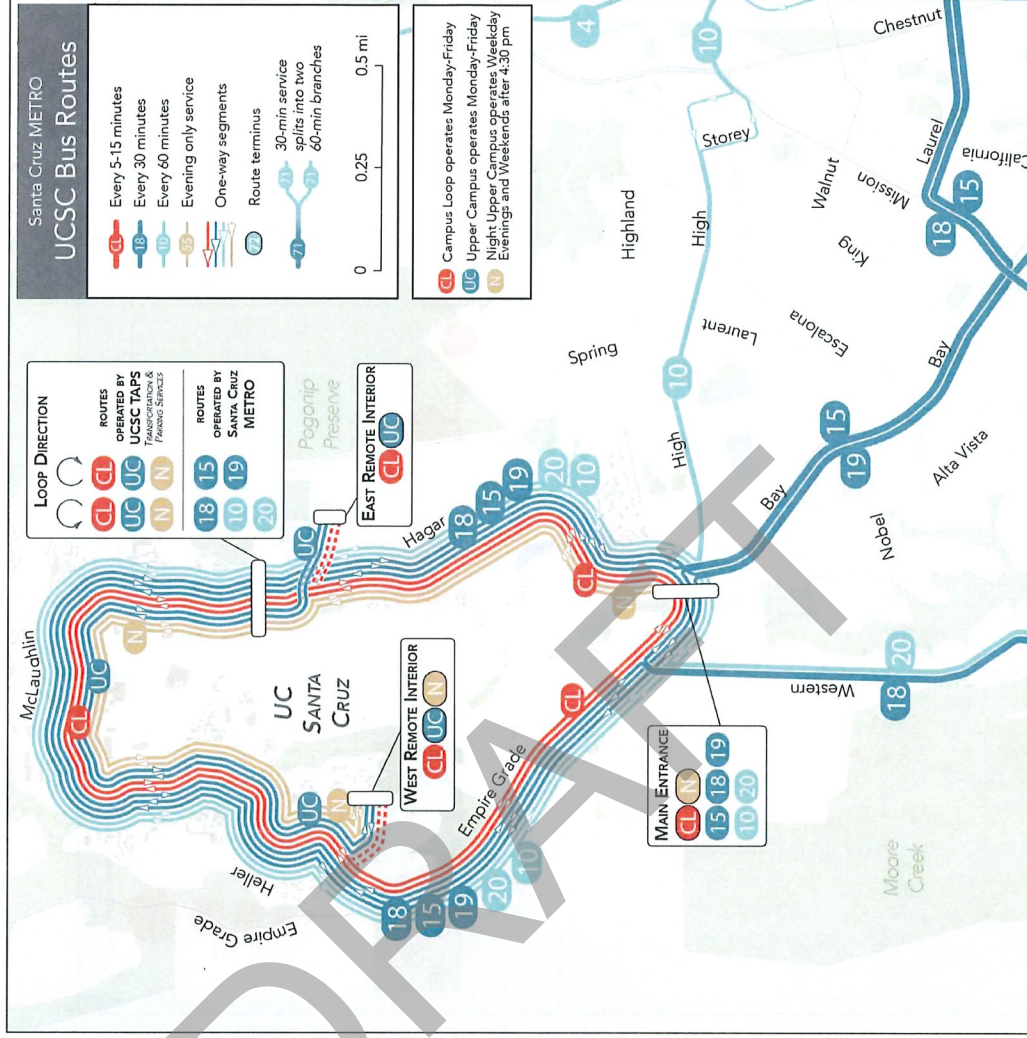
METRO buses often overcrowded, campus shuttles have spare capacity.

Slow and unreliable service, due to huge demand at each stop, and no way for buses to pass each other.

Except for Santa Cruz Metro Center, no place with frequent service to campus.

No direct service beyond the West side.

ARRETT WALKER + ASSOCIATES

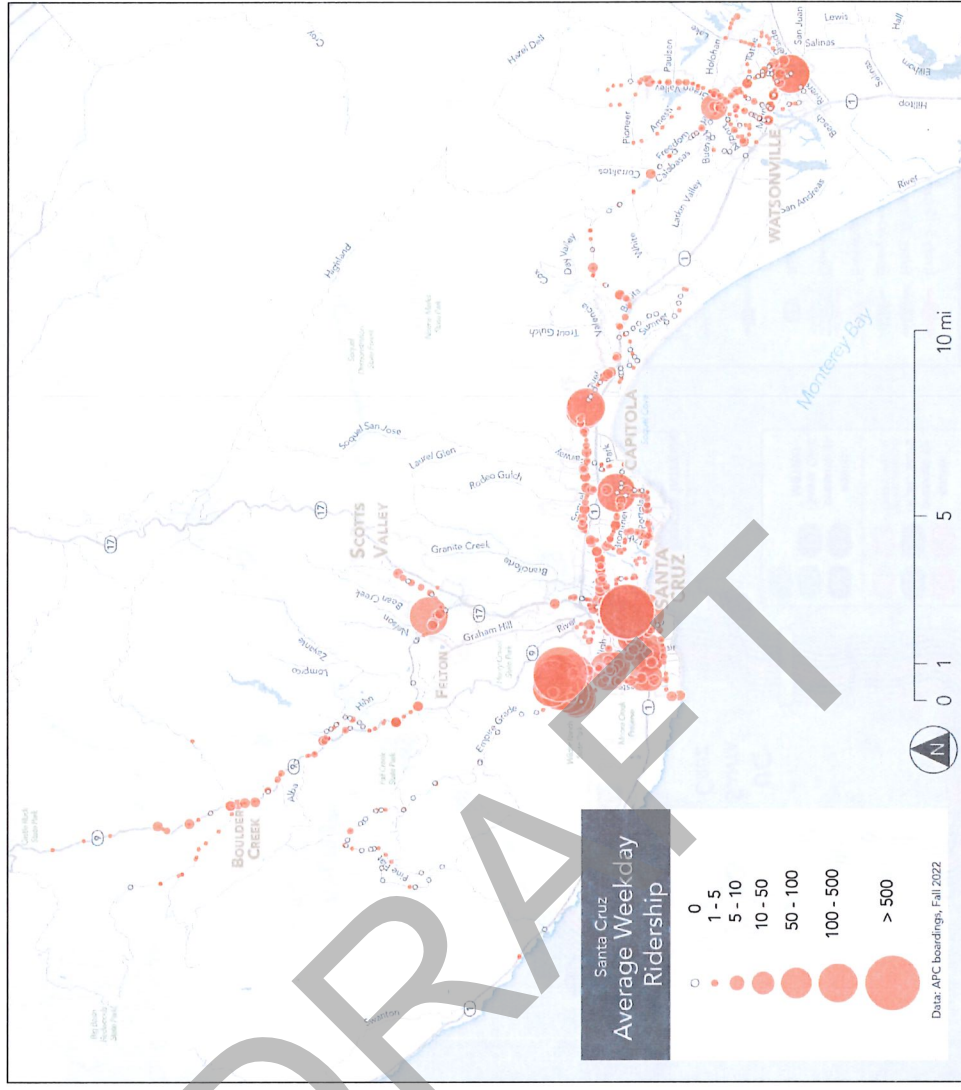


Ridership is concentrated in certain areas.

UCSC is by far the biggest attractor of trips on METRO.

A few other significant attractors:

- **Downtown Santa Cruz**
- **Cabrillo College**
- **Capitola Mall and vicinity**
- **Downtown Watsonville**
- **North Watsonville**



Some concerns we've heard

- **Reliability**, especially in Santa Cruz
- **Communications**, especially in Watsonville and in Spanish
- **Fleet age, condition, and maintenance requirements.**
- A broader sense of gradual service degradation that predates the pandemic.
- **Transfers**

Next Steps

- **May:** Early Wins defined
- **July:** Alternatives Report
- **July-August:** Public Outreach
- **November:** Draft Plan
- **Dec-Jan:** Public Outreach on Draft Plan
- **March 2024:** Final Plan

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DATE: April 28, 2023
TO: Board of Directors
FROM: Chuck Farmer, Chief Financial Officer
SUBJECT: ACCEPT AND FILE THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF MARCH 31, 2023

I. RECOMMENDED ACTION

That the Board of Directors accept and file the Year to Date Monthly Financial Report as of March 31, 2023

II. SUMMARY OF ISSUES

An analysis of Santa Cruz Metropolitan Transit District's (METRO) financial status is prepared monthly in order to inform the Board of Directors (Board) regarding METRO's actual revenues and expenses in relation to the adopted operating and capital budgets for the fiscal year.

This staff report is the web-accessible companion document to the attached PowerPoint presentation titled "Year to Date Monthly Financial Report as of March 31, 2023."

Staff recommends that the Board accept and file the attached report.

III. DISCUSSION/BACKGROUND

Below are the written explanations of the various charts and graphs in the attached Year to Date Monthly Financial Report as of March 31, 2023. The fiscal year has elapsed 50%.

Slide 1

(Cover) Year to Date Monthly Financial Report as of March 31, 2023

Slide 2

March 2023 Key Financial Highlights

- Service
 - Fixed Route (including Hwy 17) Cost per Revenue Service Hour is \$257 vs Budget of \$393
 - 12 canceled trips – 7 due to Road Conditions, 4 due to No Operator, 1 due to Traffic
 - ParaCruz Cost per Trip is \$57 vs Budget of \$78
 - Non-Student/Hwy 17 Passengers is 118,714 vs Budget of 111,476
 - Average "Kids Ride Free" increases of 181 on weekdays, 81 on weekend days

- Financials
 - Total Operating Surplus/(Deficit) is favorable \$0.4M driven by lower wages of \$0.2M, fringe of \$0.2M, and Non-Personnel of \$0.1M; partially offset by higher OT of \$0.2M
 - Non-Operating Revenues/Expense of \$8.7M are \$0.6M lower than budget of \$9.3M, primarily due to lower ARPA COVID drawdowns as a result of lower reimbursable costs
- Capital
 - Capital spend of \$ 288K is under budget of \$641K primarily due to timing of projects – Security Gates, Automatic Passenger Counters, and non-revenue Service Truck
- Personnel
 - 288 Active Personnel vs 329 Funded Personnel (*Reflects adopted, funded personnel as of June 2022*)
 - 44 Vacancies at end of March, 24 related to Paratransit and Bus Operators
 - Bus Operator Status – 7 graduated in March '23
 - Currently have 5 Bus Operators in training
 - Recruiting 20-25 Bus Operators for anticipated start in early May

Slide 3

(Cover) March 2023, YTD Pre-Close Financials

Slide 4

March YTD FY23 Operating Surplus/(Deficit) Actual vs. Budget

- Actuals are \$3.2M favorable to budget – excludes UAL/Bond Payment and COVID related costs
 - Passenger Fares – favorable by \$489K, Ridership is still below pre-pandemic levels, but is recovering
 - Labor, Regular – favorable by \$2,244K, due to funded/vacant positions
 - Labor, OT – unfavorable by \$1,504K, increased overtime for Bus Operators
 - Fringe Benefits – favorable by \$2,303K due to retirement and medical insurance savings from funded/vacant positions
 - Non-Personnel – unfavorable by \$376K, primarily due to timing of spending,

Slide 5

March 31, 2023 YTD Operating Revenue and Expenses

- Operating Revenue, net favorable by \$489K
 - Passenger Fares - favorable by \$386K
 - Special Transit Fares – favorable by \$103K
- Operating Expense, net favorable by \$2,667K– Favorable wages and fringe driven by shortage of bus drivers and other vacant positions; partially offset by increased OT
 - Labor Regular – favorable by \$2,244K
 - Labor OT – unfavorable by \$1,504K
 - Fringe Benefits – favorable by \$2,303K, excludes UAL related costs
 - Non-Personnel – unfavorable by \$376K, excludes all COVID and Bond payment related costs
- Operating Deficit lower by \$3,156K
 - Farebox Recovery – 17.8% vs 15.4% budget
- Non-Operating Revenue/(Expense), net favorable by \$551K - Revenues favorable due to higher Sales Tax revenues, TDA/STA Grants, and Interest Income; partially offset by lower ARPA COVID drawdowns as a result of lower reimbursable costs
 - Sales Tax/including Measure D – favorable by \$1,457K
 - Federal/State Grants – favorable by \$2,386K
 - COVID Relief Grants – unfavorable by \$4,075K
 - COVID Related costs – favorable by \$177K
 - Pension UAL/Bond Payment costs – no variance
 - All Other Revenues – favorable by \$606K
- Operating Surplus before Transfers higher by \$3,707K
- Bus Replacement Fund – higher by \$300K due to increased Measure D sales tax revenues
 - Bus Replacement Fund – Minimum \$3M annual commitment from Measure D sales tax and STA-SGR; FY23 budgeted transfer is \$3.1M
- Operating Surplus after Transfers higher by \$3,407K

Slide 6

(Cover) Year End June 2023, Forecast Financials

Slide 7

Full Year FY23 Surplus/(Deficit) Estimate vs. Budget, net favorable by \$4.6M

- Passenger Fares – favorable by \$670K, Ridership is still below pre-pandemic levels, but is showing strong recovery
- Labor, Regular – favorable by \$3,519K, due to funded/vacant positions
- Labor, OT – unfavorable by \$2,163K, increased overtime for Bus Operators
- Fringe Benefits – favorable by \$2,926K due to retirement and medical insurance savings from funded/vacant positions
- Non-Personnel – unfavorable by \$347K

Slide 8

Full Year FY23 Operating Revenue and Expenses Estimate

- Operating Revenue, net favorable by \$670K
 - Passenger Fares - favorable by \$571K
 - Special Transit Fares – unfavorable by \$99K
- Operating Expense, net favorable by \$3,935K– Favorable wages and fringe driven by shortage of bus drivers and other vacant positions; partially offset by increased OT
 - Labor Regular – favorable by \$3,519K
 - Labor OT – unfavorable by \$2,163K
 - Fringe Benefits – favorable by \$2,926K, excludes UAL related costs
 - Non-Personnel – unfavorable by \$347K, excludes all COVID and Bond payment related costs
- Operating Deficit lower by \$4,605K
 - Farebox Recovery – 17.7% vs 15.2% budget
- Non-Operating Revenue/(Expense), net unfavorable by \$633K - Revenues favorable due to higher Sales Tax revenues, TDA/STA Grants, and Interest Income; partially offset by lower ARPA COVID drawdowns
 - Sales Tax/including Measure D – favorable by \$1,370K
 - Federal/State Grants – favorable by \$3,356K
 - COVID Relief Grants – unfavorable by \$6,472K
 - COVID Related costs – favorable by \$222K
 - Pension UAL/Bond Payment costs – no variance
 - All Other Revenues – favorable by \$890K

- Operating Surplus before Transfers higher by \$3,972K
- Bus Replacement Fund – higher by \$265K due to increased Measure D sales tax revenues
 - Bus Replacement Fund – Minimum \$3M annual commitment from Measure D sales tax and STA-SGR; FY23 budgeted transfer is \$3.1M
- All Other Transfers: \$2M UAL, \$4.7M OpEx & Capital Reserves, and \$1.3M Operations Sustainability Reserve
- Operating Surplus after Transfers of \$2.2M, will be transferred to the COVID Recovery Fund

Slide 9

(Cover) Capital Spending & Project Completion

Slide 10

March 31, 2023 Capital Budget Spend

Total Capital Projects spending month to date is \$288K against budget of \$641K

- Construction Related Projects – no spending, no budget
- IT Projects – spending of \$72K against budget of \$72K
- Facilities Repair & Improvements – spending of \$55K against budget of \$116K
- Revenue Vehicle Replacement – spending of \$161K against budget of \$298K
- Revenue Vehicle Electrification Projects – no spending, no budget
- Non-Revenue Vehicle Replacement – no spending against budget of \$150K
- Fleet & Maintenance Equipment – no spending, no budget
- Miscellaneous – no spending against budget of \$5K

Total Capital Projects spending year to date is \$2,238K against budget of \$3,325K, which is 25.3% of \$8,844K approved annual budget from November 2022

- Construction Related Projects – spending of \$11K against budget of \$9K, which is 1.0% of \$1,050K annual budget
- IT Projects – spending of \$819K against budget of \$790K, which is 49.6% of \$1,650K annual budget
- Facilities Repair & Improvements – spending of \$415K against budget of \$576K, which is 40.2% of \$1,032K annual budget
- Revenue Vehicle Replacement – spending of \$796K against budget of \$1,475K, which is 30.3% of \$2,626K annual budget
- Revenue Vehicle Electrification Projects – spending of \$45K, against budget of \$6K, which is 3.6% of \$1,251K annual budget

- Non-Revenue Vehicle Replacement – spending of \$63K against budget of \$218K, which is 13.5% of \$468K annual budget
- Fleet & Maintenance Equipment – no spending against budget of \$75K, which is 0.0% of \$75K annual budget
- Miscellaneous – spending of \$89K against budget of \$176K, which is 12.9% of \$692K annual budget

Overall YTD spending is at 67.3%, or \$2.2M, of budget of \$3.3M; primarily lower due to timing of projects – Security Gates, Automatic Passenger Counters, and non-revenue Service Truck.

Active Projects include:

- ERP System
- AVL/ITS, Automatic Passenger Counters
- ZEB Chargers/Infrastructure

Slide 11

FY23 Capital Project Completion – Maintenance Yard – Security Hardening

Purpose of project – Remove two old unusable buildings, Repair sinkhole along Rayne building, Install drainage under lot and level lot

Projected costs – Engineering \$49,550, Construction \$348,000

Budget Source – Operating & Capital Reserve \$436,059

Projected timeline for completion –

- Engineering Contract signed: April 20, 2020
- Construction Contract signed: June 29, 2021 (COVID delays and understaffed)
- Construction Phase estimated at 3 months to complete

Risks – This project requires several permits which may affect the approval process and timing

Slide 12

FY23 Capital Project Completion – Maintenance Yard – Security Hardening

Reports / Studies:

- Historical Assessment of Buildings; Special Inspector to relocate buildings
- Geotechnical / Soils Study
- Topographic Survey
- Archeological Report
- Environmental Abatement

Partnered with Santa Cruz Fire Department for Training

Permits:

- Design Permit
- Encroachment / Grading / Building Permit
- Administrative Use Permit
- Residential Demolition Authorization Permit
- Demolition Permit (Cover) Questions?

Slide 13

FY23 Capital Project Completion – Maintenance Yard – Security Hardening

Results of Project - The two buildings were demolished and removed. Sewer line located and capped. Sinkhole excavated and re-compacted. Installed storm drain system. Resurface areas to create vacant lot.

Actual costs - Engineering \$44,730, Construction \$372,524, Total \$417,254, under budget by \$18,805

Actual timeline for completion – Began Sept 26, 2022, Complete Nov 30, 2022

Hurdles to overcome:

- Additional information and studies on the buildings were needed to obtain permits.
- Redesign of shoring method was needed to obtain construction permit.
- Unexpected finds during construction

Slide 14 – Slide 16

FY23 Capital Project Completion – Maintenance Yard – Security Hardening

Pictures before – during (including a video) – completed

Slide 17

FY23 Capital Project Completion – Exercise Equipment at Ops

Purpose of project – Provide exercising space and equipment at JKS for employees

Projected costs – \$36,600

Budget Source – Operating & Capital Reserve

Projected timeline for completion – September 2023

Risks – None

Slide 18

FY23 Capital Project Completion – Exercise Equipment at Ops

Results of Project - A room at JKS Operations was modified to create exercising space to offer a variety of equipment. Employees sign up with HR for access

Actual costs - \$35,164, under budget by \$1,436

Actual timeline for completion –September 2022

Hurdles to overcome - None

Slide 19

FY23 Capital Project Completion – Exercise Equipment at Ops

Pictures of Gym

Slide 20

FY23 Capital Project Completion – Replace 4 CNG Buses

Purpose of project – Replace end of life buses with 4 CNG Gillig Buses (4 x 35' CNGs)

Projected costs – Total for all buses \$2,956,083

Budget Source:

- FY19 FTA 5339: \$1,088,000
- Bus Replacement Fund: \$ 420,382
- F19 & FY20 SGR: \$ 882,754
- Measure D: \$ 131,609
- PTMISEA: \$ 433,338

Projected timeline for completion – Delivery and Acceptance in June 2022

Risks – Delays in manufacturing supply chain

Slide 21

FY23 Capital Project Completion – Replace 4 CNG Buses

Results of Project - Received 4 buses on schedule, Bus Numbers: 0122, 0222, 0322, 0422 access

Actual costs - \$2,490,913, under budget by \$465,170

Actual timeline for completion – Buses arrived June 2022

Hurdles to overcome – Parts delays

Slide 22 – Slide 23

FY23 Capital Project Completion – Replace 4 CNG Buses

Pictures of decommissioned buses, new buses

Slide 24

FY23 Capital Project Completion – Non-Revenue Electric Vehicles, Chevy Bolts

Purpose of project – Replace expired non-revenue vehicles with electric vehicles to meet zero emission mandates

Projected costs – \$88,381, Budget \$100,000

Budget Source - FY20 FTA 5339a

Projected timeline for completion – September 2021

Risks – Delays in manufacturing good

Slide 25

FY23 Capital Project Completion – Non Revenue Electric Vehicles, Chevy Bolts

Results of Project - Received three Chevy Bolts and spare key fobs

Actual costs - \$94,824, under budget by \$5,176

Actual timeline for completion – one Bolt delivered August 2021, two Bolts delivered August 2022

Hurdles to overcome – Recall of electric battery. First Bolt which had been delivered August 2021 could not be put into service until recall was corrected in Jan 2022. Final two Bolts did not get delivered until Aug 2022, and spare key fobs the following spring.

Slide 26

FY23 Capital Project Completion – Non Revenue Electric Vehicles, Chevy Bolts

Pictures of new Bolts

Slide 27

Questions

Slide 28

(Cover) Appendix

Slide 29

March 31, 2023 Monthly Operating Revenue and Expenses

- Operating Revenue, net unfavorable by \$4K
 - Passenger Fares - favorable by \$41K
 - Special Transit Fares – unfavorable by \$45K
- Operating Expense, net favorable by \$411K – Favorable fringe driven by shortage of bus drivers and other vacant positions
 - Labor Regular – favorable by \$233K
 - Labor OT – unfavorable by \$221K
 - Fringe Benefits – favorable by \$266K, excludes UAL related costs

- Non-Personnel – favorable by \$134K, excludes all COVID and Bond payment related costs
- Operating Surplus of \$407K
 - Farebox Recovery – 15.5% vs 14.3% budget
- Non-Operating Revenue/(Expense), net unfavorable by \$597K – COVID Relief grant unfavorable by \$1,629K due to lower drawdowns as a result of lower reimbursable costs; partially offset by higher Sales Tax by \$109K, and other revenue of \$106K
 - Sales Tax/including Measure D – favorable by \$109K
 - Federal/State Grants – favorable by \$792K
 - COVID Relief Grants – unfavorable by \$1,629K
 - COVID Related costs – favorable by \$25K
 - Pension UAL/Bond Payment costs – no variance
 - All Other Revenues – favorable by \$106K
- Operating Surplus before Transfers lower by \$190K
- Bus Replacement Fund – lower by \$11K due to decreased Measure D sales tax revenues
 - Bus Replacement Fund – Minimum \$3M annual commitment from Measure D sales tax and STA-SGR; FY23 budgeted transfer is \$3.1M
- Operating Surplus lower by \$190K

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

Favorable budget variances in Operating Revenues and Expenses contribute to favorable budget variance in Operating Balance, Year to Date as of March 31, 2023.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

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

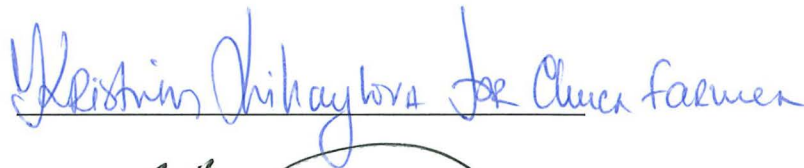
VIII. ATTACHMENTS

Attachment A: Year to Date Monthly Financial Report as of March 31, 2023
Presentation


Prepared by: Cathy Downes, Sr. Financial Analyst

IX. APPROVALS

Chuck Farmer, Chief Financial Officer



Michael S. Tree, CEO/General Manager



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Year to Date Monthly Financial Report as of March 31, 2023

Board of Directors

April 28, 2023

Chuck Farmer, Chief Financial Officer

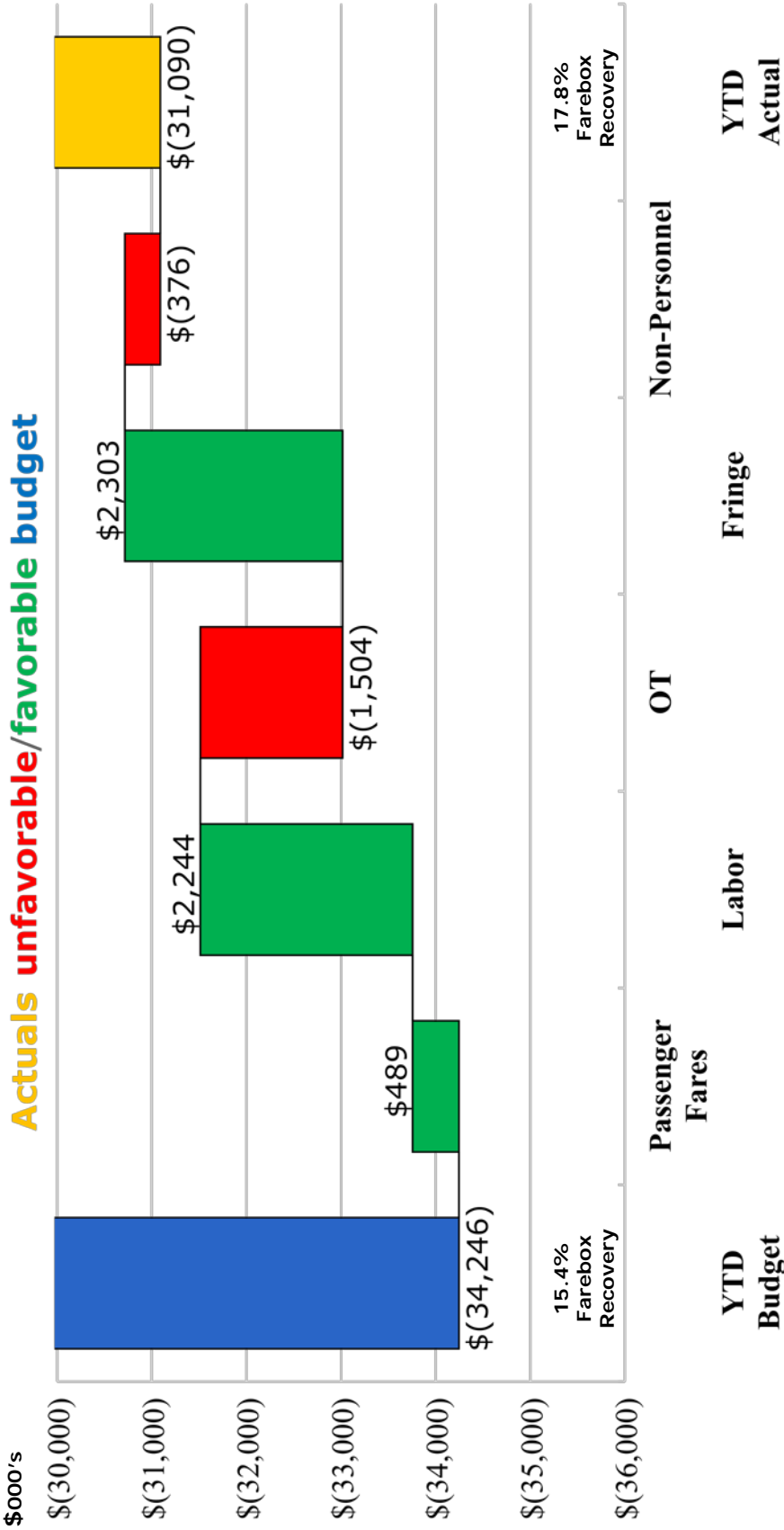
March 2023 Key Financial Highlights

<p>Service</p>	<ul style="list-style-type: none"> Fixed Route (including Hwy 17) Cost per Revenue Service Hour is \$257 vs Budget of \$393 <ul style="list-style-type: none"> 12 canceled trips – 7 due to Road Conditions, 4 due to No Operator, 1 due to Traffic ParaCruz Cost per Trip is \$57 vs Budget of \$78 Non-Student/Hwy 17 Passengers is 118,714 vs Budget of 111,476 Average "Kids Ride Free" increases of 181 on weekdays, 81 on weekend days
<p>Financials</p>	<ul style="list-style-type: none"> Total Operating Surplus/(Deficit) is favorable \$0.4M driven by lower wages of \$0.2M, fringe of \$0.2M, and Non-Personnel of \$0.1M; partially offset by higher OT of \$0.2M Non-Operating Revenues/Expense of \$8.7M are \$0.6M lower than budget of \$9.3M, primarily due to lower ARPA COVID drawdowns as a result of lower reimbursable costs
<p>Capital</p>	<ul style="list-style-type: none"> Capital spending of \$288K is under budget of \$641K primarily due to timing of projects – Security Gates, Automatic Passenger Counters, and non-revenue Service Truck
<p>Personnel</p>	<ul style="list-style-type: none"> 288 Active Personnel vs 329* Funded Personnel 44 Vacancies at end of March, 24 related to Paratransit and Bus Operators <ul style="list-style-type: none"> Bus Operator Status – 7 graduated in March '23 Currently have 5 Bus Operators in training Recruiting 20-25 Bus Operators for early May start

March 2023, YTD Pre-Close Financials

March YTD FY23 Operating Surplus/(Deficit) Actual* vs. Budget

Overall \$3.2M favorable



9.3A.4

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

March 31, 2023

YTD Operating Revenue and Expenses

\$ 000's	Actual*	Budget	Fav / (Unfav)
Operating Revenue			
Passenger Fares	\$ 2,200	\$ 1,814	\$ 386
Special Transit Fares	4,517	4,414	103
Total Operating Revenue	\$ 6,717	\$ 6,227	\$ 489
Operating Expense			
Labor - Regular	\$ 12,619	\$ 14,863	\$ 2,244
Labor - OT	2,579	1,075	(1,504)
Fringe	13,436	15,739	2,303
Non-Personnel <i>(excludes COVID costs)</i>	9,173	8,797	(376)
Total OpEx	\$ 37,806	\$ 40,473	\$ 2,667
Operating Surplus/(Deficit)	(\$ 31,089)	(\$ 34,246)	\$ 3,156
	<i>17.8%</i>	<i>15.4%</i>	<i>2.4%</i>
Non-Operating Revenue/(Expense)			
Sales Tax/including Measure D	\$ 24,812	\$ 23,355	\$ 1,457
Federal/State Grants	12,657	10,271	2,386
COVID Relief Grants	7,533	11,607	(4,075)
COVID Related Costs	(67)	(244)	177
Pension UAL/Bond Interest Payment	(1,959)	(1,959)	0
All Other	1,116	509	606
Total Non-Operating Revenue/(Expense)	\$ 44,091	\$ 43,540	\$ 551
Operating Surplus/(Deficit) before Transfers	\$ 13,001	\$ 9,294	\$ 3,707
Transfers and Other			
Transfers to Bus Replacement Fund	(\$ 2,086)	(\$ 1,786)	(\$ 300)
Operating Surplus/(Deficit) after Transfers	\$ 10,915	\$ 7,508	\$ 3,407

- \$3.2M Operating Surplus driven by lower labor & fringe due to shortage of bus drivers; partially offset by increased OT

- Non-Operating Revenues favorable due to higher Sales Tax revenues, TDA/STA Grants, and Interest Income; partially offset by lower ARPA COVID drawdowns as a result of lower reimbursable costs

Year End June 2023, Forecast Financials

Full Year FY23 Operating Revenue Surplus/(Deficit)

Overall \$4.6M favorable



9.3A.7

June 30, 2023

Full Year Operating Revenue and Expenses*

	Forecast*	Budget	Fav / (Unfav)
\$ 000's			
Operating Revenue			
Passenger Fares	\$ 3,008	\$ 2,437	\$ 571
Special Transit Fares	6,052	5,953	99
Total Operating Revenue	\$ 9,060	\$ 8,390	\$ 670
Operating Expense			
Labor - Regular	\$ 16,895	\$ 20,415	\$ 3,519
Labor - OT	3,487	1,325	(2,163)
Fringe	18,246	21,172	2,926
Non-Personnel (<i>excludes COVID costs</i>)	12,456	12,108	(347)
Total OpEx	\$ 51,084	\$ 55,019	\$ 3,935
Operating Surplus/(Deficit)	(\$ 42,024)	(\$ 46,629)	\$ 4,605
<i>Farebox Recovery</i>	17.7%	15.2%	2.5%
Non-Operating Revenue/(Expense)			
Sales Tax/including Measure D	\$ 32,145	\$ 30,775	\$ 1,370
Federal/State Grants	17,852	14,496	3,356
COVID Relief Grants	9,005	15,477	(6,472)
COVID Related Costs	(75)	(298)	222
Pension UAL/Bond Interest Payment	(5,643)	(5,643)	0
All Other	1,566	676	890
Total Non-Operating Revenue/(Expense)	\$ 54,849	\$ 55,483	(\$ 633)
Operating Surplus/(Deficit) before Transfers	\$ 12,825	\$ 8,853	\$ 3,972
Transfers and Other			
Transfers to Bus Replacement Fund	(\$ 2,619)	(\$ 2,353)	(\$ 265)
Transfers to Capital, UAL/OPEB Funds, and Reserves Replenishment	(\$ 7,990)	(\$ 6,500)	(\$ 1,490)
Operating Surplus/(Deficit) after Transfers	\$ 2,217	-	\$ 2,217

- Revenues favorable due to higher Sales Tax revenues, TDA/STA Grants, and Interest Income; partially offset by lower ARPA COVID drawdowns
- Expenses favorable due to lower labor/fringe costs as a result of vacant positions and extended unpaid leaves of absence; partially offset by higher OT costs as a result of unfilled Bus Operator vacancies
- Bus Replacement Fund favorable due to net Measure D sales tax revenues of \$0.3M (less average of five Bus Operators' and two ParaCruz Operators' compensation)
- All Other Transfers: \$2M UAL, \$4.7M OpEx & Capital Reserves, and \$1.3M Operations Sustainability Reserve, \$2.2M COVID Recovery Fund

9.3A.8

* Estimated year end financials, totals may not foot due to rounding

Capital Spending & Completed Projects

March 31, 2023 Capital Budget Spend

Project Category:	Month to Date		Year to Date		Full Year	
	Actuals*	Budget	Actuals**	Budget	Budget**	% Spend
Construction Related Projects	\$ -	\$ -	\$ 11	\$ 9	\$ 1,050	1.0%
IT Projects	72	72	819	790	1,650	49.6%
Facilities Repair & Improvements	55	116	415	576	1,032	40.2%
Revenue Vehicle Replacement	161	298	796	1,475	2,626	30.3%
Revenue Vehicle Electrification Projects	-	-	45	6	1,251	3.6%
Non-Revenue Vehicle Replacement	-	150	63	218	468	13.5%
Fleet & Maintenance Equipment	-	-	-	75	75	0.0%
Misc.	-	5	89	176	692	12.9%
Total \$	288	\$ 641	\$ 2,238	\$ 3,325	\$ 8,844	25.3%

- Overall YTD spending is at 67.3%, or \$2.2M, of budget of \$3.3M; primarily lower due to timing of projects – Security Gates, Automatic Passenger Counters, and non-revenue Service Truck
- Active Projects include:
 - ERP Financial System
 - AVL/ITS, Automatic Passenger Counter
 - ZEB Chargers/Infrastructure

* Pre-close financials, subject to adjustments post close
 ** Revised budget approved in December, 2022

FY23 Capital Project Completion

Project: Maintenance Yard – Security Hardening

Project Number	Purpose
Purpose of project	<ul style="list-style-type: none"> Remove two old unusable buildings Repair sinkhole along Rayne building Install drainage under lot and level lot
Projected costs	<p>Engineering: \$ 49,550</p> <p>Construction: \$348,000</p>
Budget source	Operating & Capital Reserve; \$436,059
Projected timeline for completion	<p>Engineering Contract signed: April 20, 2020</p> <p>Construction Contract signed: June 29, 2021</p> <p>(Covid delays and understaffed)</p> <p>Construction Phase estimated at 3 months to complete</p>
Risks	This project requires several permits which may affect the approval process and timing

FY23 Capital Project Completion Project: Maintenance Yard – Security Hardening

Reports / Studies:

- Historical Assessment of Buildings; Special Inspector to relocate buildings
- Geotechnical / Soils Study
- Topographic Survey
- Archeological Report
- Environmental Abatement

Partnered with Santa Cruz Fire Department for Training

Permits:

- Design Permit
- Encroachment / Grading / Building Permit
- Administrative Use Permit
- Residential Demolition Authorization Permit
- Demolition Permit

9.3A.12

FY23 Capital Project Completion

Project: Maintenance Yard – Security Hardening

Project Number	Results
Results of project	The two buildings were demolished and removed, to include the basement portion. Sewer line located and capped. Sinkhole excavated and re-compacted. Installed storm drain system. Resurface areas to create vacant lot.
Actual costs	Engineering: \$ 44,730 Construction: \$372,524 Total Spent: \$417,254 Under Budget: \$ 18,805
Actual timeline for completion	Begin: Sept 26, 2022 Complete: Nov 30, 2022
Hurdles to overcome	<ul style="list-style-type: none"> • Additional information and studies on the buildings were needed to obtain permits. • Redesign of shoring method was needed to obtain construction permit. • Unexpected finds during construction

Before



Attachment A

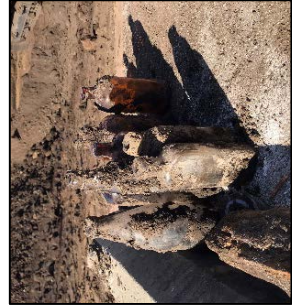
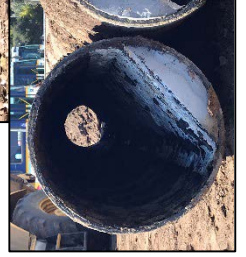
9.3A.14

Attachment A



[During](#)

Click Here
to see
video of
house
destruction



9.3A.15

After



FY23 Capital Project Completion

Project: Exercise Equipment at Ops

23-0004c	Exercise Equipment at Ops
Purpose of project	Provide exercising space and equipment at JKS for employees
Projected costs	\$36,600
Budget source	Operating and Capital Reserve Funds
Projected timeline for completion	September 2022
Risks	None

FY23 Capital Project Completion

Project: Exercise Equipment at Ops

Project Number	Results
Results of project	A room at JKS Operations was modified to create exercising space to offer a variety of equipment. Employees sign up with HR for access.
Actual costs	\$35,164 Under Budget: \$1,436
Actual timeline for completion	September 2022
Hurdles to overcome	None

FY23 Capital Project Completion
Project: Exercise Equipment at Ops



FY23 Capital Project Completion

Project: Replace 4 CNG Buses

20-0002 21-0008	Purpose
Purpose of project	Replace end of life buses with 4 CNG Gillig Buses (4 x 35' CNGs)
Projected costs	Total for 4 buses: \$2,956,083
Budget source	FY19 FTA 5339: \$ 1,088,000 Bus Replacement Fund: \$ 420,382 F19 & FY20 SGR: \$ 882,754 Measure D: \$ 131,609 PTMISEA: \$ 433,338
Projected timeline for completion	Delivery and Acceptance in June 2022
Risks	Delays in manufacturing supply chain

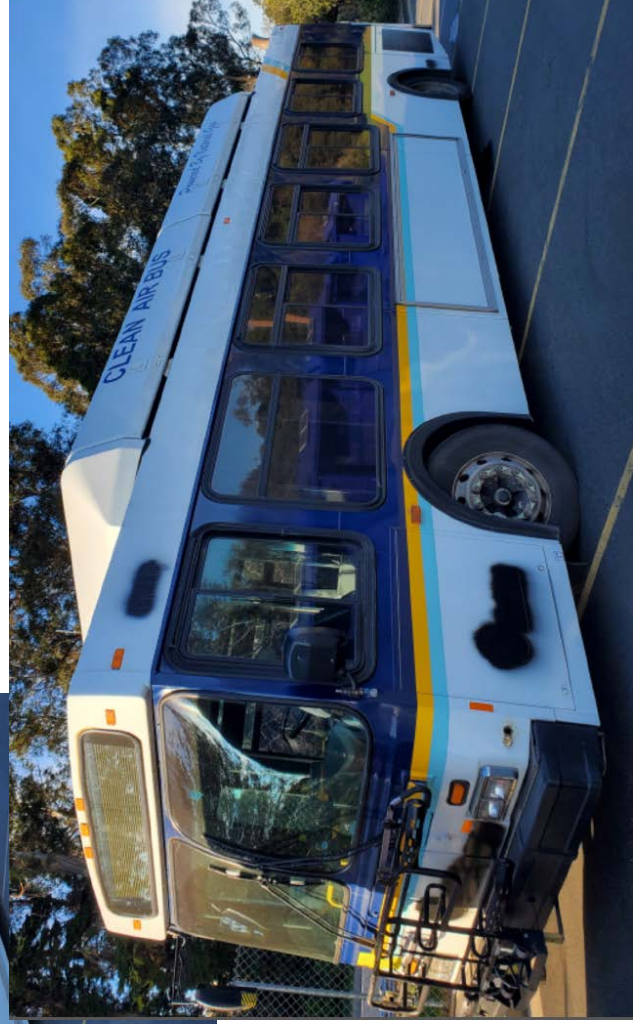
FY23 Capital Project Completion

Project: Replace 4 CNG Buses

19-0024	Results
Results of project	Received 4 buses on schedule! Bus Numbers: 0122, 0222, 0322, 0422
Actual costs	Bus Invoices: \$2,490,913 Under Budget by \$465,170
Actual timeline for completion	Buses arrived June 2022
Hurdles to overcome	Parts delays

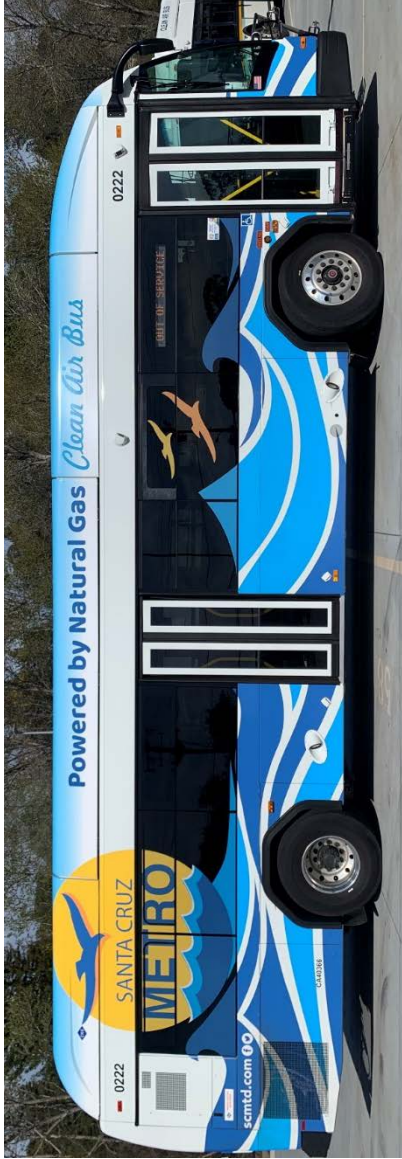
FY23 Capital Project Completion Project: Replace 4 CNG Buses

Decommissioned Buses



9.3A.22

FY23 Capital Project Completion Project: Replace 4 CNG Buses



FY23 Capital Project Completion

Project: Non Revenue Electric Vehicles

Chevy Bolts

21-0005	Purpose
Purpose of project	Replace expired non-revenue vehicles with electric non rev vehicles to meet zero emission mandates
Projected costs	\$ 88,381
Budget	\$100,000
Budget source	FY20 FTA 5339a
Projected timeline for completion	September 2021
Risks	Delays in manufactured goods

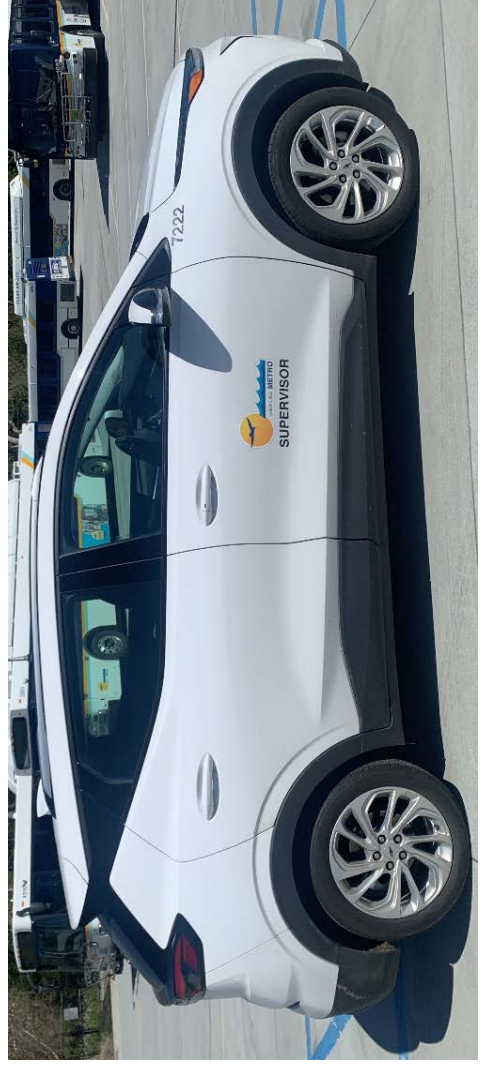
FY23 Capital Project Completion

Project: Non Revenue Electric Vehicles

Chevy Bolts

21-0005	Results
Results of project	Received three Chevy Bolts and spare key fobs
Actual costs	Budget: \$100,000 Spent: \$ 94,824 Under Budget: \$ 5,176
Actual timeline for completion	Aug 2021 – received one Bolt Aug 2022 – received two Bolts
Hurdles to overcome	Recall of electric battery. First Bolt which had been delivered August 2021 could not be put into service until recall was corrected in Jan 2022. Final two Bolts did not get delivered until Aug 2022, and spare key fobs the following spring

FY23 Capital Project Completion
Project: Non Revenue Electric Vehicles
Chevy Bolts



Questions?

Appendix

March 31, 2023

Monthly Operating Revenue and Expenses

\$ 000's	Actual*	Budget	Fav / (Unfav)
Operating Revenue			
Passenger Fares	\$ 253	\$ 213	\$ 41
Special Transit Fares	403	448	(45)
Total Operating Revenue	\$ 657	\$ 661	(\$ 4)
Operating Expense			
Labor - Regular	\$ 1,528	\$ 1,761	\$ 233
Labor - OT	318	97	(221)
Fringe	1,396	1,662	266
Non-Personnel (<i>excludes COVID costs</i>)	981	1,114	134
Total OpEx	\$ 4,223	\$ 4,634	\$ 411
Operating Surplus/(Deficit)	(\$ 3,566)	(\$ 3,973)	\$ 407
	<i>15.5%</i>	<i>14.3%</i>	<i>1.3%</i>
	<i>Farebox Recovery</i>		
Non-Operating Revenue/(Expense)			
Sales Tax/including Measure D	\$ 2,269	\$ 2,160	\$ 109
Federal/State Grants	4,216	3,424	792
COVID Relief Grants	2,240	3,869	(1,629)
COVID Related Costs	(2)	(26)	25
Pension UAL/Bond Interest Payment	(217)	(217)	-
All Other	172	66	106
Total Non-Operating Revenue/(Expense)	\$ 8,679	\$ 9,275	(\$ 597)
Operating Surplus/(Deficit) before Transfers	\$ 5,112	\$ 5,302	(\$ 190)
Transfers and Other			
Transfers to Bus Replacement Fund	(\$ 154)	(\$ 165)	\$ 11
Operating Surplus/(Deficit) after Transfers	\$ 4,958	\$ 5,137	(\$ 179)

9.3A.29

* Pre-close financials, subject to adjustments post close

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DATE: April 28, 2023

TO: Board of Directors

FROM: Dawn Crummié, HR Director

SUBJECT: CONSIDERATION OF AUTHORIZING THE CEO/GENERAL MANAGER TO EXECUTE A 4TH AMENDMENT EXTENDING THE CONTRACT FOR TWO YEARS WITH LAW OFFICES OF MARIE F. SANG FOR LEGAL SERVICES IN THE AREA OF WORKERS' COMEPNSATION, INCREASING THE CONTRACT TOTAL BY \$24,000

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO/General Manager to execute a 4th amendment extending the contract for two years with Law Offices of Marie F. Sang for Legal Services in the Area of Workers' Compensation, increasing the contract total by \$24,000 for the additional two-year period, thereby increasing the total contract authority from \$185,000 to \$209,000.

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has a contract with Law Offices of Marie F. Sang for Legal Services in the Area of Workers' Compensation that will expire on April 30, 2023.
- As Marie Sang is in the middle of handling a number of cases, METRO staff believe there are valid business reasons (continuity; costs savings; institutional knowledge) to continue with her services.
- Marie Sang is willing to extend the term of her contract for two years, and has requested an equitable increase to her hourly rate.
- Staff are very satisfied with Law Offices of Marie F. Sang's performance under this contract, and recommend that the Board of Directors (Board) authorize extending this contract by two (2) years with the requested increase in Marie Sang's bill rate.

III. DISCUSSION/BACKGROUND

Following a competitive procurement, METRO established a contract with Law Offices of Marie F. Sang on May 1, 2013 for Legal Services in the Area of Workers' Compensation.

Marie Sang has done an excellent job of representing METRO during the past ten years, and is in the middle of handling a number of cases. METRO staff believe there are valid business reasons to continue with her services.

Marie Sang has agreed to extend the term of her contract by two years. Ms. Sang has kept her rate very low throughout the entire term of this contract, and has not requested an increase for the last five years. While she is now requesting a 5.9% increase to her bill rate, the higher rate will still be well below market rate for these services. Marie Sang has also chosen to participate in METRO's Sustainability Initiative, and will be reducing her hourly rate by 5% for this purpose. In accordance with the Board-adopted Social Equity and Community Funding Policy, METRO will donate this savings by contributing to one or more of METRO's community funding partners.

Staff recommends that the Board authorize the CEO to execute a 4th amendment to the contract with Law Offices of Marie F. Sang to extend the term of the contract by two years, approve an increase to Marie Sang's hourly rate, and increase the contract total by \$24,000. Dawn Crummié, HR Director, will continue to serve as the Contract Administrator and will ensure contract compliance.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This contract aligns with the Financial Stability, Stewardship & Accountability Strategic Priority.

V. FINANCIAL CONSIDERATIONS/IMPACT

This contract has a total not to exceed of \$185,000. Additional funds in an amount of \$24,000 are requested for approval at this time. The new contract total not to exceed would be \$209,000.

The required funding in the amount of \$24,000 is included in the FY23-FY25 Worker's Comp Insurance (502081) Operating Budgets.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

- Do not extend this contract. Staff does not recommend this option, as Ms. Sang has done an excellent job representing METRO and legal services will be needed for current and future workers' compensation claims.

VIII. ATTACHMENTS

Attachment A: Fourth Amendment to the Contract with Law Offices of Marie F. Sang

Prepared by: Ian Berry, Purchasing Assistant

IX. APPROVALS

Dawn Crummié, HR Director



Approved as to fiscal impact:
Chuck Farmer, CFO



Michael Tree, CEO/General Manager



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Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FOURTH AMENDMENT TO CONTRACT NO. 13-23 FOR LEGAL SERVICES IN THE AREA OF WORKERS' COMPENSATION

This Fourth Amendment to Contract No. 13-23 for Legal Services in the Area of Workers' Compensation is made effective April 28, 2023 between the Santa Cruz Metropolitan Transit District ("Santa Cruz METRO"), a political subdivision of the State of California, and Law Offices of Marie F. Sang ("Contractor").

I. RECITALS

- 1.1 Santa Cruz METRO and Contractor entered into a Contract for Legal Services in the Area of Workers' Compensation ("Contract") on May 1, 2013.
- 1.2 The Contract is due to expire on April 30, 2023.
- 1.3 The Contract allows for amendment upon mutual written consent.
- 1.4 Contractor has submitted a proposal for modification to the contract terms, which Santa Cruz METRO has accepted.
- 1.5 Contractor has elected to participate in Santa Cruz METRO's Sustainability Initiative, and is reducing its hourly rate by 5% for this purpose.
- 1.6 Santa Cruz METRO and Contractor desire to amend the Contract to extend the Contract term, increase the Contract total not-to-exceed amount, and incorporate Contractor's requested modification.

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

II. TERM

Article 4.01 is amended to add the following language:

Under the terms of the Fourth Amendment, the term of this Contract is extended by two years, through April 30, 2025. At the option of Santa Cruz METRO, this Contract may be renewed at any time for any reason upon mutual written consent.

III. COMPENSATION

Article 5.01 is amended to add the following language:

Effective May 1, 2023, Santa Cruz METRO shall compensate Contractor for services performed at a rate of \$171.00 per hour. This rate reflects a 5% Sustainability Discount to Contractor's new hourly bill rate of \$180.00 per hour, in accordance with Contractor's proposal dated April 6, 2023, Attachment A to this Fourth Amendment.

Attachment A

Under the terms of the Fourth Amendment, the Contract total not-to-exceed amount is increased by \$24,000. The new Contract total not-to-exceed amount is \$209,000. Contractor understands and agrees that if it exceeds the maximum amount payable under this Contract, it does so at its own risk.

IV. REMAINING TERMS AND CONDITIONS

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

V. AUTHORITY

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

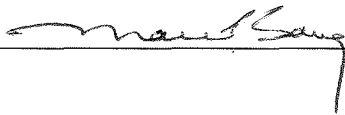
Signed on _____

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT

Michael Tree, CEO/General Manager

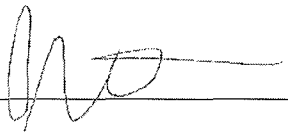
Contractor
LAW OFFICES OF MARIE F. SANG

Marie F. Sang, Owner



Approved as to Form:

Julie Sherman, General Counsel



Attachment A
ATTACHMENT A

MARIE F. SANG *

* Certified Specialist,
Workers' Compensation Law
The State Bar of California
Board of Legal Specialization

LAW OFFICES OF
MARIE F. SANG
1875 S. WINCHESTER BOULEVARD
SUITE 202
CAMPBELL, CA 95008

Telephone (408) 866-7974
Facsimile (408) 866-1797
Email: msang@ix.netcom.com

April 6, 2023

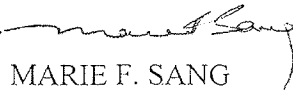
Joan Jeffries, Purchasing Manager
Santa Cruz METRO
110 Vernon Street
Santa Cruz, CA 95060

**RE: RENEWAL – Santa Cruz METRO Contract No. 13-23 for Legal Services in
the Area of Workers' Compensation**

Dear Ms. Jeffries:

This letter is to confirm my intent to extend the existing contract for legal services in the area of Workers' Compensation services for an additional 2 years, from May 1, 2023 through April 30, 2025 with the following modifications: hourly rate increase to \$180.00 per hour with a 5% discount for the Sustainability Initiative. Please let me know if the foregoing is acceptable to Santa Cruz METRO.

Very truly yours,


MARIE F. SANG

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9.4A.3

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DATE: April 28, 2023

TO: Board of Directors

FROM: Chuck Farmer, CFO

**SUBJECT: CONSIDERATION OF DECLARING VEHICLES AND/OR EQUIPMENT
AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION**

I. RECOMMENDED ACTION

That the Board of Directors approve a resolution declaring vehicles and/or obsolete equipment as ready for disposal or auction and direct the CEO/General Manager to dispose of the surplus item in conformance with METRO's Administrative Policy Number AP-2020 - Fixed Assets and Inventoried Items.

II. SUMMARY

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

III. DISCUSSION/BACKGROUND

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

- Bus Announcement System: nos. 4884 & 4957
- Two (2) Buildings at 1217 River St. APN# 008-013-07: no. 5521
- HASTUS – Maintenance & Support 1/1/12 to 12/31/12: no. 5794
- Puridiom – Maintenance 7/1/10 to 6/30/11; no.5667.01F

The assets recommended for disposal are fully depreciated, so there is no financial obligation to a granting agency with regard to the recommended disposal. METRO no longer has a need for the assets listed in Exhibit A; therefore, it is recommended that they be disposed of at this time.

The disposition of these assets has been coordinated with management and staff in processing them for disposal, recycling or auction, if appropriate.

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

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

The estimated total gross market value of the assets included in the disposal list is approximately \$3,532. These assets have reached the end of their useful life and are obsolete. There is minimal financial impact as a result of these disposals.

Any revenue generated from the sale of equipment or inventory is recorded in the District's general ledger, to account 407090-100 "Gain/Loss on Disposal of Assets."

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

- Keep the assets in the capital asset inventory. Staff does not recommend this alternative because the items have exceeded their useful life and/or are cost-prohibitive to repair and are no longer in use.

VIII. ATTACHMENTS

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

Exhibit A: Excess Vehicle & Equipment Listing – as of April 28, 2023

IX. APPROVALS:

Approved as to fiscal impact:
Chuck Farmer, CFO

Kristina Mikaylova for Chuck Farmer

Michael Tree, CEO/General Manager

Michael Tree

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Attachment A



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

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

RESOLUTION TO APPROVE THE DISPOSAL OR AUCTION OF EXCESS ASSETS

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

WHEREAS, all such assets must be managed, used, and disposed of in accordance with applicable laws and regulations; and

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

WHEREAS, the acquisition cost of each item identified as excess is greater than \$5,000; and

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

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

1. The following assets are declared excess property on the Excess Vehicle & Equipment Listing as of 04/28/2023, "Exhibit A" and may be disposed of or auctioned as such:
 - a. "Bus Announcement System: nos. 4884 & 4957"
 - b. "Two (2) Buildings at 1217 River St. APN# 008-013-07: no. 5521";
 - c. "HASTUS – Maintenance & Support 1/1/12 to 12/31/12: no. 5794";
 - d. "Puridiom – Maintenance 7/1/10 to 6/30/11; no.5667.01F";

Attachment A

Resolution No. _____
Page 2 of 3

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Metropolitan Transit District on April 28, 2023, by the following vote:

AYES: DIRECTORS –

NOES: DIRECTORS –

ABSENT: DIRECTORS –

ABSTAIN: DIRECTORS –

APPROVE:

Shebreh Kalantari-Johnson, Board Chair

ATTEST:

Michael Tree
CEO/General Manager

APPROVED AS TO FORM:

JULIE SHERMAN
General Counsel

Attachment A

Resolution No. _____
Page 3 of 3

EXHIBIT A, SANTA CRUZ METROPOLITAN TRANSIT DISTRICT RESOLUTION NO.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
EXCESS VEHICLE & EQUIPMENT LISTING AS OF 04/28/2023

(Attached)

Exhibit A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT									
EXCESS VEHICLE & EQUIPMENT LISTING AS OF 04/28/2023									
Vehicle or Asset Tag #	Description	Acquisition Date	Total Cost	Accumulated Depreciation	Net Book Value	Estimated Market Value	Reason for Disposal	Condition	VIN / SN
04884	BUS STOP ANNOUNCEMENT	07/19/2002	\$ 531,811	\$ 531,811	\$ -	\$ 3,050	End of useful life	POOR	N/A
04957	BUS STOP ANNOUNCEMENT	05/30/2004	\$ 20,401	\$ 20,401	\$ -	\$ 482	End of useful life	POOR	N/A
05521.00	BLDG, 1217 RIVER ST - APN # 008-013-07	02/01/2008	\$ 446,599	\$ 446,599	\$ -	\$ -	Unsafe/Prepare lot for future project	POOR	N/A
05521.01	BLDG, 1217 RIVER ST - IMPROVEMENTS	06/30/2011	\$ 25,530	\$ 25,530	\$ -	\$ -	Unsafe/Prepare lot for future project	POOR	N/A
005794.01C	HASTUS-MAINT & SUPPORT 1/1/12 TO 12/31/12	01/01/2012	\$ 29,023	\$ 29,023	\$ -	\$ -	Expired	POOR	N/A
5667.01F	PURIDIOM - MAINT 7/1/10 TO 6/30/11	7/1/2010	\$ 7,222	\$ 7,222	\$ -	\$ -	Expired	POOR	N/A



DATE: April 28, 2023
TO: Board of Directors
FROM: Wondimu Mengistu, Capital Planning and Grants Program Manager
SUBJECT: CONSIDER A RESOLUTION DESIGNATING THE CEO/GENERAL MANAGER AS THE AUTHORIZED AGENT TO SUBMIT A GRANT APPLICATION AND EXECUTE ACTIONS NECESSARY TO RECEIVE FORMULA FUNDS FROM THE FY23 LOW CARBON TRANSIT OPERATIONS PROGRAM

I. RECOMMENDED ACTION

That the Board adopt a resolution designating the CEO/General Manager as the Authorized Agent to submit a grant application and execute all agreements and actions necessary to receive funds from the FY23 Low Carbon Transit Operations Program, including authorizing the CEO/General Manager to request the SCCRTC pass its allocation of FY23 LCTOP funds to METRO

II. SUMMARY

- The California State Controller's Office (SCO) has allocated funds from the Greenhouse Gas Reduction Fund to the Low Carbon Transit Operations Program (LCTOP) for transit projects that reduce greenhouse gas emissions.
- For FY2022-23 (FY23), the State Controller's Office allocated \$1,243,363 to Santa Cruz County, \$654,314 to the Santa Cruz County Regional Transportation Commission (RTC) and \$589,049 to the Santa Cruz Metropolitan Transit District (METRO) to implement an LCTOP project.
- METRO initiated a twelve-month Youth Ride Free pilot program beginning March 1, 2023 through March 1, 2024, waiving METRO fares for regular service for K-12 youth.
- Staff recommends using the FY23 LCTOP funds on its countywide Youth Ride Free Program to allow youth in grades K-12 to ride local METRO buses for free for two additional years through April 3, 2026.
- METRO requests that the RTC contribute 100% of its allocation amount of \$654,314 to METRO for its countywide Youth Ride Free Program.
- Staff recommends that the Board of Directors (Board) adopt a resolution designating the CEO/General Manager as the Authorized Agent to submit an

application and to execute all agreements and take all other actions, including executing the Certifications and Assurances, necessary to receive the LCTOP funds.

III. DISCUSSION/BACKGROUND

In 2006, Governor Schwarzenegger 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 that 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 distributed revenue from the sale of carbon emission credits to various programs, to increase transit ridership and reduce overall emissions from transportation sources. SB 862 established the LCTOP to distribute Cap-and-Trade revenue to regional transportation planning agencies and to public transit operators for new services and infrastructure that expand transit service, increase ridership and reduce emissions.

The LCTOP is a formula grant program that receives 5% annually of Greenhouse Gas Reduction Funds generated from the sale of carbon credits in the Cap and Trade program. The State Controller's Office (SCO) then allocates the LCTOP funds to Regional Transportation Planning Agencies (the RTC in Santa Cruz County) and to public transit agencies by the same formula used to allocate State Transit Assistance (STA) funds. For the FY23 program, the SCO allocated \$654,314 to the RTC and \$589,049 to METRO for a total of \$1,243,363 to Santa Cruz County. In FY22, RTC sponsored METRO's Zero-Emission Watsonville Circulator Operating Project and contributed its allocation to METRO to implement the project. METRO requests that RTC allocate 100% (\$654,314) of its FY23 LCTOP funds to METRO for its countywide Youth Ride Free Program. If the RTC concurs, METRO will submit an allocation request for the combined total of \$1,243,363 allocated to Santa Cruz County for FY23.

Eligible projects for LCTOP include expenditures that directly enhance or expand transit service by supporting new or expanded bus services, and may include fueling, maintenance, and other costs to operate those services. METRO initiated a twelve-month Youth Ride Free pilot program beginning March 1, 2023 through March 1, 2024, waiving METRO fares for regular service for K-12 youth. Staff recommends using the FY23 LCTOP funds on its countywide Youth Ride Free Program to allow youth in grades K-12 to ride local METRO buses for free for two additional years through April 3, 2026. This program supports METRO's goal of increasing transit ridership, expand access to opportunities and resources for youth, and support equity goals by eliminating the fare burden for youth, many of whom come from low-income households. The program is also expected to help develop lifelong transit riders and shift trips currently taken in private automobiles to buses (increase transit mode share).

The deadline to submit the FY23 application is May 1, 2023. The application requires a Board Resolution to approve the project and authorize the CEO/General Manager as the Authorized Agent to submit an application, execute agreements and receive funds. Caltrans will pay the funds in advance of project implementation.

Staff recommends that the Board approve using LCTOP funds for countywide Youth Ride Free Program and adoption of a resolution (Attachment A) to:

1. Designate the CEO/General Manager as the Authorized Agent to submit an application and execute all agreements necessary to receive LCTOP funds from Caltrans and authorize the CEO/General Manager to execute Certifications and Assurances required to participate in the Low Carbon Transit Operating Program (Attachment B).
2. Authorize the CEO/General Manager to request that the RTC pass its allocation of FY23 LCTOP funds to METRO (Attachment C).

IV. FINANCIAL CONSIDERATIONS/IMPACT

METRO would receive a total of \$1,243,363 from the FY23 LCTOP allocation to Santa Cruz County, including \$654,314 of RTC's share. METRO will deposit these funds into a segregated, interest-bearing account until they are expended on the Youth Ride Free Program, as described in detail above.

V. CHANGES FROM COMMITTEE

N/A

VI. ALTERNATIVES CONSIDERED

Do not receive the FY23 LCTOP allocation. Staff does not recommend this alternative because METRO would lose critically needed revenue to allow youth in grades K-12 to ride local METRO buses for free for two additional years through April 3, 2026.

VII. ATTACHMENTS


Attachment A: Resolution designating the CEO/General Manager as the Authorized Agent and authorizing the execution of Certifications and Assurances for the Low Carbon Transit Operating Program

Attachment B: Authorized Agent and Certifications and Assurance Forms

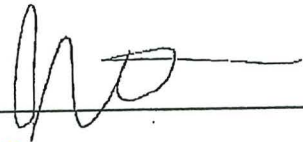
Prepared by: Wondimu Mengistu, Capital Planning & Grants Program Manager

VIII. APPROVALS

John Urgo, Planning
and Development Director




Approved as to form:
Julie Sherman, District Counsel



Approved as to fiscal impact:
Chuck Farmer, CFO



Michael Tree, 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 THE CEO/GENERAL MANAGER, AS THE AUTHORIZED AGENT TO EXECUTE ALL ACTIONS NECESSARY TO RECEIVE FY2022 - 2023 FUNDS FROM THE LOW CARBON TRANSIT OPERATIONS PROGRAM

WHEREAS, California Governor Brown executed 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 Low Carbon Transit Operations Program (LCTOP) to receive revenue from the sale of emission allowances in California's Cap-and-Trade program and distribute these funds to transit operators and regional transportation planning agencies for projects that increase transit ridership; and

WHEREAS, SB 862 designated the California Department of Transportation (Caltrans) as the administrative agency to implement, monitor and establish Guidelines for the LCTOP; and

WHEREAS, the Santa Cruz Metropolitan Transit District (METRO) is an eligible LCTOP recipient that can receive funds directly from the LCTOP and from other sponsors to which the LCTOP also allocates funds; and

WHEREAS, METRO staff proposes Board authorization to claim the FY2022 – 2023 LCTOP funds allocated by the State Controller's Office (SCO) to Santa Cruz County to METRO for its countywide Youth Ride Free Program for two years; and

WHEREAS, METRO staff proposes Board authorization to request that the Santa Cruz County Regional Transportation Commission (RTC) sponsor METRO's project and contribute its FY2022 – 2023 LCTOP allocation to METRO; and

WHEREAS, METRO staff recommends the Board authorizes submittal of the following allocation request to the California Department of Transportation for Santa Cruz County's FY2022- 2023 LCTOP funds:

Project Name: FY2022 - 2023 Santa Cruz METRO's Youth Ride Free Pilot Program

LCTOP Funds Requested: FY2022 – 2023 Santa Cruz County allocation: \$1,243,363.

Short Description: Countywide Youth Ride Free Program (YouthCruz) to allow youth in grades K-12 to ride local METRO buses for free for two years..

Benefit to a Priority Populations: Located within the boundaries of a SB535-defined Disadvantaged

Community census tract. Expands access to opportunities and resources for youth, and support equity goals by eliminating the fare burden for youth, many of whom come from low-income households

Amount to benefit Priority Populations: \$407,778

Contributing Sponsor: RTC: \$654,314.

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 the applicable statutes, regulations and guidelines for the LCTOP; and

BE IT FURTHER RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District hereby designates Michael Tree, CEO/General Manager, or designee, as the Authorized Agent to execute all agreements and take all actions necessary to receive funds from the LCTOP; and

BE IT FURTHER RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District hereby authorizes Michael Tree, CEO/General Manager, or designee, to request that the RTC pass its allocation of LCTOP funds to METRO, and authorizes staff to use the FY2022 – 2023 LCTOP funds for operating assistance to operate the new route for about a year.

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Metropolitan Transit District this 28th Day of April 2023 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED:

Shebreh Kalantari-Johnson, Board Chair

ATTEST:

Michael Tree, CEO/General Manager

APPROVED AS TO FORM:

Julie Sherman, General Counsel

Attachment B



FY 2022-2023 LCTOP

Authorized Agent

AS THE Board Chair

Santa Cruz Metropolitan Transit District

OF THE

I hereby authorize the following individual(s) to execute for and on behalf of the named Regional Entity/Transit Operator, any actions necessary for the purpose of obtaining Low Carbon Transit Operations Program (LCTOP) funds provided by the California Department of Transportation, Division of Rail and Mass Transportation. I understand that 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. I understand the Board must provide a resolution approving the Authorized Agent. The Board Resolution appointing the Authorized Agent is attached.

Michael Tree, CEO/General Manager OR
(Name and Title of Authorized Agent)

Click here to enter text. OR
(Name and Title of Authorized Agent)

Click here to enter text. OR
(Name and Title of Authorized Agent)

Click here to enter text. OR
(Name and Title of Authorized Agent)

Shebreh Kalantari-Johnson Board Chair
(Print Name) *(Title)*

(Signature)

Approved this 28 day of April, 2023

Attachment B



FY 2022-2023 LCTOP Certifications and Assurances

Lead Agency: Santa Cruz Metropolitan Transit District

Project Title: Countywide Youth Ride Free Pilot Program

Prepared by: Wondimu Mengistu, Capital Planning and Grants Program Manager

The California Department of Transportation (Caltrans) has adopted the following Certifications and Assurances for the Low Carbon Transit Operations Program (LCTOP). As a condition of the receipt of LCTOP funds, Lead Agency must comply with these terms and conditions.

A. General

1. The Lead Agency agrees to abide by the current LCTOP Guidelines and applicable legal requirements.
2. The Lead Agency must submit to Caltrans a signed Authorized Agent form designating the representative who can submit documents on behalf of the project sponsor and a copy of the board resolution appointing the Authorized Agent.

B. Project Administration

1. The Lead Agency certifies that required environmental documentation is complete before requesting an allocation of LCTOP funds. The Lead Agency assures that projects approved for LCTOP funding comply with Public Resources Code § 21100 and § 21150.
2. The Lead Agency certifies that a dedicated bank account for LCTOP funds only will be established within 30 days of receipt of LCTOP funds.
3. The Lead Agency certifies that when LCTOP funds are used for a transit capital project, that the project will be completed and remain in operation for its useful life.
4. The Lead Agency certifies that it has the legal, financial, and technical capacity to carry out the project, including the safety and security aspects of that project.
5. The Lead Agency certifies that they will notify Caltrans of pending litigation, dispute, or negative audit findings related to the project, before receiving an allocation of funds.
6. The Lead Agency must maintain satisfactory continuing control over the use of project equipment and facilities and will adequately maintain project equipment and facilities for the useful life of the project.
7. Any interest the Lead Agency earns on LCTOP funds must be used only on approved LCTOP projects.
8. The Lead Agency must notify Caltrans of any changes to the approved project with a Corrective Action Plan (CAP).

Attachment B



FY 2022-2023 LCTOP

9. Under extraordinary circumstances, a Lead Agency may terminate a project prior to completion. In the event the Lead Agency terminates a project prior to completion, the Lead Agency must (1) contact Caltrans in writing and follow-up with a phone call verifying receipt of such notice; (2) pursuant to verification, submit a final report indicating the reason for the termination and demonstrating the expended funds were used on the intended purpose; (3) submit a request to reassign the funds to a new project within 180 days of termination.

C. Reporting

1. The Lead Agency must submit the following LCTOP reports:

- a. **Annual Project Activity Reports October 27th each year.**
 - b. **A Close Out Report within six months of project completion.**
 - c. **The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of LCTOP funds. A copy of the audit report must be submitted to Caltrans within six months of the close of the year (December 31) each year in which LCTOP funds have been received or expended.**
 - d. **Project Outcome Reporting as defined by CARB Funding Guidelines.**
 - e. **Jobs Reporting as defined by CARB Funding Guidelines.**
2. Other Reporting Requirements: CARB develops and revises Funding Guidelines that will include reporting requirements for all State agencies that receive appropriations from the Greenhouse Gas Reduction Fund. Caltrans and project sponsors will need to submit reporting information in accordance with CARB's Funding Guidelines, including reporting on greenhouse gas reductions and benefits to disadvantaged communities.

D. Cost Principles

1. The Lead Agency agrees to comply with Title 2 of the Code of Federal Regulations 225 (2 CFR 225), Cost Principles for State and Local Government, and 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
2. The Lead Agency 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 allow ability of individual project cost items and
 - b. Those parties shall 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. Every sub-recipient receiving LCTOP funds as a contractor or sub-contractor shall comply with

Attachment B



FY 2022-2023 LCTOP

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 Lead Agency has received funds that are determined by subsequent audit to be unallowable under 2 CFR 225, 48 CFR, Chapter 1, Part 31 or 2 CFR, Part 200, are subject to repayment by the Lead Agency to the State of California (State). All projects must reduce greenhouse gas emissions, as required under Public Resources Code section 75230, and any project that fails to reduce greenhouse gases shall also have its project costs subject to repayment by the Lead Agency to the State. Should the Lead Agency 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 Lead Agency from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

A. Record Retention

1. The Lead Agency 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 Lead Agency, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP) and enable the determination of incurred costs at interim points of completion. All accounting records and other supporting papers of the Lead Agency, its contractors and subcontractors connected with LCTOP funding shall be maintained for a minimum of three (3) years after the "Project Closeout" report or final Phase 2 report is submitted (per ARB Funding Guidelines, Vol. 3, page 3.A-16), 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 Lead Agency, 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 Lead Agency pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the Lead Agency'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 Lead Agency's contracts with third parties pursuant to Government Code § 8546.7, the project sponsor, its contractors and subcontractors and the State 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

Attachment B



FY 2022-2023 LCTOP

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

3. The Lead Agency, 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

Caltrans may perform an audit and/or request detailed project information of the project sponsor's LCTOP funded projects at Caltrans' discretion at any time prior to the completion of the LCTOP.

I certify all of these conditions will be met.

Michael Tree

(Print Authorized Agent)

CEO/General Manager

(Title)

(Signature)

(Date)

Attachment B



FY 2022-2023 LCTOP

Allocation

Lead Agency:	Santa Cruz Metropolitan Transit District
Project Title:	Countywide Youth Ride Free Pilot Program
Regional Entity:	Santa Cruz County Regional Transportation Commission
County:	Santa Cruz

Lead Agency: I certify the scope, cost, schedule, and benefits as identified in the attached Allocation Request (Request) and attachments are true and accurate and demonstrate a fully funded operable project. I understand the Request is subject to any additional restrictions, limitations or conditions that may be enacted by the State Legislature, including the State's budgetary process and/or auction receipts. In the event the project cannot be completed as originally scoped, scheduled and estimated, or the project is terminated prior to completion, Lead Agency shall, at its own expense, ensure that the project is in a safe and operable condition for the public. I understand this project will be monitored by the California Department of Transportation - Division of Rail and Mass Transportation.

Authorized Agent:	Michael Tree
Title:	CEO/General Manager
Lead Agency:	Santa Cruz Metropolitan Transit District

Signature:	
PUC Funds Type:	99313 \$ 654,314
PUC Funds Type:	99314 \$ 589,049

Contributing Sponsor(s): The contributing sponsor is an entity that passes funds to the Lead Agency to support a project. The contributing sponsor could be the regional entity (PUC 99313) passing their funds to a recipient agency within their region or a recipient agency (PUC 99314) passing their funds through to either a regional entity or a recipient agency within their region. The contributing sponsor(s) must also sign and state the amount and type of LCTOP funds (PUC Sections 99313 and 99314) they are contributing the project. Sign below or attach a separate officially signed letter providing that information. If there is more than one contributing sponsor, please submit additional page, or a letter from the additional Contributing Sponsors.

Authorized Agent:	Guy Preston
Title:	Executive Director
Lead Agency:	Santa Cruz County Regional Transportation Commission

Signature:	
PUC Funds Type:	99313 \$ 654,314
PUC Funds Type:	99314 \$ 589,049



DATE: April 28, 2023

TO: Board of Directors

FROM: Eddie Benson, Maintenance Manager

SUBJECT: CONSIDERATION OF RATIFICATION OF USE OF STATE OF CALIFORNIA DEPARTMENT OF GENERAL SERVICES CONTRACT FOR THE PURCHASE OF ONE NON-REVENUE EMERGENCY SERVICE TRUCK

I. RECOMMENDED ACTION

That the Board of Directors ratify the use of the State of California, Department of General Services Cooperative Vehicle Contract for the purchase of one (1) non-revenue service truck from Downtown Ford Sacramento for \$67,877.42.

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has the need for a non-revenue vehicle to replace aging non-revenue vehicles in METRO's fleet. This service truck will be used to respond to emergencies of buses and other METRO vehicles needing roadside support throughout Santa Cruz County.
- Funds for this purchase are available through METRO's 5339a FY20 formula grant.
- Staff located purchase options from the State of California Department of General Services (DGS) Cooperative Vehicle Contract for a service truck meeting METRO's specifications, and found one dealer with this truck available.
- Due to the historically low levels of inventory and the corresponding risk of this truck being sold prior to today's Board meeting, the CEO determined it was in METRO's best interest to order the truck as soon as possible. Staff is recommending that the Board now ratify the use of the DGS Cooperative Vehicle Contract for the purchase of one service truck in an amount not to exceed \$67,877.42.

III. DISCUSSION/BACKGROUND

METRO has the need for a new service truck to replace aging vehicles in its non-revenue fleet. This new service truck will increase METRO's ability to provide roadside assistance to buses and other vehicles suffering breakdowns while on their route. It will help move these buses to safe locations when they fail in hazardous areas, avoiding unnecessary and expensive towing.

Staff located purchase options from the DGS Cooperative Vehicle Contract for a service truck that met METRO's specifications, a Ford F250 super cab pickup. Utilizing statewide cooperative purchasing agreements streamlines the procurement process and allows for better pricing than METRO would normally obtain on its own due to the larger quantities requested in the bids.

Staff then contacted multiple automotive dealers, and following an exhaustive search, found only one dealer, Downtown Ford Sacramento, that had this truck in stock. As Downtown Ford would not hold this truck for METRO, and the likelihood it would be sold prior to today's Board meeting was very high, the CEO determined it was in METRO's best interest to order this truck as soon as possible.

Staff recommends that the Board now ratify the use of the DGS Cooperative Vehicle Contract for the purchase of this Ford F250 service truck in an amount not to exceed \$67,877.42.

IV. FINANCIAL CONSIDERATIONS/IMPACT

Funds in the amount of \$67,877.42 to support this procurement are available in the FY20 5339a formula grant and included in the FY23 Capital Budget/Portfolio.

V. CHANGES FROM COMMITTEE

N/A

VI. ALTERNATIVES CONSIDERED

- None

VII. ATTACHMENTS

Attachment A: Downtown Ford Sacramento Quote Sheet

Prepared by: Tanya Gilliam, Purchasing Agent

VIII. APPROVALS

Eddie Benson, Maintenance Manager 

Approved as to fiscal impact:
Chuck Farmer, CFO 

Michael Tree, CEO/General Manager 

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Attachment A



525 N16TH STREET, SACRAMENTO, CA 95811
PHONE: 916-299-3529

S040423 957

QUOTE

Customer

Name ED BENSON

Address SANTA CRUZ METRO

City _____ State _____ Zip _____

Phone _____

DATE 4/4/2023

SALES REP SANDRA

PHONE 9162526260

FOB SACRAMENTO

Qty	Description	Unit Price	TOTAL
1	2022 FORD F250 4X2 SUPER CAB PICKUP	\$43,000.00	\$43,000.00
	EXTERIOR COLOR: WHITE		
1	LONGBED	\$214.00	\$214.00
1	BACKUP ALARM	\$141.00	\$141.00
1	HD SERVICE SUSPENSION	\$127.00	\$127.00
1	POWER GROUP	\$926.00	\$926.00
1	BOX DELETE	\$200.00	\$200.00
1	RUNNING BOARDS	\$445.00	\$445.00
1	TRAILER BRAKE CONTROLLER	\$274.00	\$274.00
1	UPFITTER SWITCHES	\$165.00	\$165.00
1	REAR CAMERA PREP KIT	\$415.00	\$415.00
1	CLOTH SEATING	\$100.00	\$100.00
1	KNAPHEIDE SERVICE BODY	\$15,000.00	\$15,000.00
1	DOC FEE	\$85.00	\$85.00
2	EXTRA KEY	\$299.00	\$598.00
	INVENTORY - READY FOR DELIVERY		
	SALES TAX CALCULATED AT 9.25 BASED ON REGISTRATION ADDRESS		

SubTotal	\$61,690.00
DELIVERY	\$500.00
SALES TAX	\$5,678.67
CA Tire Tax	\$8.75
TOTAL	\$67,877.42

Payment Details

Cash

Check

Credit Card

Name _____

CC # _____

Expires _____

Office Use Only

NET

SIGNATURE _____

DATE _____

9.7A.1

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DATE: April 28, 2023

TO: Board of Directors

FROM: Chuck Farmer, CFO

SUBJECT: CONSIDERATION OF AUTHORIZING THE CEO/GENERAL MANAGER TO EXECUTE A 3RD AMENDMENT EXTENDING THE CONTRACT FOR TWO YEARS WITH BROWN ARMSTRONG ACCOUNTANCY CORPORATION FOR FINANCIAL AUDIT AND TAX SERVICES, INCREASING THE CONTRACT TOTAL BY \$95,150

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO/General Manager to execute a 3rd amendment extending the contract for two years with Brown Armstrong Accountancy Corporation for Financial Audit and Tax Services, increasing the contract total by \$95,150 for the additional two-year period, thereby increasing the total contract authority from \$222,033 to \$317,183.

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has a contract with Brown Armstrong Accountancy Corporation (Brown Armstrong) for Financial Audit and Tax Services that will expire May 30, 2023.
- Due to the implementation of METRO's new Enterprise Resource Planning (ERP) system, staff recommends not changing auditors at this time.
- Brown Armstrong is willing to extend the term for two years with no changes to the contract terms and conditions, and no increase in their annual fee.
- Brown Armstrong has performed its duties very well under this contract. Staff recommends that the Board of Directors (Board) authorize extending the contract by two years. Purchasing staff will issue a new procurement for these services in time to recommend award before this additional two-year term expires.

III. DISCUSSION/BACKGROUND

State law requires that METRO undergo an audit of their financial statements on an annual basis. The statements are to be prepared in accordance with generally accepted accounting principles and must be audited in accordance with generally accepted auditing standards by a firm of Certified Public Accountants licensed to practice in the State of California.

METRO established a three-year contract with Brown Armstrong for these services on May 31, 2018, with two optional one-year extensions. Both options have been exercised, and this contract will expire on May 30, 2023.

In October of last year, METRO kicked off its ERP project, with an implementation stage that will continue through the fall of 2024. This major project involves the replacement of all of METRO's financial systems and practices. Staff believe it would not be beneficial to bring in new auditors while all METRO's financial systems are being overhauled, and that maintaining continuity of auditing services throughout this process is a wiser choice.

Brown Armstrong has agreed to extend the term of their contract by two years, and moreover, will not increase their yearly fee for either of the next two audit cycles.

Staff recommends that the Board authorize the CEO to execute a 3rd amendment to the contract with Brown Armstrong to extend the term of the contract to May 30, 2025, and to increase the contract total by \$95,150. Chuck Farmer, CFO, will continue to serve as the Contract Administrator and will ensure contract compliance.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This contract aligns to the Financial Stability, Stewardship & Accountability Strategic Priority.

V. FINANCIAL CONSIDERATIONS/IMPACT

This contract has a total not to exceed of \$222,033. Additional funds in an amount of \$95,150 are requested for approval at this time. The new contract total not to exceed would be \$317,183.

Funds to support this contract are included in the Finance FY24–FY26 Accounting & Audit Fees (503011) Operating Budgets.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

- No alternative is recommended for the reasons detailed above. Purchasing staff plan on issuing a new procurement for Financial Audit and Tax Services in early 2025.

VIII. ATTACHMENTS

Attachment A: Third Amendment to the Contract with Brown Armstrong

Prepared by: Joan Jeffries, Purchasing Manager

IX. APPROVALS

Approved as to fiscal impact:
Chuck Farmer, CFO

Yekaterina Mikheylova for Chuck Farmer

Michael Tree, CEO/General Manager

Michael Tree

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Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT THIRD AMENDMENT TO CONTRACT NO. 18-09 FOR FINANCIAL AUDIT AND TAX SERVICES

This Third Amendment to Contract No. 18-09 for Financial Audit and Tax Services is made effective May 29, 2023, between the Santa Cruz Metropolitan Transit District (“Santa Cruz METRO”), a political subdivision of the State of California, and Brown Armstrong Accountancy Corporation (“Contractor”).

I. RECITALS

- 1.1 Santa Cruz METRO and Contractor entered into a Contract for Financial Audit and Tax Services (“Contract”) on May 31, 2018.
- 1.2 The Contract is due to expire on May 30, 2023.
- 1.3 The Contract allows for amendment upon mutual written consent.
- 1.4 Santa Cruz METRO and Contractor desire to amend the Contract to extend the Contract term and to increase the Contract total not-to-exceed amount.

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

II. TERM

Article 4.01 is amended to add the following language:

Under the terms of the Third Amendment, the term of his Contract is extended by two years, through May 30, 2025.

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

III. COMPENSATION

Article 5.01 is amended to add the following language:

The Contractor agrees to perform all audit services for \$45,575 for FY 22/23 and \$45,575 for FY 23/24, for a total all-inclusive fee for these two years of \$95,150.

Under the terms of the Third Amendment, the Contract total not-to-exceed amount is increased by \$95,150. The new Contract total not-to-exceed amount is \$317,183. Contractor understands and agrees that if it exceeds the maximum amount payable under this Contract, it does so at its own risk.

Attachment A

IV. REMAINING TERMS AND CONDITIONS

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

V. AUTHORITY

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

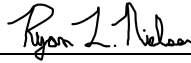
Signed on _____

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT

Michael Tree, CEO/General Manager


Contractor –
BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Ryan Nielsen, CPA/Partner



Approved as to Form:

Julie Sherman, General Counsel





DATE: April 28, 2023
TO: Board of Directors
FROM: Wondimu Mengistu, Capital Planning and Grants Program Manager
SUBJECT: CONSIDER A RESOLUTION SUPPORTING ASSEMBLY BILL (AB) 610 AND DIRECTING METRO STAFF TO ENGAGE ASSEMBLYMEMBER HOLDEN AND ALL RELEVANT STAKEHOLDERS TO ADVANCE THE LEGISLATION IN THE 2023-24 REGULAR LEGISLATIVE SESSION

I. RECOMMENDED ACTION

That the Board adopt a resolution supporting AB 610 and directing METRO staff to engage Assemblymember Holden and all relevant stakeholders to advance the legislation in the 2023-24 Regular Legislative Session

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has a goal of increasing transit ridership to seven million trips within the next five years.
- Youth under the age of 18 currently comprise 9.7% of METRO boardings (2019 On-Board Survey) yet are 19% of Santa Cruz County residents, suggesting room for growth in this demographic.
- METRO initiated its current year-long Youth Ride Free Pilot Program in March 2023 to provide fare free transit on local METRO buses to youth in grades K-12 throughout Santa Cruz County.
- The Youth Ride Free Pilot Program is designed to further encourage ridership growth, expand access to opportunities and resources for youth, and lower the economic burden for those who use transit by economy necessity.
- METRO requires stable external funding to continue its Youth Ride Free Pilot Program.
- Assemblymember Chris Holden (D-Pasadena) has introduced AB 610 in the 2023-24 Regular Legislative Session of the California State Legislature to establish the Youth Transit Pass Pilot Program at the California Department of Transportation to be supported by a new state appropriation.
- AB 610 has the potential to provide stable external funding to METRO to continue its Youth Ride Free Pilot Program and its partnerships with the University of California at Santa Cruz (UCSC) and Cabrillo College.

- Staff recommends that the Board of Directors (Board) adopt a resolution that supports AB 610 and directs METRO staff to engage Assemblymember Holden and all relevant stakeholders to advance the legislation in the 2023-24 Regular Legislative Session.

III. DISCUSSION/BACKGROUND

The Santa Cruz Metropolitan Transit District (METRO) has a goal of increasing transit ridership to seven million trips within the next five years. To this end, METRO initiated a twelve-month Youth Ride Free pilot program beginning March 1, 2023 through March 1, 2024, waiving METRO fares for regular service for K-12 youth. METRO has also requested funding from the California Department of Transportation's Low Carbon Transit Operations Program (LCTOP) for FY 2022-23 to address these costs and extend the current year-long Youth Ride Free Pilot Program through FY25-26. This program supports METRO's goal of increasing transit ridership, expand access to opportunities and resources for youth, and support equity goals by eliminating the fare burden for youth, many of whom come from low-income households. The program is also expected to help develop lifelong transit riders and shift trips currently taken in private automobiles to buses (increase transit mode share). However, as METRO relies on farebox revenue, fare free transit requires sustainable funding sources to move beyond the short-term pilot stage.

On February 9, 2023, Assemblymember Chris Holden (D-Pasadena) introduced AB 610 in the 2023-24 Regular Legislative Session of the California State Legislature to establish the Youth Transit Pass Pilot Program at the California Department of Transportation to be supported by a new state appropriation. AB 610 would authorize California transit agencies to submit funding requests to the California Department of Transportation's Youth Transit Pass Pilot Program to secure new funding to support fare free transit programs that demonstrate partnership between the transit agency and educational institutions. AB 610 requires, on or before June 30, 2024, Caltrans to develop guidelines for the administration of the program and sunsets the program on January 1, 2029.

AB 610 requires that grant moneys awarded to the transit agency and education institutions may only be used for the following purposes agreed to by a transit agency and the relevant educational institutions in their grant application, until fully expended:

- a) The costs of creating, designing, developing, advertising, distributing, and implementing free youth transit passes pursuant to the program.
- b) The costs of providing free transit service to holders of free youth transit passes pursuant to the program.
- c) The costs of maintaining, subsidizing, or expanding an existing fare free program.
- d) Other costs of administering and participating in the program.

AB 1919 (Holden) of 2022 was nearly identical to this bill. That bill was vetoed by the Governor.

Youth under the age of 18 currently comprise 9.7% of METRO boardings (2019 On-Board Survey). However, 19% of Santa Cruz County residents – 51,327 persons – are under 18 years of age, suggesting room for growth in this demographic. AB 610 has the potential to provide stable external funding to METRO to continue its Youth Ride Free Pilot Program and its partnerships with UCSC and Cabrillo College.

This bill was referred to the Assembly Appropriations Committee and is set to be heard on 04/26/23. Staff recommends that the Board adopt a resolution supporting AB 610 and direct METRO staff to engage Assemblymember Holden and all relevant stakeholders to advance the legislation in the 2023-24 Regular Legislative Session.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

AB 610 would align with the following Strategic Priorities:

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

V. FINANCIAL CONSIDERATIONS/IMPACT

AB 610 has the potential to provide stable external funding to METRO to continue its Youth Ride Free Pilot Program and its partnerships with UCSC and Cabrillo College, as described in detail above.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

Do not support AB 610. Staff does not recommend this alternative because METRO would need sustainable funding sources to move beyond the short-term free youth fares pilot stage.


VIII. ATTACHMENTS

Attachment A: Resolution supporting AB 610 and directing METRO staff to engage Assemblymember Holden and all relevant stakeholders to advance the legislation in the 2023-24 Regular Legislative Session.

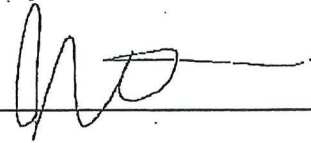
Prepared by: Wondimu Mengistu, Capital Planning and Grants Program Manager

IX. APPROVALS

John Urgo, Planning
and Development Director



Approved as to form:
Julie Sherman, District Counsel



Approved as to fiscal impact:
Chuck Farmer, CFO



Michael Tree, 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 SUPPORTING ASSEMBLY BILL (AB) 610 AND DIRECTING METRO STAFF TO ENGAGE ASSEMBLYMEMBER HOLDEN AND ALL RELEVANT STAKEHOLDERS TO ADVANCE THE LEGISLATION IN THE 2023-24 REGULAR LEGISLATIVE SESSION

WHEREAS, the Santa Cruz Metropolitan Transit District (METRO) initiated its current year-long Youth Ride Free Pilot Program in March 2023 to provide fare free transit on local METRO buses to youth in grades K-12 throughout Santa Cruz County; and

WHEREAS, youth under the age of 18 currently comprise 9.7% of METRO boardings in 2019, and represent a ridership growth opportunity for METRO; and

WHEREAS, the Youth Ride Free Pilot Program is designed to further encourage ridership growth, expand access to opportunities and resources for youth, and lower the economic burden for those who use transit by economy necessity; and

WHEREAS, the Youth Ride Free Pilot Program will result in fare revenue losses and may potentially increase the costs of operations; and

WHEREAS, METRO has requested funding from the California Department of Transportation's Low Carbon Transit Operations Program for FY 2022-23 to address these costs and extend the current year-long Youth Ride Free Pilot Program through FY25-26; and

WHEREAS, METRO requires stable external funding to continue its Youth Ride Free Pilot Program and further support its partnerships with the University of California at Santa Cruz (UCSC) and Cabrillo College to limit the financial impact of these programs to METRO services; and

WHEREAS, Assemblymember Chris Holden (D-Pasadena) has introduced AB 610 in the 2023-24 Regular Legislative Session of the California State Legislature to establish the Youth Transit Pass Pilot Program at the California Department of Transportation to be supported by a new state appropriation; and

Attachment A

Resolution No. _____
Page 2

WHEREAS, AB 610 would authorize California transit agencies to submit funding requests to the California Department of Transportation's Youth Transit Pass Pilot Program to secure new funding to support fare free transit programs that demonstrate partnership between the transit agency and educational institutions; and

WHEREAS, AB 610 has the potential to provide stable external funding to METRO to continue its Youth Ride Free Pilot Program and its partnerships with UCSC and Cabrillo College.

NOW, THEREFORE, BE IT RESOLVED, that the Santa Cruz Metropolitan Transit District Board of Directors supports AB 610 and directs METRO staff to engage Assemblymember Holden and all relevant stakeholders to advance the legislation in the 2023-24 Regular Legislative Session.

PASSED AND ADOPTED this 28th Day of April 2023 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Shebreh Kalantari-Johnson, Chair

Attest:

Michael Tree,
CEO/General Manager

Approved as to form:

Julie A. Sherman, General Counsel



DATE: April 28, 2023
TO: Board of Directors
FROM: Curtis Moses, Safety, Security and Risk Management Director
SUBJECT: RECOMMENDED ACTION ON TORT CLAIMS

I. RECOMMENDED ACTION

That the Board of Directors Approve Staff Recommendations for Claims for the Month of April 2023, as reflected in Section VIII of this report

II. SUMMARY

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

III. DISCUSSION/BACKGROUND

METRO's Risk Department received one claim for the month of April 2023 for money or damages. As a public entity, METRO must act "within 45 days after the claim has been presented" (Govt C §912.4(a)). See staff recommendations in paragraph VIII.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

None

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

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

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

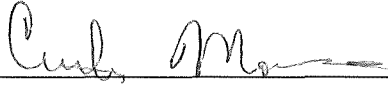
VIII. DESCRIPTION OF CLAIM

Claimant	Claim #	Description	Recommended Action
Moreno, Florinda	23-0007	Claimant alleges that METRO is responsible for paying her daughter's medical expenses after she fell. Amount of claim: \$3,378.82	Reject

Prepared by: Tom Szestowicki, Safety Specialist

IX. APPROVALS

Curtis Moses, Safety, Security
and Risk Management Director



Michael Tree
CEO/General Manager



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THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

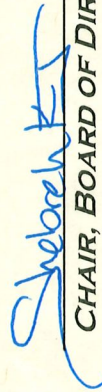
CERTIFICATE OF APPRECIATION

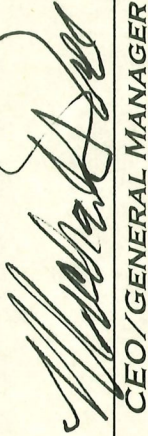
To

NOAH VASSEUR PARATRANSIT OPERATOR

FOR THE COMPLETION OF 15 YEARS OF SERVICE
BETWEEN 2008 AND 2023

GIVEN THIS 28TH DAY OF APRIL 2023


CHAIR, BOARD OF DIRECTORS


CEO/GENERAL MANAGER

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CERTIFICATE of ACHIEVEMENT

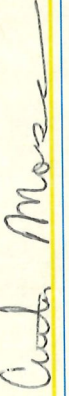
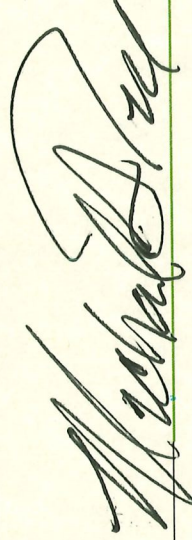
THIS ACKNOWLEDGES THAT

Customer Service

SAFETY PROMOTION

SAFETY MANAGEMENT SYSTEM

April 25, 2023



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DATE: April 28, 2023
TO: Board of Directors
FROM: Joan Jeffries, Purchasing Manager
SUBJECT: **ADOPTION OF THE CALIFORNIA UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT AND INTRODUCTION OF THE INFORMAL BIDDING ORDINANCE**

I. RECOMMENDED ACTION

That the Board of Directors take the following actions:

- 1. Adopt a resolution to become subject to the California Uniform Public Construction Cost Accounting Act;**
- 2. Introduce, by title only, the Ordinance Relating to the California Uniform Public Construction Cost Accounting Act to Provide Informal Bidding Procedures for Public Projects; and**
- 3. Schedule a public hearing, the second reading, and adoption at a future Board meeting.**

II. SUMMARY

The California Uniform Public Construction Cost Accounting Act (“CUPCCAA” or “the Act”), enacted in 1983 under Public Contract Code Section 22000 *et seq.*, allows local agencies to replace their statutory public works bidding thresholds with higher thresholds if the agencies (1) adopt a resolution opting-in to the requirements of the Act and becoming subject to procedures adopted by the California Uniform Construction Cost Accounting Commission (Commission), (2) inform the State Controller’s Office of such election, and (3) adopt an ordinance establishing informal bidding procedures for public works contracts below the Act’s formal bidding threshold.

Currently, CUPCCAA permits agencies to utilize informal bidding procedures for public works contracts under \$200,000, and negotiated contracts or purchase orders for public works contracts up to \$60,000. In contrast, the Santa Cruz Metropolitan Transit District (METRO) currently is required to engage in formal bidding for public works contracts greater than \$10,000. Historically, METRO has struggled to get contractors to bid on its public works contracts—particularly low value public works projects. Becoming subject to the Act will provide METRO with administrative cost savings and streamlined project delivery, so that it can move more quickly to contract for and complete smaller projects.

Under METRO’s enabling legislation, it may not adopt an ordinance at the first reading and without holding a public hearing. If METRO elects to become subject

to the Act, the Board of Directors will be asked, at its May meeting, to hold a public hearing and adopt an ordinance establishing METRO's procedures for carrying out informal solicitations in accordance with the Act, and to revise METRO's Procurement Policy.

III. DISCUSSION/BACKGROUND

The Commission has developed uniform public construction cost accounting procedures for implementation by local agencies in the performance of, or in the contracting for, public projects. Every five years the Commission considers whether there have been material changes in public construction costs and makes recommendations to the State Controller regarding adjustments to the bidding procedure monetary limits. The monetary limits were last increased in 2019. The Commission consists of 14 members including a designated member of the Contractors' State License Board, seven members representing the public sector (counties, cities, school districts, and special districts), and six members representing the private sector (public works contractors and unions).

A range of cities, counties and special districts across the State have opted to become subject to the Act. Locally, these include, but are not limited to, the City of Capitola, the City of Scotts Valley, the City of Watsonville, Cabrillo Community College District, Mountain Elementary School District, Pajaro Valley Unified School District, the Santa Cruz County Office of Education, the Santa Cruz County Regional Transportation Commission, and the Santa Cruz Port District.

METRO is currently required to use a formal bidding process to solicit public works projects when the estimated cost exceeds \$10,000. This requires development of a formal solicitation, outreach to potential contractors, advertisement in a newspaper of general circulation and possibly a pre-bid meeting before award to the lowest bidder. This process can take many months to complete, and requires significant staff resources, even for relatively low-dollar value projects such as the following contracts:

Carpet Replacement at Pacific Station:	\$14,543
Three (3) Security Gates at 138 Golf Club Drive:	\$23,850
Hazardous Building Materials Abatement:	\$29,050
Earthwork and Grading at 135 Dubois Street:	\$33,600
Exterior Painting of the Cavallaro Transit Center:	\$36,190

Staff worked with Legal Counsel to evaluate options to facilitate more effective and streamlined procurement of low value public works projects. Adoption and implementation of CUPCCAA will allow METRO to solicit and award public works projects at higher dollar limits than currently allowed by law and METRO's Procurement Policy. The Act provides for alternative bidding procedures when an agency performs public works by contract, as follows:

- Public works projects of \$60,000 or less may be awarded by negotiated contract or by purchase order.

- Public works projects between \$60,000 and \$200,000 may be let to contract by the informal bidding procedures set forth in the Act.
- Public works projects of more than \$200,000 will continue to be procured through METRO's current formal bidding procedures.

In order for METRO to utilize the Act's procedures and bid limits, the Board must first adopt a resolution to become subject to CUPCCAA and it must send notice of such adoption to the State Controller's Office. In addition, the Board must adopt informal bidding procedures to govern procurements below the formal bidding threshold. Included in the recommended action is introduction of the informal bidding ordinance, by title only, and scheduling a public hearing and second reading for a future Board meeting. At a future meeting, staff will also present modifications to the Procurement Policy.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

Financial Responsibility, Stability, Stewardship, Accountability

V. FINANCIAL CONSIDERATIONS/IMPACT

There is no budget impact for this action.

VI. CHANGES FROM COMMITTEE

None.

VII. ALTERNATIVES CONSIDERED

- Endeavor to secure an increase to METRO's bidding threshold through the State Legislature. This option would take considerable time and resources and the outcome is uncertain.
- Retain the existing bid thresholds. This option is not advised as METRO will very likely continue to struggle to get adequate responses to its public works solicitations.

VIII. ATTACHMENTS

Attachment A: Resolution Electing to Become Subject to the California Public Construction Cost Accounting Act.

Attachment B: Ordinance Relating to the California Uniform Public Construction Cost Accounting Act to Provide Informal Bidding Procedures for Public Projects

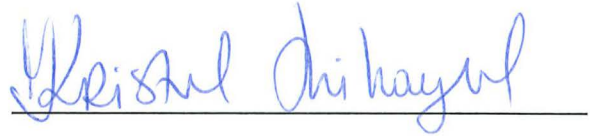
Prepared by: Joan Jeffries, Purchasing Manager

IX. APPROVALS

Chuck Farmer, CFO



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



Michael Tree,
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 ELECTING TO BECOME SUBJECT TO THE CALIFORNIA UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT

WHEREAS, California Public Contract Code Section 22000 *et seq.*, the California Uniform Public Construction Cost Accounting Act (the "Act"), establishes a uniform cost accounting standard for construction work contracted by local agencies; and

WHEREAS, the California Uniform Construction Cost Accounting Commission (the "Commission"), established under the Act, has developed uniform public construction cost accounting procedures for implementation by local public agencies in the contracting for construction of public projects; and

WHEREAS, the staff recommends that the Board of Directors of the Santa Cruz Metropolitan Transit District elect to become subject to the procedures set forth in the Act, and to the Commission's policies and procedures manual, as they may each be amended from time to time.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District ("Board") does hereby elect under California Public Contract Code Section 22030, to become subject to the California Uniform Public Construction Cost Accounting Act and to the California Uniform Construction Cost Accounting Commission's policies and procedures manual, as they may each be amended from time to time; and

BE IT FURTHER RESOLVED that the Board directs the CEO/General Manager or designee to notify the State Controller's Office of this election.

PASSED AND ADOPTED this 28th Day of April 2023 by the following vote:

AYES: Directors -

NOES: Directors -

Attachment A

Resolution # _____

Page 2 of 2

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED:

Shebreh Kalantri-Johnson, Chair

ATTEST:

Michael Tree,
CEO/General Manager

APPROVED AS TO FORM:

Julie A. Sherman, General Counsel

Attachment B



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

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

RELATING TO THE CALIFORNIA UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT TO PROVIDE INFORMAL BIDDING PROCEDURES FOR PUBLIC PROJECTS

WHEREAS, California Public Contract Code Section 22000 *et seq.*, the California Uniform Public Construction Cost Accounting Act (the "Act"), establishes a uniform cost accounting standard for construction work contracted by local agencies; and

WHEREAS, the California Uniform Construction Cost Accounting Commission (the "Commission"), established under the Act, has developed uniform public construction cost accounting procedures for implementation by local public agencies in the performance of, or in the contracting for, construction of public projects; and

WHEREAS, the Board of Directors of the Santa Cruz Metropolitan Transit District ("Metro") elected for Metro to become subject to the procedures set forth in the Act, and to the Commission's policies and procedures manual and cost accounting review procedures, as they may each be amended from time to time.

BE IT ENACTED by the Board of Directors of the Santa Cruz Metropolitan Transit District:

SECTION 1. BIDDING PROCEDURES FOR PUBLIC PROJECTS

The Santa Cruz Metropolitan Transit District ("Metro") adopts the procedures set forth herein for bidding and award of Public Projects.

(a) Informal Bid Procedures.

Public Projects, as defined by the California Uniform Public Construction Cost Accounting Act (Section 22000 *et seq.* of the Public Contract Code) (the "Act"), and in accordance with the limits listed in Section 22032 of the Public Contract Code, may be let to contract by informal procedures as set forth in Section 22032, *et seq.*, of the Public Contract Code.

(b) Notice to Contractors Inviting Informal Bids.

Metro will comply with the requirements of Public Contract Code Section 22034.

Where a Public Project is to be performed, which is subject to the provisions of this Ordinance, a notice inviting informal bids will be circulated using one or both of the following:

- (1) Notices inviting informal bids may be mailed, emailed, or faxed to all contractors for the category of work to be bid as shown on the list developed in accordance with Public Contract Code Section 22034 and this Section 1.
- (2) Notices inviting informal bids may be mailed, emailed, or faxed to all construction trade journals as specified by the Commission in accordance with Section 22036 of the Public Contract Code.

Additional contractors and/or construction trade journals may be notified at Metro's discretion, provided however, if the product or service is proprietary in nature such that it can be obtained only from a certain contractor or contractors, the notice inviting informal bids may be sent exclusively to such contractor or contractors.

The notice inviting informal bids shall describe the project in general terms and how to obtain more detailed information about the project, and state the time and place for submission of bids.

(c) Award of contracts.

The CEO/General Manager or their designee is authorized to award informal contracts pursuant to this Ordinance.

If all bids received are in excess of the informal bidding limits listed in Section 22032 of the Public Contract Code, the Board of Directors may, by adoption of a resolution by a four-fifths vote, award the contract up to the amount listed in Section 22034(d) of the Public Contract Code or less, to the lowest responsible bidder, if it determines Metro's cost estimate was reasonable.

SECTION 2. SEVERABILITY

If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of a court of competent jurisdiction, the holding shall not affect the validity or enforceability of the remaining provisions, and the Board of Directors declares that it would have adopted each provision of this Ordinance irrespective of the validity of any other provision.

SECTION 3. EFFECTIVE DATE

This ordinance becomes effective on May 19, 2023.

PASSED AND ADOPTED this 19th Day of May, 2023 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED:

Shebreh Kalantri-Johnson, Chair

ATTEST:

Michael Tree,
CEO/General Manager

APPROVED AS TO FORM:

Julie A. Sherman, General Counsel

VERBAL PRESENTATION

CEO ORAL REPORT

Michael Tree

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