SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA
REGULAR MEETING
MAY 20, 2022 – 9:00 AM

DUE TO COVID-19, THE MAY 20, 2022 SANTA CRUZ METRO BOARD OF DIRECTORS MEETING WILL BE CONDUCTED AS A TELECONFERENCE ONLY (NO PHYSICAL LOCATION) PURSUANT TO ASSEMBLY BILL 361 (GOVERNMENT CODE SECTION 54953)

MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON

The public may participate remotely via the Zoom website at this link and following the instructions or by calling 1-669-900-6833. Meeting ID 889 9089 6016

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. Should Zoom not be operational, please check online at: www.scmtd.com for any updates or further instruction.

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

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

BOARD ROSTER

Director 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 Donna Meyers	City of Santa Cruz
Director Larry Pageler	County of Santa Cruz
Director Ari Parker	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
Michael Tree	METRO CEO/General Manager
Julie Sherman	METRO General Counsel

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

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

SECTION I: OPEN SESSION

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

1 CALL TO ORDER

2 ROLL CALL

3 ANNOUNCEMENTS

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

4 BOARD OF DIRECTORS COMMENTS

5 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

5.1 Letter dated 4/5/22 from Anna Eshoo
5.2 Letter dated 4/23/22 from Maria Granados-Boyce
5.3 Email dated 4/26/22 from Pauline Seales with Director Rotkin's Response

6 LABOR ORGANIZATION COMMUNICATION

7 METRO ADVISORY COMMITTEE (MAC) WRITTEN COMMUNICATION

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 APRIL 2022
Chuck Farmer, CFO

9.2. ACCEPT AND FILE MINUTES OF THE:
A. APRIL 20, 2022 METRO ADVISORY COMMITTEE MEETING
B. APRIL 22, 2022 BOARD OF DIRECTORS MEETING
Michael Tree, CEO/General Manager

9.3. ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF APRIL 30, 2022
Chuck Farmer, CFO

9.4 ACCEPT AND FILE: THE YEAR TO DATE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR THIRD QUARTER AS OF MARCH 31, 2022
Chuck Farmer, CFO

9.5 APPROVE: RECOMMENDED ACTION ON TORT CLAIMS
Curtis Moses, Safety, Security & Risk Management Director

9.6 APPROVE: CONSIDER A RESOLUTION AUTHORIZING THE CEO TO SUBMIT APPLICATIONS AND EXECUTE AGREEMENTS FOR GRANTS FROM THE FEDERAL TRANSIT ADMINISTRATION AND FROM THE CALIFORNIA DEPARTMENT OF TRANSPORTATION
Wondimu Mengistu, Grants and Legislative Analyst

9.7 APPROVE: CONSIDERATION OF A RESOLUTION MAKING CERTAIN FINDINGS AND DIRECTING THAT THE BOARD AND ITS COMMITTEE MEETINGS WILL CONTINUE TO BE HELD VIA TELECONFERENCE
Michael Tree, CEO/General Manager

9.8 APPROVE: CONSIDERATION OF DISIGNATING THE CEO/GENERAL MANAGER TO THE CALIFORNIA TRANSIT INDEMNITY POOL (CALTIP) BOARD OF DIRECTORS
Michael Tree, CEO/General Manager

9.9 ACCEPT AND FILE: QUARTERLY STATUS REPORT OF GRANT APPLICATIONS, ACTIVE AND PENDING GRANTS FOR THE THIRD QUARTER OF FY22
Wondimu Mengistu, Grants and Legislative Analyst

9.10 ACCEPT AND FILE: THE METRO PARACRUZ OPERATIONS STATUS REPORT FOR JANUARY, FEBRUARY AND MARCH 2022
Daniel Zaragoza, Operations Manager, Paratransit Division

9.11 ACCEPT AND FILE: THE METRO SYSTEM RIDERSHIP REPORTS FOR THE THIRD QUARTER OF FY22
John Urgo, Planning and Development Director

9.12 APPROVE: CONSIDERATION OF DECLARING VEHICLES AND/OR EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION
Chuck Farmer, CFO

9.13 AUTHORIZING THE CEO/GM TO ACCEPT ALL DEEDS AND GRANTS CONVEYING ANY INTEREST IN REAL PROPERTY TO THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AND TO CONSENT TO THE RECORDATION OF SAME
Pete Rasmussen, Transportation Planner II

9.14 CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 5TH CONTRACT AMENDMENT WITH SWIFT CONSULTING SERVICES TO INCREASE THE CONTRACT TOTAL BY $16,720 FOR PROJECT MANAGEMENT TO FINALIZE THE CONSTRUCTION DOCUMENTS AND PROVIDE SUPPORT TO OBTAIN THE REQUIRED BUILDING PERMIT FROM THE CITY FOR THE NEW PARACRUZ FACILITY
Daniel Zaragoza, Operations Manager, Paratransit Division

REGULAR AGENDA

10 PRESENTATION OF EMPLOYEE 10 YEAR LONGEVITY AWARD: DELEE BRUBECK
Larry Pageler, Board Chair

11 APPROVAL OF FORMAL RATIFICATION OF A LABOR AGREEMENT EXTENSION BETWEEN SMART UNION LOCAL 0023 FIXED ROUTE FOR THE PERIOD JULY 1, 2022 THROUGH JUNE 30, 2023 THAT CONTAINS A 3.5% CONTRACTUAL WAGE ADJUSTMENT AND $1500 LUMP SUM PAYMENT
Dawn Crummié, HR Director

12 APPROVAL OF FORMAL RATIFICATION OF A LABOR AGREEMENT EXTENSION BETWEEN SMART UNION LOCAL 0023 PARACRUZ FOR THE PERIOD JULY 1, 2022 THROUGH JUNE 30, 2023 THAT CONTAINS A 3.5% CONTRACTUAL WAGE ADJUSTMENT AND $1500 LUMP SUM PAYMENT
Dawn Crummié, HR Director

13 APPROVAL OF FORMAL RATIFICATION OF A LABOR AGREEMENT EXTENSION BETWEEN THE SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 521 FOR THE PERIOD JULY 1, 2022 THROUGH JUNE 30, 2023 THAT CONTAINS A 3.5% CONTRACTUAL WAGE ADJUSTMENT AND $1500 LUMP SUM PAYMENT
Dawn Crummié, HR Director

14 DISTRICT BALLOT FOR PAJARO REGIONAL FLOOD MANAGEMENT AGENCY BENEFIT ASSESSMENT FOR LEVEE OPERATIONS AND MAINTENANCE
Chuck Farmer, CFO

15 APPROVE: CONSIDERATION OF SANTA CRUZ METRO'S DRAFT FY23 AND FY24 OPERATING BUDGETS, FY23 CAPITAL BUDGET, AND A RESOLUTION SETTING A PUBLIC HEARING ON JUNE 24, 2022
Chuck Farmer, CFO

16 CONSIDERATION OF APPROVING THE AUTHORIZATION AND FUNDING OF A CAPITAL PLANNING AND GRANTS PROGRAMS MANAGER
Dawn Crummié, HR Director

17 CEO ORAL REPORT / COVID-19 UPDATE
Michael Tree, CEO/General Manager

18 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, JUNE 24, 2022 AT 9:00 AM VIA TELECONFERENCE
Larry Pageler, Board Chair

SECTION II: CLOSED SESSION

19 CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO GOVERNMENT CODE SECTION 54957.6

Agency Designated Representative: Michael Tree, CEO/General Manager

Employee Organizations: SMART, Local 0023 Fixed Route and ParaCruz Operations

SECTION III: RECONVENE TO OPEN SESSION

20 REPORT OF CLOSED SESSION ITEM
Julie Sherman, General Counsel

21 ADJOURNMENT
Larry Pageler, Board Chair

Accessibility for Individuals with Disabilities

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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.

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Congress of the United States
House of Representatives
Washington, D. C. 20515

Anna G. Eshoo
Eighteenth District
California

April 5, 2022

Mr. Michael Tree, Chief Executive Officer and General Manager
Santa Cruz Metropolitan Transit District
110 Vernon Street
Santa Cruz, California 95060-2130

Dear Mr. Tree,

I was so pleased to read in the *Santa Cruz Good Times* (3/25/22) about your appointment as Chief Executive Officer and General Manager of the Santa Cruz Metropolitan Transit District. This honor is a testament to you, your leadership, and your extensive experience in the public transit industry and city management. I have every confidence that you will continue to do extraordinary work in this new role.

Congratulations again, and whenever I can be of assistance to you and Santa Cruz METRO, just let me know.

All my best,

Anna G. Eshoo
Member of Congress

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3121 Browns Lane
Soquel, CA 95073
April 23, 2022

BOARD OF DIRECTORS
Santa Cruz METRO
Attn: Executive Assistant
110 Vernon Street
Santa Cruz, CA 95060

Dear Chairman Larry Pageler and Santa Cruz METRO Board Members:

First and foremost, I want to thank you for your service to our community, it is a demanding job and certainly has been trying these past two years during the pandemic.

As I approach the anniversary of my retirement from the Santa Cruz METRO, after 35 + years, I have a bittersweet memory of my final few months as an employee.

On September 3, 1980, I started my training as a bus operator with pride, worked long days and nights, learned everything I could about all aspects of the job. I was loved and respected by my peers, administration, and my community. I held this position for 23 years and was then encouraged by my Superintendent to apply for a position as Transit Supervisor.

For 5 years I was an asset to the Operations Department, using my astute knowledge of the system, my social skills and organizational expertise. I offered exemplary supervisorial support to all bus operators. In my desire to create a more efficient dispatching system, I established a mapping system, procedural manuals, and guides to help the Operations Department. I was given many accolades by my superiors for all the extra work I took upon myself.

Then once again my Superintendent encouraged me to apply for the position of Customer Service Supervisor. I was very eager to be making yet another change moving forward in a career I loved and believed in with the Santa Cruz METRO, I truly felt I was an asset to the district.

My 7 years as the Customer Service Supervisor were fraught with challenges. Again, I worked tirelessly to create systems within the department, offered staff in-services, and was ever present for guidance in achieving these standards. I made strides as a supervisor in helping to create more pride in the service my Customer Service staff were offering and listened to their needs. I was asked by Administration to involve myself in creating a Marketing strategy and was asked to be involved in all aspects of creating the Headways, implementing outreach projects in the community. I was often called on for my opinion and my ideas. I was proud of the work I did in creating and organizing the new SC Metro Pass system; was responsible for maintaining the Ticket Vending Machines, and education to the public, all this and more, and still with the

expectation that I always be in the ready whenever the Operations Department needed me to fill in for an absent Transit Supervisor or Scheduler.

It is important for me to say, I relished in the diversity of opportunities I was offered in my career with the Santa Cruz METRO. My work ethic is strong and my capabilities clear, Administrators saw my aptitude.

In January 2016, I became very ill with pneumonia and pleurisy. I was hospitalized and under medical treatment for a couple of months. During this time, I had no recurring contact with Administration. After approximately two months I received a call from a coworker in my department who told me that my office was in the process of being disassembled, my employee files, manuals, project folders, personal effects, 7 years of accumulated work, designs, plans, ideas', all being removed. Most importantly, my personal locked desk drawer had been cleaned out.

This is where I kept my Transit Supervisor badge, S-46, always at the ready to step in to replace a Transit Supervisor/Dispatcher/Road Supervisor/Scheduler when needed, which was often.

Needless to say, I was shocked that I had not been apprised of this beforehand by Administration so I could come and retrieve the many items I wanted to keep. In addition, what makes this more egregious is that I had not yet submitted my paperwork for retirement.

During my illness I'd discussed retirement with my husband but still felt I had work to accomplish. But with attending to my health along with this act of disrespect, I concluded, retirement was my only option. My retirement date was April 30. I slipped out of a 35-year career. No party, no fanfare, no goodbyes, no card, no well wishes, and no badge.

To me this badge is/was a symbol of all the hard work, pride and accomplishments I had made in all the years of my career with Santa Cruz METRO.

I want it back. I deserve it, I earned it, and I want it to hold a place next to all the photos and assorted memorabilia I have of a long career. My own retirement party to myself.

It is in this final paragraph that I explain this letter. I've been told by Administration that no one knows what happened to my badge. Gone, no explanation. I think about the last 3months of my employment with the SC Metro with a heavy heart. I can't change what happened.

I implore that you, Larry Pageler, and the members of the Santa Cruz METRO Board will all agree that I am owed my badge. That you will expect the SC Metro Administration to reissue me, Maria Granados-Boyce, a dedicated, hardworking, and influential employee, my badge.

Respectfully,

Maria Granados-Boyce S-46

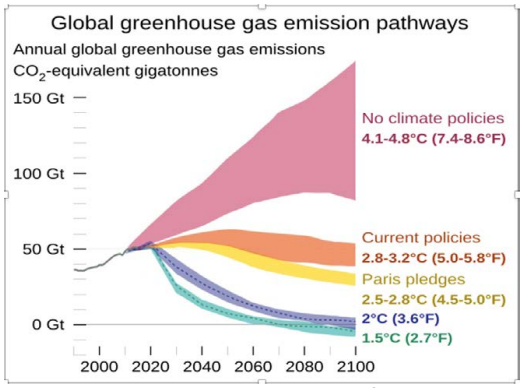
COMMUNICATIONS TO THE BOARD OF DIRECTORS

From: Pauline Seales
To: Sergio Guzman; Mike Rotkin; Donna Meyers; skalantari-johnson@cityofsantacruz.com; boardinquiries@scmtd.com
Subject: Planet Warming Metro Buses
Date: Tuesday, April 26, 2022 12:45:20 PM
Attachments: pivotgrf.png

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This message came from outside your organization.
Please exercise caution when clicking links or opening attachments.

Report Suspicious

I think you are all aware of the extreme urgency of the Climate Crisis. This graph shows that we have to start our actions right away - basically we need to pivot!



Sadly metro's decisions do NOT reflect this.
The LTE below was recently published in the Sentinel. We're asking for your support to get Metro to find a creative way to STOP buying fossil fuel vehicles NOW.

> *I recently learned that the Metro is planning to buy a bunch of new CNG buses. This "Clean Natural Gas" is in fact "Fracked Methane". After burning it makes CO2, and leakage of methane, which is 30X more planet warming than CO2, occurs during the production and transportation of the natural gas.*
> *They say they need to replace older buses and cannot afford electric ones. This is UNACCEPTABLE in the current Climate Emergency. They should use the budget to buy as many Electric buses as possible and get busy writing grants for more. Then they could select the better of the older buses, do some maintenance and keep them going until the grants come in. In this climate crisis we need creative solutions, not just adherence to outdated rules. Failure to act decisively will doom our children to an unlivable planet.*

Please use your influence to help Metro make important policy changes.

Thanks
Pauline Seales, Santa Cruz Climate Action Network

COMMUNICATIONS TO THE BOARD OF DIRECTORS

From: Mike Rotkin
To: Pauline Seales
Cc: Sergio Guzman; Donna Meyers; skalantari-johnson@cityofsantacruz.com; boardinquiries@scmtd.com; Michael Tree
Subject: Re: Planet Warming Metro Buses
Date: Tuesday, April 26, 2022 9:33:43 PM
Attachments: pivotgrf.png

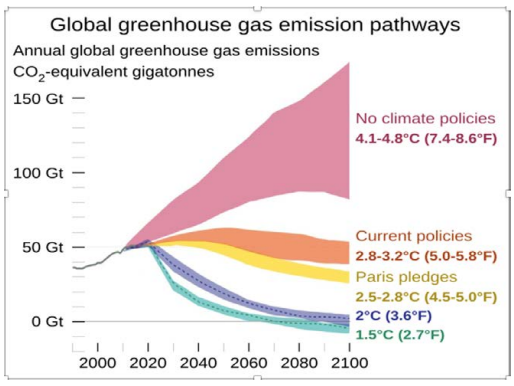
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Report Suspicious

Pauline, The decision to buy some CNG buses is not because of a lack of commitment to addressing climate change. CNG buses cost about $700K each. Electric Buses cost about $1.2 million each and require charging infrastructure that we are putting in place as quickly as we can. Hydrogen-electric buses cost even more (but need a cheaper infrastructure of Hydrogen fuel storage tanks). We worked out a schedule to move as quickly as we can toward complete electrification of our fleet given our actual projected revenues. These revenues include grants we might reasonably expect to get and the local matching funds from our budget that we need to put up in order to be competitive and get those grants. We are increasing the number and percentage of fully electric buses we purchase over time so that we actually get to the State mandated end of purchasing of non-electric buses before the State deadline, and we also will beat the deadline for having a fully electric (or hydrogen-electric, which does not produce greenhouse gases).

If we only bought electric buses, we would have to further reduce the number of buses we could pull out each morning to serve our existing routes. This would result in having more people with no choice but to drive a car, and likely a gas or diesel car (especially since most of our riders are low-income and can't afford an electric car), to get around rather than take one of our buses. Buses are so much more efficient than private automobiles with respect to reducing greenhouse gases that even if people used hybrid cars as an alternative, they would still be doing more to fight climate change if they took the bus. We spent a lot of time and energy to develop the policies that lead to the current schedule for buying a limited number of CNG buses (which are better than diesel with respect to greenhouse gas emissions -- in fact, when we stopped buying diesel buses, earlier than the required State deadline, we were one of the leaders in the State in moving to address these climate issues). So, unless we get a huge infusion of federal and State funding to buy more buses (and we already get a lot, but not as much as we need), we have no choice but to buy some CNG buses on our path toward ending all fossil fuel operations for the District. We also have set aside $3 million a year out of our operating budget to increase our ability to provide matching local funds for the grants to which we are applying to speed up our ability to purchase more electric buses. This decision -- in support of our climate change goals -- comes at the expense of more bus routes we might be able to run on the streets of the County (again, a decision that has an upside and downside with respect to the potential impact of the Metro on climate change). Let me know if you'd like more detailed information, such as the actual schedule for our bus purchases until we are fully electric (or hydrogen-electric). You also can watch videos of the meetings where we hammered out these policies. And, of course, let me know if you'd like me to speak to this issue at one of your group's meetings.
mike
Mike Rotkin
Metro Board Member

On Tue, Apr 26, 2022 at 12:45 PM Pauline Seales <paulineseales120@gmail.com> wrote:

> I think you are all aware of the extreme urgency of the Climate Crisis. This graph shows that we have to start our actions right away - basically we need to pivot!
>
> 
>

Sadly metro's decisions do NOT reflect this.
The LTE below was recently published in the Sentinel. We're asking for your support to get Metro to find a creative way to STOP buying fossil fuel vehicles NOW.

> *I recently learned that the Metro is planning to buy a bunch of new CNG buses. This "Clean Natural Gas" is in fact "Fracked Methane". After burning it makes CO2, and leakage of methane, which is 30X more planet warming than CO2, occurs during the production and transportation of the natural gas.*
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Please use your influence to help Metro make important policy changes.

Thanks
Pauline Seales, Santa Cruz Climate Action Network

COMMUNICATIONS TO THE BOARD OF DIRECTORS

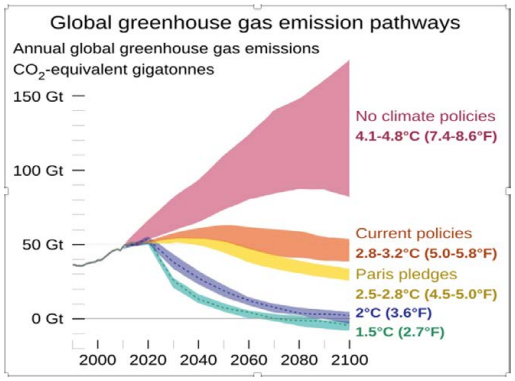
From: Mike Rotkin
To: Pauline Seales
Cc: Sergio Guzman; Donna Meyers; skalantari-johnson@cityofsantacruz.com; boardinquiries@scmtd.com; Michael Tree
Subject: Re: Planet Warming Metro Buses
Date: Tuesday, April 26, 2022 9:40:45 PM
Attachments: pivotgrf.png

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Pauline and Friends,
And, now that I have read the letter to the Sentinel to which you refer again, I also should add that we currently run our buses far beyond the federally mandated 14 years of useful life (It used to be 12 years, but Geoge Bush's Administration changed it to 14). When we do this, as you might imagine, maintenance costs go way up, and we not only have to divert money from buying new electric buses (or take routes out of service), but we run buses that are less fuel efficient and emit greater levels of greenhouse gases. We really did investigate every option before deciding that the continued purchase of a limited number of CNG buses for a limited amount of time was our best option, not only with respect to serving the public but in reducing greenhouse gases.
mike

On Tue, Apr 26, 2022 at 12:45 PM Pauline Seales <paulineseales120@gmail.com> wrote:

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>
> Please use your influence to help Metro make important policy changes.
>
> Thanks
> Pauline Seales, Santa Cruz Climate Action Network

Santa Cruz Metropolitan Transit District

DATE: May 20, 2022

TO: Board of Directors

FROM: Chuck Farmer, CFO

SUBJECT: **ACCEPT AND FILE PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF APRIL 2022**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the preliminary approved Check Journal Detail for the month of April 2022

II. SUMMARY

- This staff report provides the Board of Directors (Board) with a preliminary approved Check Journal Detail for the month of April 2022.
- 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 April 2022 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 April 2022 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 April 2022

Prepared by: Holly Alcorn, Accounting Specialist

IX. APPROVALS

Chuck Farmer, CFO

Michael Tree CEO/General Manager

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CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 04/01/22 THRU 04/30/22

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
76108	04/29/22	-2,500.00	753A	DEPARTMENT OF GENERAL SERVICES		111716	L-2629 LEASE RENEWAL	-2,500.00	**VOID
77541	04/04/22	159.58	E930	ALMANZA, CANDIS		113528	TRANSIT APPR DAY SUP	159.58	
77542	04/04/22	137.15	003596	AMAZON CAPITAL SERVICES, INC.		113493	AIR PURIFIER FILTER	54.61	
						113502	ANTI FOG SPRAY	82.54	
77543	04/04/22	451.90	001D	AT&T		113514	2/19-3/18 OCEAN LG	284.82	
						113515	2/19-3/18 DAVENPORT	167.08	
77544	04/04/22	1,709.04	E996	BENSON, EDDIE		113525	3/8-3/10GLOBALTRANS	1,709.04	
77545	04/04/22	150.00	E911	CALDERON, LORENA		113511	DMV PHYSICAL EXAM	150.00	
77546	04/04/22	274.47	163	COMMUNITY PRINTERS, INC.		113533	MIRROR HANGERS CS	274.47	
77547	04/04/22	1,686.00	003485	EMPLOYNET, INC		113521	TEMP W/E 3/13	528.00	
						113523	TEMP W/E 3/6	528.00	
						113540	TEMP W/E 03/20	630.00	
77548	04/04/22	1,792.00	432	EXPRESS SERVICES INC.		113489	TEMP W/E 3/6	640.00	
						113491	TEMP W/E 3/20	512.00	
						113492	TEMP W/E 3/13	640.00	
77549	04/04/22	44,359.96	002295	FIRST ALARM SECURITY & PATROL		113488	FEB 22 SECURITY	44,359.96	
77550	04/04/22	58.12	003279	FRONTIER COMMUNICATIONS - 3025		113494	3/16-4/15 SKY-RIVER	58.12	
77551	04/04/22	2,500.00	003571	IMPACT COMPLIANCE TRAINING		113539	TRAINING HR	2,500.00	
77552	04/04/22	53.23	1117	KELLEY'S SERVICE INC.		113512	INVENTORY ORDER	53.23	
77553	04/04/22	42.02	041	MISSION UNIFORM		113530	TOWELS/MATS PRC	10.50	
						113534	LAUNDRY/CUSTODIAL	31.52	
77554	04/04/22	1,196.21	E1081	MOSES, CURTIS		113509	3/8-3/10 GLOBAL CONF	1,196.21	
77555	04/04/22	2,202.05	003464	MPRESS DIGITAL,INC		113496	SPRING HEADWAYS	552.37	
						113497	POCKET SCH POSTERS	426.08	
						113498	SPRING ROUTE POSTERS	1,223.60	
77556	04/04/22	300.00	003542	NATALIE NIEMAN		113522	TAIL AD PIED PIPER	300.00	
77557	04/04/22	147.49	050	PITNEY BOWES INC. RENTAL PMT		113519	4/1-6/30 LEASE C/S	147.49	
77558	04/04/22	75.38	882	RANDY & LARAE WEST	7	113513	BUSINESS CARDS FM	75.38	
77559	04/04/22	841.25	003502	RICHARD IRISH		113532	1906 FEB22 MAINT FAC	841.25	
77560	04/04/22	1,775.21	003024	RICOH USA, INC CA		113505	3/22-3/23 ANNUAL F/M	1,775.21	
77561	04/04/22	267.66	215	RICOH USA, INC. TX		113499	4/3-5/2 LEASE C/S	267.66	
77562	04/04/22	134.33	003010	RJMS CORPORATION	7	113504	VEH 704 PM SERVICE	134.33	
77563	04/04/22	1,540.96	E1082	ROSS, MARGO		113510	3/12-3/16 APTA CONF	1,540.96	
77564	04/04/22	1,116.91	079	SANTA CRUZ MUNICIPAL UTILITIES		113506	2/8-3/8 SMC/BETTYS	53.87	
						113507	2/8-3/8 BUS STOP 26	1,050.60	
						113508	2/8-3/8 IRRIG MMF	12.44	
77565	04/04/22	5,882.27	001307	SANTA CRUZ STAFFING, LLC		113490	TEMP W/E 3/20	2,673.76	
						113518	TEMP W/E 3/13	139.50	
						113520	TEMP W/E 12/19	395.25	
						113537	TEMP W/E 3/27	2,673.76	
77566	04/04/22	495.14	003085	SCMTD WFB CD		113541	2022 ADJUSTMENT	495.14	
77567	04/04/22	1,947.75	003292	SLINGSHOT CONNECTIONS LLC		113517	TEMP W/E 3/13	896.70	
						113524	TEMP W/E 3/6	1,051.05	
77568	04/04/22	31.05	003595	STAPLES INC		113535	CUSTOM STAMP	31.05	
77569	04/04/22	1,350.00	003255	TORKOS, RIGO		113501	RADIO AUDIO CLIPS	1,350.00	
77570	04/04/22	579.03	043	TROWBRIDGE ENTERPRISES		113500	OFFICE SUPPLIES	3.90	

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CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						113503	OFFICE CHAIR HR	529.97	
						113516	SHOP CLIPBOARDS	9.89	
						113536	OFFICE SUPPLIES	35.27	
77571	04/04/22	169.81	E903	VALDIVIA, ROBERT		113526	2/27-3/4 TSI TS CERT	169.81	
77572	04/04/22	703.96	002829	VALLEY POWER SYSTEMS, INC.		113495	INVENTORY ORDER	703.96	
77573	04/04/22	64.28	E1084	VAQUERO, VIRGINIA		113527	REIMB SUPPLIES OPS	64.28	
77574	04/04/22	150.00	E657	VILLALOBOS, EDGARDO		113531	DMV PHYSICAL EXAM	150.00	
77575	04/04/22	52.00	003290	WORKFORCEQA LLC		113538	FEB22 DOT DRUG TESTS	52.00	
77576	04/04/22	217.95	E329	ZARAGOZA, DANIEL		113529	PRC OP APPR DAY	217.95	
77577	04/11/22	238.71	003151	ABC BUS INC		113598	INVENTORY ORDER	238.71	
77578	04/11/22	257.00	382	AIRTEC SERVICE INC.		113660	PREV MAINT SVT	257.00	
77579	04/11/22	122.67	E930	ALMANZA, CANDIS		113637	CHARGING CABLES	122.67	
77580	04/11/22	90.67	003596	AMAZON CAPITAL SERVICES, INC.		113630	TRAFFIC CONTROL WAND	90.67	
77581	04/11/22	997.02	003105	AT&T MOBILITY		113587	2/24-3/23 BUS WIFI	997.02	
77582	04/11/22	667.44	003248	BALCO HOLDINGS, INC.		113586	4/1-7/1 VERNON	667.44	
77583	04/11/22	75.65	E1083	BAUER, DONNA		113635	MEETING SUPPLIES	75.65	
77584	04/11/22	26.30	003393	BRASS KEY LOCKSMITH INC		113655	WTC KEYS FOR KEY BOX	26.30	
77585	04/11/22	36.86	003634	CALIFORNIA NEWSPAPER P'SHIP		113651	13 WEEK SUBSCRIPTION	36.86	
77586	04/11/22	1,674.35	130	CITY OF WATSONVILLE UTILITIES		113665	3/23 WASTE WTC	1,113.34	
						113666	2/16-3/21 WTC	39.79	
						113667	2/21-3/21 WTC	93.23	
						113668	2/21-3/21 WTC	104.15	
						113669	2/21-3/21 WTC	323.84	
77587	04/11/22	41,272.43	001124	CLEAN ENERGY		113547	3/11 LNG CHARGES	8,304.80	
						113548	3/8 LNG CHARGES	8,847.71	
						113549	3/16 LNG CHARGES	8,631.45	
						113550	3/18 LNG CHARGES	6,656.14	
						113653	3/29 LNG CHARGES	8,832.33	
77588	04/11/22	364.25	002814	CREATIVE BUS SALES, INC.		113551	VEH# PC1706	100.02	
						113552	CREDIT XA113001080	-100.02	
						113553	INVENTORY ORDER	37.82	
						113623	INVENTORY ORDER	178.57	
						113624	INVENTORY ORDER	147.86	
77589	04/11/22	5,644.71	003116	CUMMINS,INC		113568	CREDIT Y9-19044	-74.72	
						113569	INVENTORY ORDER	3,645.25	
						113578	INVENTORY ORDER	228.29	
						113579	INVENTORY ORDER	376.87	
						113580	INVENTORY ORDER	88.71	
						113641	VEH# 2810 PARTS	209.67	
						113642	CREDIT INV Y9-16957	-1,106.16	
						113643	VEH#1304 OEM HARNESS	2,276.80	
77590	04/11/22	142.50	916	DOCTORS ON DUTY MEDICAL		113656	DOT DRUG TESTING	77.50	
						113657	DOT DRUG TESTING	32.50	
						113658	DOT DRUG TESTING	32.50	
77591	04/11/22	18,960.04	002952	FLYERS ENERGY LLC		113576	3/16-3/31NONREV FUEL	3,615.95	
						113577	3/16-3/31 REV FUEL	15,344.09	

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CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
77592	04/11/22	2,424.40	117	GILLIG LLC		113554	VEH# 4207 PARTS	603.01	
						113572	VEH# 2001 PARTS	411.16	
						113605	INVENTORY ORDER	780.11	
						113611	INVENTORY ORDER	353.97	
						113612	INVENTORY ORDER	158.16	
						113613	INVENTORY ORDER	117.99	
77593	04/11/22	599.75	003011	IFAX SOLUTIONS, INC		113647	3/22-3/23 SUPP/MAINT	599.75	
77594	04/11/22	390.15	914	J.J.R ENTERPRISES,INC.		113628	PRINTER SUPPLIES	390.15	
77595	04/11/22	582.02	003230	JOBBERS EQUIPMENT WAREHOUSE		113597	INVENTORY ORDER	582.02	
77596	04/11/22	445.70	003442	JOHNSON CONTROLS INC		113661	4/1-6/30/22ALARM WTC	445.70	
77597	04/11/22	553.65	1117	KELLEY'S SERVICE INC.		113555	INVENTORY ORDER	121.73	
						113556	VEH# 601 PARTS	36.44	
						113557	NON INVENTORY ORDER	16.15	
						113565	INVENTORY ORDER	176.31	
						113566	CREDIT INV K-1647292	-8.87	
						113567	INVENTORY ORDER	211.89	
77598	04/11/22	320.00	002990	KISMET	7	113644	CPR/FIRSTAIDTRAINING	320.00	
77599	04/11/22	23,888.00	003615	KRAUTHAMER & ASSOCIATES, LLC		113645	CEO REC FINAL INV	23,888.00	
77600	04/11/22	341.54	003362	LUMINATOR TECHNOLOGY GROUP INC		113619	CAMERA REPAIR	170.77	
						113620	CAMERA REPAIR	170.77	
77601	04/11/22	17,870.90	003017	MANSFIELD OIL CO OF GAINSVILLE		113546	3/25 DIESEL FUEL	17,870.90	
77602	04/11/22	213.00	003249	MAXIMUM OIL SERVICE LLC		113596	USED OIL PICKUP MMF	213.00	
77603	04/11/22	1,485.30	E1020	MENGISTU, WONDIMU		113663	3/12-3/16 APTA CONF	1,485.30	
77604	04/11/22	644.08	041	MISSION UNIFORM		113564	UNIFORM REPAIR	45.81	
						113595	TOWELS/MOPS/MATS MMF	41.75	
						113627	TOWELS/MOPS/MATS	41.75	
						113648	UNIFORM REPAIR JZ	27.00	
						113649	VMU/VSW UNIFORM SUPP	331.77	
						113650	FUEL STATION TOWELS	156.00	
77605	04/11/22	642.00	004	NORTH BAY FORD LINC-MERCURY		113626	VEH# PC1111 PARTS	642.00	
77606	04/11/22	23,734.14	009	PACIFIC GAS & ELECTRIC		113588	2/28-3/28/22CHARGING	4,330.31	
						113589	2/23-3/23 1122 RIVER	2,913.71	
						113590	2/22-3/22 MANGOTANGO	48.53	
						113591	2/28-3/28 SMC	3,920.69	
						113592	2/23-3/23 MMF/GOLF	6,691.43	
						113593	2/23-3/23 VERNON	5,373.31	
						113594	2/24-3/24 SBF/RIVER	456.16	
77607	04/11/22	1,925.00	002947	PEDX COURIER AND CARGO	7	113629	MAR 22 COURIER SVC	1,925.00	
77608	04/11/22	305.00	481	PIED PIPER EXTERMINATORS, INC.		113581	MAR 22 PEST VER	65.00	
						113582	MAR 22 PEST WTC MKT	79.50	
						113583	MAR 22 PEST SMC	65.00	
						113584	MAR 22 PEST SMC TAQ	40.00	
						113585	MAR 22 PEST SMC MKT	55.50	
77609	04/11/22	200.00	003061	QUADIENT FINANCE USA INC		113632	MAR 22 POSTAGE 1598	200.00	
77610	04/11/22	2,952.98	003154	ROMAINE ELECTRIC CORP		113622	INVENTORY ORDER	2,952.98	
77611	04/11/22	2,561.91	003490	S & A SYSTEMS, INC		113631	MODULES GILLIG BUSES	2,561.91	

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CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
77612	04/11/22	1,594.43	135	SANTA CRUZ AUTO PARTS, INC.		113614	RESURFACING MANIFOLD	1,375.00	
						113615	VEH# 601 PARTS	219.43	
77613	04/11/22	48,593.27	002917	SANTA CRUZ METRO TRANSIT W/C		113664	MAR 22 W/C REPLENISH	48,593.27	
77614	04/11/22	7,512.44	079	SANTA CRUZ MUNICIPAL UTILITIES		113599	2/8-3/8 GOLF CLUB	1,490.67	
						113600	2/8-3/8 VERNON	373.99	
						113601	2/8-3/8 1200 RIVER B	2,981.16	
						113602	2/8-3/8 PACIFIC	2,210.29	
						113603	2/8-3/8 PACIFIC ISL	113.00	
						113604	2/8-3/8 1200 RIVER A	343.33	
77615	04/11/22	1,552.50	001307	SANTA CRUZ STAFFING, LLC		113570	TEMP W/E 3/27	1,552.50	
77616	04/11/22	56.14	003570	SCARBOROUGH LBR & BLDG SUPPLY		113646	RPR BUS WASHER	56.14	
77617	04/11/22	1,206.90	003545	SCHINDLER ELEVATOR CORPORATION		113662	SVC CALL ELEV RIVER	1,206.90	
77618	04/11/22	41,891.50	003625	SELF INSURED SERVICES COMPANY		113633	MAR 22 DENTAL	34,039.00	
						113634	MAR 22 VSP	7,852.50	
77619	04/11/22	60.00	E1091	SEPE, PATRICK		113636	DRIVERS LIC RENEWAL	60.00	
77620	04/11/22	6,666.80	003365	SHUTTLE BUS LEASING CORP		113621	3/21-3/30 FINAL PAYM	6,666.80	
77621	04/11/22	3,141.68	003292	SLINGSHOT CONNECTIONS LLC		113542	TEMP W/E 3/27	1,458.64	
						113543	TEMP W/E 3/27	224.40	
						113544	TEMP W/E 3/20	1,458.64	
77622	04/11/22	242.43	115	SNAP-ON INDUSTRIAL		113616	SHOP TOOL	185.64	
						113617	CR INV ARV/50735379	-185.64	
						113618	SHOP TOOL	20.12	
						113659	REPLACEMENT LIGHT	222.31	
77623	04/11/22	5,364.22	003285	THE AFTERMARKET PARTS CO LLC		113558	SR1782 HOSE CAMPAIGN	70.80	
						113559	INVENTORY ORDER	185.68	
						113560	INVENTORY ORDER	319.99	
						113561	SR1782 HOSE CAMPAIGN	943.66	
						113562	INVENTORY ORDER	65.15	
						113563	INVENTORY ORDER	170.88	
						113573	INVENTORY ORDER	84.84	
						113574	VEH# 2316 PARTS	147.93	
						113575	VEH# 2316 PARTS	112.36	
						113609	INVENTORY ORDER	825.01	
						113610	VEH# 2318 PARTS	279.70	
						113652	INVENTORY ORDER	33.01	
						113654	INVENTORY ORDER	2,125.21	
77624	04/11/22	106.74	166	THE HOSE SHOP, INC		113606	CREDIT INV# 442192	-0.49	
						113607	INVENTORY ORDER	33.26	
						113608	INVENTORY ORDER	73.97	
77625	04/11/22	608.84	043	TROWBRIDGE ENTERPRISES		113571	OFFICE SUPPLIES	107.60	
						113638	OFFICE SUPPLIES	92.81	
						113639	OFFICE SUPPLIES ADM	418.32	
						113640	CREDIT INV 639319-0	-9.89	
77626	04/11/22	178.89	007	UNITED PARCEL SERVICE		113545	FREIGHT	76.71	
						113625	FREIGHT	102.18	
77627	04/18/22	262.00	382	AIRTEC SERVICE INC.		113721	PREV MAINT PRC	262.00	

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CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
77628	04/18/22	242.06	003596	AMAZON CAPITAL SERVICES, INC.		113713	OFFICE SUPPLIES	70.28	
						113729	OFFICE SUPPLIES	46.20	
						113730	COFFEE MACHINE	109.20	
						113760	VEH2601POWERRELAYMOD	16.38	
77629	04/18/22	6,718.91	001348	ATHENS INSURANCE SERVICE, INC.		113704	APR 22 MO/ANNL FEE	6,718.91	
77630	04/18/22	247.22	003199	B & H FOTO & ELECTRONICS CORP		113788	WEBCAMS	174.78	
						113789	OFFICE SUPPLIES	72.44	
77631	04/18/22	9.84	003393	BRASS KEY LOCKSMITH INC		113714	OFFICE KEYS PARTS	9.84	
77632	04/18/22	345.00	080A	CALIFORNIA DEPARTMENT OF TAX		113742	JAN-MAR22 DIESEL TAX	345.00	
77633	04/18/22	228.24	667	CITY OF SCOTTS VALLEY		113727	1/16-3/15 SVT	228.24	
77634	04/18/22	2,670.46	909	CLASSIC GRAPHICS		113697	VEH# 1301 BODY WORK	2,670.46	
77635	04/18/22	4,280.85	163	COMMUNITY PRINTERS, INC.		113723	BUS SIGNS	4,280.85	
77636	04/18/22	391.98	002814	CREATIVE BUS SALES, INC.		113715	VEH# PC1706 REBILL	74.23	
						113787	INVENTORY ORDER	254.83	
						113790	VEH# PC4019 PARTS	62.92	
77637	04/18/22	383.93	E1022	CRUMMIE, DAWN		113739	DEBRIEF/MEET&GREET	383.93	
77638	04/18/22	50.21	003116	CUMMINS,INC		113761	VEH# 2318 PARTS	50.21	
77639	04/18/22	1,255.40	003485	EMPLOYNET, INC		113676	TEMP W/E 3/27	422.40	
						113806	TEMP W/E 3/27	833.00	
77640	04/18/22	1,806.40	432	EXPRESS SERVICES INC.		113672	TEMP W/E 4/3	640.00	
						113673	TEMP W/E 3/27	1,166.40	
77641	04/18/22	2,526.46	647	GENFARE A DIV OF SPX CORP		113762	INVENTORY ORDER	1,598.53	
						113763	INVENTORY ORDER	927.93	
77642	04/18/22	200.39	117	GILLIG LLC		113677	INVENTORY ORDER	200.39	
77643	04/18/22	1,277.66	003220	INFINISOURCE, INC		113708	MONTHLY TIMEKEEPING	1,277.66	
77644	04/18/22	711.17	003442	JOHNSON CONTROLS INC		113728	4/1-6/30/22 SVT	711.17	
77645	04/18/22	293.98	036	KELLY-MOORE PAINT CO., INC.		113724	PAINTBUSSTOP BENCHES	293.98	
77646	04/18/22	462.00	003271	KJRB, INC.		113712	VEH# 2601 TOW	462.00	
77647	04/18/22	100.00	003450	LANGUAGE LINE SERVICES INC		113705	MAR 22 TRANSLATE SVC	100.00	
77648	04/18/22	23,867.77	003017	MANSFIELD OIL CO OF GAINSVILLE		113736	4/4 DIESEL FUEL	23,867.77	
77649	04/18/22	2,707.94	003273	MGP XI REIT,LLC		113804	MAY 22 RENT CAPITOLA	2,340.38	
						113805	FY22CPIADJ JAN-APR22	367.56	
77650	04/18/22	1,063.97	041	MISSION UNIFORM		113722	VMU/VSW UNIFORM SUPP	328.85	
						113725	FUEL STATION TOWELS	156.00	
						113731	TOWELS/MATS PRC	10.50	
						113732	TOWELS/MOPS/MATS	41.75	
						113733	LAUNDRY/CUSTODIAL	31.52	
						113735	FUEL STATION TOWELS	156.00	
						113737	VMU/VSW UNIFORM SUPP	328.85	
						113786	TOWELS,MOP,MATS PRC	10.50	
77651	04/18/22	800.00	003542	NATALIE NIEMAN		113703	POSTCARDS/SPLASHPASS	800.00	
77652	04/18/22	66.75	002721	NEXTEL COMMUNICATIONS/SPRINT		113711	2/26-3/25 OPS	66.75	
77653	04/18/22	63.36	003326	NIDAL HALABI & NADA ALGHARIB		113709	NAME PLATE ADMIN	28.40	
						113710	NAME PLATE BOARD MEM	34.96	
77654	04/18/22	39.29	004	NORTH BAY FORD LINC-MERCURY		113696	VEH PC1716 PARTS	39.29	
77655	04/18/22	4,643.78	009	PACIFIC GAS & ELECTRIC		113686	2/28-3/28 OPS	4,643.78	

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CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
77656	04/18/22	919.08	107A	PROBUILD COMPANY LLC		113678	WALL DISPLAY VERNON	9.96	
						113679	EXTENSION CORDS	117.96	
						113680	AIR COMPRESSOR TASK	14.22	
						113681	SINK FAUCET RPR PRC	145.74	
						113682	VACUUM ROOM TASK	14.74	
						113683	RPR FLOOR DRAIN SMC	52.17	
						113684	WOOD FOR BUS BENCHES	364.96	
						113685	VARIOUS REPAIRS SMC	11.79	
						113687	REPL SINK FAUCET WTC	70.78	
						113688	REPL SINK FAUCET WTC	34.69	
						113689	STENCIL KIT WTC	8.15	
						113698	RPR ALL BUS STOPS	5.68	
						113699	COOLANT PUMP RPR MMF	21.96	
						113700	RPR COOLANT PUMP	4.39	
						113701	RPR ALL BUS STOPS	41.89	
77657	04/18/22	212.55	003059	QUADIENT LEASING USA, INC.		113807	5/3-8/2/22 LEASE PRC	212.55	
77658	04/18/22	332.15	003020	QUEST DIAGNOSTIC INC.		113707	3/28 DOT DRUG TESTS	332.15	
77659	04/18/22	110.83	135	SANTA CRUZ AUTO PARTS, INC.		113758	INVENTORY ORDER	110.83	
77660	04/18/22	6,021.76	001307	SANTA CRUZ STAFFING, LLC		113670	TEMP W/E 3/20	1,674.00	
						113671	TEMP W/E 3/27	1,674.00	
						113674	TEMP W/E 4/3	2,673.76	
77661	04/18/22	11.82	003570	SCARBOROUGH LBR & BLDG SUPPLY		113740	SINK FAUCET RPR SVT	5.90	
						113741	STENCIL KIT SVT	5.92	
77662	04/18/22	2,180.40	003292	SLINGSHOT CONNECTIONS LLC		113675	TEMP W/E 3/20	1,058.40	
						113759	TEMP W/E 4/3	1,122.00	
77663	04/18/22	810.00	003611	SONIA MENDEZ-PACHECO		113726	CARPET CLEANING PRC	810.00	
77664	04/18/22	709.03	003595	STAPLES INC		113738	STANDING DESK	709.03	
77665	04/18/22	132.25	001040	TERRYBERRY CO., LLC		113706	ANNIVERSARY AWARD	132.25	
77667	04/18/22	27,775.31	003285	THE AFTERMARKET PARTS CO LLC		113690	INVENTORY ORDER	244.04	
						113691	INVENTORY ORDER	421.42	
						113692	INVENTORY ORDER	123.30	
						113693	INVENTORY ORDER	676.41	
						113694	INVENTORY ORDER	366.06	
						113695	INVENTORY ORDER	643.84	
						113743	INVENTORY ORDER	276.93	
						113744	INVENTORY ORDER	186.76	
						113745	INVENTORY ORDER	380.95	
						113746	VEH# 1206 PARTS	170.88	
						113747	VEH# 2810 PARTS	22.83	
						113748	VEH# 2810 RPR	302.41	
						113749	VEH# 9818 PARTS	472.55	
						113750	VEH# 2217 PARTS	151.20	
						113751	VEH# 2217 PARTS	267.84	
						113752	INVENTORY ORDER	138.03	
						113753	INVENTORY ORDER	231.00	
						113754	VEH# 1610 PARTS	414.72	

Attachment A

9.1A.6

DATE: 04/01/22 THRU 04/30/22

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						113755	VEH# 1610 PARTS	506.04	
						113756	INVENTORY ORDER	499.58	
						113757	INVENTORY ORDER	37.54	
						113764	VEH# 2806 PARTS	207.27	
						113765	VEH# 2318 PARTS	155.58	
						113766	VEH# 1003 PARTS	341.76	
						113767	VEH# 1301 PARTS	101.72	
						113768	VEH# 1301 PARTS	444.20	
						113769	VEH# 1206 PARTS	134.38	
						113770	INVENTORY ORDER	2,743.51	
						113771	PARTS VEH# 1610-1612	274.95	
						113772	VEH# 1610-1612 PARTS	292.39	
						113773	VEH# 1610-1612 PARTS	114.52	
						113774	VEH# 1610-1612 PARTS	67.44	
						113775	VEH# 2807 PARTS	223.36	
						113776	INVENTORY ORDER	536.53	
						113777	VEH# 1003 PARTS	158.85	
						113778	INVENTORY ORDER	119.02	
						113779	INVENTORY ORDER	52.01	
						113780	INVENTORY ORDER	59.96	
						113781	INVENTORY ORDER	63.92	
						113782	INVENTORY ORDER	102.44	
						113783	INVENTORY ORDER	5,221.67	
						113784	INVENTORY ORDER	1,453.96	
						113791	INVENTORY ORDER	414.08	
						113792	INVENTORY ORDER	125.83	
						113793	INVENTORY ORDER	155.58	
						113794	INVENTORY ORDER	60.57	
						113796	INVENTORY ORDER	95.42	
						113797	INVENTORY ORDER	95.42	
						113798	INVENTORY ORDER	526.54	
						113799	INVENTORY ORDER	457.98	
						113800	INVENTORY ORDER	1,030.14	
						113801	INVENTORY ORDER	2,444.61	
						113802	INVENTORY ORDER	2,832.50	
						113803	INVENTORY ORDER	132.87	
77668	04/18/22	4.33	166	THE HOSE SHOP, INC		113702	INVENTORY ORDER	4.33	
77669	04/18/22	122.65	007	UNITED PARCEL SERVICE		113734	FREIGHT	122.65	
77670	04/18/22	308.88	434	VERIZON WIRELESS	0	113785	3/2-4/1 PARACRUZ	308.88	
77671	04/18/22	2,650.00	003378	WESTERN POWER PRODUCTS INC		113795	9/21-9/22 ANL SUBS	2,650.00	
77672	04/18/22	1,025.00	003550	WORKWELL MEDICAL PROF. CORP.		113716	DOT PHYSICAL EXAM	120.00	
						113717	DOT PHYSICAL EXAMS	545.00	
						113718	DOT PHYSICAL EXAM	120.00	
						113719	DOT PHYSICAL EXAMS	240.00	
77673	04/18/22	26.14	003530	ZORO TOOLS, INC.		113720	SBF COMPRESSOR	26.14	
77674	04/19/22	12,444.67	057	U.S. BANK		113808	****-****-****-5971	12,444.67	

Attachment A

9.1A.7

DATE: 04/01/22 THRU 04/30/22

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
77675	04/25/22	3,076.97	003151	ABC BUS INC		113855	INVENTORY ORDER	1,366.19	
						113856	INVENTORY ORDER	1,710.78	
77676	04/25/22	4,485.13	382	AIRTEC SERVICE INC.		113871	OPS PREV MAINT	2,561.30	
						113924	PREV MAINT SMC	534.83	
						113925	PREV MAINT MMF	973.00	
						113926	PREV MAINT WTC	416.00	
77677	04/25/22	497.26	002828	ALLIED ELECTRONICS		113857	INVENTORY ORDER	497.26	
77678	04/25/22	825.70	003596	AMAZON CAPITAL SERVICES, INC.		113854	OFFICE SUPPLIES	79.07	
						113858	TVM AIR FILTER	33.52	
						113859	CD RECEIVER	185.71	
						113906	INVENTORY ORDER	121.68	
						113907	INVENTORY ORDER	405.72	
77679	04/25/22	1,511.88	001D	AT&T		113912	3/1-3/31 WTC/VER	589.20	
						113913	3/10-4/9 INTERNET	922.68	
77680	04/25/22	65.36	002689	B & B SMALL ENGINE CORP		113914	KITS FOR BUS STOPS	65.36	
77681	04/25/22	1,946.80	003199	B & H FOTO & ELECTRONICS CORP		113937	COMPUTER MONITORS	1,946.80	
77682	04/25/22	5,498.24	588	CALTIP		113811	MAR 22 CODE=5100	5,498.24	
77683	04/25/22	1,100.00	002109	CITY OF SANTA CRUZ/PARKING		113938	MAY 22 PARK PERMITS	1,100.00	
77684	04/25/22	205.81	003373	CITY OF SANTA CRUZ FINANCE RRF		113834	MAR 22 LANDFILL	205.81	
77685	04/25/22	20,870.28	001124	CLEAN ENERGY		113862	4/8 LNG CHARGES	4,420.90	
						113863	4/1 LNG CHARGES	7,812.65	
						113864	4/5 LNG CHARGES	8,636.73	
77686	04/25/22	3,991.00	003601	COMCAST HOLDINGS CORPORATION		113874	MAR 22 ADVERTISING	3,991.00	
77687	04/25/22	303.81	002814	CREATIVE BUS SALES, INC.		113867	VEH# PC1709 PARTS	114.30	
						113868	CREDIT XA113003481	-114.30	
						113869	VEH# PC1709 PARTS	66.20	
						113927	INVENTORY ORDER	171.08	
						113928	INVENTORY ORDER	66.53	
77688	04/25/22	12,125.33	003116	CUMMINS,INC		113838	VEH#1206 PARTS ORDER	4,033.73	
						113839	INVENTORY ORDER	576.26	
						113840	VEH#2318 PARTS ORDER	99.82	
						113841	INVENTORY ORDER	4,267.00	
						113845	VEH 1211 EGR VALVE	2,083.28	
						113884	VEH# 1901 PARTS	102.24	
						113885	VEH# 4203 PARTS	138.68	
						113886	VEH# 4203 PARTS	365.58	
						113887	VEH# 2318 PARTS	48.59	
						113888	INVENTORY ORDER	36.12	
						113889	INVENTORY ORDER	374.03	
77689	04/25/22	4,251.21	003520	DONNA NORTH		113922	REPLACE WINDOW SMC	4,251.21	
77690	04/25/22	7,493.31	003274	EAST BAY TIRE CO.		113842	REVENUE TIRES	2,515.84	
						113843	REVENUE TIRES	1,083.15	
						113844	REVENUE TIRES	2,515.84	
						113890	REVENUE TIRES	295.33	
						113891	REVENUE TIRES	1,083.15	
77691	04/25/22	818.40	003485	EMPLOYNET, INC		113865	TEMP W/E 4/3	818.40	

Attachment A

DATE: 04/01/22 THRU 04/30/22

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
77692	04/25/22	361.20	039	FEDEX OFFICE		113809	PRINT/LAMINATING SVC	172.66	
						113810	PREMIUM BANNER	188.54	
77693	04/25/22	988.50	002962	FIS		113900	MAR 22 MERCHANT FEES	988.50	
77694	04/25/22	17,038.33	002952	FLYERS ENERGY LLC		113860	4/1-4/15NONREV FUEL	2,875.98	
						113861	4/1-4/15REVENUE FUEL	13,161.22	
						113873	INVENTORY ORDER	1,001.13	
77695	04/25/22	3,529.76	647	GENFARE A DIV OF SPX CORP		113847	INVENTORY ORDER	1,318.96	
						113848	INVENTORY ORDER	2,156.99	
						113849	INVENTORY ORDER	53.81	
77696	04/25/22	10,306.37	117	GILLIG LLC		113850	VEH#1903 PARTS ORDER	1,447.46	
						113851	INVENTORY ORDER	2,075.51	
						113892	RECARO SEATS	4,959.38	
						113893	INVENTORY ORDER	1,824.02	
77697	04/25/22	26.66	282	GRAINGER		113852	NON INVENTORY ORDER	26.66	
77698	04/25/22	1,190.39	001097	GREENWASTE RECOVERY, INC.		113894	MAR 22 GREEN VALLEY	61.28	
						113895	MAR 22 FREEDOM	61.28	
						113896	MAR 22 HWY1/BOULDER	183.84	
						113897	MAR 22 FREED/BOWKR	61.28	
						113898	MAR 22 FREED/AIRPORT	61.28	
						113899	MAR 22 PRC	382.97	
						113917	3/1-3/31 SVT	378.46	
77699	04/25/22	48,937.40	003109	HANSON BRIDGETT LLP		113812	M# 032117.004002	429.60	
						113813	M# 032117.006001	1,609.50	
						113814	M# 032117.006003	2,837.60	
						113815	M# 032117.006012	450.00	
						113816	M# 032117.006013	5,157.00	
						113817	M# 032117.006036	10,932.20	
						113818	M# 032117.006037	1,021.50	
						113819	MAR 22 RETAINER	26,500.00	
77700	04/25/22	128.93	914	J.J.R ENTERPRISES,INC.		113936	PRINTER SUPPLIES	128.93	
77701	04/25/22	12,942.82	003552	JOHNSON & CODY ELECTRIC,INC.		113923	GENERATOR RENTAL SBF	12,942.82	
77702	04/25/22	1,689.90	1117	KELLEY'S SERVICE INC.		113879	INVENTORY ORDER	1,592.32	
						113882	INVENTORY ORDER	94.13	
						113883	INVENTORY ORDER	3.45	
77703	04/25/22	9.81	036	KELLY-MOORE PAINT CO., INC.		113921	PAINT BENCH BS1095	9.81	
77704	04/25/22	331.10	003362	LUMINATOR TECHNOLOGY GROUP INC		113929	EQUIPMENT REPAIR	331.10	
77705	04/25/22	1,212.68	003617	MEDZON		113820	PPE SUPPLIES	1,212.68	
77706	04/25/22	469.02	001052	MID VALLEY SUPPLY INC.		113824	INVENTORY ORDER	358.07	
						113870	INVENTORY ORDER	110.95	
77707	04/25/22	31.52	041	MISSION UNIFORM		113919	LAUNDRY/CUSTODIAL	31.52	
77708	04/25/22	1,000.00	003542	NATALIE NIEMAN		113918	EARTHDAYFLYER/BANNER	1,000.00	
77709	04/25/22	2,653.56	009	PACIFIC GAS & ELECTRIC		113832	3/4-4/3 SVT/WTC/PS	2,653.56	
77710	04/25/22	378.00	003506	PHILIP J CROUCH		113853	FAREBOX EQUIP RPR	378.00	
77711	04/25/22	32.77	003443	PROTERRA INC		113915	VEH# 0220 PARTS	32.77	
77712	04/25/22	310.22	003024	RICOH USA, INC CA		113901	3/14-4/13 PARACRUZ	66.76	
						113902	4/14-5/13 PARACRUZ	66.76	

Attachment A

9.1A.9

DATE: 04/01/22 THRU 04/30/22

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						113903	3/12-4/11 OPS	88.35	
						113904	4/12-5/11 OPS	88.35	
77713	04/25/22	2,407.87	003154	ROMAINE ELECTRIC CORP		113830	INVENTORY ORDER	650.04	
						113909	INVENTORY ORDER	1,720.69	
						113910	INVENTORY ORDER	33.92	
						113911	INVENTORY ORDER	3.22	
77714	04/25/22	307.21	135	SANTA CRUZ AUTO PARTS, INC.		113825	VEH# PC 1714 PARTS	154.90	
						113826	INVENTORY ORDER	152.31	
77715	04/25/22	10,640.70	001307	SANTA CRUZ STAFFING, LLC		113822	TEMP W/E 4/10	2,424.20	
						113835	TEMP W/E 4/3	1,485.00	
						113836	TEMP W/E 4/10	1,674.00	
						113837	TEMP W/E 4/10	1,957.50	
						113846	TEMP W/E 04/03	1,674.00	
						113930	TEMP W/E 4/17	1,426.00	
77716	04/25/22	926.10	003292	SLINGSHOT CONNECTIONS LLC		113821	TEMP W/E 4/3	926.10	
77717	04/25/22	456.99	115	SNAP-ON INDUSTRIAL		113920	EMP REPLACEMENT TOOL	456.99	
77718	04/25/22	9,640.74	001075	SOQUEL III ASSOCIATES	7	113866	MAY 22 RENT RESEARCH	9,640.74	
77719	04/25/22	4,983.71	003285	THE AFTERMARKET PARTS CO LLC		113828	INVENTORY ORDER	420.01	
						113829	CREDIT INV# 82632733	-0.55	
						113875	INVENTORY ORDER	676.41	
						113876	INVENTORY ORDER	2,513.89	
						113877	INVENTORY ORDER	1,105.33	
						113878	INVENTORY ORDER	268.62	
77720	04/25/22	1,829.42	166	THE HOSE SHOP, INC		113880	NON INV/INV ORDER	1,644.09	
						113881	INVENTORY ORDER	185.33	
77721	04/25/22	9,499.86	001800	THERMO KING OF SALINAS, INC		113827	INVENTORY ORDER	4,330.89	
						113931	INVENTORY ORDER	4,330.89	
						113932	INVENTORY ORDER	838.08	
77722	04/25/22	5,525.87	001506	TOM LOPES DISTRIBUTING CO. INC		113933	INVENTORY ORDER	7,204.98	
						113934	CREDIT INV 352499	-7,204.98	
						113935	INVENTORY ORDER	5,525.87	
77723	04/25/22	210.39	043	TROWBRIDGE ENTERPRISES		113823	OFFICE SUPPLIES	210.39	
77724	04/25/22	198.25	007	UNITED PARCEL SERVICE		113916	FREIGHT	198.25	
77725	04/25/22	502.00	003417	VERITECH, INC.		113831	INVENTORY ORDER	502.00	
77726	04/25/22	829.33	434	VERIZON WIRELESS	0	113833	3/2-4/1 PAGERS MMF	64.00	
						113872	3/2-4/1 CS	50.94	
						113908	3/2-4/1/22 PARACRUZ	714.39	
77727	04/21/22	83.66	E1064	MARTIN, CORTNEY		113939	MILEAGE REIMB	83.66	
77728	04/22/22	1,018.00	080	CALIFORNIA DEPARTMENT OF TAX		113940	JAN-MAR 22 SALES TAX	1,018.00	
77729M	04/29/22	-2,500.00	003210	DEPARTMENT OF FORESTRY & FIRE FY22 TD-312/L-2629		114076	FY22 TD-312/L-2629	-2,500.00	**VOID
77730M	04/28/22	2,500.00	003210	DEPARTMENT OF FORESTRY & FIRE FY 22 TD-312/L-2629		114077	FY 22 TD-312/L-2629	2,500.00	MANUAL
77798	04/29/22	2,959.66	003599	NOTT-PEREZ, DAWN		114079	MAY22 SURVIVOR COBRA	2,959.66	
TOTAL		681,710.12		ACCOUNTS PAYABLE			TOTAL CHECKS 191	681,710.12	

Attachment A

9.1A.10

Attachment A

DRAFT MINUTES*

MAC MEETING OF April 20, 2022

The METRO Advisory Committee (MAC) met on Wednesday, April 20, 2022. The meeting was held via teleconference. ***Minutes are "summary" minutes, not verbatim minutes.

1. **CALL TO ORDER** at 6:01 PM.

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

James Von Hendy, Chair	**Veronica Elsea**
Joseph Martinez, Vice Chair	**Michael Pisano**
James Cruse	**Becky Taylor**
Jessica de Wit	

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

   Ms. Elsea mentioned she is a member of the Santa Cruz County Voting Accessibility Advisory Committee. She said the elections department would like to work with METRO to arrange transportation to the 18 voting centers in the upcoming June elections. Ms. Elsea requested a contact person for the elections staff to contact.

   Mr. Pisano asked about the Measure D stickers on METRO buses and vehicles. Margo Ross, COO, said the stickers currently on METRO vehicles represent the 2016 Measure D that was passed. One of the stipulations of receiving the 2016 Measure D funds is to display these stickers on METRO vehicles. However, with the new Measure D on the June ballot, the Santa Cruz County Regional Transportation Commission (SCCRTC) gave approval to cover up the 2016 Measure D stickers until after the election. METRO is temporarily covering these stickers up with "Dump the Pump" stickers.

   Mr. Martinez asked if ParaCruz Van Operators could be given cash to provide change to riders. COO Ross, explained it was not an option. Brandon Freeman, Bus Operator, added that it would be a liability for METRO.

4. **RECEIVE AND FILE MINUTES FROM THE METRO ADVISORY COMMITTEE MEETING OF FEBRUARY 16, 2022**

   MOTION: ACCEPT AND FILE THE MINUTES FROM THE METRO ADVISORY COMMITTEE MEETING OF FEBRUARY 16, 2022 AS PRESENTED

   MOTION: ELSEA **SECOND: PISANO**

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

5. **COMMUNICATIONS FROM METRO ADVISORY COMMITTEE (MAC)**

   Chair Von Hendy reported on the letter he wrote to the Board of Directors (Board) requesting staff to create a section on METRO's website to share the things that METRO is doing for sustainability and environmental issues. The Board acknowledged receipt of MAC's letter at the February 25, 2022 Board meeting. The Board has not directed staff to take action.

DRAFT

6. UPDATE OF FY23 AND FY24 PRELIMINARY OPERATING BUDGETS AND FY23 CAPITAL BUDGET AS PRESENTED AT THE MARCH 25, 2022 BOARD OF DIRECTORS MEETING

Chuck Farmer, CFO, spoke to the presentation that was presented to the Board of Directors on March 25, 2022. He emphasized that this is preliminary data. Mr. Pisano asked if METRO gets a price break when charging the electric buses. CFO Farmer said the electric buses are charged at night at the lowest rates. Ms. Elsea asked about the job title change for the Mobility Training Coordinator position and requested a copy of the new job description.

7. UPDATE ON INFORMATION TECHNOLOGY SYSTEMS (ITS)

Isaac Holly, IT and ITS Director, provided an update on the progress of the ITS project and mentioned that it is currently in the design phase and ahead of schedule.

Ms. Elsea and Mr. Pisano expressed appreciation for Director Holly's work on this project.

8. COVID-19 UPDATE

Margo Ross, COO, reported on the following:

COVID-19: One positive case was reported on April 20, 2022.

Earth Day: METRO will offer free fares on Earth Day, Friday, April 22, 2022.

COVID-19: One positive case was reported on April 20, 2022.

CEO: A press release on Michael Tree was shared with the MAC Members. Mr. Cruse asked that a copy of the press release be distributed to the Committee.

9. SERVICE PLANNING UPDATE

a. Quarterly Ridership Report

John Urgo, Planning and Development Director, gave a brief summary of the ridership report for the second quarter of FY22. The full report went to the Board on February 25, 2022.

b. Bus Stops

Mr. Pisano asked about the new shelters. Director Urgo said there are 23 shelters that were acquired from Valley Transportation Authority (VTA) and are being distributed throughout Santa Cruz County.

c. Other Projects

i. Pacific Station Lobby Access

Director Urgo said the Pacific Station lobby remains closed, but the restrooms are still open to the public. Within the next two weeks the fence will be removed in the lobby of the Watsonville Transit Center.

Ms. Taylor asked about the braille bus stop signage. Discussion followed and it was determined that Ms. Elsea would reach out to Director Urgo to provide further input.

10. DISCUSS PREVIOUS BUS STOP COMMITTEE HISTORY

Ms. Elsea provided a brief overview of the Bus Stop Advisory Committee. Discussion ensued on the type of work the Committee did before it was dissolved.

Chair Von Hendy asked if this was something she was hoping to have revisited or re-established by the Board. Ms. Elsea asked who the public should contact regarding bus stop issues now. COO Ross said those issues are currently being handled by the Operations and Planning Departments. Mr. Freeman added that Customer Service can also be contacted.

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11. COMMUNICATIONS TO THE METRO CEO

Chair Von Hendy will write a letter to the new CEO to formally welcome him to METRO and invite him to the next MAC meeting on August 17, 2022.

MOTION: WRITE A WELCOME LETTER TO THE NEW CEO AND INVITE HIM TO THE NEXT MAC MEETING

MOTION: ELSEA **SECOND: PISANO**

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

12. COMMUNICATIONS TO THE METRO BOARD OF DIRECTORS

None

13. ITEMS FOR NEXT MEETING AGENDA

- COVID-19 Update
- Santa Cruz County Fair
- Priorities of new METRO CEO
- Pacific Station Updates
- Fall Schedule
- Braille Bus Stop Signage
- ITS Update

14. DISTRIBUTION OF VOUCHERS

Elizabeth Rocha, Administrative Specialist, will mail out the vouchers on Thursday, April 21, 2022 to all members in attendance at this meeting.

15. ADJOURNMENT

Chair Von Hendy announced the next MAC meeting is scheduled for Wednesday, August 17, 2022 at 6:00 PM. Meeting adjourned at 7:17 PM.

Respectfully submitted,

Elizabeth Rocha
Administrative Specialist

DRAFT

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Attachment B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS MEETING MINUTES*
APRIL 22, 2022 – 9:00 AM
MEETING HELD VIA TELECONFERENCE

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) convened on Friday, April 22, 2022, via teleconference.

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

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DRAFT

1 **CALLED TO ORDER** at 9:00 AM by Board Chair Pageler.

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

Director Kristen Brown	**City of Capitola**
Director Rebecca Downing	**County of Santa Cruz**
Direct 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 Donna Meyers	**City of Santa Cruz**
Director Larry Pageler	**County of Santa Cruz**
Director Ari Parker	**City of Watsonville**
Director Mike Rotkin	**County of Santa Cruz**
Ex-Officio Director Dan Henderson *AR 9:09*	**UC Santa Cruz**
Ex-Officio Director Alta Northcutt	**Cabrillo College**
Dawn Crummié	Interim CEO/GM
Julie Sherman	General Counsel

3 **ANNOUNCEMENTS**

Today's meeting is being broadcast by Community Television of Santa Cruz County. Chair Pageler added that METRO is providing free fares today to celebrate Earth Day.

4 BOARD OF DIRECTORS COMMENTS

Director McPherson provided an update on the two-day legislative conference sponsored by the California State Association of Counties. The key focus was on housing the homeless and transportation.

Director Meyers said the City of Santa Cruz is beginning to operationalize the recently adopted Homelessness Response Action Plan. Part of that program is to move people out of the homeless encampments that are primarily unmanaged. We've closed the camps across the San Lorenzo River and along Hell's Trail. The San Lorenzo Park Benchlands camp will be closed over the next few months with the goal of placing those people in managed encampments with services and resources available to help them. Director Rotkin added that the public should be aware that there are three levels of encampments—unsanctioned (where people set up camps anywhere); sanctioned but not managed (e.g., the Benchlands); and sanctioned and managed (e.g., the 1220 River Street Camp).

Director Northcutt announced that Cabrillo College students are hosting their student senate elections and voting will happen the week of May 2nd. Discussion has begun on having a mobile app or eco-pass for students that is not the physical student ID card.

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

5 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

Chair Pageler spoke to Mr. Praxel's email regarding the new Measure D that will be on the June 2022 ballot and how it is different from the 2016 Measure D. He clarified the branding requirements by the Santa Cruz County Regional Transportation Commission (RTC) for METRO's vehicles and services funded by the 2016 Measure D. On April 20, 2022, the RTC gave approval for existing decals to be covered up until after the November 2022 election to ease public confusion. Danielle Glagola, Marketing, Communications and Customer Service Director, let the assembly know that METRO decided to temporarily cover up the 2016 Measure D stickers with a "Dump the Pump" message (photos attached), which will be removed after the election. These stickers are being installed on all of METRO's fixed route and paratransit vehicles and should be completed by Monday, April 25, 2022. We will continue to refer to the 2016 Measure D on our website landing page so that METRO still supports our 2016 Measure D obligation to the RTC.

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

6 LABOR ORGANIZATION COMMUNICATIONS

James Sandoval, SMART Local 0023 Chairperson, mentioned that on April 7, 2022, the unions ratified the contract extension for one year. Our members are happy and we're looking forward to a smooth transition with the new CEO. I'm happy to report that he did meet with all the union leaders. We talked about a lot of ideas, goals, and ambitions. We are grateful and excited about the future of METRO.

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

DRAFT

7 WRITTEN COMMUNICATIONS FROM THE METRO ADVISORY COMMITTEE
Having none, Chair Pageler moved to the next agenda item.

8 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS
Having none, Chair Pageler moved to the next agenda item.

CONSENT AGENDA

9.1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF MARCH 2022
Chuck Farmer, CFO

9.2 ACCEPT AND FILE MINUTES OF:
A. MARCH 25, 2022 BOARD OF DIRECTORS REGULAR MEETING
B. APRIL 8, 2022 FINANCE, BUDGET & AUDIT STANDING COMMITTEE MEETING
Dawn Crummié, Interim CEO/General Manager

9.3 ACCEPT AND FILE THE YEAR-TO-DATE MONTHLY FINANCIAL REPORT AS OF MARCH 31, 2022
Chuck Farmer, CFO

9.4 APPROVE: CONSIDERATION OF RESOLUTION APPROVING THE FY22 REVISED CAPITAL BUDGET/PORTFOLIO
Chuck Farmer, CFO

9.5 ACCEPT AND FILE: UPDATE ON CRUZ ON-DEMAND MICROTRANSIT SERVICE AND END OF PILOT
John Urgo, Planning and Development Director

9.6 APPROVE: RECEIVE AN UPDATE ON THE FY23 APPROPRIATIONS AND CONGRESSIONALLY DIRECTED SPENDING REQUESTS
Wondimu Mengistu, Grants and Legislative Analyst

9.7 APPROVE: CONSIDERATION OF A RESOLUTION MAKING CERTAIN FINDINGS AND DIRECTING THAT THE BOARD AND ITS COMMITTEE MEETINGS WILL CONTINUE TO BE HELD VIA TELECONFERENCE
Dawn Crummié, Interim CEO/General Manager

9.8 APPROVE: RECOMMENDED ACTION ON TORT CLAIMS
Curtis Moses, Safety, Security & Risk Management Director

9.9 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO MANSFIELD OIL COMPANY FOR FUEL AND FUELING SERVICES NOT TO EXCEED $2,150,320
Eddie Benson, Maintenance Manager

There were no public comments.

ACTION: MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED

MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR KOENIG

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

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REGULAR AGENDA

10 APPROVE: THE USE OF FY22 FTA 5307 FUNDS TOWARDS FUTURE BUS PURCHASES AND RECEIVE AN UPDATE ON THE LONG-RANGE BUS REPLACEMENT PLAN

John Urgo, Planning and Development Director, spoke to the item and provided some background on the establishment of the bus replacement plan. Entering FY22, METRO has reduced the number of buses needing replacement by 17. However, due to the age of the fleet, by FY23, the number of buses needing to be replaced will jump back to 35 and by FY28, it will reach 61. Because of the California Air Resources Board's (CARB) Innovative Clean Transit (ICT) regulation, future bus purchases will be more expensive as we transition to zero-emission technology. Staff is recommending we commit FY22 FTA 5307 funding, which METRO usually uses for operational expenses, but is eligible for capital expenses, towards funding the bus replacement fund.

Director Rotkin mentioned that he gets emails from the public asking why is METRO purchasing buses that are not electric. The reason is that a CNG bus costs about $700K and an electric bus costs about $1.2 million. METRO doesn't have the money to simply buy all electric buses. However, this plan allows METRO to move towards electric to meet the state guidelines before its deadline and allows METRO to keep operating while achieving that goal. Director McPherson requested the amount that is to be committed to this fund for the public's knowledge. Mr. Urgo said it was $11 million.

There were no public comments.

ACTION: APPROVE THE USE OF FY22 FTA 5307 FUNDS TOWARDS FUTURE BUS PURCHASES AND THE UPDATE ON THE LONG-RANGE BUS REPLACEMENT PLAN

MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR MCPHERSON

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

11 APPROVE: CONSIDERATION OF ISSUING A FORMAL REQUEST FOR PROPOSALS FOR THE SOUTH COUNTY ZERO-EMISSIONS OPERATING AND MAINTENANCE FACILITY PLAN, PHASE I: PLANNING PROJECT

John Urgo, Planning and Development Director, requested the Board authorize the Purchasing Manager to issue a formal request for proposals for the South County Zero-Emissions Operating and Maintenance Facility. The existing Judy K. Souza Operations Facility is not big enough to accommodate future zero-emission buses and charging or fueling technology that is needed to fully meet the CARB ICT regulation. Staff is requesting $1 million to conduct this planning phase, identify potential sites, conduct environmental clearances, and design a preliminary plan. This will put METRO in an excellent position to pursue federal grant funding for final construction.

DRAFT

Director Dutra expressed support for this project and thinks this is an opportunity to capitalize on the grant funding that METRO could receive for the facility. It would be nice to have this facility in South County and move METRO forward with an environmentally based fleet.

There were no public comments.

ACTION: APPROVE ISSUING A FORMAL REQUEST FOR PROPOSALS FOR THE SOUTH COUNTY ZERO-EMISSIONS OPERATING AND MAINTENANCE FACILITY PLAN, PHASE I: PLANNING PROJECT

MOTION: DIRECTOR DUTRA **SECOND: DIRECTOR MEYERS**

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

12 APPROVE: REQUEST TO FUND HR ANALYST I POSITION AND DE-FUND BENEFITS TECHNICIAN POSITION

Dawn Crummié, Interim CEO/General Manager and HR Director, spoke to the item. This is not an additional position. The request is to defund the Benefits Technician position and fund another HR Analyst I position. The position's primary focus will be on benefits but making it a more generalized position would allow cross-training in recruitment and compensation as well. Director Rotkin asked if the new position is more expensive than the other one. Ms. Crummié said it is a little higher paying position with an approximate $13,800 cost increase in FY23, assuming we hire someone at Step 1.

There were no public comments.

ACTION: APPROVE FUNDING AN HR ANALYST I POSITION AND DE-FUNDING THE BENEFITS TECHNICIAN POSITION

MOTION: DIRECTOR LIND **SECOND: DIRECTOR MCPHERSON**

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

13 CEO ORAL REPORT / COVID-19 UPDATE

Dawn Crummié, Interim CEO/General Manager, reminded the assembly that Michael Tree will be starting on Monday, April 25, 2022, as the new CEO. She thanked everyone for their support in this interim period.

She congratulated the new hires/promotions that have taken place since the last meeting:

Elizabeth Rocha-Rocha	Administrative Specialist
Mike Montes	Lead Parts & Materials Clerk
Mariano Bernal	Provisional IT Project Coordinator
Amidia Frederick	HR Analyst I
Jesse Diaz	Parts & Materials Clerk
Rene Lopez	Facilities Maintenance Worker II

DRAFT

Additional updates included:

- Santa Cruz County Leadership suspended Class #35 when COVID-19 hit and is now continuing the program. She praised the class as a great way to get to know Santa Cruz County. METRO provides the buses for three of the field trips. Because of that, we get to have 2-3 METRO employees attend.
- METRO is setting up a booth today at the METRO Transit Center to hand out information on METRO's participation in Earth Day.
- METRO has a new tenant in our Watsonville Transit Center—Goble Roasting Coffee. They serve iced coffee and coffee beans.
- A Bus Operator class of six begins on April 25, 2022.
- METRO has had one COVID-19 positive case in the last 30 days.
- The mask mandate was lifted as of April 19, 2022. We have changed our signage to "recommended" for riders and requiring it for unvaccinated riders.
- SB957 is moving through the legislature and may be decided prior to the June 24, 2022 Board Meeting, the date chosen to table the issue at the March 25, 2022 Board Meeting. She reiterated that METRO management is opposed to the legislation.

James Sandoval responded to SB957 by saying having Senator John Laird's backing of the bill provided a lot of credibility in the legislature and is getting support from multiple labor organizations.

Several Directors expressed their appreciation to Ms. Crummié for stepping into this role quickly and for everything she has done in the interim and making everything run smoothly.

14 ANNOUNCEMENT OF NEXT MEETING

Larry Pageler, Board Chair, announced the next Board of Directors Meeting will be held on Friday, May 20, 2022, at 9:00 AM via teleconference.

15 ADJOURNMENT

Larry Pageler, Board Chair, adjourned the meeting at 9:42 AM.

Respectfully submitted,

Donna Bauer
Executive Assistant

DRAFT

Attachment B

Dump the Pump.
Reduce Emissions.
RIDE METRO.
Scan Me to View
METRO's
Service Schedule
scmtd.com
SANTA CRUZ
METRO

Santa Cruz Metropolitan Transit District

DATE: May 20, 2022

TO: Board of Directors

FROM: Chuck Farmer, Chief Financial Officer

SUBJECT: **ACCEPT AND FILE THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF APRIL 30, 2022**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the Year to Date Monthly Financial Report as of April 30, 2022

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 April 30, 2022."

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 April 30, 2022. The fiscal year has elapsed 83%.

Slide 1

(Cover) Year to Date Monthly Financial Report as of April 30, 2022

Slide 2

April 2022 Key Financial Highlights

- Service
  - Fixed Route (inc Hwy 17) Cost per Revenue Service Hour is $246 vs Budget of $362
    - 36 canceled trips, all due to no Bus Operators
  - ParaCruz Cost per Trip is $78 vs Budget of $105
  - Non-Student/Hwy 17 Passengers is 129,652 vs Budget of 128,915

- Financials
  - Operating Surplus/(Deficit) is favorable $0.5M driven by higher Passenger Fares of $0.1M, lower wages of $0.3M, and fringe of $0.2M; partially offset by higher OT of $0.1M
  - Non-Operating Revenues of $3.4M are $1.6M favorable vs budget of $1.7M driven primarily by unbudgeted COVID Relief grants of $1.4M
- Capital
  - Capital spend of $22K is $219K lower than budget of $241K primarily due to the delay of demo for structures and sinkhole repair as a result of permitting issues
- Personnel
  - 280 Active Personnel vs 321 Funded Personnel
  - 41 Vacancies at end of April, 28 related to Paratransit and Bus Operators
  - Class of four Operators started April 25
  - Recruitment of Lead Custodial Worker has been completed

Slide 3

(Cover) April 2022, YTD Pre-Close Financials

Slide 4

April 30, 2022 Monthly Operating Revenue and Expenses

- Operating Revenue, net favorable by $116K
  - Passenger Fares - favorable by $20K
  - Special Transit Fares – favorable by $96K
- Operating Expense, net favorable by $394K – Favorable wages and fringe driven by shortage of bus drivers and other vacant positions
  - Labor Regular – favorable by $272K
  - Labor OT – unfavorable by $105K
  - Fringe Benefits – favorable by $220K, excludes UAL related costs
  - Non-Personnel – favorable by $7K, excludes all COVID and Bond payment related costs
- Non-Operating Revenue/(Expense), net favorable by $249K - Sales tax of $2.3M is 8% higher than budget
  - Sales Tax/including Measure D – favorable by $185K

  - COVID Related costs – unfavorable by $11K
  - Pension UAL/Bond Payment costs – favorable by $58K
  - All Other Revenues – favorable by $18K
- Operating Surplus before Transfers of $759K
- Bus Replacement Fund – higher by $20K due to increased Measure D sales tax revenues
  - Bus Replacement Fund – Minimum $3M annual commitment from Measure D sales tax ($2.2M) and STA-SGR ($0.8M)
- Operating Surplus of $740K

Slide 5

April 30, 2022 YTD Operating Revenue and Expenses

- Operating Revenue, net unfavorable by $67K
  - Passenger Fares - favorable by $55K
  - Special Transit Fares – unfavorable by $122K
- Operating Expense, net favorable by $2,661K– Favorable wages and fringe driven by shortage of bus drivers and other vacant positions; partially offset by increased OT
  - Labor Regular – favorable by $2,432K
  - Labor OT – unfavorable by $1,353K
  - Fringe Benefits – favorable by $1,573K, excludes UAL related costs
  - Non-Personnel – favorable by $9K, excludes all COVID and Bond payment related costs
- Operating Surplus of $2,594K
  - Farebox Recovery – 16.8% vs 15.9% budget
- Non-Operating Revenue/(Expense), net favorable by $15,414K - $10.0M in COVID Relief funding driven by $2.7M in ARPA funding and $7.3M of the CRRSAA COVID funding**,** Sales tax of $26.7M is 18% higher than budget
  - Sales Tax/including Measure D – favorable by $4,932K
  - COVID Relief Grants – favorable by $10,031K
  - COVID Related costs – unfavorable by $160K
  - Pension UAL/Bond Payment costs – favorable by $579K
  - All Other Revenues – favorable by $64K

- Operating Surplus before Transfers of $18,008K
- Bus Replacement Fund – higher by $633K due to increased Measure D sales tax revenues
    - Bus Replacement Fund – Minimum $3M annual commitment from Measure D sales tax ($2.2M) and STA-SGR ($0.8M)
- Operating Surplus after Transfers – favorable by $17,375K

Slide 6

April YTD FY22 Operating Revenue & Expense Actual vs. Budget

- Actuals are $2.6M favorable to budget – excludes UAL/Bond Payment and COVID related costs
    - Passenger Fares – unfavorable by $67K, Ridership is still below pre-pandemic levels, but is slowly recovering
    - Labor, Regular – favorable by $2,432K, due to funded/vacant positions
    - Labor, OT – unfavorable by $1,353K, increased overtime for Bus Operators
    - Fringe Benefits – favorable by $1,573K due to retirement and medical insurance savings from funded/vacant positions
    - Non-Personnel – favorable by $9K

Slide 7

(Cover) Capital Spending

Slide 8

April 30, 2022 Capital Budget Spend

Total Capital Projects spending month to date is $22K against budget of $241K

- Construction Related Projects – no spending, against budget of $10K
- IT Projects – no spending, no budget
- Facilities Repair & Improvements – no spending, against budget of $209K
- Revenue Vehicle Replacement – spending of $22K, against budget of $22K
- Revenue Vehicle Electrification Projects – no spending, no budget
- Non-Revenue Vehicle Replacement – no spending, no budget
- Fleet & Maintenance Equipment – no spending, no budget
- Miscellaneous – no spending, no budget

Total Capital Projects spending year to date is $4,827K against budget of $5,457K, which is 52.7% of $9,154K revised/approved annual budget from April 2022

- Construction Related Projects – spending of $43K against budget of $42K, which is 20.8% of $207K annual budget
- IT Projects – spending of $49K against budget of $49K, which is 100% of $49K annual budget
- Facilities Repair & Improvements – spending of $332K against budget of $727K, which is 35.6% of $932K annual budget
- Revenue Vehicle Replacement – spending of $4,127K against budget of $4,356K, which is 55.6% of $7,427K annual budget
- Revenue Vehicle Electrification Projects – spending of $73K against budget of $72K, which is 44.2% of $165K annual budget
- Non-Revenue Vehicle Replacement – spending of $32K against budget of $96K, which is 32.0% of $100K annual budget
- Fleet & Maintenance Equipment – spending of $48K against budget of $48K, which is 100% of $48K annual budget
- Miscellaneous – spending of $123K against budget of $67K, which is 54.4% of $226K annual budget

April spending of $22K is the lease payment on three buses.

YTD Spending of $4,827K is behind budget for the fiscal year primarily due to cancelation of AVL/ITS contract, delay of 7 ParaCruz vans due to chip shortages, demo of buildings, and repair of sink hole.

Slide 9

(Cover) Questions?

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 April 30, 2022.

VI. CHANGES FROM COMMITTEE

Updating of Key Financial Highlights slide with April Service and Personnel info.

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 April 30, 2022 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 April 30, 2022

Attachment A

Board of Directors

May 20, 2022

Chuck Farmer, Chief Financial Officer

9.3A.1

April 2022 Key Financial Highlights

Service	• Fixed Route (including Hwy 17) Cost per Revenue Service Hour is $XXX vs Budget of $362 • XX canceled trips • ParaCruz Cost per Trip is $XX vs Budget of $105 • Non-Student/Hwy 17 Passengers is XXX vs Budget of 128,915
Financials	• Total Operating Surplus/(Deficit) is favorable $0.5M driven by higher Passenger Fares of $0.1M, lower wages of $0.3M, and fringe of $0.2M; partially offset by higher OT of $0.1M • Non-Operating Revenues of $3.4M are $1.6M favorable vs budget of $1.7M driven primarily by unbudgeted COVID Relief grants of $1.4M
Capital	• Capital spend of $22K is $219K lower than budget of $241K primarily due to delay of demo of structures and sinkhole repair as a result of permitting issues
Personnel	• XXX Active Personnel vs 321 Funded Personnel • XX Vacancies at end of April, XX related to Paratransit and Bus Operators • Class of four Operators started April 25

Attachment A

9.3A.2

April 2022,
Pre-Close Financials

Attachment A

9.3A.3

April 30, 2022
Monthly Operating Revenue and Expenses

$ 000's	April 30, 2022 Actual*	Budget	Fav / (Unfav)
Operating Revenue			
Passenger Fares	$ 240	$ 220	$ 20
Special Transit Fares	536	440	96
Total Operating Revenue	**$ 776**	**$ 660**	**$ 116**
Operating Expense			
Labor - Regular	$ 1,305	$ 1,577	$ 272
Labor - OT	206	101	(105)
Fringe	1,470	1,690	220
Non-Personnel *(excludes COVID costs)*	824	831	7
Total OpEx	**$ 3,805**	**$ 4,199**	**$ 394**
Operating Surplus/(Deficit)	**($ 3,029)**	**($ 3,539)**	**$ 510**
Farebox Recovery	***20.4%***	***15.7%***	***4.7%***
Non-Operating Revenue/(Expense)			
Sales Tax/including Measure D	$ 2,340	$ 2,156	$ 185
COVID Relief Grants	-	-	-
COVID Related Costs	(21)	(10)	(11)
Pension UAL/Bond Interest Payment	(413)	(471)	58
All Other	80	63	18
Total Non-Operating Revenue/(Expense)	**$ 1,987**	**$ 1,737**	**$ 249**
Operating Surplus/(Deficit) before Transfers	**($ 1,042)**	**($ 1,802)**	**$ 759**
Transfers and Other			
Transfers to Bus Replacement Fund	($ 196)	($ 177)	($ 20)
Operating Surplus/(Deficit) after Transfers	**($ 1,239)**	**($ 1,979)**	**$ 740**

- Favorable wages and fringe driven by shortage of bus drivers and other vacant positions
- Sales tax of $2.3M is 8% higher than budget

Attachment A

9.3A.4

* Bus Replacement Fund – Minimum $3M annual commitment from Measure D sales tax ($2.2M) and STA-SGR ($0.8M)

** Pre-close financials, subject to adjustments post close*

April 30, 2022
YTD Operating Revenue and Expenses

$ 000's	YTD as of April 30, 2022 Actual*	Budget	Fav / (Unfav)
Operating Revenue			
Passenger Fares	$ 1,910	$ 1,855	$ 55
Special Transit Fares	4,774	4,896	(122)
Total Operating Revenue	**$ 6,683**	**$ 6,751**	**($ 67)**
Operating Expense			
Labor - Regular	$ 13,336	$ 15,768	$ 2,432
Labor - OT	2,286	933	(1,353)
Fringe	15,512	17,086	1,573
Non-Personnel *(excludes COVID costs)*	8,578	8,586	9
Total OpEx	**$ 39,712**	**$ 42,373**	**$ 2,661**
Operating Surplus/(Deficit)	**($ 33,029)**	**($ 35,623)**	**$ 2,594**
Farebox Recovery	***16.8%***	***15.9%***	***0.9%***
Non-Operating Revenue/(Expense)			
Sales Tax/including Measure D	$ 26,679	$ 21,747	$ 4,932
COVID Relief Grants	10,031	-	10,031
COVID Related Costs	(261)	(101)	(160)
Pension UAL/Bond Interest Payment	(4,130)	(4,709)	579
All Other	616	552	64
Total Non-Operating Revenue/(Expense)	**$ 47,894**	**$ 32,481**	**$ 15,414**
Operating Surplus/(Deficit) before Transfers	**$ 14,866**	**($ 3,142)**	**$ 18,008**
Transfers and Other			
Transfers to Bus Replacement Fund	($ 2,407)	($ 1,774)	($ 633)
Operating Surplus/(Deficit) after Transfers	**$ 12,459**	**($ 4,917)**	**$ 17,375**

- Favorable wages and fringe driven by shortage of bus drivers and other vacant positions; partially offset by increased OT
- $10.0M in COVID Relief funding driven by $2.7M in ARPA funding and $7.3M of the CRRSAA COVID funding
- Sales tax of $26.7M is 18% higher than budget

Attachment A

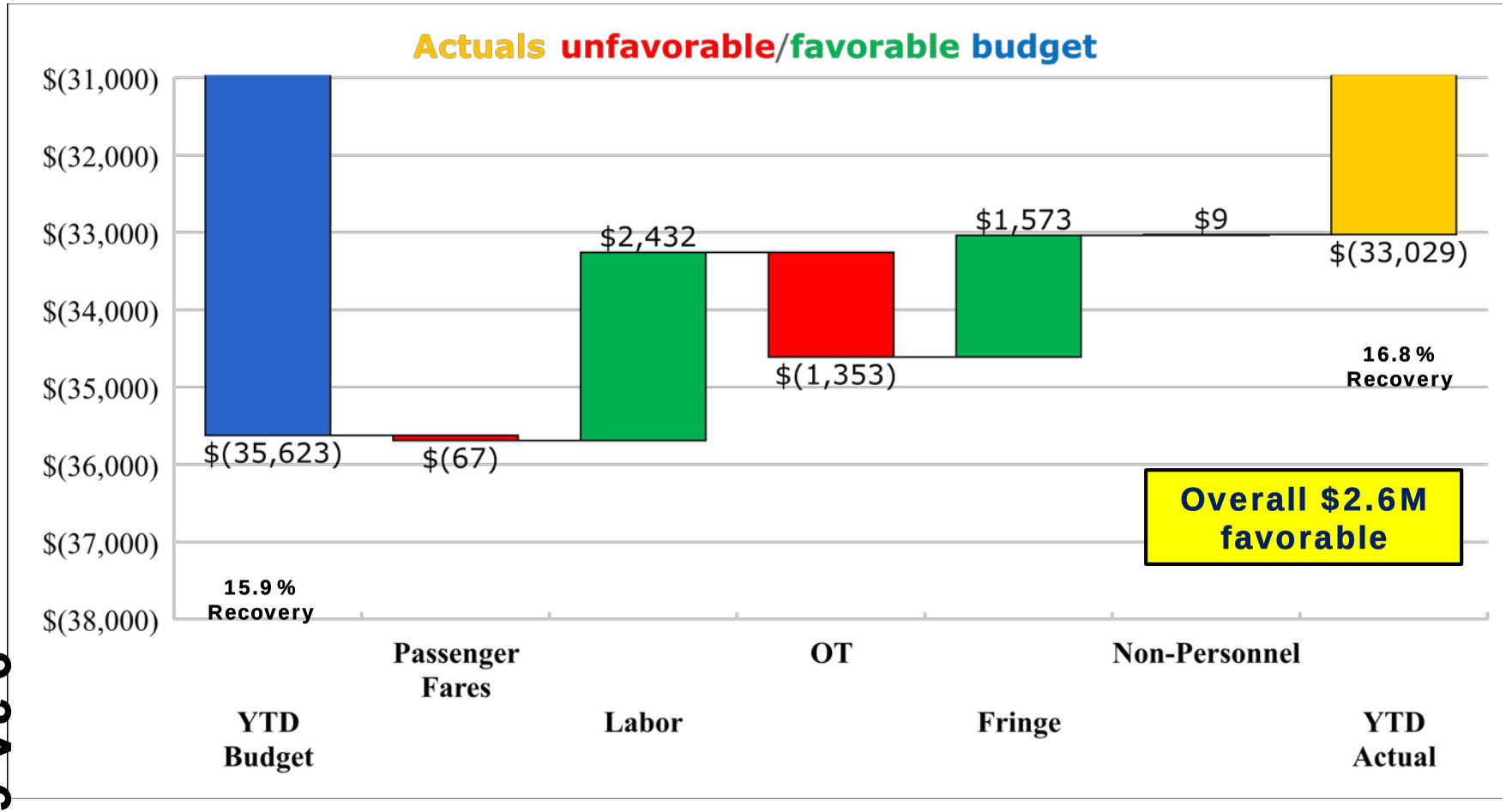
9.3A.5

* Bus Replacement Fund – Minimum $3M annual commitment from Measure D sales tax ($2.2M) and STA-SGR ($0.8M)

** Pre-close financials, subject to adjustments post close*

April YTD FY22 Operating Revenue & Expense Actual* vs. Budget

$000's



* Excludes Transfers

* *Pre-close financials, subject to adjustments post close; excludes Transfers, excludes COVID revenues*

Attachment A

9.3A.6

Capital Spending & Project Completion

April 30, 2022 Capital Budget Spend

$000's Project Category:	Month to Date Actuals*	Month to Date Budget	Year to Date Actuals*	Year to Date Budget	Full Year Budget**	Full Year % Spend
Construction Related Projects	$ -	$ 10	$ 43	$ 42	$ 207	20.8%
IT Projects	-	-	49	49	49	100.0%
Facilities Repair & Improvements	-	209	332	727	932	35.6%
Revenue Vehicle Replacement	22	22	4,127	4,356	7,427	55.6%
Revenue Vehicle Electrification Projects	-	-	73	72	165	44.2%
Non-Revenue Vehicle Replacement	-	-	32	96	100	32.0%
Fleet & Maintenance Equipment	-	-	48	48	48	100.0%
Misc.	-	-	123	67	226	54.4%
Total	**$ 22**	**$ 241**	**$ 4,827**	**$ 5,457**	**$ 9,154**	**52.7%**

Attachment A

9.3A.8

- ✓ April spending of $22K is lease payment on three buses
- ✓ YTD spending of $4,827K is behind budget for the fiscal year primarily due to cancelation of AVL/ITS contract, delay of 7 ParaCruz vans due to chip shortages, and demo of buildings and repair of sink hole at Golf Club Dr.

- *Pre-close financials, subject to adjustments post close*
- *Revised Budget approved by BoD in April 2022*

Questions?

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Santa Cruz Metropolitan Transit District

DATE: May 20, 2022

TO: Board of Directors

FROM: Kristina Mihaylova, Finance Deputy Director

SUBJECT: **ACCEPT AND FILE THE YEAR TO DATE KEY PERFORAMCE INDICATORS (KPI) REPORT FOR THIRD QUARTER AS OF MARCH 31, 2022**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the Year to Date Quarterly KPI Report as of March 31, 2022

II. SUMMARY

- Santa Cruz Metropolitan Transit District (METRO) has established common Key Performance Indicators (KPIs).
- METRO's KPI Report is prepared quarterly in order to inform the Board of Directors regarding METRO's financial and operational performance.
- Staff recommends that the Board of Directors accept and file the attached report.

III. DISCUSSION/BACKGROUND

METRO has established common Key Performance Indicators (KPIs) to ensure that the organization is constantly monitoring and improving its performance. The KPIs are a set of quantifiable measures that the District can utilize to gauge its performance and determine if it is meeting its strategic and operational goals. Additionally, they would allow METRO to make data-driven decisions and work towards achieving its objectives by leveraging verified and carefully analyzed data, ultimately providing an improved service to our community.

The succeeding information will be discussed in further detail in Attachment A. KPIs are reported for six categories:

Financial Performance (Kristina Mihaylova)

Financial Performance KPIs evaluate how efficiently agencies use resources to meet travel demand within their budget constraints. Financial Performance measures are the most widely used measures for transit agencies, due in part to National Transit Database reporting requirements, which require transit agencies to annually report data on measures such as Farebox Recovery Ratio and Cost per Revenue Service Hour.

METRO's Farebox Recovery Ratio for the past two fiscal years and FY22 through Quarter 3 (July 2021 – March 2022) is presented on page 1 of Attachment A and demonstrates the ratio of passenger fares to total operating costs. The Farebox Recovery Ratio is an indication of how much of a transit agency's costs are covered by passenger fares and provides insight to the amount of non-passenger revenue (subsidy) needed to cover costs. Additionally, it allows the agency to compare cost-effectiveness within its own service. The current target for Farebox Recovery is 21%. This target is derived from a 3 year baseline average using FY18 – FY20 data.

Fixed Route + Commuter Cost per Revenue Service Hour (RSH) is presented on page 2 of Attachment A. This depicts the cost per hour of service, which is measured to ensure that transit services are delivered efficiently by effectively tracking and minimizing costs. In Quarter 3 (Q3) of FY22 Cost per RSH is relatively stable with the exception of a slight decrease in March due to an increase in Revenue Service Hours. The current average based off data from FY18 – 20 is $222 per RSH.

Paracruz Cost per trip is presented on page 2 of Attachment A and depicts the average cost of each Paratransit trip. In Q3 of FY22 costs spiked briefly during January as the result of a decline in Paratransit trips during that month. The following months, February and March, showed a decrease in cost per trip due to a decrease in total expenses and an uptick in the number of trips. The current average based on data from FY18 – 20 is $79 per Trip.

Productivity (John Urgo)

Performance measures presented in this category are indicators of productivity and provide valuable insights regarding type of ridership; locations, route productivity, as well as seasonal fluctuations in ridership and routes.

Currently, all Productivity metrics reflect the plummet in ridership in Q4 of FY20 as a result of the pandemic. As shelter-in-place has ended and Santa Cruz County is opening up again, METRO's ridership is slowly increasing as seen in metrics throughout FY21 and into Q3 of FY22. UCSC and Cabrillo ridership, however, has remained low. It's important to note that while there are significant increases seen in UCSC and Cabrillo ridership in Q3 of FY22 compared to Q3 of FY21, the overall ridership is still significantly lower than the pre-pandemic numbers in Q3 of FY19. Ridership in Q3 of FY22 is down 47% and 80% for UCSC and Cabrillo, respectively, compared to Q3 of FY19.

The Productivity KPIs listed below are discussed in more details on pages 3 to 6 of Attachment A and clearly depict the impact of COVID-19 on transit ridership:

- Total Ridership per Hour for FY20, FY21, and FY22
    - Current Target is 23 passengers per hour

- Total Ridership for FY20, FY21, and FY22
    - Current Target is 380,000 passengers per month
- UCSC Ridership for FY20, FY21, and FY22
    - Current Target is 194,000 passengers per month
- Cabrillo Ridership for FY20, FY21, and FY22
    - Current Target is 23,000 passengers per month
- Highway 17 Ridership for FY20, FY21, and FY22
    - Current Target is 21,000 passengers per month
- Local Ridership for FY20, FY21, and FY22
    - Current Target is 140,000 passengers per month
- FY22 Total Average Passengers per Hour by Route

Risk Management & Safety (Curtis Moses)

Safety KPIs aid safety teams in tracking and determining progress on specific objectives, and evaluate protocols. Safety performance is commonly tracked at transit agencies for NTD reporting and OSHA requirements.

METRO's Traffic Accidents for the past three fiscal years are presented on page 7 of Attachment A. Traffic accidents are tracked by a variety of causes including the location on the street and what kind of object the accident was with.

METRO's Passenger Incidents for the past three fiscal years are presented on page 8 of Attachment A. Passenger Incidents are recorded by what period of the trip the incident occurred, while boarding the bus, while on board the bus, or while descending the bus.

As of Q3 of FY22, METRO's Traffic Accidents involving fixed objects continue to decrease due to retraining and safety communication. METRO's Passenger Incidents are decreasing as well due to increased signage.

- Traffic Accidents for FY21 Q3, FY22 Q2, and FY22 Q3 presented on page 7 of Attachment A
- Traffic Accidents by Year for FY19, FY20, FY21, and FY22 YTD presented on page 7 of Attachment A
    - Current Average is 90 accidents per year
- Passenger Incidents for FY21 Q3, FY22 Q2, and FY22 Q3 presented on page 8 of Attachment A

Reliability (Eddie Benson)

Reliability KPIs assess the quality of the agency's vehicles, and help fleet maintenance staff to run the department as efficiently as possible.

The Mean Distance between Chargeable Road Calls is a transit industry standard that measures the mechanical reliability of an agency's fleet by tracking the mean distance between bus breakdowns or failures. It is an important measure of the

success of the agency's maintenance department and the investment in newer busses, which are less prone to maintenance issues. Additional definitions, information pertaining to KPIs listed below, as well as implemented steps to improve performance are presented on pages 9, 10, and 11 of Attachment A.

Currently, mean miles between chargeable road calls has been consistent in Q3 of FY22 for Fixed Route (Local) while mean miles have decreased for Highway 17 due to an uptick in road calls during February and March. Year over year, mileage between chargeable road calls has improved due to the fact that mileage is increasing while the number of road calls has remained relatively steady.

For ParaCruz, miles between chargeable road calls had a large decline starting in April of FY20 as a result of the shelter-in-place. The number of miles were reduced nearly in half, while the number of road calls remained the same, resulting in a decrease of mean miles between chargeable road calls in Q4 of FY20 through Q4 of FY21. In Q3 of FY22, ParaCruz mileage between chargeable road calls declined due to an increase in road calls in the quarter.

- Mean Miles Between Chargeable Road Calls for FY20, FY21, and FY22– Fixed Route are presented on page 9 of Attachment A
    - Current Average is 13,000 mean miles between chargeable road calls per month
- Mean Miles Between Chargeable Road Calls for FY20, FY21, and FY22– Highway 17 are presented on page 10 of Attachment A
    - Current Average is 14,500 mean miles between chargeable road calls per month
- Mean Miles Between Chargeable Road Calls for FY20, FY21, and FY22– ParaCruz are presented on page 11 of Attachment A
    - Current Average is 38,000 mean miles between chargeable road calls per month

<u>Dependability (Margo Ross)</u>

Service Dependability measures evaluate the quality of passenger's day-to-day experiences using transit, such as service reliability. Additionally, they allow agencies to pinpoint the key reasons behind cancelled trips, such as lack of manpower, road calls, traffic accidents, and traffic congestion, and embark on corrective actions.

In Q3 of FY22 the cancelled trips were dispersed amongst all regions of service including: UCSC & Westside, Highway 17, Scotts Valley & SLV, Local WV, Cabrillo & S. County, and Live Oak. The majority of cancelled trips were due to staffing shortages.

Since March of FY20 the number of pass-ups has been tracked and recorded. This metric allows METRO to improve service by honing in on the different reasons why pass-ups occur and working on ways to reduce those numbers. Pass-up reasons

vary from excess luggage and no fare, to no mask and full bus. Current pass-ups do not include UCSC data.

The following Cancelled Trips and Pass-ups KPIs are depicted and discussed in more details on pages 12 and 13 of Attachment A, respectively.

- Cancelled Trips by Region for Q3 FY22
- Cancelled Trips by Cause for Q3 FY22
- Cancelled Trips by Year for FY18, Y19, FY20, FY21, and FY22 YTD
    - Current Average is 460 cancelled trips per year
- Pass-ups by Month for March FY20 through March FY22
- Pass-ups by Cause for March FY20 through March FY22

Appendix – NTD Peer Comparison

Pages 14 – 18 of Attachment A contain metrics that provide peer data from NTD FY20 to provide insight into METRO's comparative performance. There are three groups considered in the peer data: California Peers, National Peers, and Paratransit Peers.

- Subsidy Per Passenger – Fixed Route
- Farebox Recovery Ratio – Fixed Route
- Farebox Recovery Ratio – Commuter
- Farebox Recovery Ratio – Paratransit
- Cost per Revenue Hour – Fixed Route
- Cost per Revenue Hour – Commuter
- Cost per Trip – Paratransit
- CA Peers – Ridership Pre, During, and Recovering from COVID-19 from FY19 Q3 – FY22 Q2

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report pertains to METRO's Financial Stability, Stewardship & Accountability and will assist in management's effort to continuously improve the performance of the agency.

V. FINANCIAL CONSIDERATIONS/IMPACT

None.

VI. CHANGES FROM COMMITTEE

None.

VII. ALTERNATIVES CONSIDERED

- There are no alternatives to consider, as this is an accept and file KPI Report as of March 31, 2022

VIII. ATTACHMENTS

Attachment A: KPI Report as of March 31, 2022

Attachment B: KPI Presentation as of March 31, 2022

Prepared by: Caitlin Nelson, Financial Analyst

IX. APPROVALS

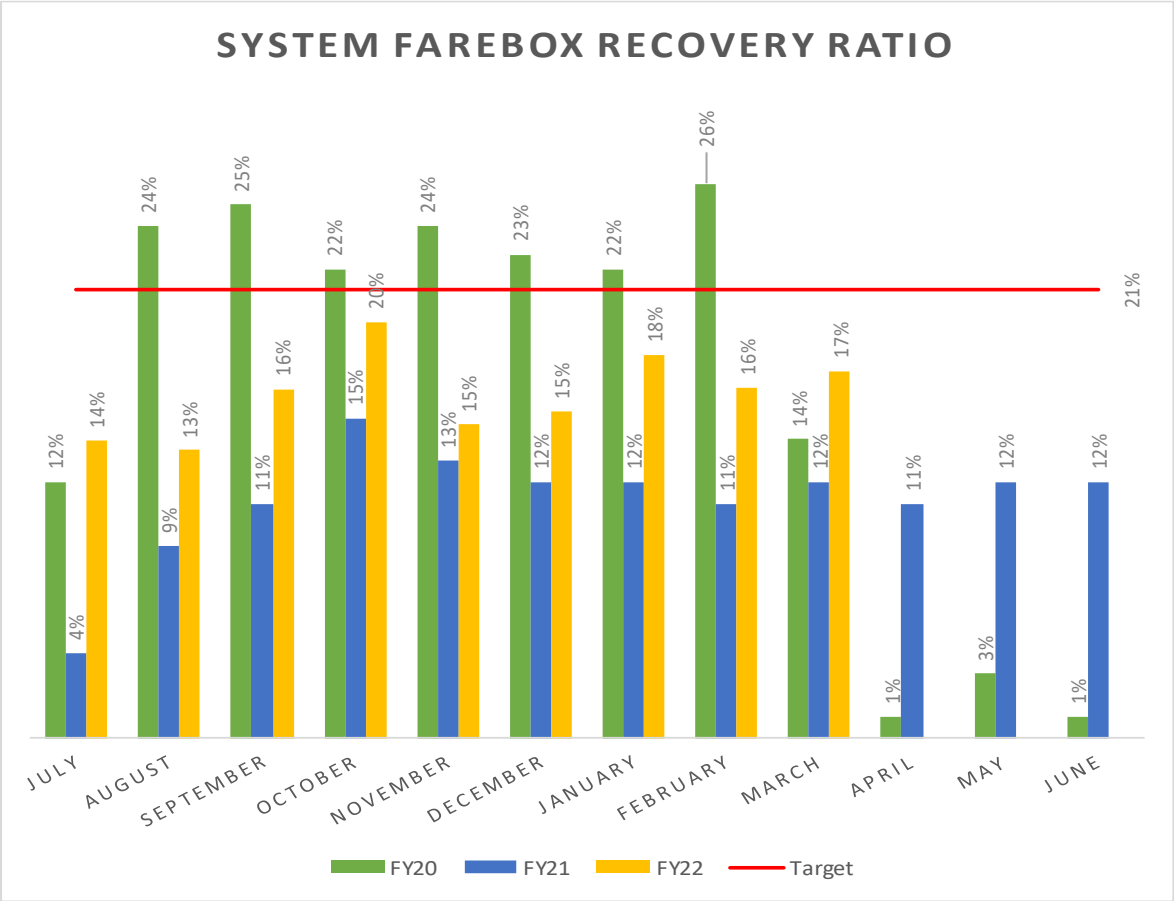
Approved as to fiscal impact:
Chuck Farmer, CFO

Michael Tree, CEO/General Manager

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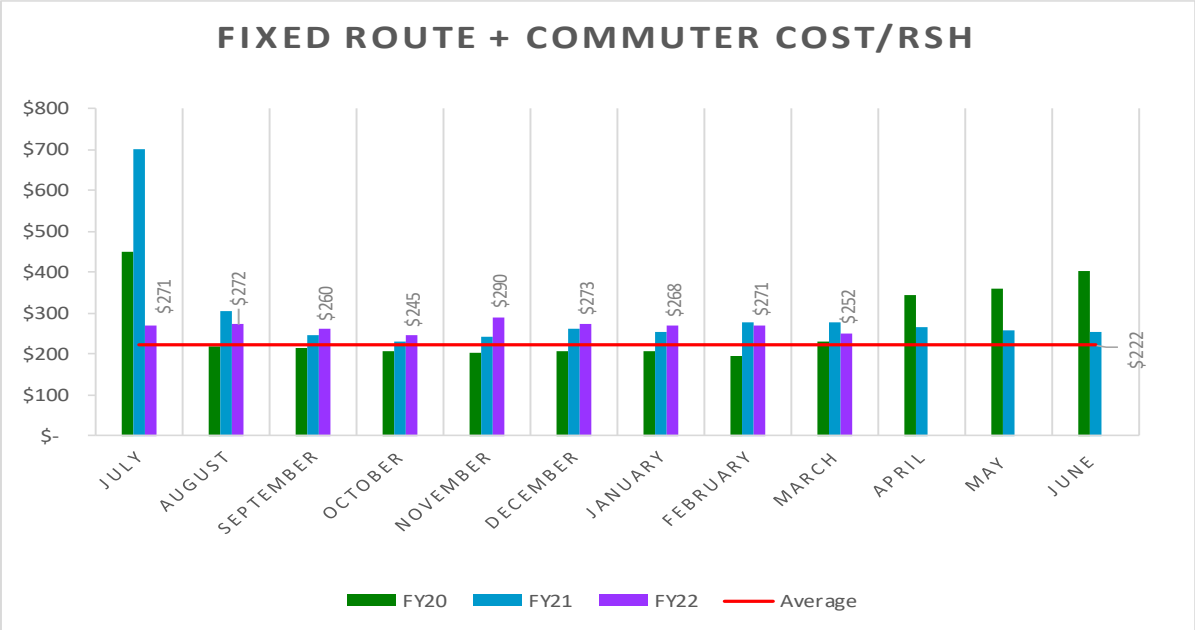
Attachment A
KPI Report as of March 31, 2022

I. Financial Performance

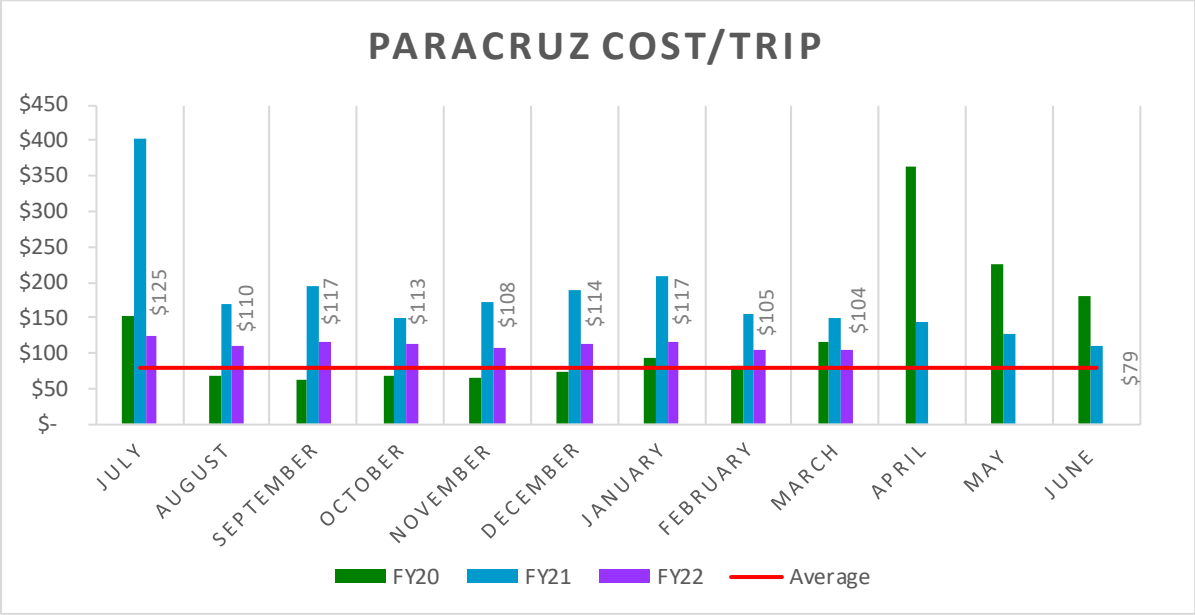


Above we have Santa Cruz METRO's System Farebox Recovery Ratio over the past three fiscal years. Our Farebox Recovery Ratio demonstrates the ratio of passenger fares to total operating costs. The Farebox Recovery Ratio is an indication of how much of a transit agency's costs are covered by passenger fares and provides insight to the amount of non-passenger revenue (subsidy) needed to cover costs. Additionally, it allows the agency to compare cost-effectiveness within its own service.

In Q3 FY22 Farebox Recovery peaked at 18% in January primarily due to a quarterly contract payment from Cabrillo, boosting revenue for the month (seen in October as well). The average ratio in Q3 FY22 of 17% remains below the 22% pre- pandemic average in Q3 FY19. The current target for Farebox Recovery is 21%. This target is derived from a 3 year baseline average using FY18 – 20 data.



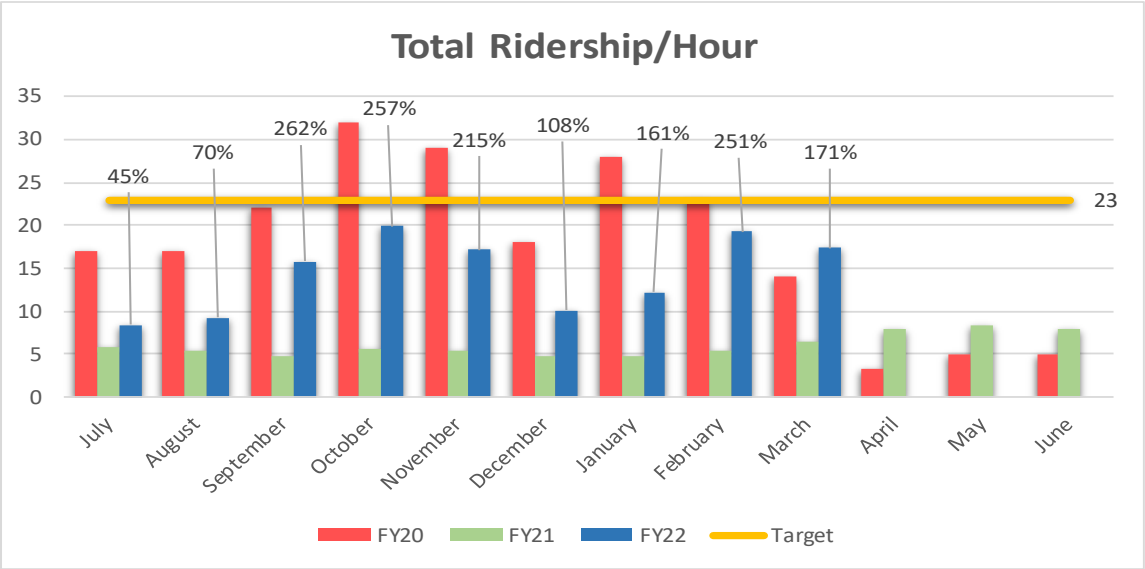
Above is Santa Cruz METRO's Fixed Route and Commuter Cost/Revenue Service Hours (RSH). The cost per RSH shows the cost per hour of service. In Q3 FY22, Cost per RSH held steady in January and February but decreased in March. This decrease is due to the increase in Revenue Service Hours since expenses only had mild fluctuations. The current average based off data from FY18 – 20 for Fixed Route & Commuter Cost per RSH is $222.



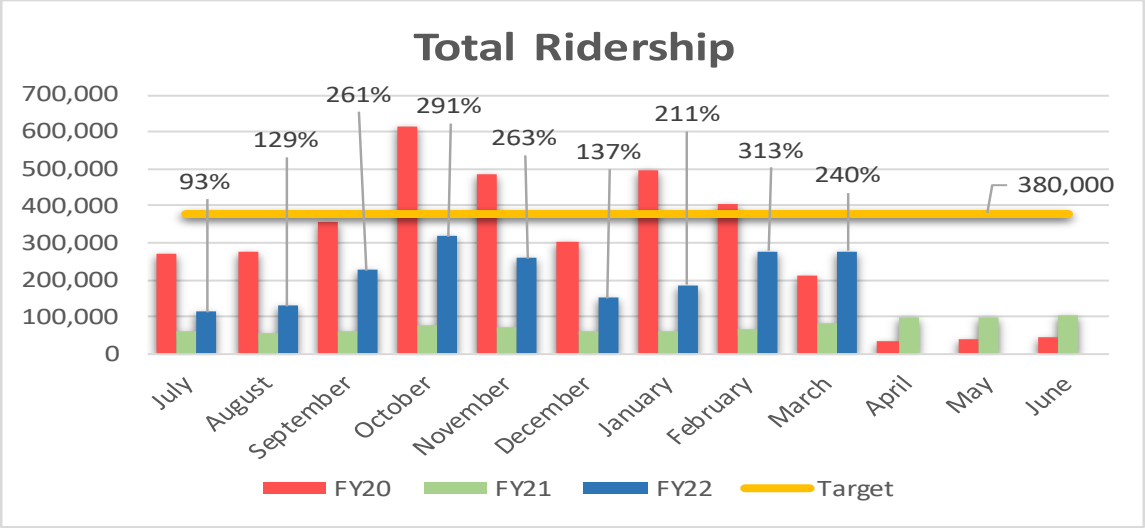
Above is ParaCruz's cost per trip. In Q3 FY22, cost per trip spiked to $117 in January as the result of a sharp decline in trips during the month which is attributed to a seasonal trend. Cost per trip decreased to $105 and $104 in February and March, respectively, from a combination of a decrease in total expenses (February) then a significant uptick in the number of trips (March). The current average based on data from FY18 – 20 for ParaCruz cost per trip is $79.

II. Productivity

The following graphs depict Total Ridership, both overall and per hour. While ridership numbers have increased in Q3 of FY22 compared to Q3 of FY21, ridership is still down approximately 45% compared to Q3 of FY19, before the pandemic.

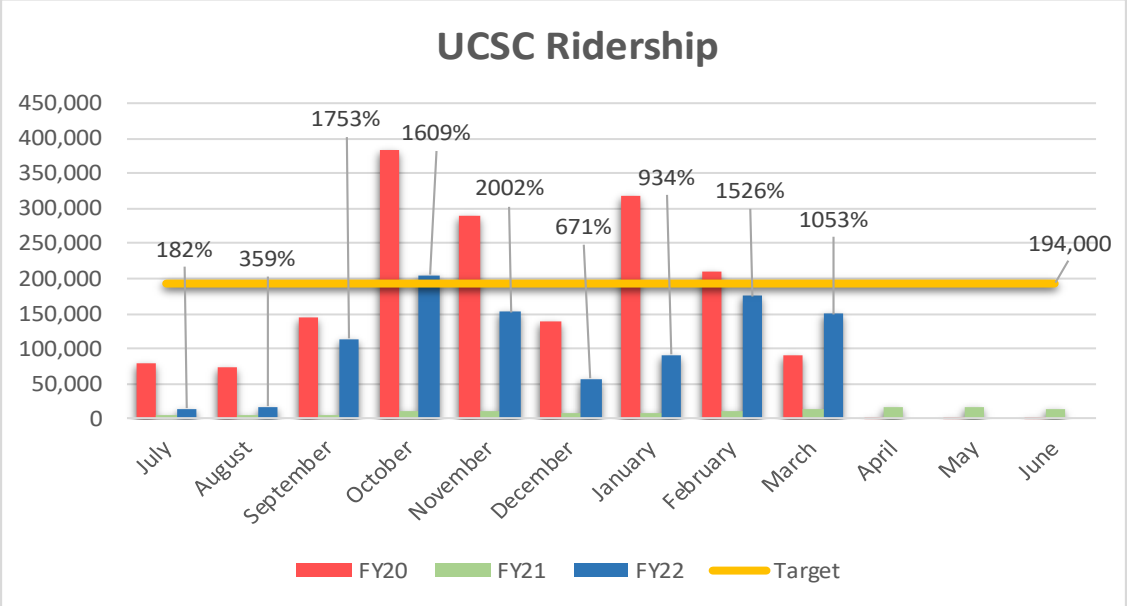


In Q3 FY22 ridership fell in January then picked back up again in February and March. This pattern reflects the rise of the COVID-19 Omicron variant which was rampant after the Holidays. The current target is 23 passengers per hour, based on a 3 year average from FY18 – 20.

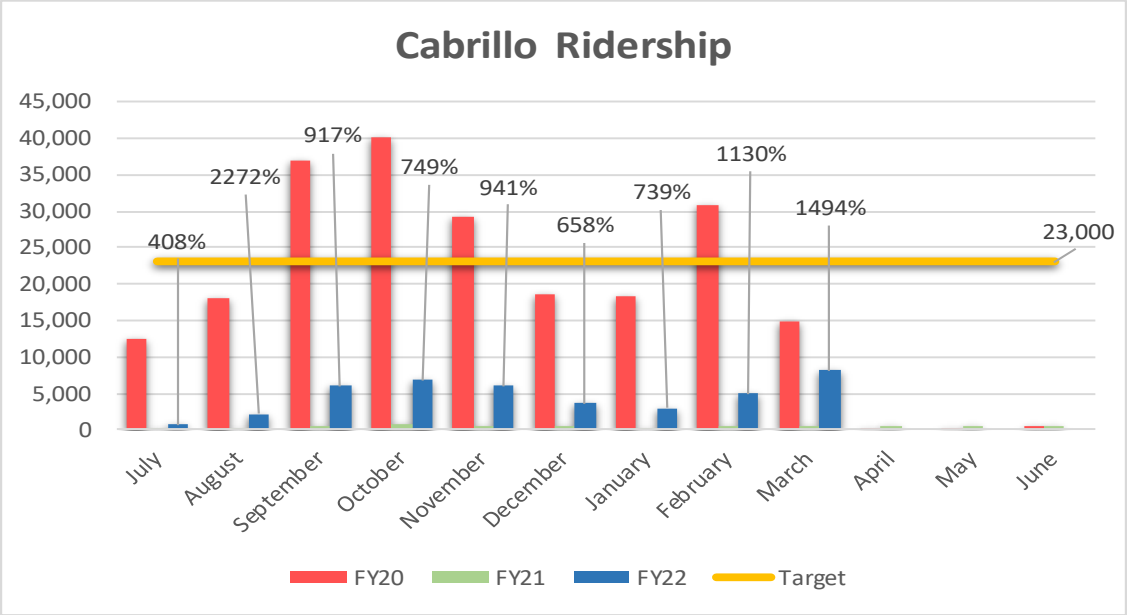


The graph above depicts METRO's total ridership per month. Again, in Q3 FY22 ridership fell in January then picked up in February and March. The current target for annual ridership is 4,546,321, approximated at 380,000 per month. This target is based on a 3 year average from FY18 – 20.

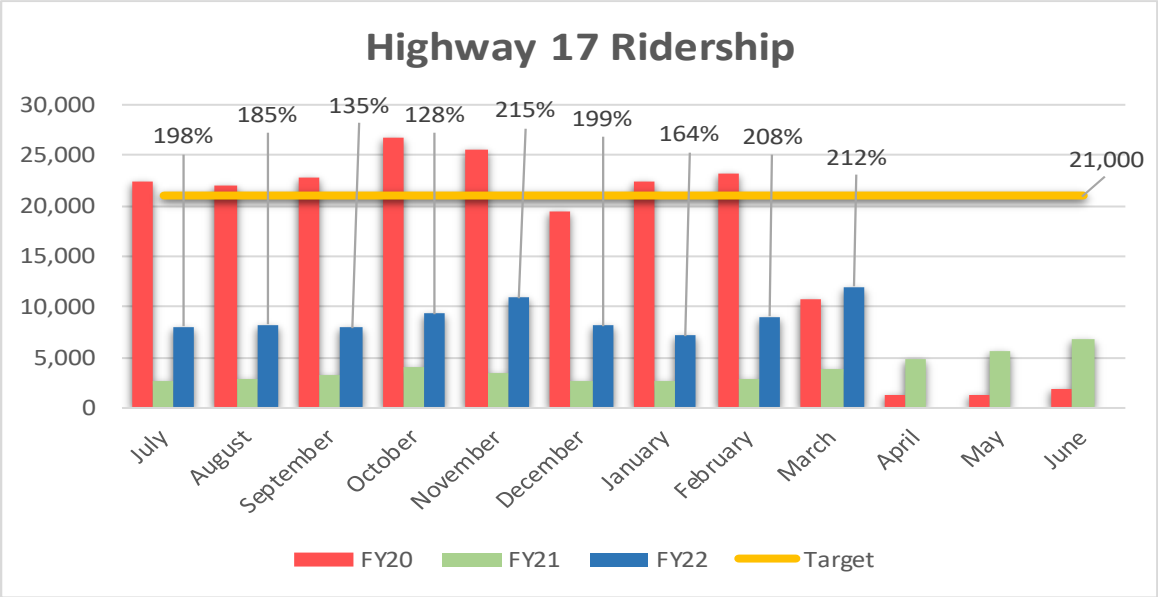
The next four graphs breakdown the different areas of Santa Cruz METRO's Ridership: UCSC, Cabrillo, Highway 17, and all other non-student, Local patrons.



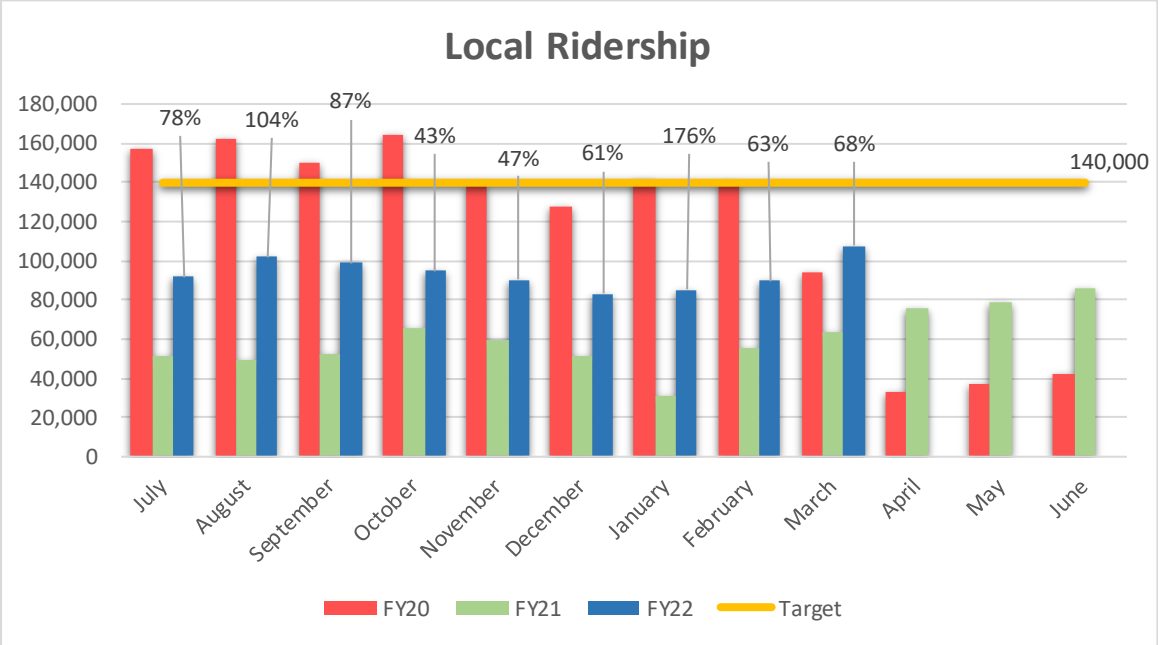
In Q3 FY21 UCSC ridership averaged around 11,000/month and in Q3 FY22 it's an average of 138,000/month. Ridership is still down 47% compared to Q3 FY19, pre-pandemic. The current monthly target for UCSC ridership is 194,000 based on a 3 year average from FY18 – 20.



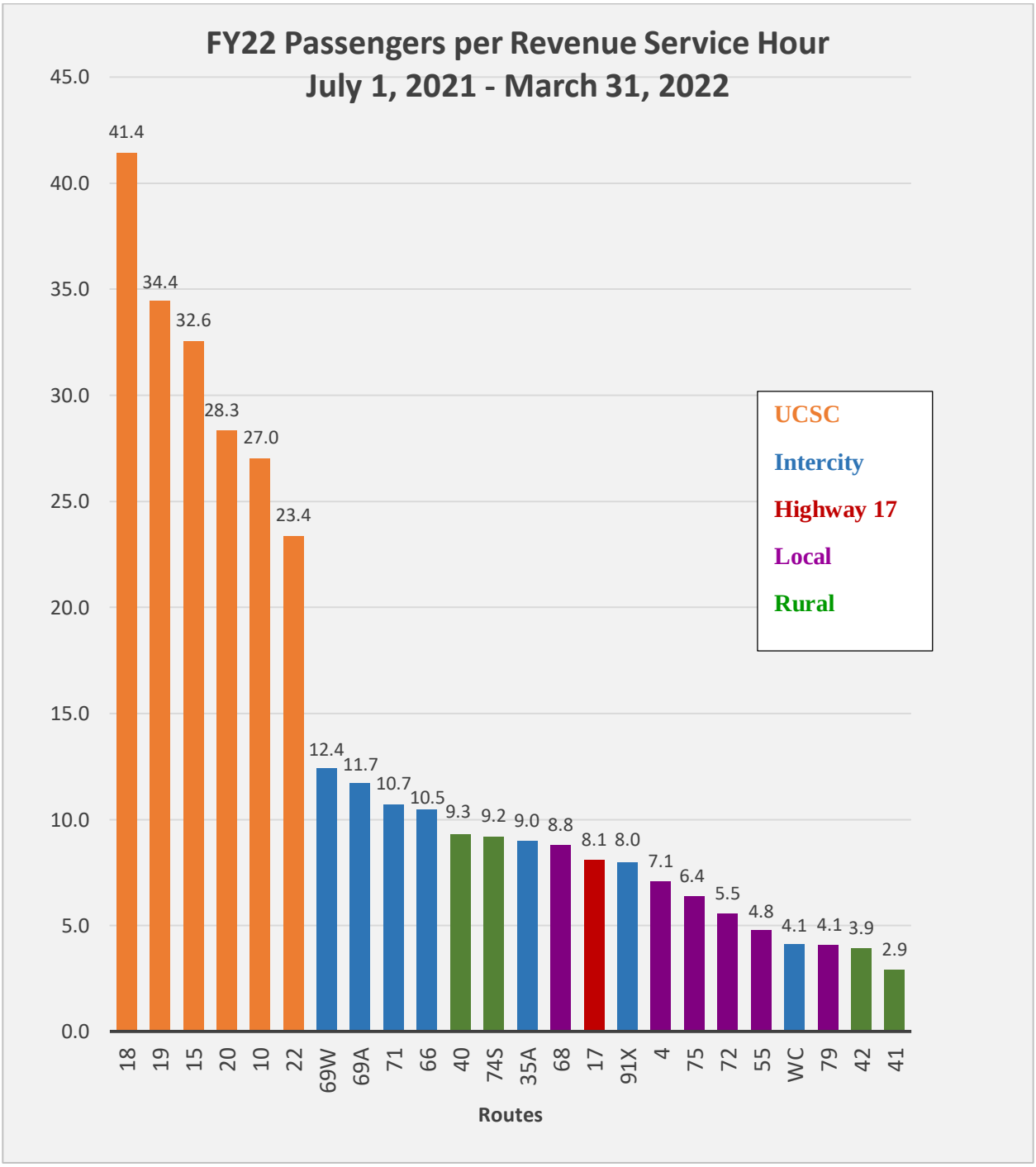
In Q3 FY21 Cabrillo ridership averaged around 400/month and in Q3 FY22 ridership averaged 5,000/month. Ridership is still down 80% compared to Q3 FY19, pre-pandemic. The current monthly target for Cabrillo ridership is 23,000 based on a 3 year average from FY18 – 20.



Highway 17 ridership has maintained a steady increase into Q3 FY22, rising from a dip in January and peaking in March. While Highway 17 ridership is up compared to FY21, ridership is still approximately 60% down compared to Q3 FY19, pre-pandemic. The current target for Highway 17 ridership is 21,000 based on a 3 year average from FY18 – 20.

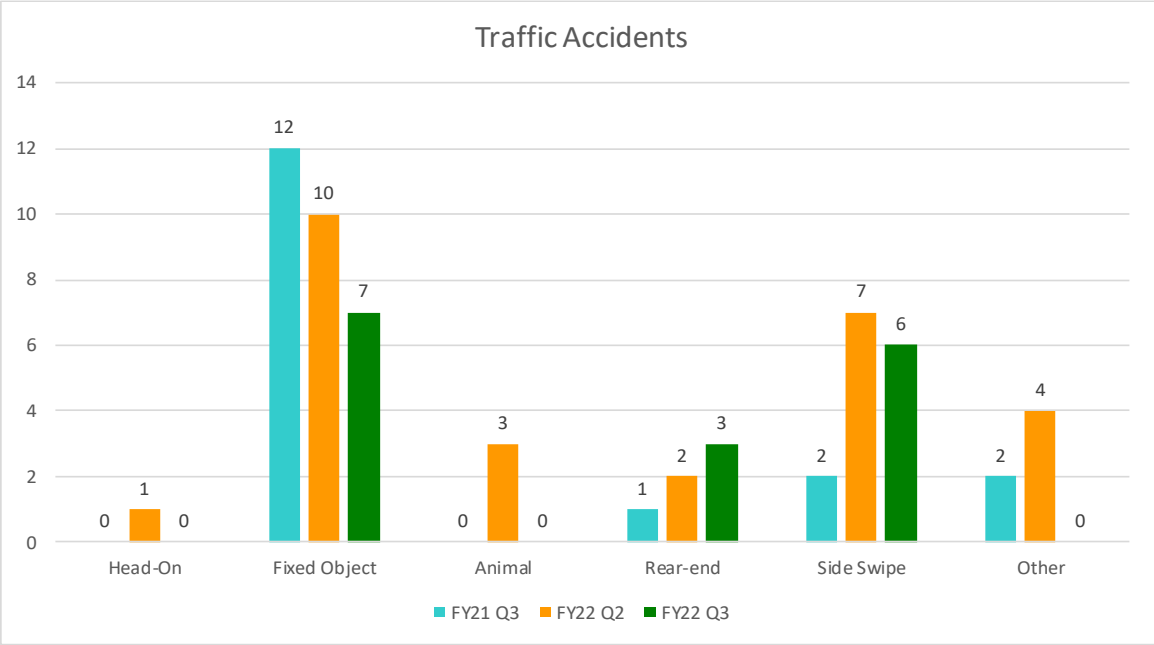


Local ridership has remained steady throughout FY22, into Q3. There was a small decline in January with the Omicron surge, then climbed up again in February and March. Ridership is still down 31% compared to Q3 FY19, pre-pandemic. The current target for local ridership is 140,000 based on a 3 year average from FY18 – 20.

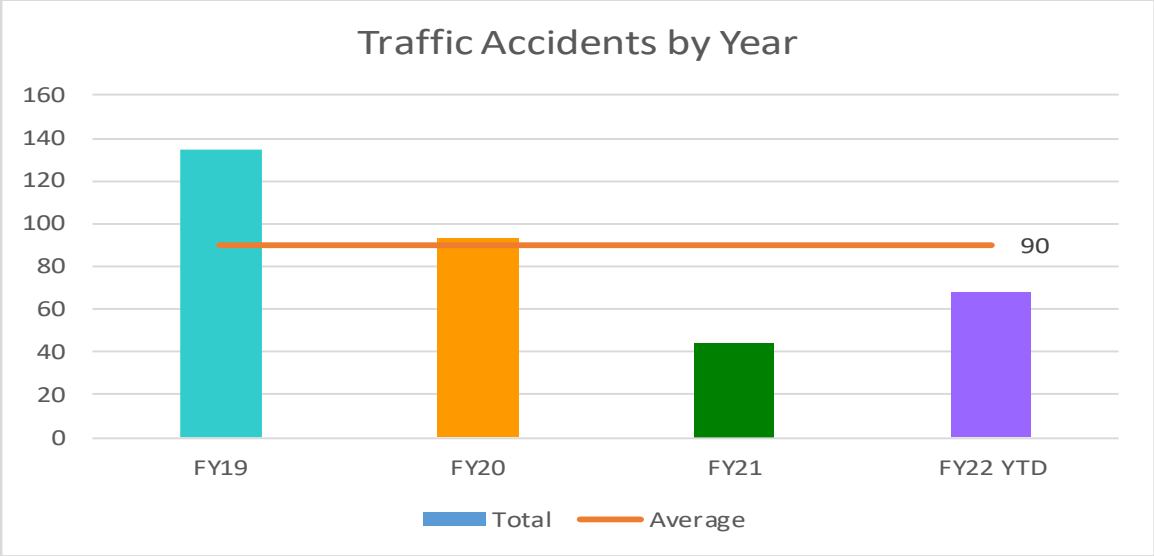


Above is the total annual average Passengers per Hour displayed by Route. This shows the productivity of each route as measured by passengers per hour. This ratio levels the playing field for Santa Cruz METRO's smaller local and rural routes which do not have as many service hours compared to the larger, high-volume routes (generally UCSC and intercity). UCSC resumed in person classes again in FY22. As a result, UCSC routes have a higher number of passengers per RSH through Q3 FY22. This is in contrast to FY21 when intercity routes had the highest numbers of passengers per RSH.

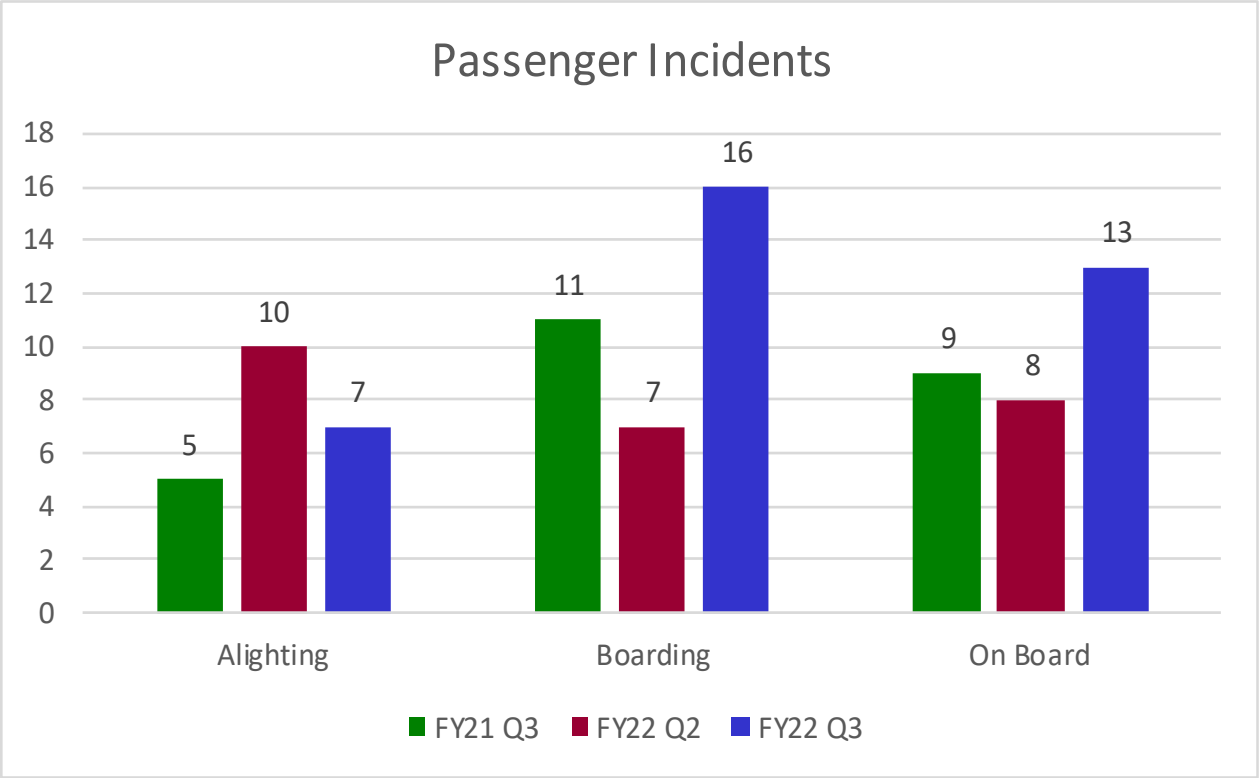
III. Risk Management & Safety



Traffic Collisions are broken down into different categories: head-on, rear-end, side swipe, with fixed objects, with animals, and other. As of Q3 FY22 fixed objects continue to decrease due to retraining and safety communication. ParaCruz chargeability incidents remain low.



The current average of Traffic Accidents over the past 3 Fiscal Years is 90. This metric demonstrates the volume of accidents/incidents before the pandemic, at the height of the pandemic, and in the recovery phase. As service has increased in FY22 Traffic Accidents have risen but are still below the 3 year average.



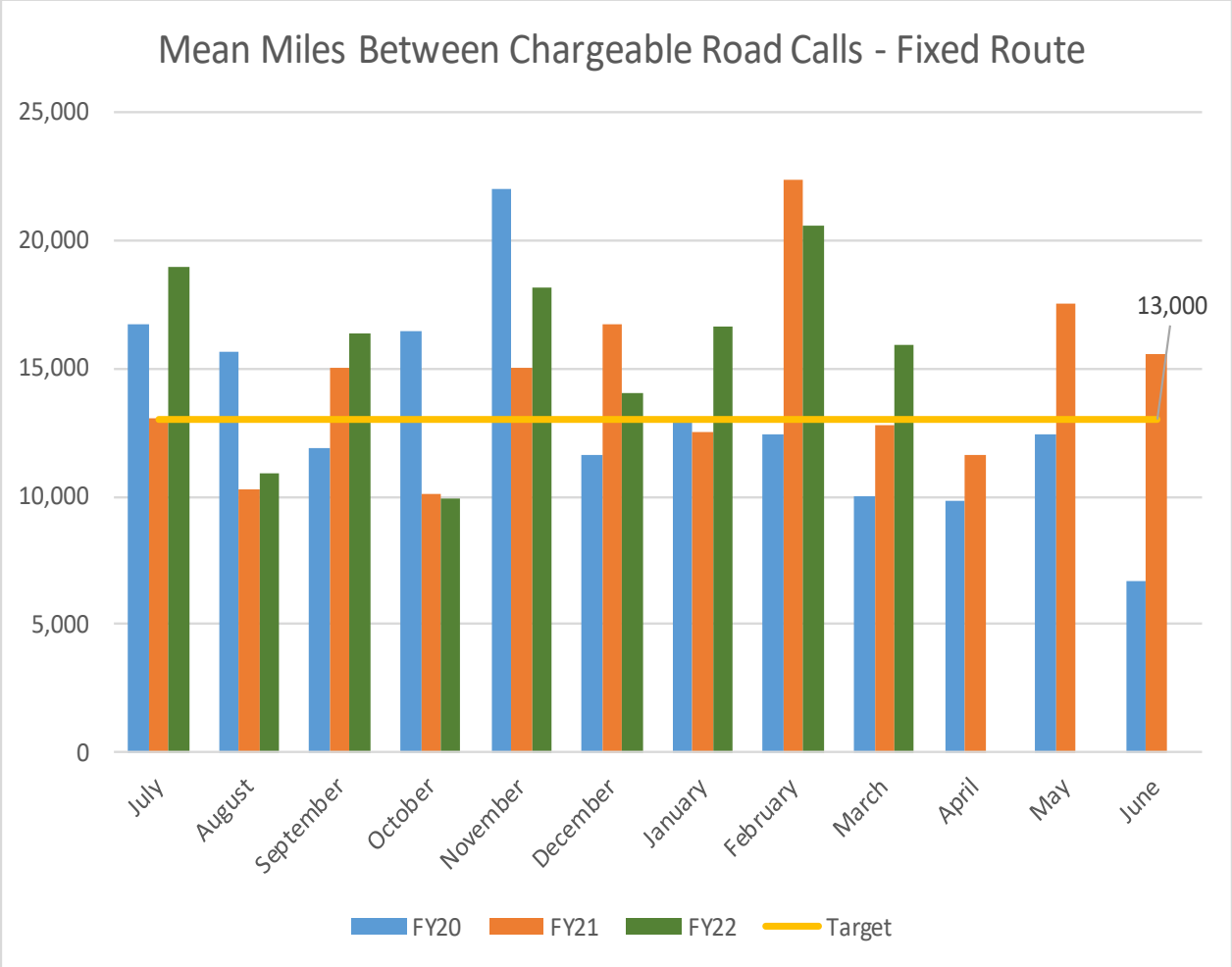
Passenger Incidents are accidents with METRO passengers either while alighting (descending) a bus, boarding a bus, or on board a bus.

The safety department reviews camera footage to gather data for any reported incident. As of Q3 FY22, the 1900 series buses had two incidents of passengers boarding and fell. Missing signage was discovered.

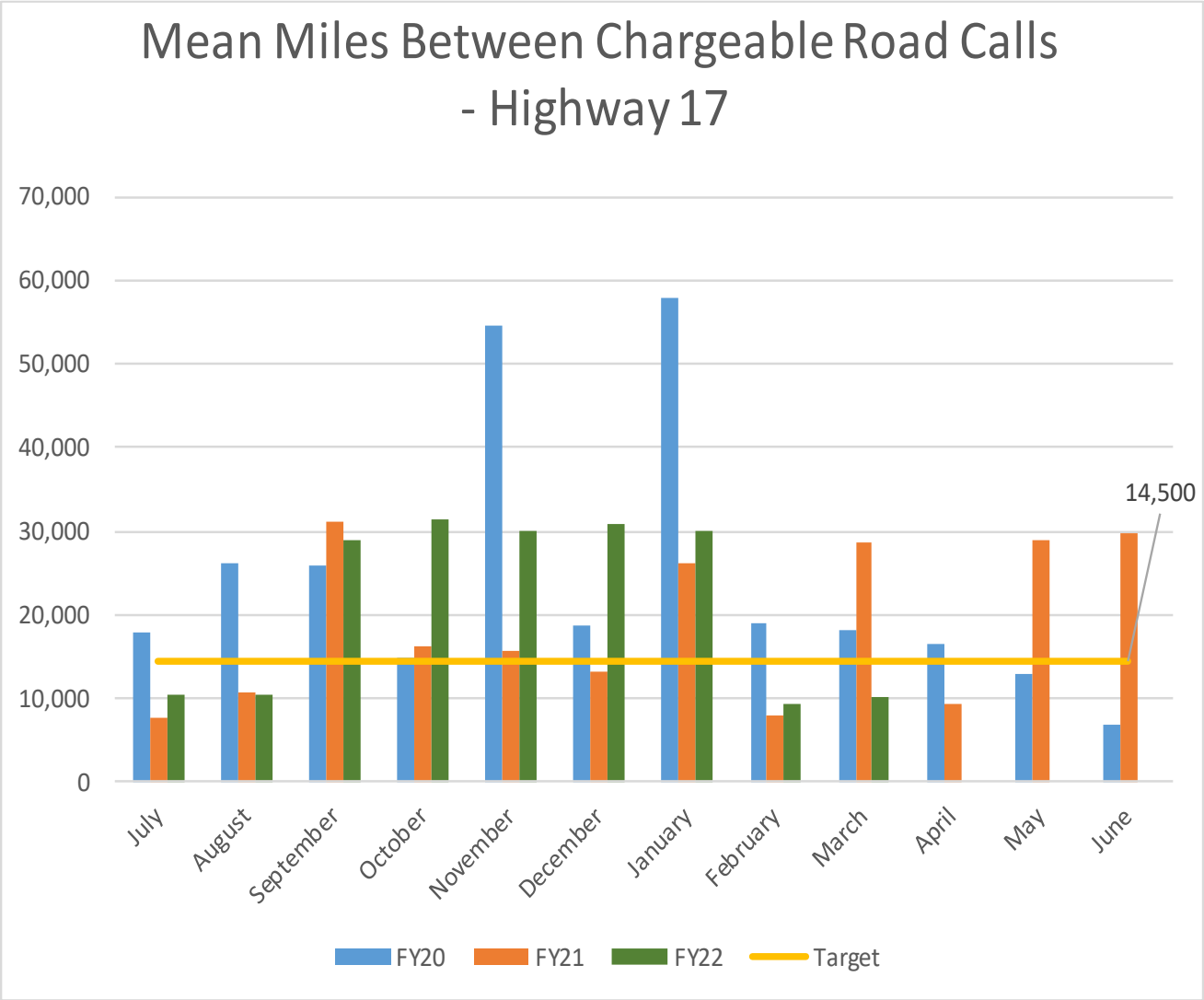
IV. Reliability

A chargeable road call results from a mechanical failure. NTD defines major mechanical failures as failures that are the result of some mechanical element of the revenue vehicle and impedes the vehicle from completing or starting a scheduled revenue trip because actual movement is limited, or there are safety concerns. Some examples are breakdowns of brakes, doors, engine, cooling systems, steering, axels, and/or suspension.

The mileage depicted is how many miles were run for the month divided by the number of Chargeable road calls in the month. This is an indicator of several things, including Santa Cruz METRO's maintenance program, age of fleet, state of good repair, and fleet failures.

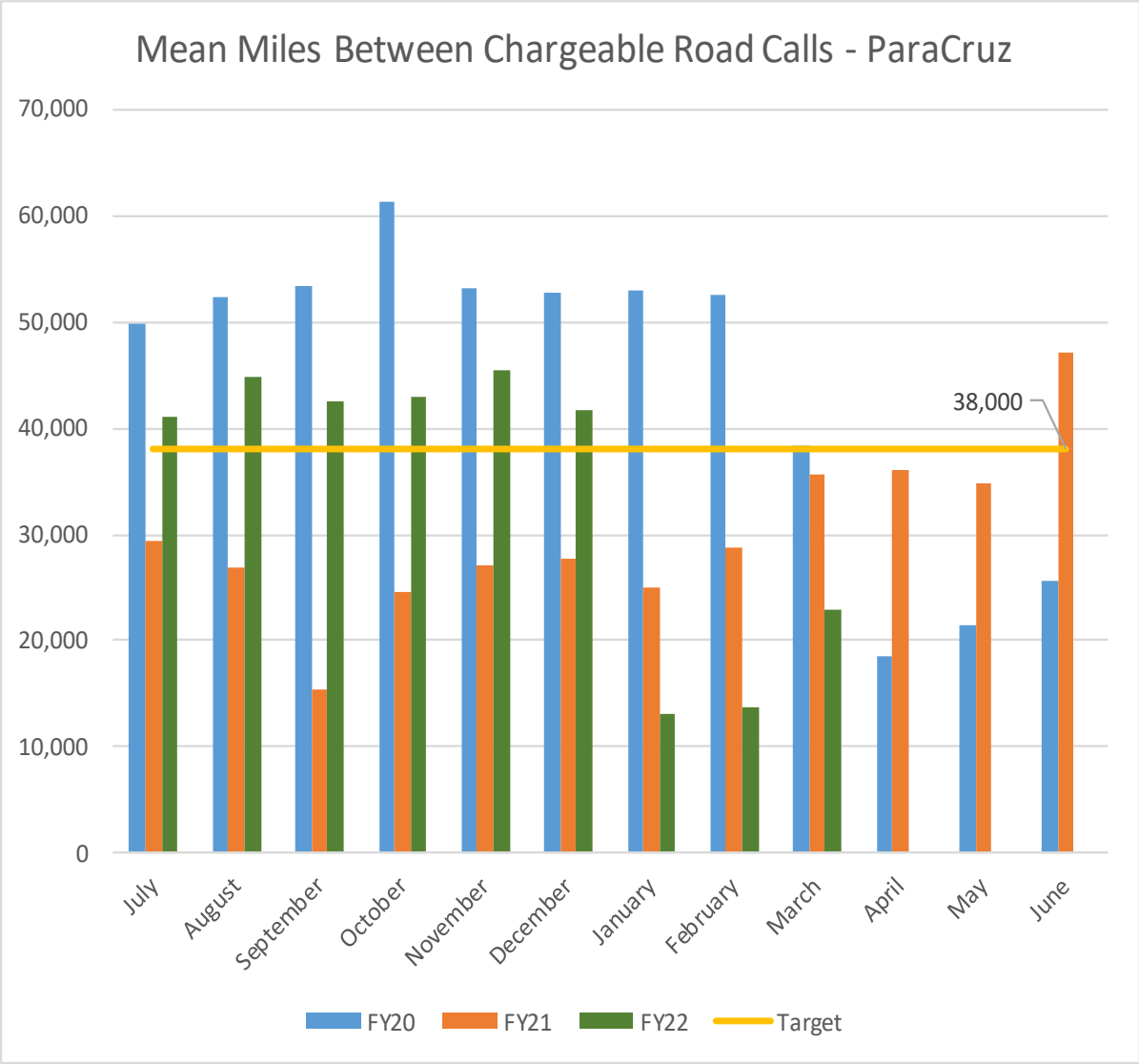


Above is the metric for mean miles between chargeable road calls for METRO's Fixed Route (Local). Mileage is increasing while road calls vary by 1 or 2. Chargeable road calls in FY22 Q3 are 12, 9, and 13 for January, February, and March, respectively. The current target is 13,000 and is based off a 3 year average from FY19 - 21.



Above is the metric for mean miles between chargeable road calls for METRO's Highway 17 commuter route. Commuter buses tend to perform better due to more highway miles and fewer stops. Additionally, the newer fleet has less wear and tear which contributes to improved performance.

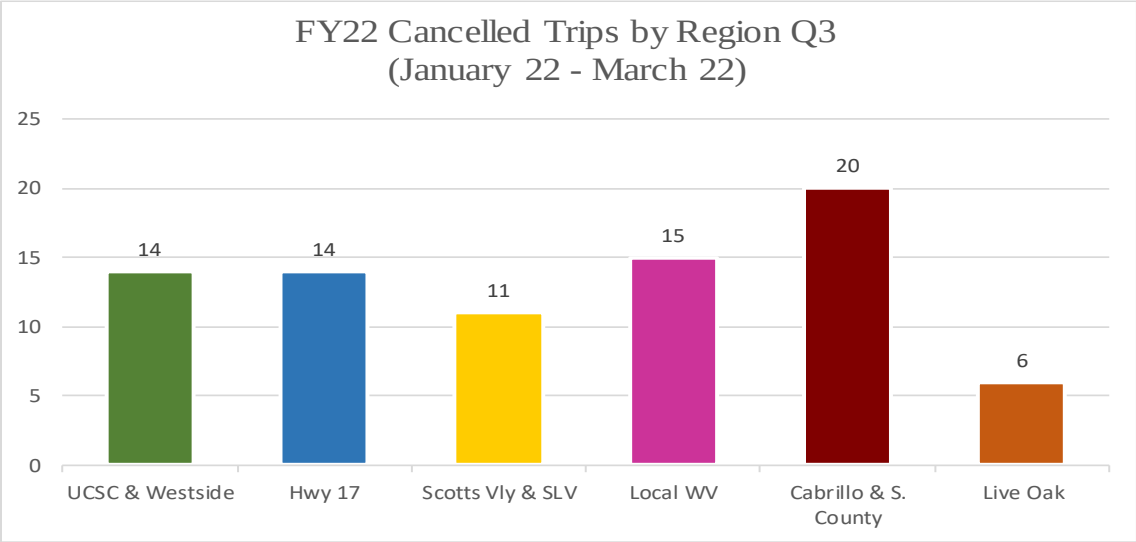
In Q3 FY22, there was 1 chargeable road call in January, 3 in February, and 3 in March for Highway 17. The increased road calls in February and March lead to decreased mean miles in those months, as seen in the metric. The current target is 14,500 and is based off a 3 year average from FY19 - 21.



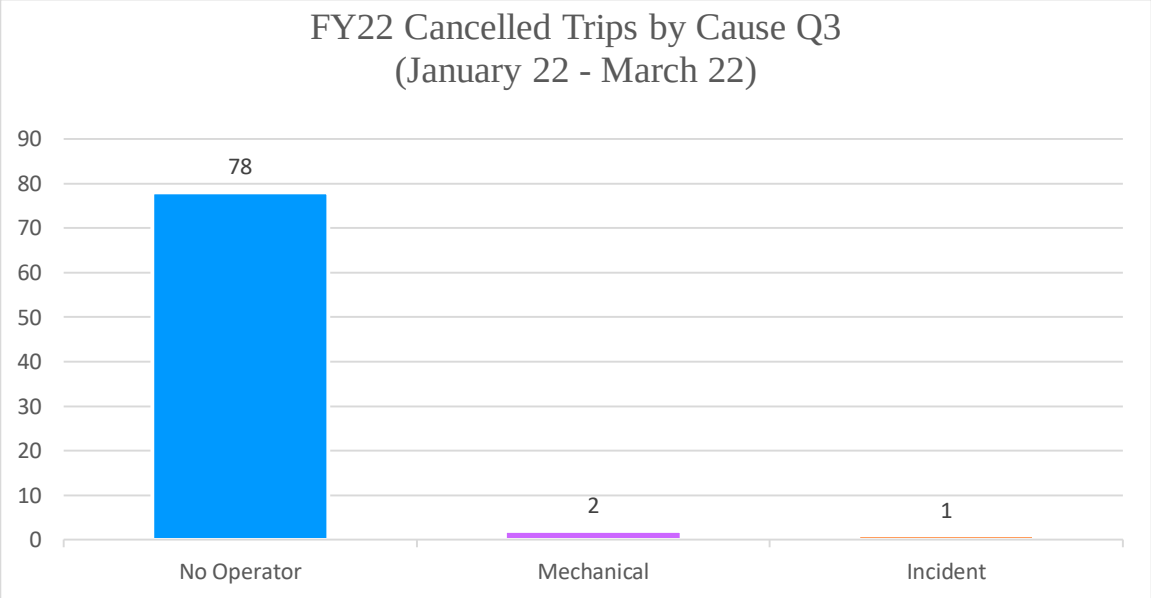
Above is the metric for mean miles between chargeable road calls for METRO's ParaCruz vehicles. In Q3 FY22, Paracruz road calls are: 2 in January, 3 in February, and 2 in March. ParaCruz mileage fell in January and so did mean miles between chargeable calls. Increased chargeable road calls this quarter, decreased miles overall.

The current target is 38,000 and is based off an adjusted 3 year average from FY19 – 21. Since ParaCruz mileage has decreased in the pandemic recovery phase, the target for mean miles in this mode must be adjusted to reflect the decrease in overall miles.

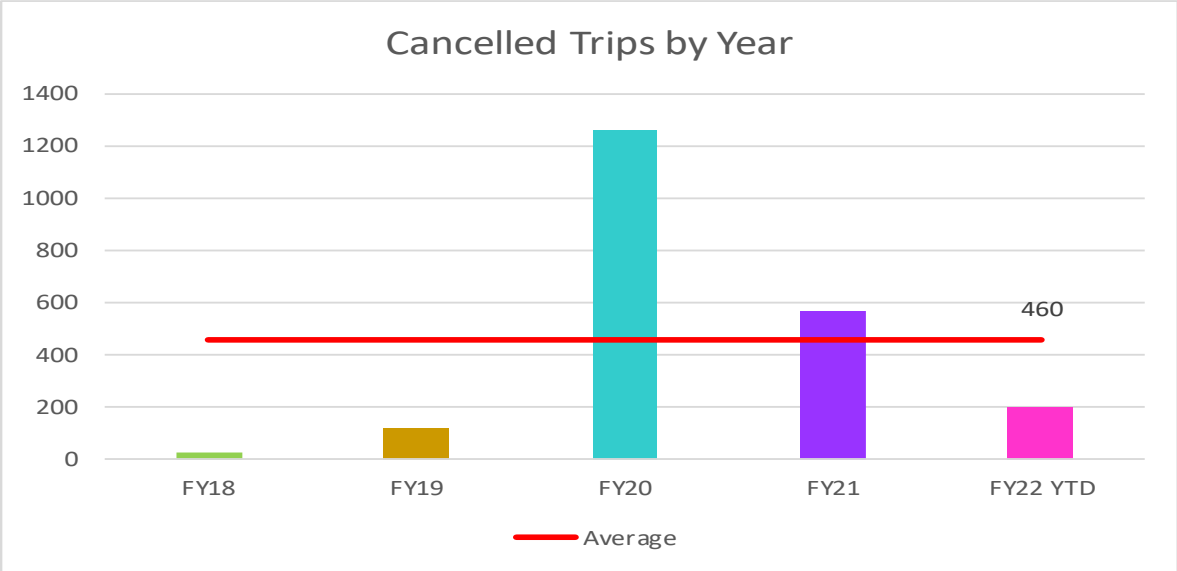
V. Dependability



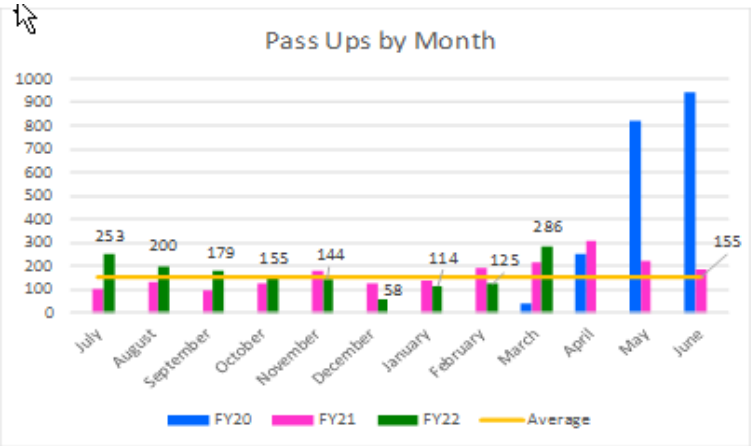
Above are METRO's cancelled trips separated into regions: UCSC & Westside, Highway 17, Scotts Valley & San Lorenzo Valley, Local WV, Cabrillo & South County, and Live Oak. In Q3 of FY22 there were 7 cancelled trips in January, 25 cancelled trips in February, and 48 cancelled trips in March.

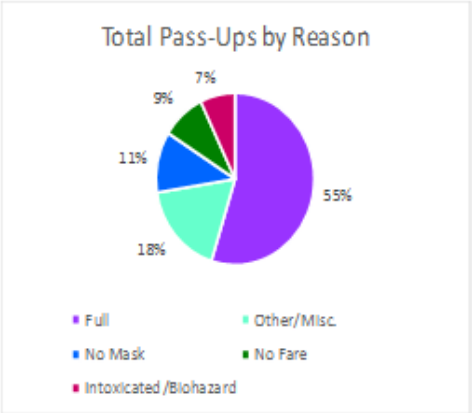


Above are Santa Cruz METRO's cancelled trips by different causes. In Q3 of FY22 there were 7 cancelled trips in January, 25 cancelled trips in February, and 48 cancelled trips in March. 98% of these cancellations were due to "No Operator".



The current 3 year average for cancelled trips is 460. This number is driven upwards by the spikes in FY20 and FY21 from COVID





Above are graphs for pass-ups in two ways: on a monthly basis and by reason. Pass-ups are an imperative metric that allows METRO to reflect upon ways to enhance our service. The effects of COVID-19 are displayed in April, May, and June of FY20 as the number of pass-ups due to a limited bus capacity dramatically increased. This was primarily due to reduced bus capacity to comply with social distancing and fewer trips. As passenger capacity per bus increased, pass-ups declined.

Pass ups declined throughout FY21 but have been increasing in Q3 FY22, specifically in March where there is a spike. As ridership increases, pass ups have increased; over 50% of pass ups are caused by full bus capacity. The current baseline average for pass-ups is 155. The current metric does not include pass-ups for UCSC.

VI. Appendix

The following metrics will provide peer data from NTD FY20 to demonstrate how SCMTD compares to other transit agencies. There are three groups considered in the peer data: California Peers, National Peers, and Paratransit Peers.

*Cost of Living (COL) scores are presented in relation to the national average of 100. If a city's COL is below 100, it's cheaper than the national average, if it's over 100, it's more expensive than the national average; ex. a COL index of 130 means it costs 30% more to live there compared to the national average. The data presented belowfor average cost of living is from 2022.

California Peers:

Agency Name	Location	Service Area	Population	Avg Cost of Living*
Santa Cruz Metropolitan Transit District (SCMTD)	**Santa Cruz, CA**	**446 SQ Miles**	**274,146**	**203.5**
Central Contra Costa Transit Authority (CCCTA)	Concord, CA	143 SQ Miles	540,067	144.4
Gold Coast Transit (GCT)	Oxnard, CA	84 SQ Miles	367,260	139.6
Golden Empire Transit District (GET)	Bakersfield, CA	111 SQ Miles	500,977	103.4
Monterey/Salinas Transit (MST)	Monterey, CA	294 SQ Miles	434,061	174.9
San Joaquin Regional Transit District (SJ RTD)	Stockton, CA	1,426 SQ Miles	772,050	115.6
Santa Barbara Metropolitan Transit (SB MTD)	Santa Barbara, CA	52 SQ Miles	199,668	217.9

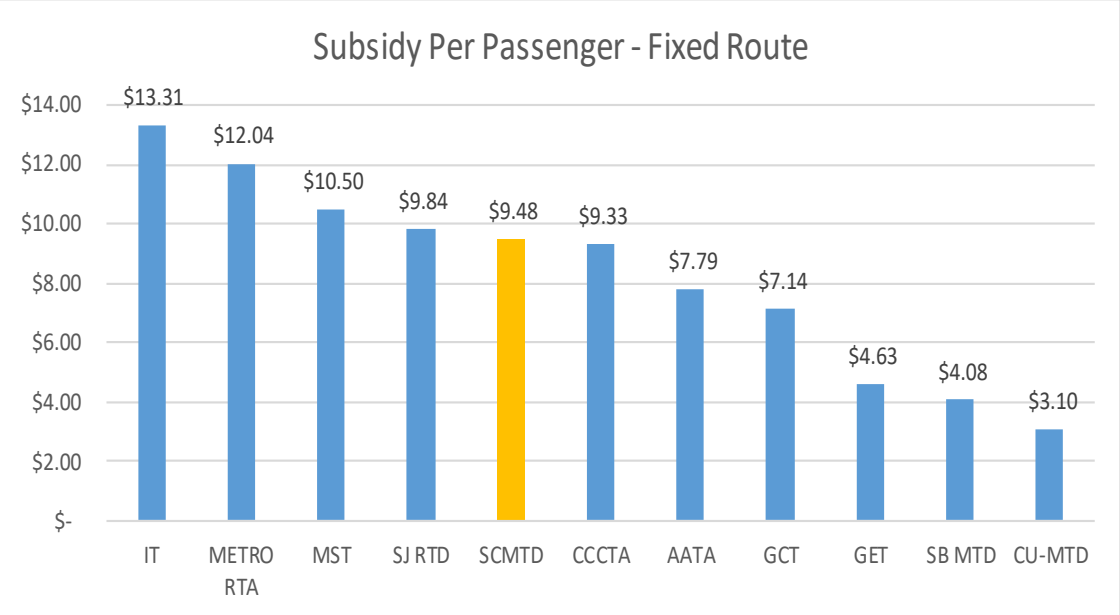
National Peers:

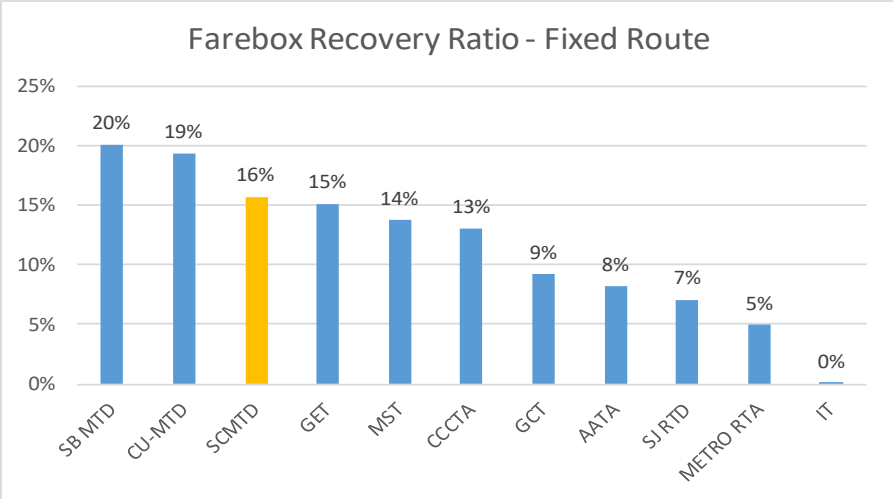
Agency Name	Location	Service Area	Population	Avg. Cost of Living*
Ann Arbor Transportation Authority (AATA)	Ann Arbor, MI	707 SQ Miles	847,929	110.7
Champaign/Urbana Mass Transit District (CU MTD)	Champaign, IL	41 SQ Miles	139,524	77.7
Intercity Transit (IT)	Olympia, WA	101 SQ Miles	192,400	111.9
Metro Regional Transit Authority (METRO RTA)	Akron, OH	420 SQ Miles	541,013	68.9

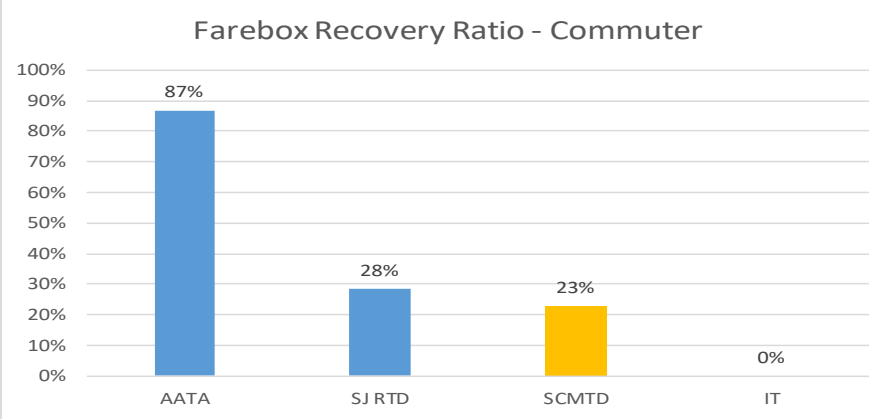
Paratransit Peers:

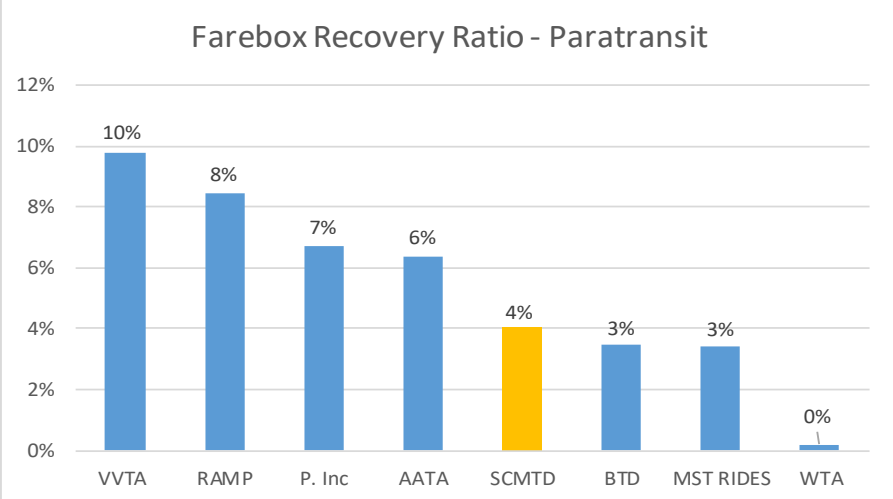
Agency Name	Location	Service Area	Population	Avg. Cost of Living*
Monterey/Salinas Transit (MST)	Monterey, CA	294 SQ Miles	434,061	174.9
Paratransit Inc.	Sacramento, CA	193 SQ Miles	974,784	121.6
Victor Valley Transit Authority (VVTA)	Victor Valley, CA	327 SQ Miles	344,288	109
Ann Arbor Transportation Authority (AATA)	Ann Arbor, MI	707 SQ Miles	847,929	110.7
Brazos Transit District (BTD)	Bryan, TX	74 SQ Miles	132,500	80.7
Transit Authority of Northern Kentucky (RAMP)	Fort Wright, KY	267 SQ Miles	278,653	94
Whatcom Transportation Authority (WTA)	Bellingham, WA	776 SQ Miles	227,801	123.2

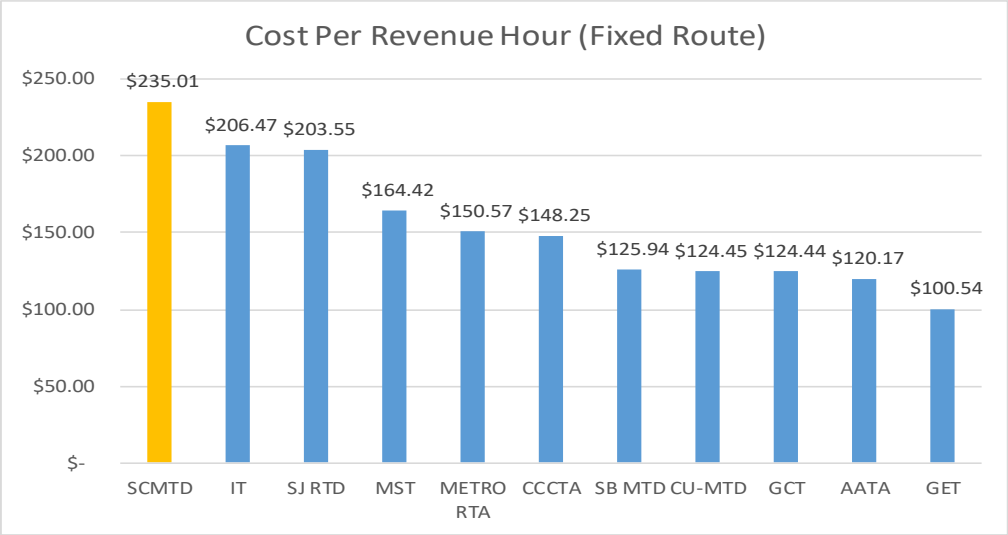
Peer Comparison Metrics:

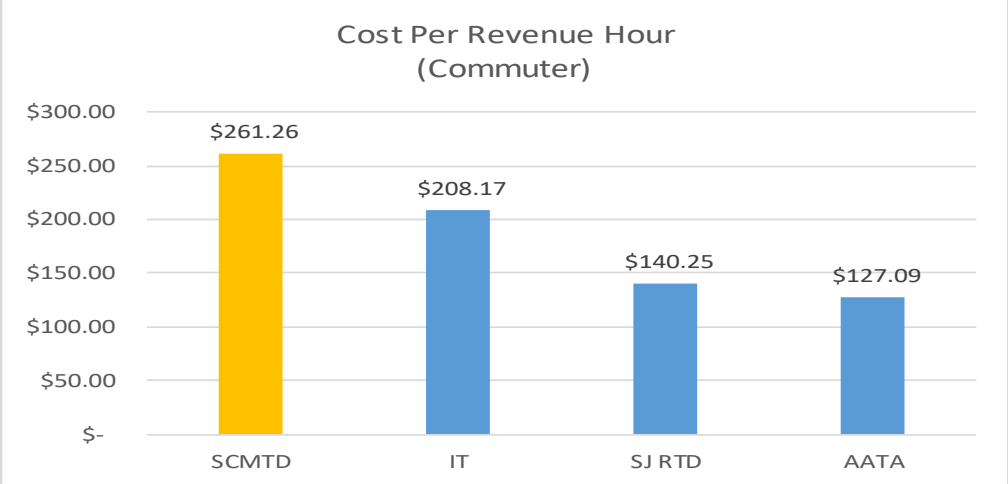


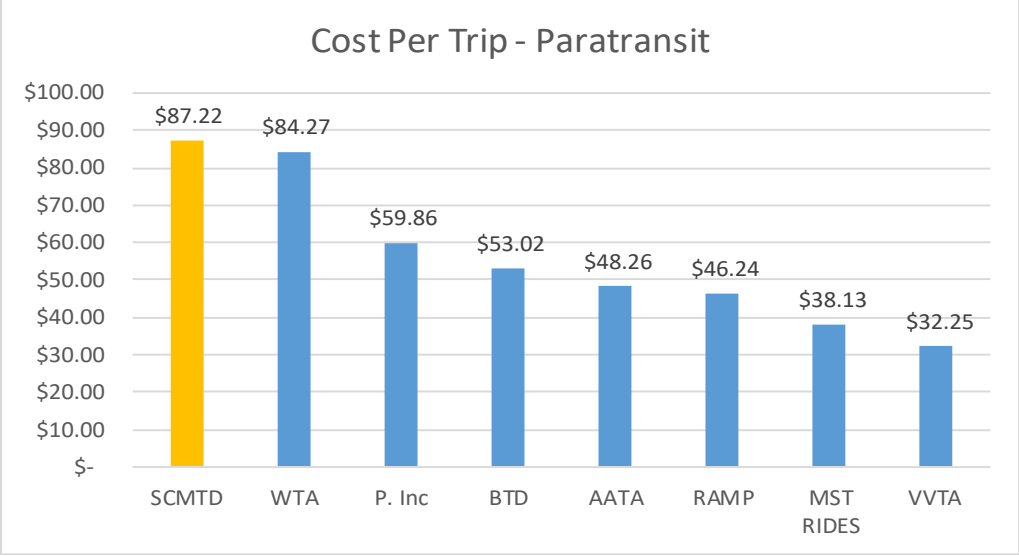

Farebox Recovery Ratio - Fixed Route
25%
20%
15%
10%
5%
0%
20%
19%
16%
15%
14%
13%
9%
8%
7%
5%
0%
SB MTD
CU-MTD
SCMTD
GET
MST
CCCTA
GCT
AATA
SJ RTD
METRO RTA
IT

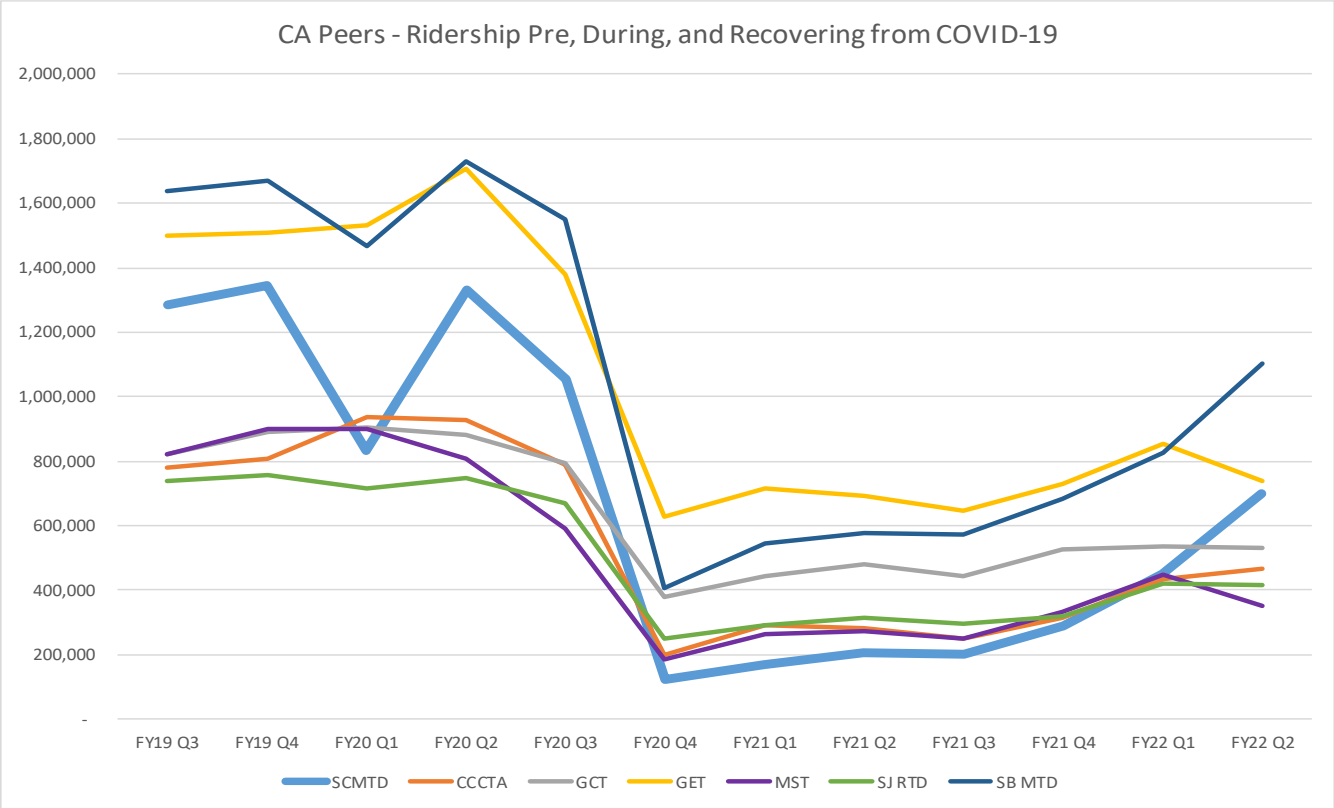

Farebox Recovery Ratio - Commuter
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
87%
28%
23%
0%
AATA
SJ RTD
SCMTD
IT


Farebox Recovery Ratio - Paratransit
12%
10%
8%
6%
4%
2%
0%
10%
8%
7%
6%
4%
3%
3%
0%
VVTA
RAMP
P. Inc
AATA
SCMTD
BTD
MST RIDES
WTA


Cost Per Revenue Hour (Fixed Route)
$250.00
$200.00
$150.00
$100.00
$50.00
$-
$235.01
$206.47
$203.55
$164.42
$150.57
$148.25
$125.94
$124.45
$124.44
$120.17
$100.54
SCMTD
IT
SJ RTD
MST
METRO RTA
CCCTA
SB MTD
CU-MTD
GCT
AATA
GET


Cost Per Revenue Hour (Commuter)
$300.00
$250.00
$200.00
$150.00
$100.00
$50.00
$-
$261.26
$208.17
$140.25
$127.09
SCMTD
IT
SJ RTD
AATA


Cost Per Trip - Paratransit
$100.00
$90.00
$80.00
$70.00
$60.00
$50.00
$40.00
$30.00
$20.00
$10.00
$-
$87.22
$84.27
$59.86
$53.02
$48.26
$46.24
$38.13
$32.25
SCMTD
WTA
P. Inc
BTD
AATA
RAMP
MST RIDES
VVTA


CA Peers - Ridership Pre, During, and Recovering from COVID-19
2,000,000
1,800,000
1,600,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
-
FY19 Q3
FY19 Q4
FY20 Q1
FY20 Q2
FY20 Q3
FY20 Q4
FY21 Q1
FY21 Q2
FY21 Q3
FY21 Q4
FY22 Q1
FY22 Q2
SCMTD
CCCTA
GCT
GET
MST
SJ RTD
SB MTD

KEY PERFORMANCE INDICATORS (KPI) REPORT

FOR 3rd QUARTER THROUGH March 31, 2022

Attachment B

Board of Directors

May 20, 2022

Chuck Farmer, Chief Financial Officer

9.4B.1

Overview of Today's Presentation:

KPI Category	Criteria / Metric
Financial Performance	✓ System Farebox Recovery Ratio ✓ Fixed Route & Commuter Cost / RSH ✓ ParaCruz Cost/Trip
Productivity	✓ Total Ridership and Total Ridership / Hour ✓ Highway 17, USCS, Cabrillo, & Local Ridership ✓ Passengers / RSH by Route
Risk Management & Safety	✓ Traffic Accidents ✓ Passenger Incidents
Reliability	✓ Miles Between Chargeable Road Calls for Fixed Route, Highway 17, & ParaCruz
Dependability	✓ Cancelled Trips by Cause ✓ Cancelled Trips by Region ✓ Pass-Ups
Appendix	✓ NTD Peers

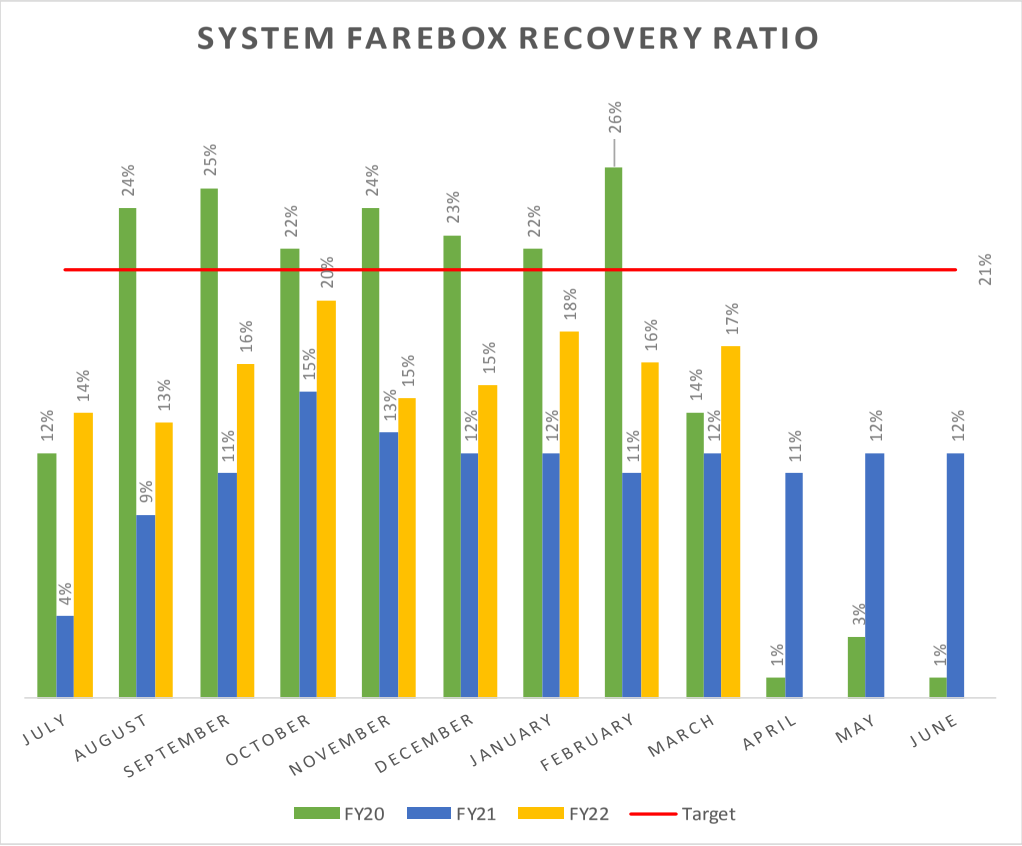
Attachment B

9.4B.2

SANTA CRUZ METRO

Financial Performance:

Metric:	System Farebox Recovery Ratio
Description & Importance:	The Farebox Recovery Ratio is an indication of how much of a transit agency's costs are covered by passenger fares and provides insight to the amount of non-passenger revenue (subsidy) needed to cover costs. Additionally, it allows the agency to compare cost-effectiveness within its own service.



Current Status:

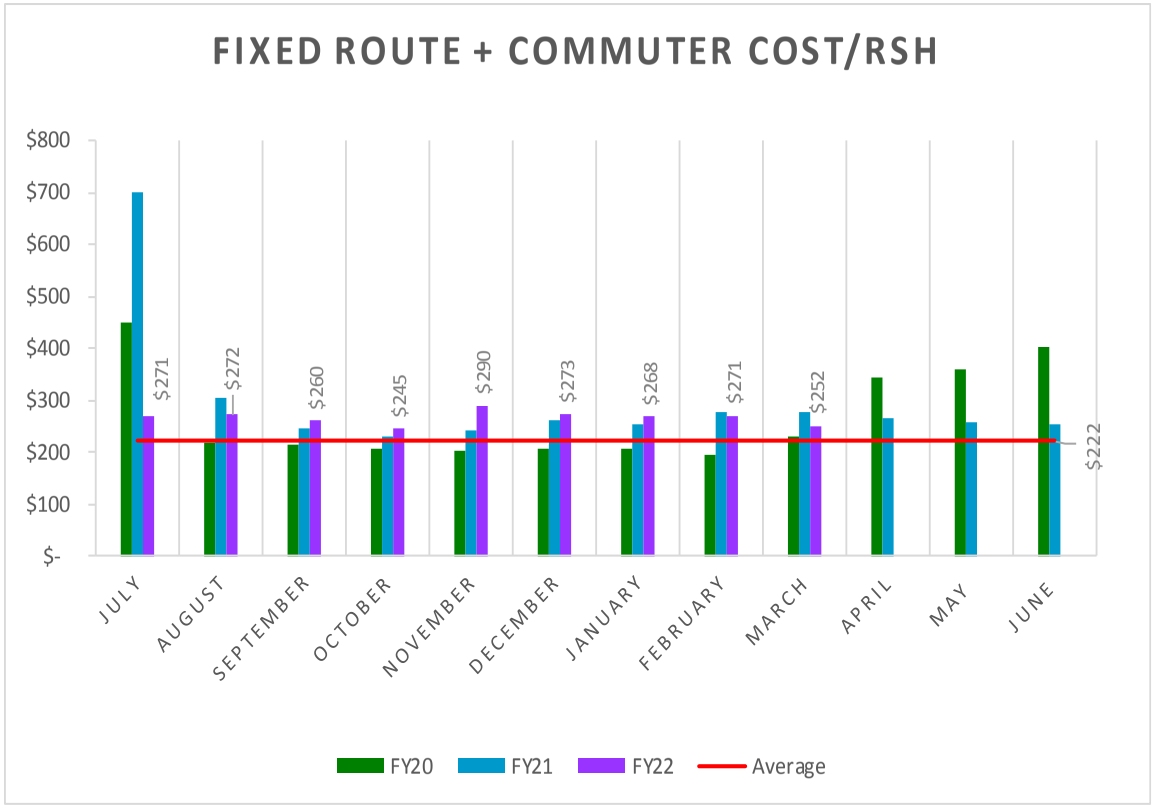
- In Q3 FY22 Farebox Recovery peaked at 18% in January primarily due to a quarterly contract payment from Cabrillo, boosting revenue for the month (seen in October as well).
- A spike in Student Discount Fares in February brought the ratio to 16%. March increased to 17% from a surge in Full Adult Fares.
- The average ratio in Q3 FY22 of 17% remains below the 22% pre-pandemic average in Q3 FY19.
- The current target for Farebox Recovery is 21%. This target is derived from a 3 year baseline average using FY18 – 20 data.

Attachment B

9.4B.3

Financial Performance:

Metrics:	• Fixed Route & Commuter Cost per Revenue Service Hour (RSH)
Description & Importance:	The metrics depict the cost per hour of service and are measured to ensure that transit services are delivered efficiently through effectively tracking and minimizing costs.



Current Status:

- In Q3 FY22, Cost per RSH held steady in January and February but decreased in March. This decrease is due to the increase in Revenue Service Hours since expenses only had mild fluctuations.
- The current average based off data from FY18 – 20 for Fixed Route & Commuter Cost per RSH is $222.

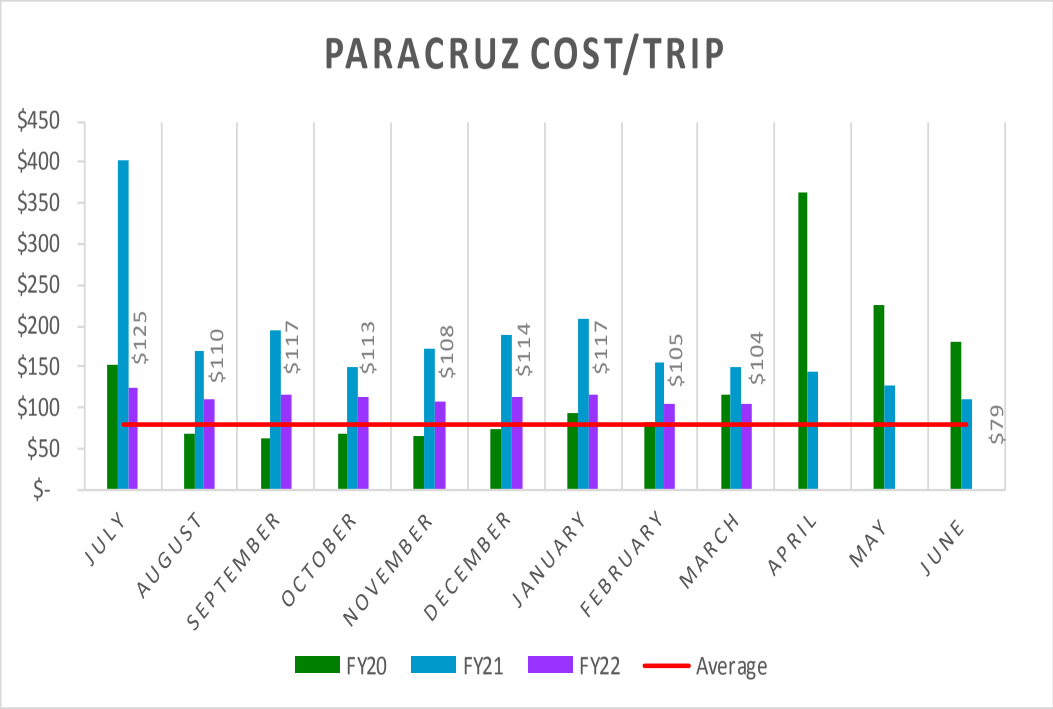
Fiscal Year	12 Month Average
FY20	$255
FY21	$290
FY22 YTD	$266

Attachment B

9.4B.4

Financial Performance:

Metrics:	• ParaCruz Cost per Trip
Description & Importance:	The metrics depict the cost per trip and are measured to ensure that transit services are delivered efficiently through effectively tracking and minimizing costs.



The current average based on data from FY18 – 20 for ParaCruz cost per trip is $79

Current Status:

- In Q3 FY22, cost per trip spiked to $117 in January as the result of a sharp decline in trips during the month which is attributed to a seasonal trend.
- Cost per trip decreased to $105 and $104 in February and March respectively, from a combination of a decrease in total expenses (February) then a significant uptick in the number of trips (March).

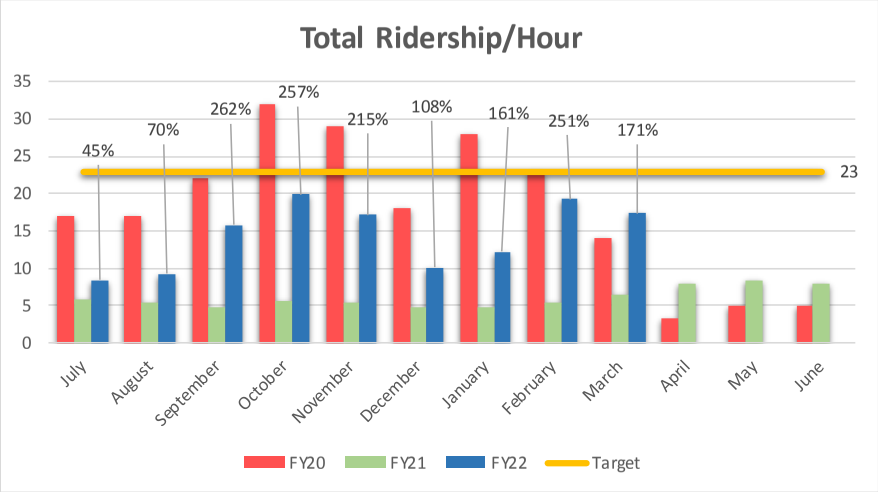
Fiscal Year	12 Month Average
FY20	$107
FY21	$174
FY22 YTD	$112

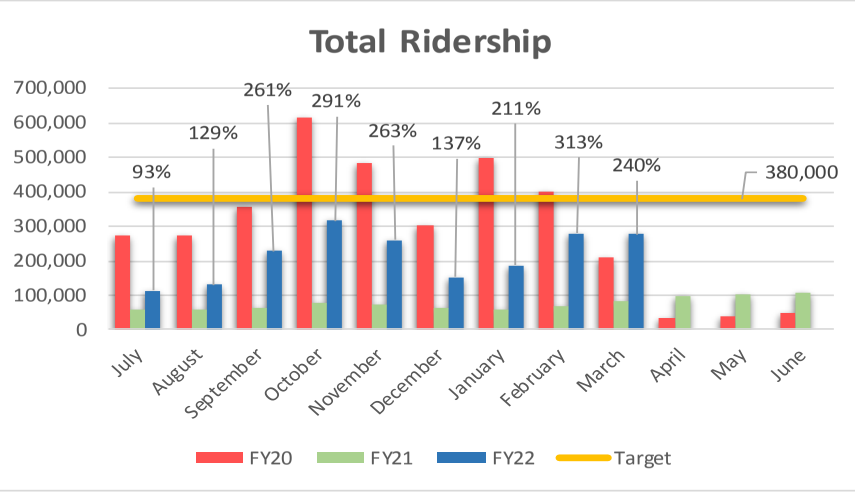
Attachment B

9.4B.5

Productivity:

Metrics:	• Total Ridership • Total Ridership per Hour
Description & Importance:	Total Ridership and Ridership per hour are measures of productivity. The metrics depict seasonal fluctuations in ridership related to holidays and school terms and other.





Current Status:

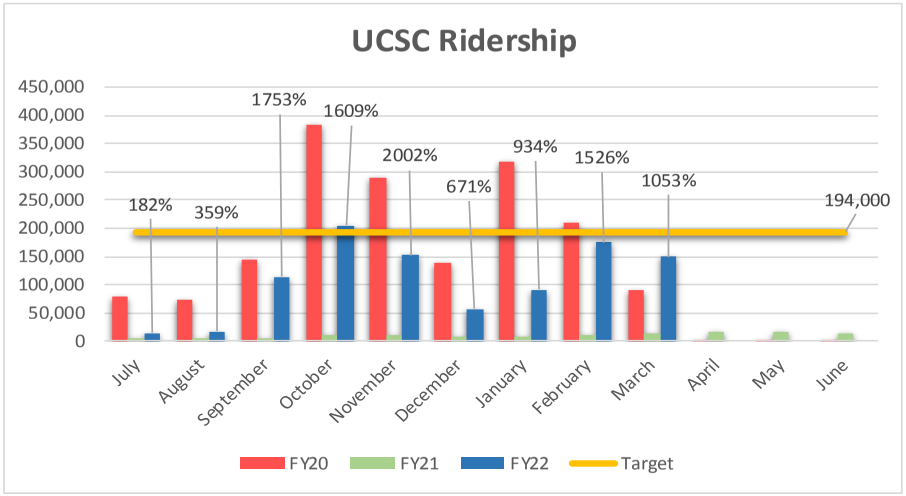
- Ridership fell in January then picked back up again in February and March. This pattern reflects the rise of the COVID-19 Omicron variant which was rampant in January after the Holidays.
- While ridership numbers have increased in Q3 of FY22 compared to Q3 of FY21, ridership is still down approximately 45% compared to Q3 of FY19, before the global pandemic.
- Current targets are 23 passengers per hour and annual ridership at 4,546,321, approximated at 380,000 per month

9.4B.6

Attachment B

Productivity:

Metrics:	• UCSC Ridership • Cabrillo Ridership
Description & Importance:	Historically, student ridership has been a large portion of METRO's total ridership. Increases in student enrollment and seasonal trends can be seen year over year in the graphs below.

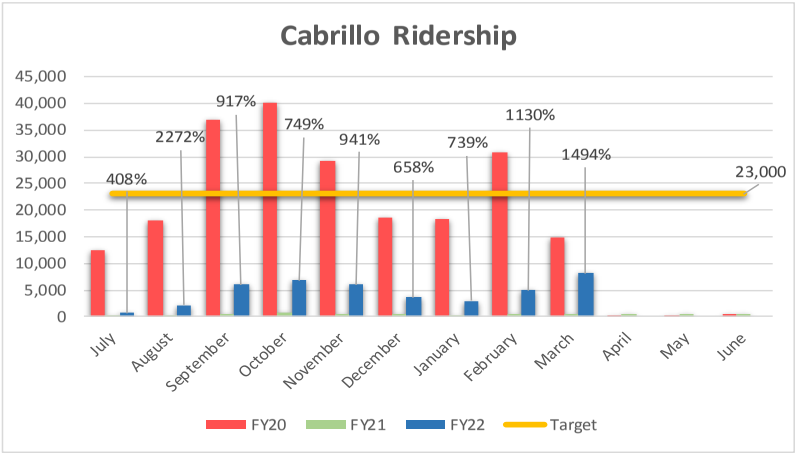


Current Status:

- In Q3 FY21 Cabrillo ridership averaged around 400/month and in Q3 FY22 ridership averaged 5,000/month.
- Ridership is still down 80% compared to Q3 FY19, pre-pandemic.
- The current monthly target for Cabrillo ridership is 23,000 based on a 3 year average from FY18 - 20

Current Status:

- In Q3 FY22 ridership continued to increase, seen in February and March. In Q3 FY21 UCSC ridership averaged around 11,000/month and in Q3 FY22 it's an average of 138,000.
- Ridership is still down 47% compared to Q3 FY19, pre-pandemic.
- The current monthly target for UCSC ridership is 194,000 based on a 3 year average from FY18 -20.

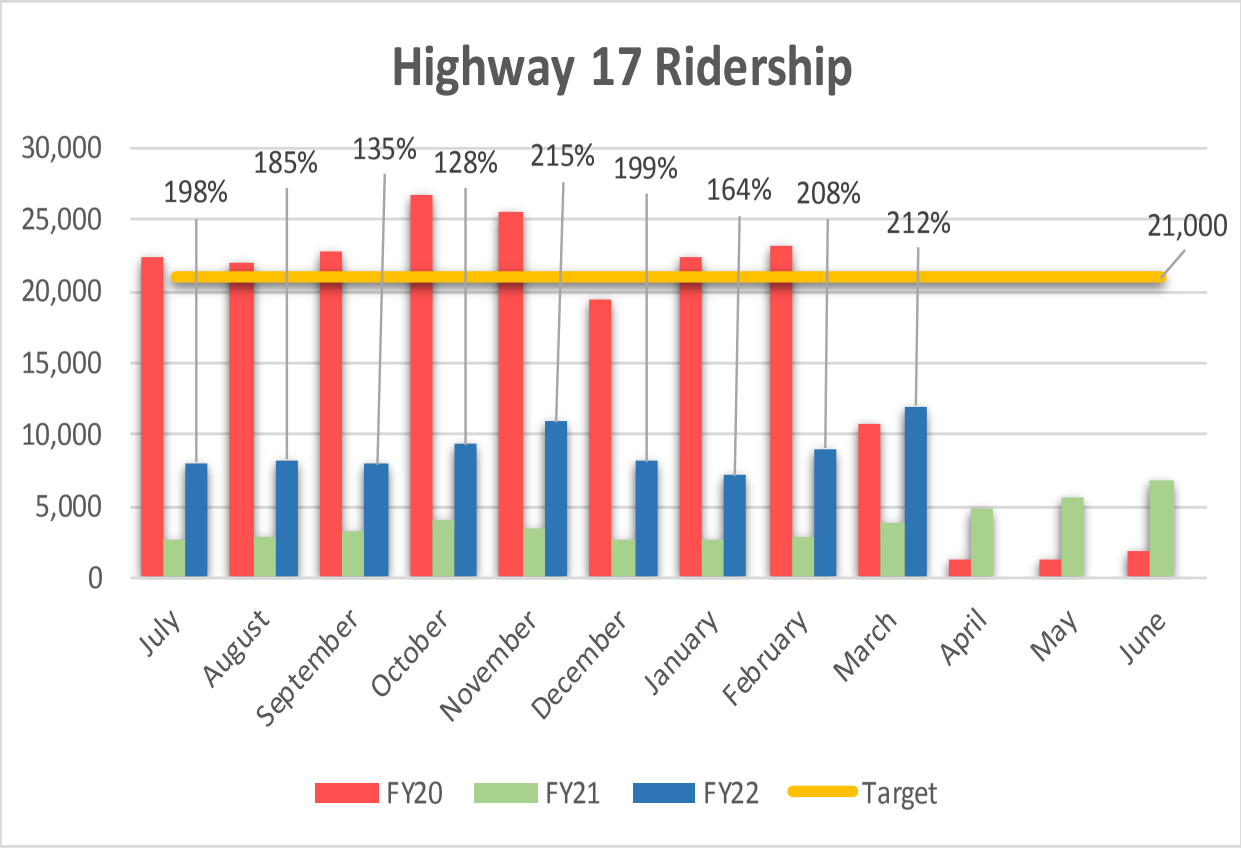


Attachment B

9.4B.7

Productivity:

Metrics:	• Highway 17 Ridership
Description & Importance:	Highway 17 demonstrates METRO's commuter ridership, connecting Santa Cruz to San Jose. Ridership excluding student and commuter routes reflects all other local routes within the county.



Current Status:

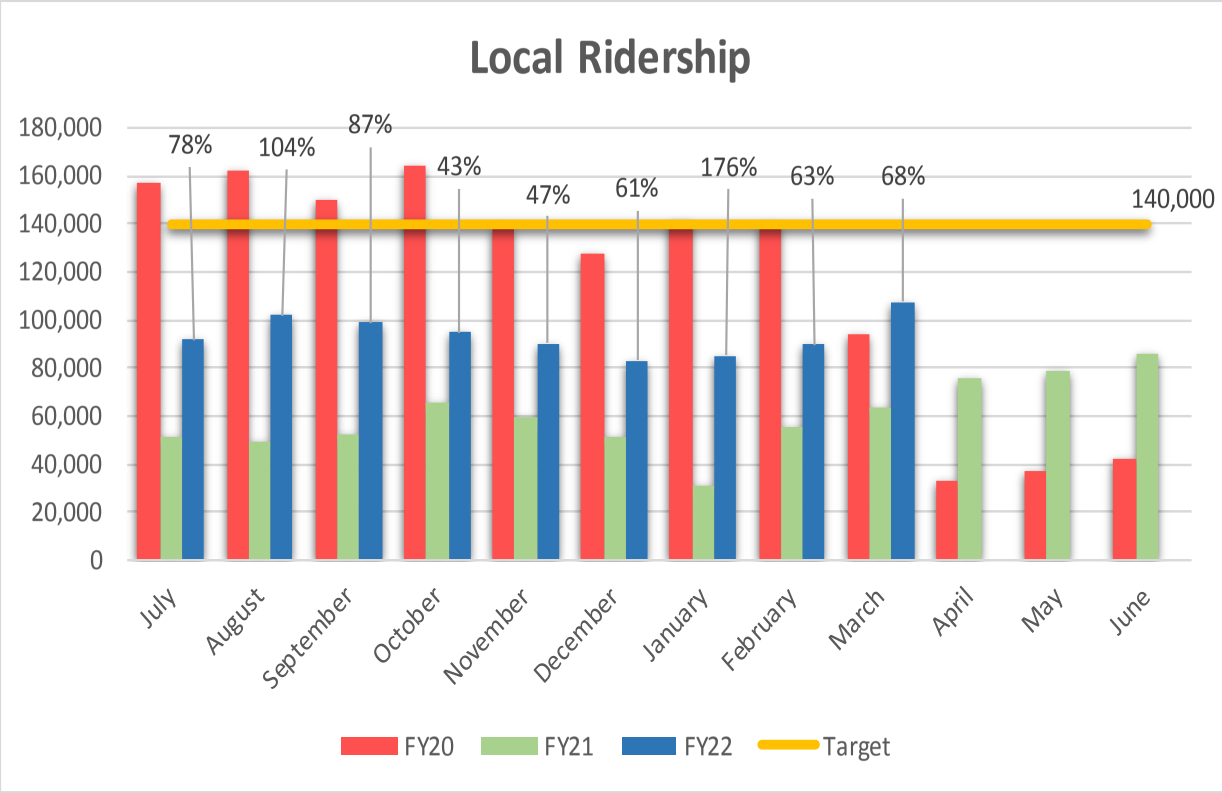
- Highway 17 ridership has maintained a steady increase into Q3 FY22, rising from a dip in January and peaking in March.
- While Highway 17 ridership is up compared to FY21, ridership is still approximately 60% down compared to Q3 FY19, pre-pandemic.
- The current target for Highway 17 ridership is 21,000 based on a 3 year average from FY18 -20

Attachment B

9.4B.8

Productivity:

Metrics:	• Local Ridership
Description & Importance:	Local Ridership, excluding student and commuter routes, reflects all other local routes within the county.



Current Status:

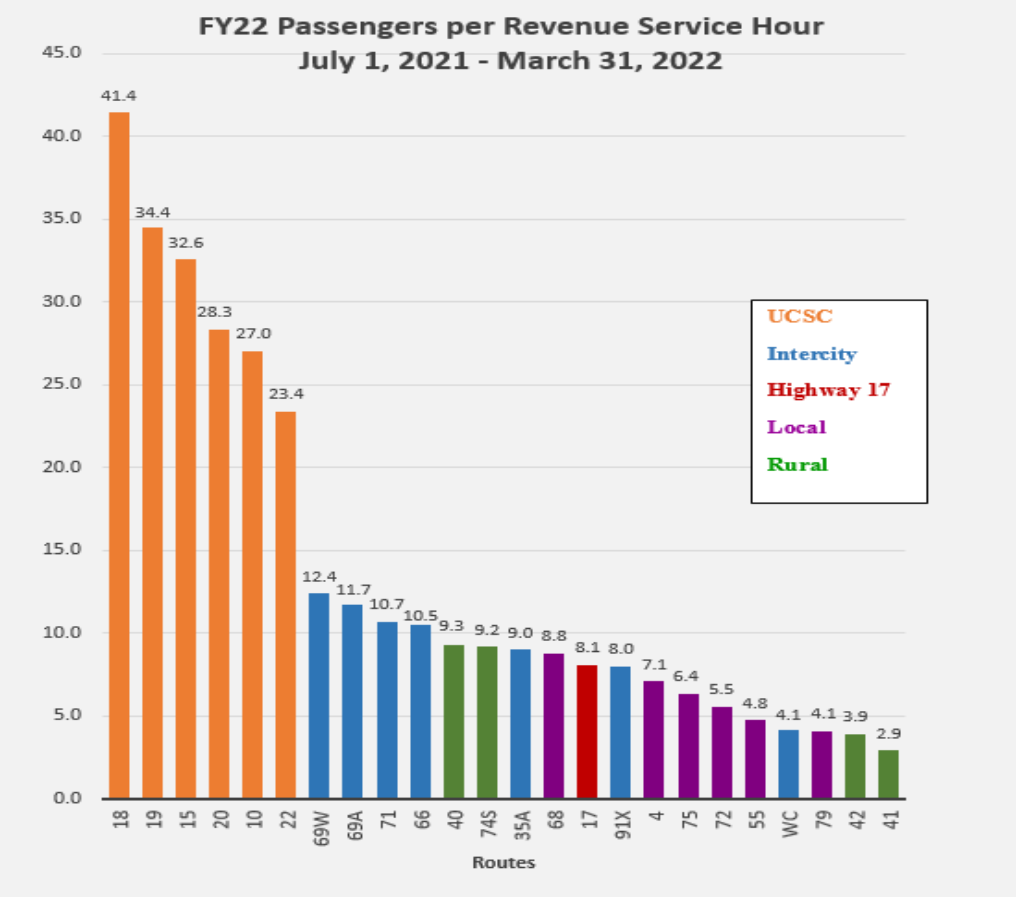
- Local ridership has remained steady throughout FY22, into Q3. There was a small decline in January with the Omicron surge, then climbed up again in February and March.
- Ridership is still down 31% compared to Q3 FY19, pre-pandemic.
- The current target for local ridership is 140,000 based on a 3 year average from FY18 -20.

Attachment B

9.4B.9

Productivity:

Metrics:	• FY21 Passengers per Revenue Service Hour by Route
Description & Importance:	Passengers per Revenue Service Hour (RSH) depicts the productivity of each route measured by passengers per hour of service. This ratio brings the true productivity of each route to scale and can stimulate discussions about frequency of service in urban and semi-urban areas of the of the county versus geographic coverage.



Current Status:

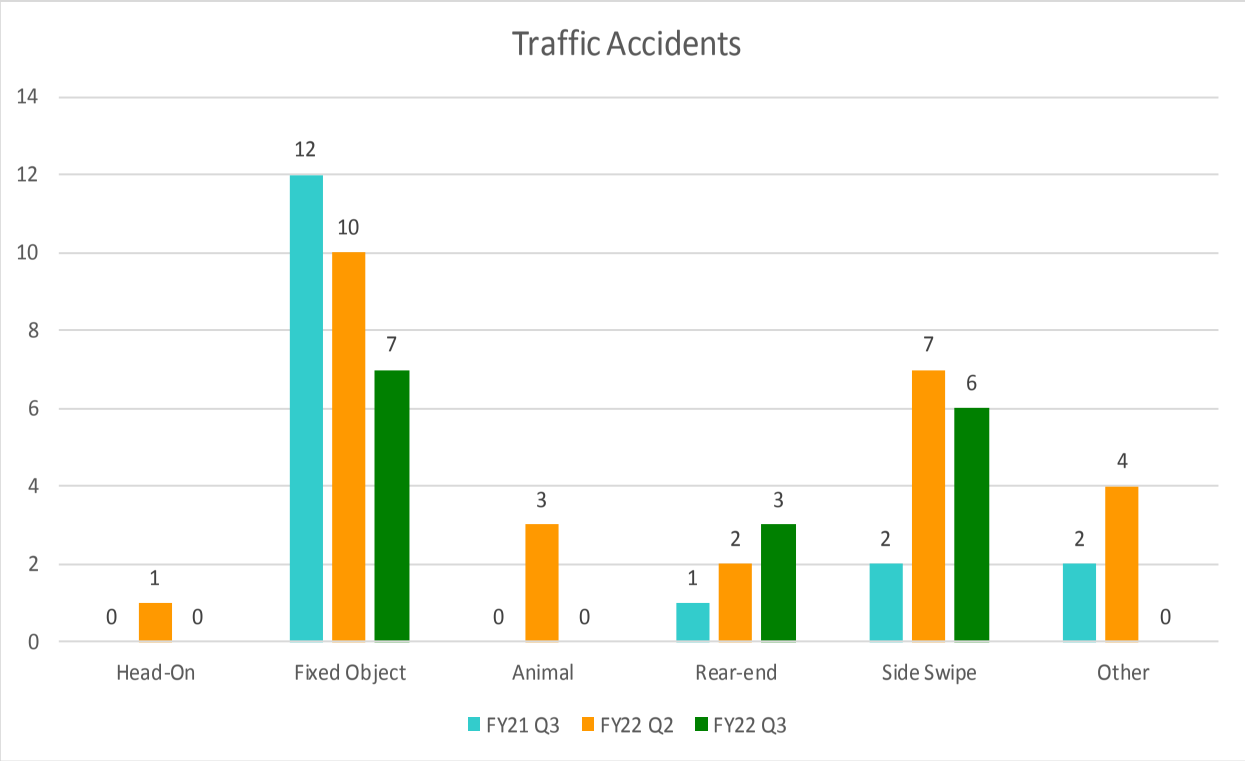
- UCSC resumed in person classes again in FY22. As a result, USCS routes have a higher number of passengers per RSH through Q3 FY22.
- This is a sharp contrast to FY21 when Intercity routes had a higher numbers of passengers per RSH.

Attachment B

9.4B.10

Risk Management & Safety:

Metrics:	• Traffic Accidents
Description & Importance:	Traffic Collisions are broken down into different categories: in loading zones, in intersections, between intersections, with bicycles, with pedestrians, with other district vehicles, with the rear of the vehicle, and other types of collisions, including with stationary objects. This chart is representative of chargeable accidents and non-chargeable accidents.



Current Status:

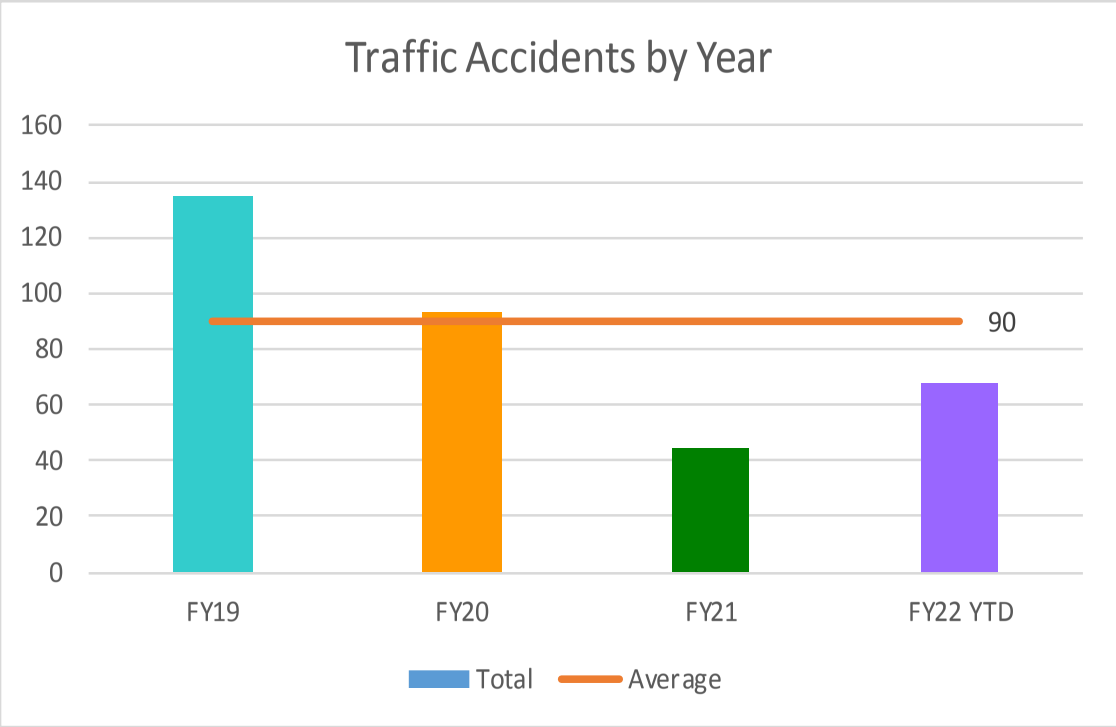
- Fixed objects continue to decrease due to retraining and safety communication.
- All ParaCruz chargeability incidents remain low. Accidents are rare.

Attachment B

9.4B.11

Risk Management & Safety:

Metrics:	• Traffic Accidents and Incident Average for FIXED ROUTE
Description & Importance:	This chart is representative of all accidents and incidents. FY21 decreased due to reduction in service, COVID pandemic, and reduced traffic exposure.



Current Status:

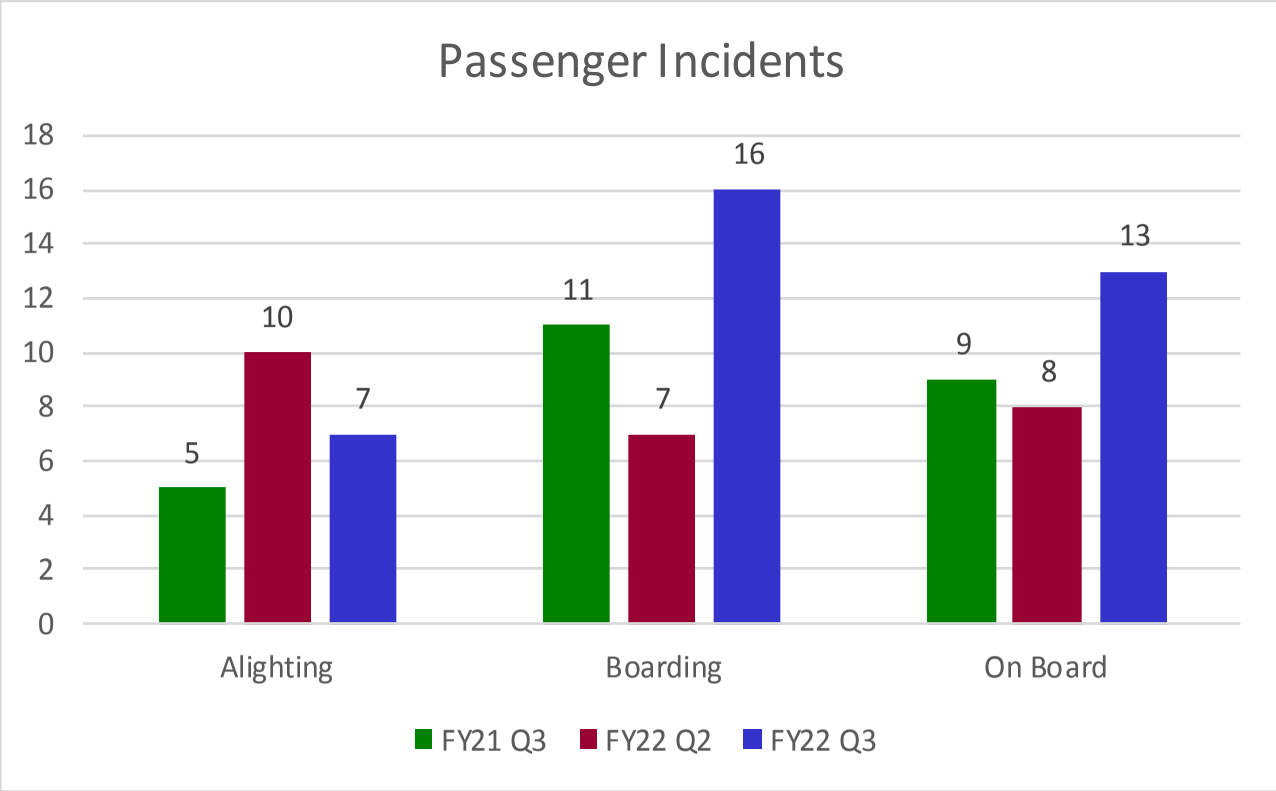
- The current average of Traffic Accidents over the past 3 Fiscal Years is 90.
- This metric demonstrates the volume of accidents/incidents before the pandemic, at the height of the pandemic, and in the recovery phase.
- As service has increased in FY22 Traffic Accidents/Incidents have risen but are still below the 3 year average.

Attachment B

9.4B.12

Risk Management & Safety:

Metrics:	• Passenger Incidents
Description & Importance:	Passenger Incidents are accidents with METRO passengers either while boarding a bus, on board a bus, or alighting (descending) a bus. This metric reflects Accidents that occurred in Q3 of each fiscal year.



Current Status:

- Safety department reviews camera footage to gather data. All incidents are non-chargeable.
- 1900 series buses had two incidents of passengers boarding and fell. Missing signage was discovered.

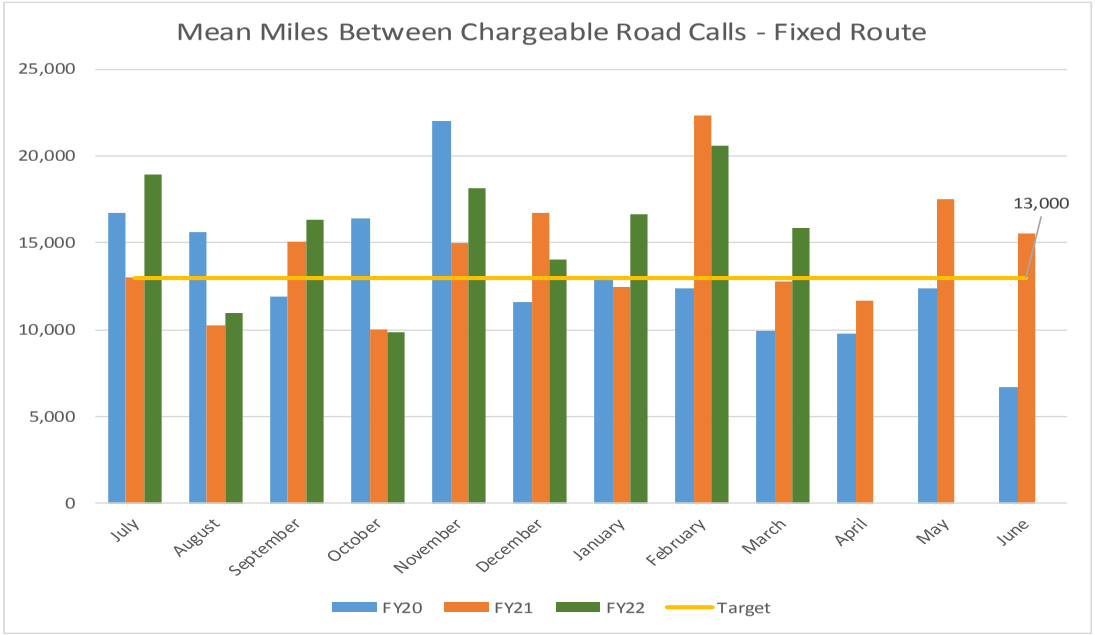


Attachment B

9.4B.13

Reliability:

Metrics:	• Mean Miles Between Chargeable Road calls – Fixed Route (Local)
Description & Importance:	A chargeable road call results from a mechanical failure that impedes the vehicle from completing or starting a scheduled revenue trip because actual movement is limited, or there are safety concerns. The mileage depicted is how many miles were run for the month divided by the number of chargeable road calls. The graph below is for METRO's Fixed Route.



Fiscal Year	12 Month Average Mean Miles
FY20	13,216
FY21	14,368
FY22 YTD	14,739

Fiscal Year	Average age of Fleet	Avg. Road Miles
FY20	12.55 yrs	2,359,097
FY21	12.90 yrs	1,463,225
FY22 YTD	13.55 yrs	2,313,952

Current Status:

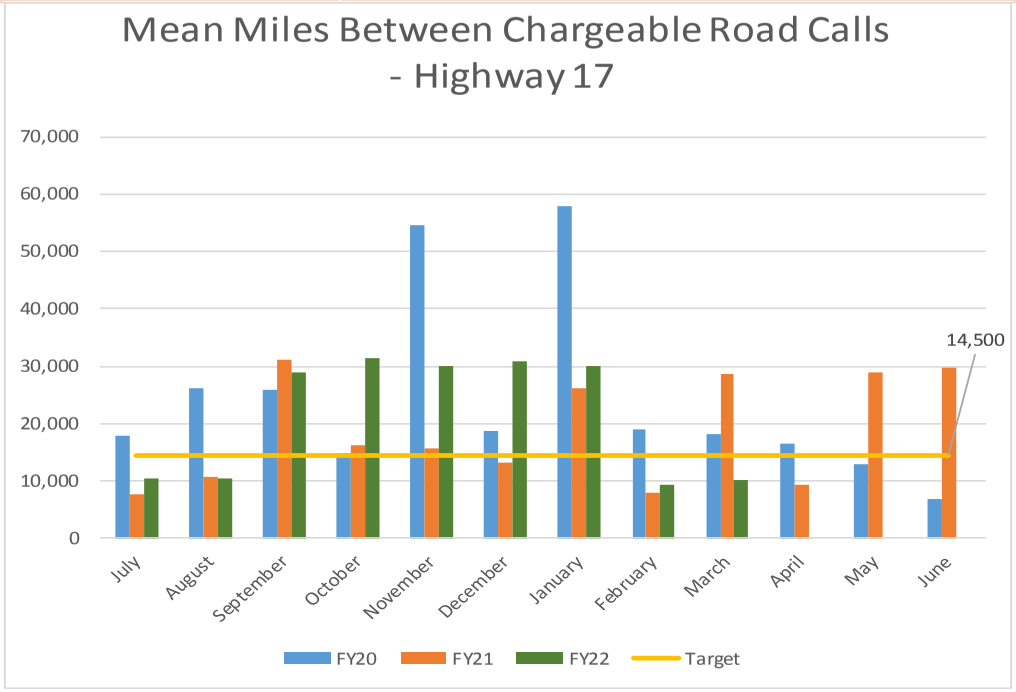
Mileage is increasing while road calls vary by 1 or 2. Chargeable road calls in FY22 Q3 are 12, 9, and 13 for January, February, and March, respectively. The current target is 13,000 and is based off a 3 year average from FY19 - 21.

Attachment B

9.4B.14

Reliability:

Metrics:	• Mean Miles Between Chargeable Road Calls – Highway 17
Description & Importance:	A chargeable road call results from a mechanical failure that impedes the vehicle from completing or starting a scheduled revenue trip because actual movement is limited, or there are safety concerns. The mileage depicted is how many miles were run for the month divided by the number of chargeable road calls. The graph below is for METRO's Commuter Route.



Fiscal Year	12 Month Average Mean Miles
FY20	24,126
FY21	18,821
FY22 YTD	21,839

Fiscal Year	Average age of Fleet	Avg. Road Miles
FY20	12.55 yrs	588,010
FY21	12.90 yrs	237,484
FY22 YTD	9.04 yrs	359,324

Current Status:

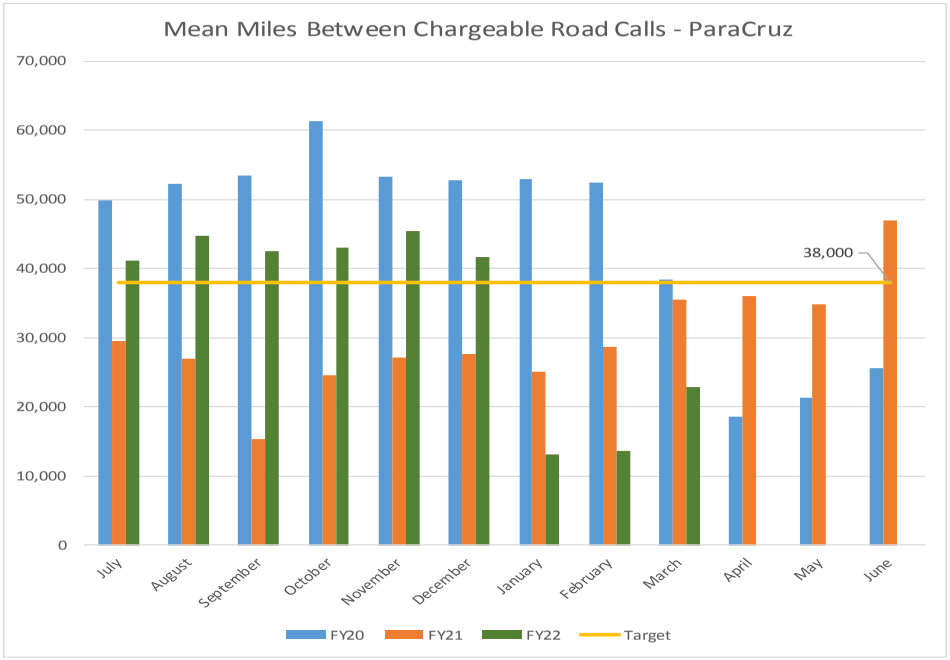
The newer fleet has less wear and tear so it tends to perform better. There was 1 chargeable road call in January, 3 in February, and 3 in March for Highway 17 in Q3 FY22. The current target is 14,500 and is based off a 3 year average from FY19 - 21.

Attachment B

9.4B.15

Reliability:

Metrics:	• Mean Miles Between Chargeable Road Calls - ParaCruz
Description & Importance:	A chargeable road call results from a mechanical failure that impedes the vehicle from completing or starting a scheduled revenue trip because actual movement is limited, or there are safety concerns. The mileage depicted is how many miles were run for the month divided by the number of chargeable road calls. The graph below is for METRO's ParaCruz vehicles.



Fiscal Year	12 Month Average Mean Miles
FY20	44,374
FY21	29,869
FY22 YTD	34,973

Fiscal Year	Average age of Fleet	Avg. Road Miles
FY20	6.13 yrs	571,539
FY21	6.18 yrs	255,833
FY22 YTD	6.78 yrs	489,625

Current Status:

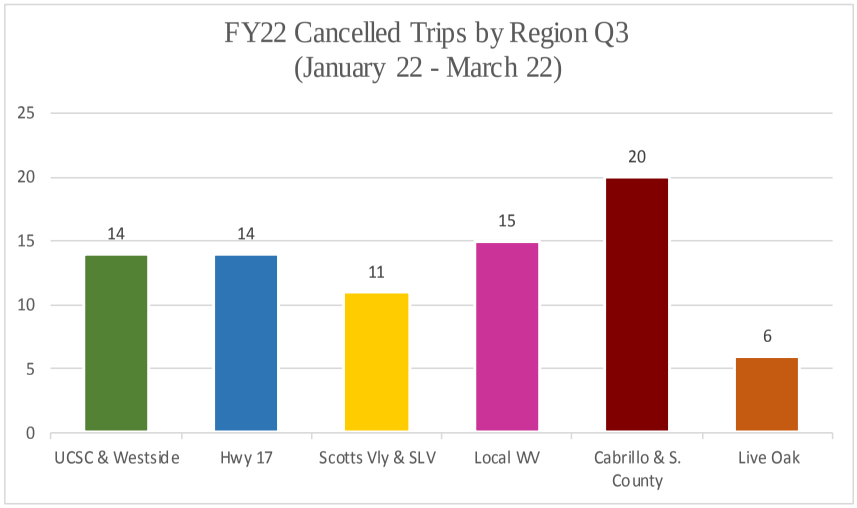
In Q3 FY22, Paracruz road calls are: 2 in January, 3 in February, and 2 in March. ParaCruz mileage fell in January and so did mean miles between chargeable calls. Increased chargeable road calls this quarter, decreased miles overall. The current target is 38,000 and is based off a 3 year average from FY19 - 21.

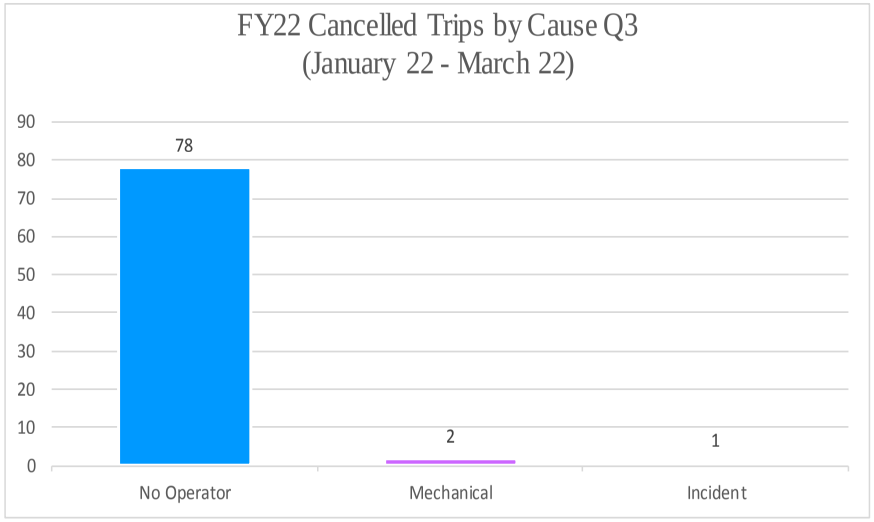
Attachment B

9.4B.16

Dependability:

Metrics:	• Cancelled Trips by Region • Cancelled Trips by Cause
Description & Importance:	Cancelled trips are analyzed for different causes. Cancelled trips by Region show the areas the trip was canceled, while Cancelled Trips by Cause reveal the cause for the cancellations.





Current Status:

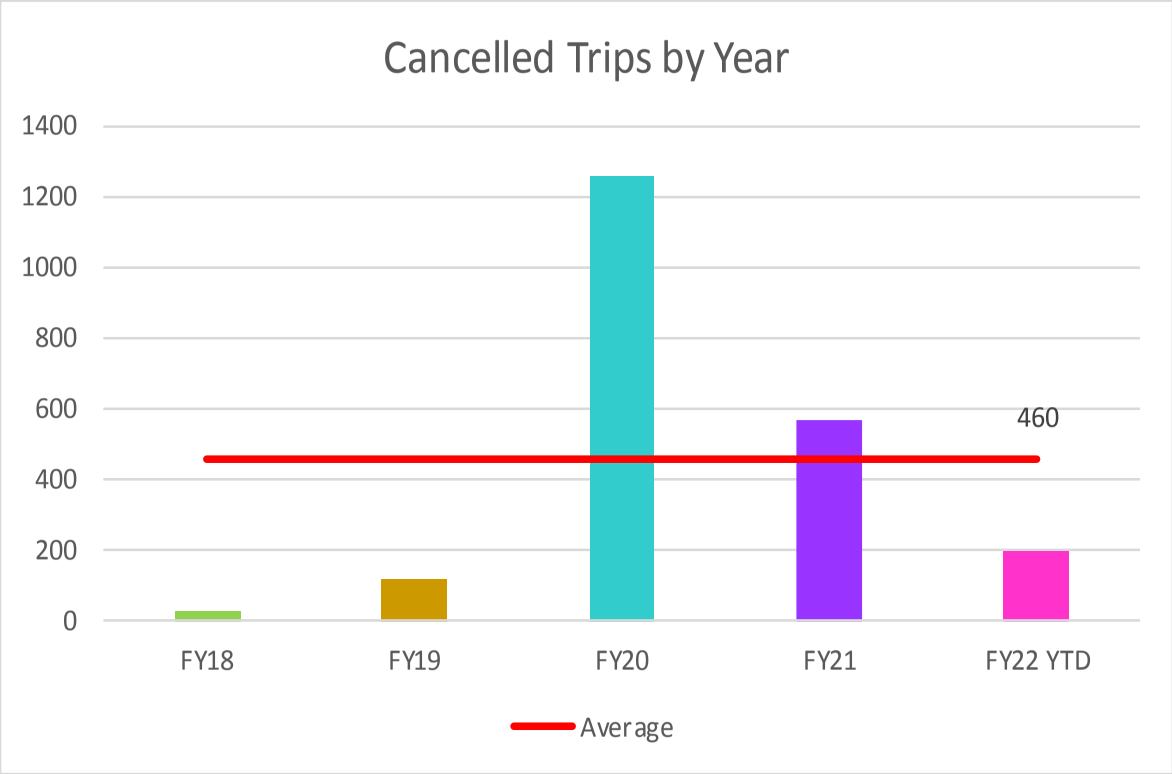
- In Q3 of FY22 there were 7 cancelled trips in January, 25 cancelled trips in February, and 48 cancelled trips in March.
- Areas affected by these cancellations are distributed all across Santa Cruz County: UCSC & Westside, Hwy 17, Scotts Valley & SLV, Local WV, Cabrillo & S. County, and Live Oak.
- 98% of these cancellations were due to "No Operator"

Attachment B

9.4B.17

Dependability:

Metrics:	• Cancelled Trips by Year
Description & Importance:	Cancelled trips are tracked to gauge how METRO is performing compared to prior years. The average line indicated in this metric is calculated on a 3 year baseline from FY18 – 20.



Current Status:

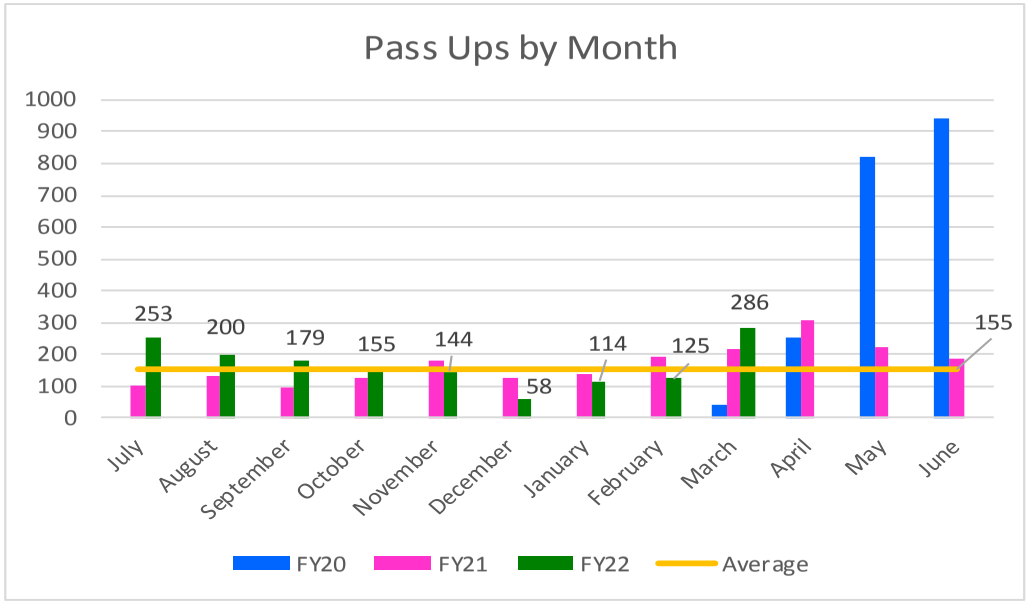
The current 3 year average for cancelled trips is 460. This number is driven upwards by the spikes in FY20 and FY21 from COVID

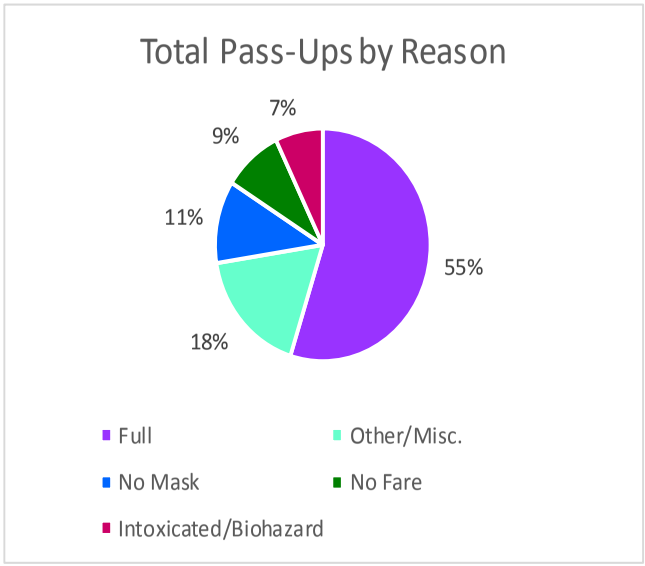
Attachment B

9.4B.18

Dependability:

Metrics:	• Pass-Ups
Description & Importance:	Pass-Ups are when a bus route must leave behind a passenger and are caused by a variety of reasons. Pass-ups are analyzed for different causes including: No Fare, Exceeds Capacity Load (Full Bus), Excess Luggage, Intoxicated, and Other.





Current Status:

- In Q3 FY22 there's a spike in March.
- Over 50% of pass ups are caused by full bus capacity
- The current baseline average for pass-ups is 155
- The metric does not include Pass-Ups for UCSC

Attachment B

9.4B.19

Appendix:

Metrics:	• Farebox Recovery Ratio – Fixed Route, Commuter, and Paratransit • Subsidy per Passenger – Fixed Route • Cost per RSH – Fixed Route and Commuter • Cost per Trip – Paratransit
Description & Importance:	The following slides will provide peer data from NTD FY20 to demonstrate how SCMTD compares to other transit agencies. There are three groups considered in the peer data: California Peers, National Peers, and Paratransit Peers. The next 3 slides will contain baseline data regarding these sets of peer agencies and the following 3 will provide the metrics mentioned above.

Attachment B

9.4B.20

California Peers:

Agency Name	Location	Service Area	Population	Avg Cost of Living*
Santa Cruz Metropolitan Transit District (SCMTD)	**Santa Cruz, CA**	**446 SQ Miles**	**274,146**	**203.5**
Central Contra Costa Transit Authority (CCCTA)	Concord, CA	143 SQ Miles	540,067	144.4
Gold Coast Transit (GCT)	Oxnard, CA	84 SQ Miles	367,260	139.6
Golden Empire Transit District (GET)	Bakersfield, CA	111 SQ Miles	500,977	103.4
Monterey/Salinas Transit (MST)	Monterey, CA	294 SQ Miles	434,061	174.9
San Joaquin Regional Transit District (SJ RTD)	Stockton, CA	1,426 SQ Miles	772,050	115.6
Santa Barbara Metropolitan Transit (SB MTD)	Santa Barbara, CA	52 SQ Miles	199,668	217.9

*Cost of Living (COL) scores are presented in relation to the national average of 100. If a city's COL is below 100, it's cheaper than the national average, if it's over 100, it's more expensive than the national average; ex. a COL index of 130 means it costs 30% more to live there compared to the national average.

Attachment B

9.4B.21

National Peers:

Agency Name	Location	Service Area	Population	Avg. Cost of Living*
Ann Arbor Transportation Authority (AATA)	Ann Arbor, MI	707 SQ Miles	847,929	110.7
Champaign/Urbana Mass Transit District (CU MTD)	Champaign, IL	41 SQ Miles	139,524	77.7
Intercity Transit (IT)	Olympia, WA	101 SQ Miles	192,400	111.9
Metro Regional Transit Authority (METRO RTA)	Akron, OH	420 SQ Miles	541,013	68.9

Attachment B

9.4B.22

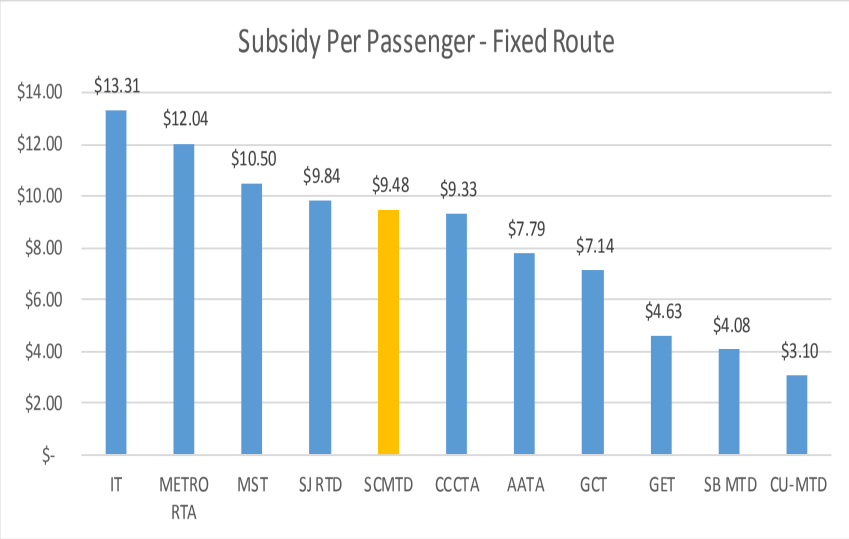
Paratransit Peers:

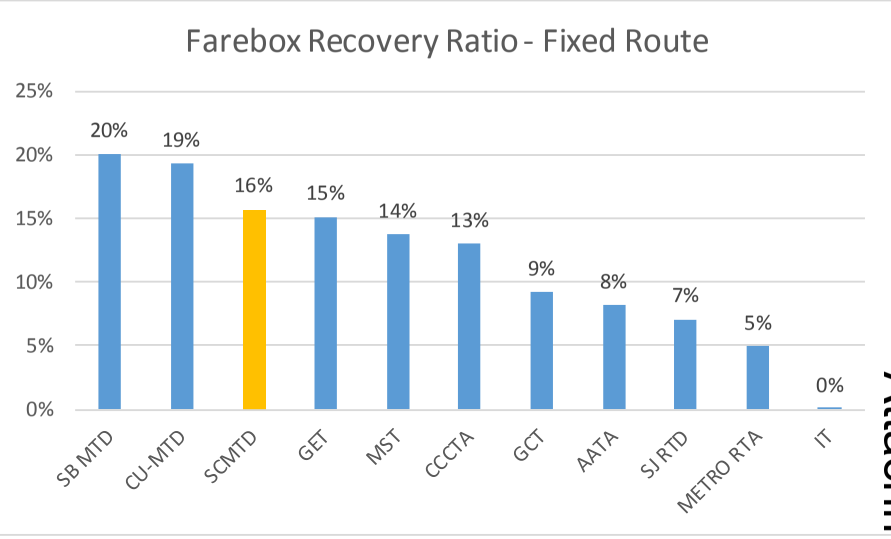
Agency Name	Location	Service Area	Population	Avg. Cost of Living*
Monterey/Salinas Transit (MST)	Monterey, CA	294 SQ Miles	434,061	174.9
Paratransit Inc.	Sacramento, CA	193 SQ Miles	974,784	121.6
Victor Valley Transit Authority (VVTA)	Victor Valley, CA	327 SQ Miles	344,288	109
Ann Arbor Transportation Authority (AATA)	Ann Arbor, MI	707 SQ Miles	847,929	110.7
Brazos Transit District (BTD)	Bryan, TX	74 SQ Miles	132,500	80.7
Transit Authority of Northern Kentucky (RAMP)	Fort Wright, KY	267 SQ Miles	278,653	94
Whatcom Transportation Authority (WTA)	Bellingham, WA	776 SQ Miles	227,801	123.2

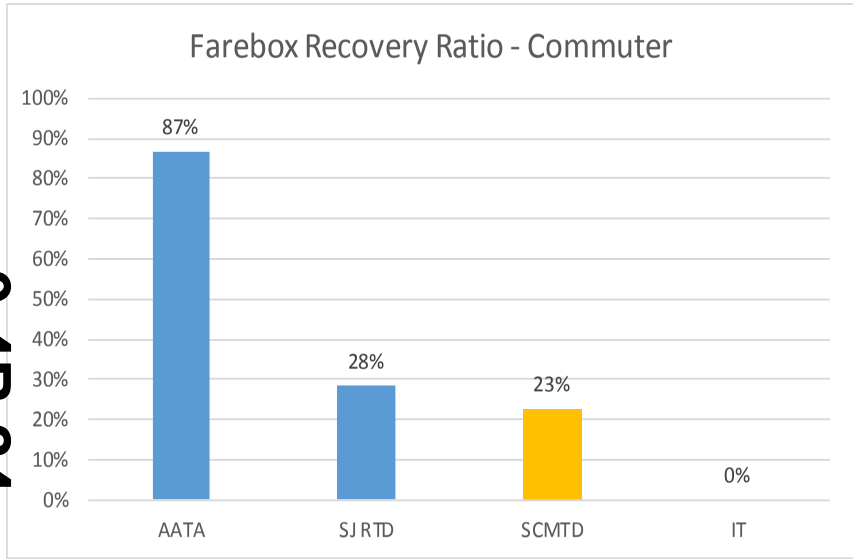
Attachment B

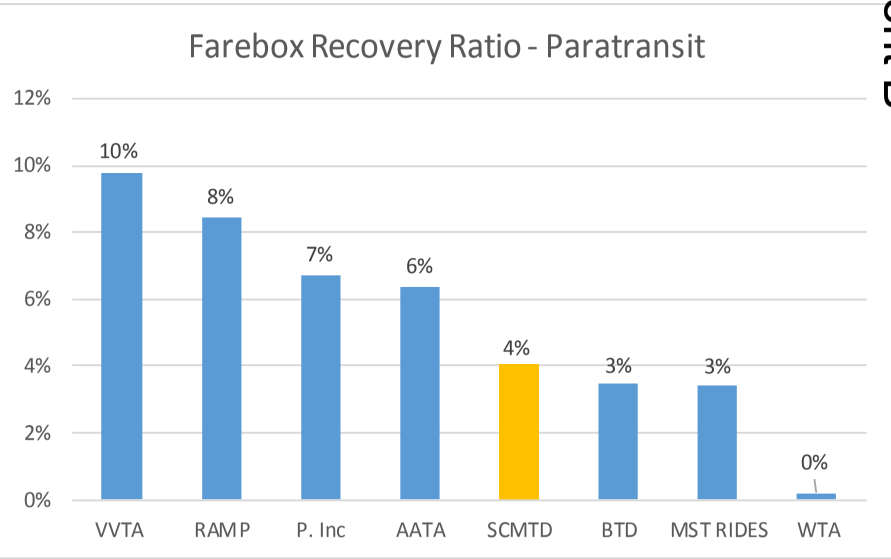
9.4B.23

Peer Comparison:





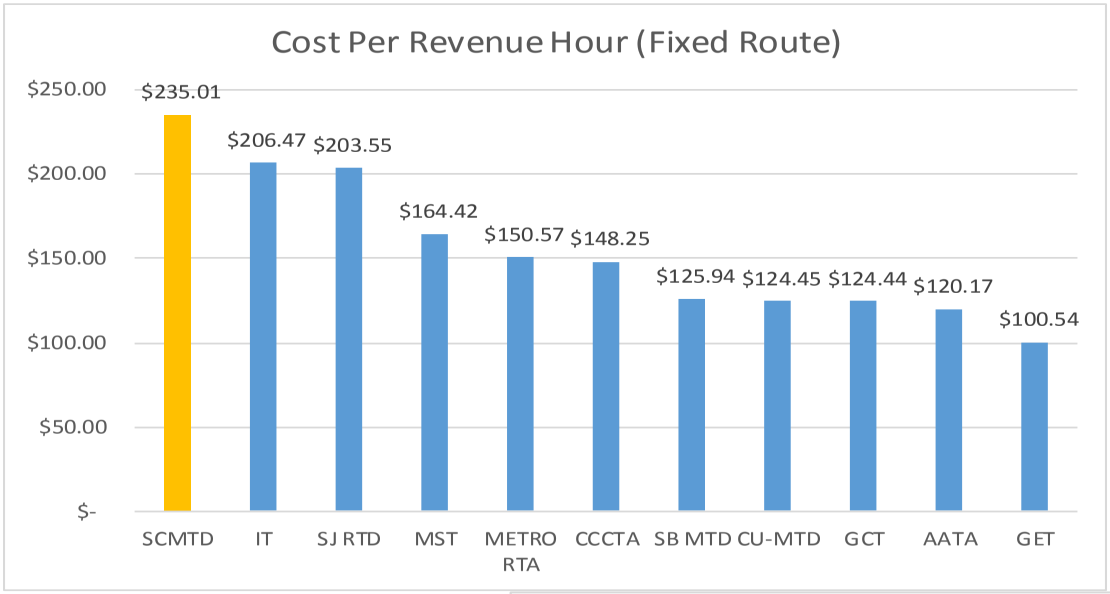


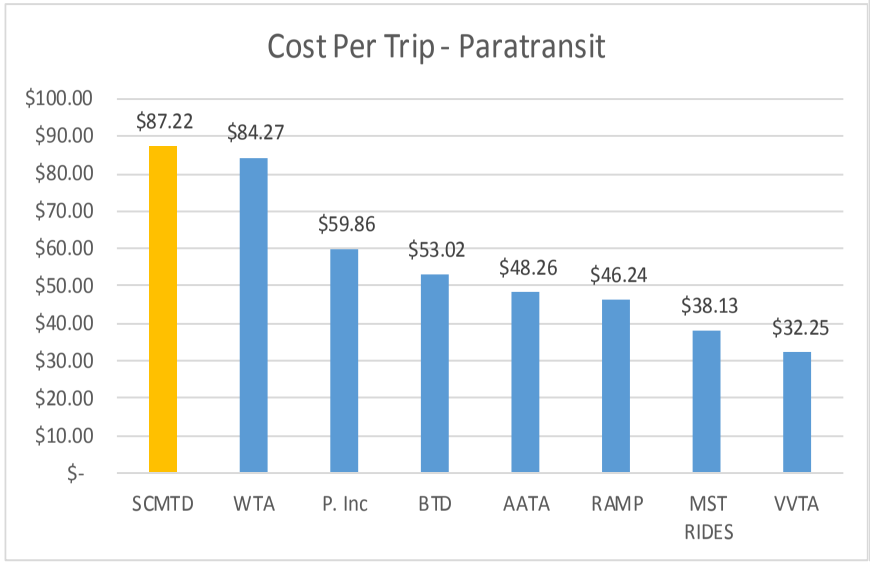


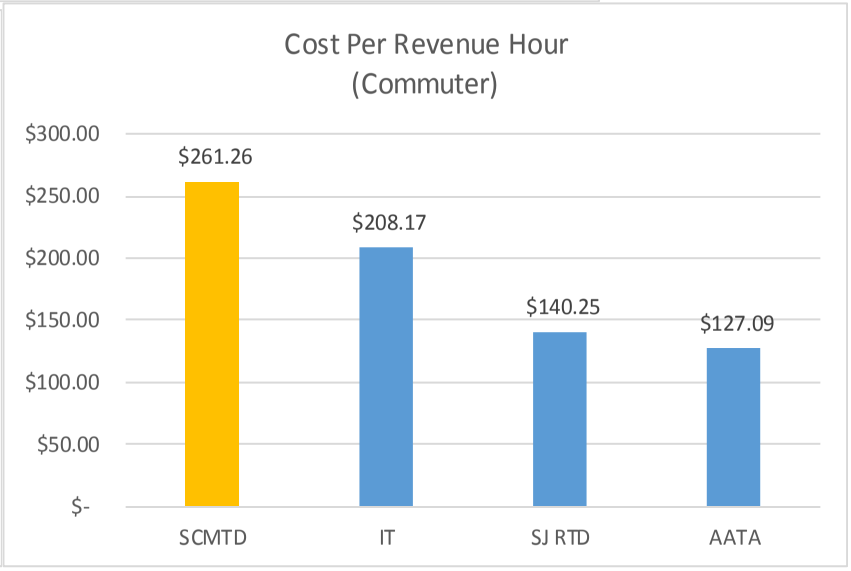
Attachment B

9.4B.24

Peer Comparison:





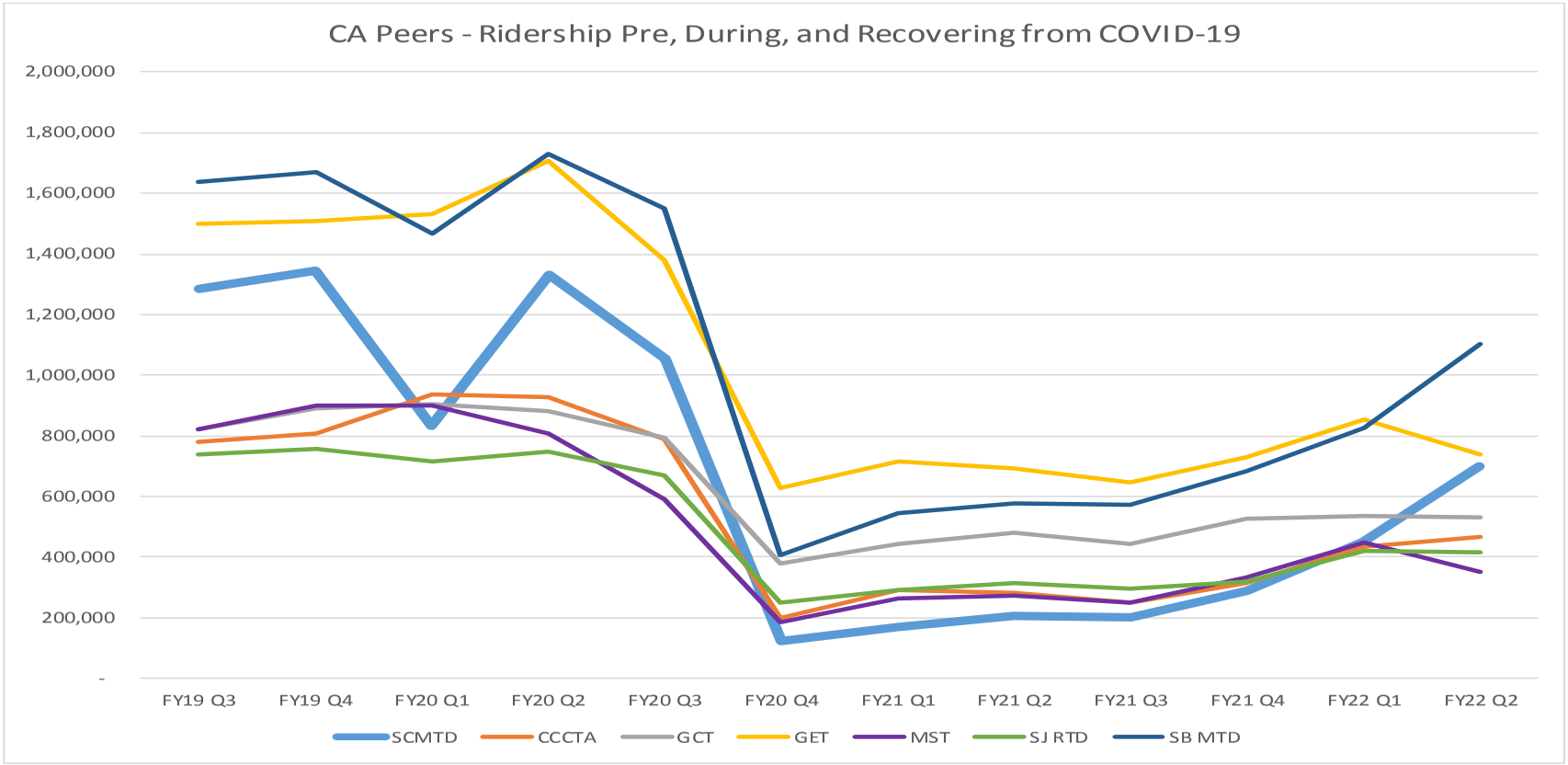


Attachment B

9.4B.25

Peer Comparison:

Metrics:	• CA Peers – Ridership Pre, During, and Recovering from COVID-19
Description & Importance:	This metric demonstrates the impact of COVID-19 on SCMTD and the California Peers. This data was obtained from NTD's most recent update for Unlinked Passenger Trips (UPT) grouped into quarters. There is a steady rise as of FY22 Q2, however all agencies are far behind pre-COVID numbers seen in FY19 Q3.



Attachment B

9.4B.26

Questions

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Santa Cruz Metropolitan Transit District

DATE: May 20, 2022

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 May 2022, 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 two claims for the month of May 2022 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
Rosales, Gabrielle	22-0006	Claimant alleges that a METRO bus hit their vehicle. Amount of claim: $1,680.69	Reject
Tillman, Kassaundra	22-0007	Claimant alleges that a METRO bus hit their vehicle. Amount of claim: $14,176.24	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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Santa Cruz Metropolitan Transit District

DATE: May 20, 2022

TO: Board of Directors

FROM: Wondimu Mengistu, Grants and Legislative Analyst

SUBJECT: **CONSIDER A RESOLUTION AUTHORIZING THE CEO TO SUBMIT APPLICATIONS AND EXECUTE AGREEMENTS FOR GRANTS FROM THE FEDERAL TRANSIT ADMINISTRATION AND FROM THE CALIFORNIA DEPARTMENT OF TRANSPORTATION**

I. RECOMMENDED ACTION

That the Board of Directors adopt a Resolution authorizing the CEO to submit grant applications and execute agreements for funding from the Federal Transportation Administration and from the California Department of Transportation

II. SUMMARY

- The Federal Transit Administration (FTA) and the California Department of Transportation (Caltrans) solicit multiple grant applications each year.
- A continuing resolution is acceptable for many FTA and Caltrans grant applications, especially for the annual formula programs.
- This Resolution will be valid for three years unless rescinded earlier by the Board of Directors.
- The current Resolution expires on August 22, 2022. The new Resolution will expire on August 22, 2025.
- Authorizing the Resolution (Attachment A) will allow the CEO to apply for specific grants and execute contracts with the FTA and Caltrans without further action by the Board of Directors.

III. DISCUSSION/BACKGROUND

The FTA and Caltrans release multiple grant opportunities every year. In the past, Santa Cruz Metropolitan Transit District (METRO) staff prepared a separate staff report and Board Resolution for each grant program, although not all grants require a program-specific resolution. Sponsors accept a continuing resolution for several grant programs, especially those that are allocated by formula every year.

A continuing resolution would enable the CEO to apply and execute agreements for grants in the FTA and Caltrans funding programs without further Board action. The continuing resolution shortens the process of preparing a grant application.

The attached non-specific resolution will be valid for three years, unless the Board of Directors chooses to rescind it earlier for any reason. The current Resolution expires on August 22, 2022. The new Resolution will expire in August 22, 2025.

Staff recommends that the Board of Directors adopt the attached continuing resolution for grant applications and agreements for funding from the FTA and Caltrans.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

Funding for grants will be presented to the Board for consideration in the annual budget process and in the quarterly grant program status reports.

VI. ALTERNATIVES CONSIDERED

Do not renew the current Resolution, which expires on August 22, 2022. This is not recommended, as METRO would not continue to be eligible for securing federal and state funds.

Adopt a separate resolution to execute administrative agreements between sponsors and METRO for each grant-funded project. Under this scenario, the Board will be required to approve grant applications and funding allocations for all future projects on a case-by-case basis. This is not recommended, as FTA and Caltrans may not obligate funds for grant funding timely, obligations may be liquidated and METRO could lose grant funding.

VII. ATTACHMENTS

Attachment A: RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AUTHORIZING APPLICATIONS AND EXECUTION OF AGREEMENTS FOR GRANTS FROM THE FEDERAL TRANSIT ADMINISTRATION AND THE CALIFORNIA DEPARTMENT OF TRANSPORTATION

Prepared by: Wondimu Mengistu, Grants and Legislative Analyst

VIII. APPROVALS

John Urgo, Planning &Development Director

Approved as to fiscal impact:
Chuck Farmer, CFO

Michael Tree, CEO/General Manager

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Attachment A

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

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

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AUTHORIZING APPLICATIONS AND EXECUTION OF AGREEMENTS FOR GRANTS FROM THE FEDERAL TRANSIT ADMINISTRATION AND THE CALIFORNIA DEPARTMENT OF TRANSPORTATION

WHEREAS, the Santa Cruz Metropolitan Transit District regularly applies for grant funds from the Federal Transit Administration and from the California Department of Transportation; and

WHEREAS, it is not always necessary or timely to prepare a specific Board Resolution for each grant program; and

WHEREAS, it is in the interest of the Santa Cruz Metropolitan Transit District to submit applications for funding; and

WHEREAS, this Resolution will be good for three years from the date of execution, or less if the Board rescinds this Resolution for any reason;

NOW, THEREFORE, BE IT RESOLVED, that the General Manager of Santa Cruz Metropolitan Transit District is authorized to submit applications and to sign all agreements necessary to obtain funding from the Federal Transit Administration and from the California Department of Transportation.

PASSED AND ADOPTED this 20th day of May 2022 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED:_____
LARRY PAGELER
Board Chair

ATTEST:

MICHAEL TREE
CEO/General Manager

APPROVED AS TO FORM:

JULIE SHERMAN
District Counsel

DATE: May 20, 2022

TO: Board of Directors

FROM: Michael Tree, CEO/General Manager

SUBJECT: **CONSIDERATION OF A RESOLUTION MAKING CERTAIN FINDINGS AND DIRECTING THAT THE BOARD AND ITS COMMITTEE MEETINGS WILL CONTINUE TO BE HELD VIA TELECONFERENCE**

I. RECOMMENDED ACTION

That the Board of Directors approve a resolution making certain findings and directing that the Board and its committee meetings will continue to be held via teleconference

II. SUMMARY

Due to the ongoing COVID-19 pandemic, the Interim CEO/General Manager and General Counsel recommend the Board adopt a resolution making certain findings and directing that Board meetings and Board committee meetings will continue to be held via teleconference because the proclaimed COVID-19 pandemic State of Emergency continues to impact the ability of the Santa Cruz Metropolitan Transit District (METRO) Board of Directors (Board) and its committees to meet safely in person.

III. DISCUSSION/BACKGROUND

On September 16, 2021, Governor Newsom signed into law Assembly Bill (AB) 361 amending Government Code Section 54953 to allow local agencies to use teleconferencing for public meetings without requiring teleconference locations to be included on published agendas or accessible to the public, and without requiring a quorum of the members of the legislative body of the agency to participate from locations within the boundaries of the agency's jurisdiction, during proclaimed states of emergencies.

Local agency determinations to meet using the modified teleconferencing rules under AB 361 must be reviewed every 30 days following the first teleconferenced meeting held pursuant to this law, which as an urgency statute, came into effect on October 1. The legislative body must reconsider the circumstances of the state of emergency and find that they directly impact the ability to meet safely in person. These findings can be relied upon for up to 30 days, so the Board will need to consider the circumstances of the state of emergency at each subsequent Board meeting in order to continue meeting remotely under the modified teleconference rules.

The Governor's State of Emergency related to the COVID-19 pandemic remains active and the Santa Cruz County Health Officer, the California Department of Public Health, and the Department of Industrial Relations have imposed or recommended measures to promote social distancing. Compliance with these measures directly impacts the ability of the public to meet safely in person, and METRO cannot ensure social distancing recommendations are met in circumstances of in-person public meetings.

Furthermore, there is a continuing threat of COVID-19 to the community, and Board and committee meetings have characteristics that give rise to risks to health and safety of meeting participants. Consequently, it is recommended that METRO continue to use remote teleconferencing for public meetings as permitted under AB 361 and to reconsider its determination (and make the necessary findings) every 30 days.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

There is no financial impact.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

The Board could decide to no longer meet via teleconference. Due to the ongoing COVID-19 pandemic, this is not recommended.

VIII. ATTACHMENTS

Attachment A: Authorizing Resolution

Prepared by: Donna Bauer, Executive Assistant

IX. APPROVALS

Michael Tree, CEO/General Manager 

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Attachment A

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 FINDING THAT THE PROCLAIMED STATE OF EMERGENCY FOR THE COVID-19 PANDEMIC CONTINUES TO IMPACT THE ABILITY FOR THE BOARD OF DIRECTORS AND ITS COMMITTEES TO MEET SAFELY IN PERSON, AND DIRECTING THAT VIRTUAL BOARD AND COMMITTEE MEETINGS CONTINUE

WHEREAS, on March 4, 2020, Governor Newsom declared a State of Emergency to exist in California as a result of the threat of the COVID-19 pandemic, which declaration remains in effect; and

WHEREAS, the Santa Cruz County Board of Supervisors subsequently declared a local emergency related to COVID-19, which declaration also remains in effect; and

WHEREAS, on March 17 and June 11, 2020, the Governor issued Executive Orders N-29-20 and N-08-21, respectively, suspending certain provisions of the Ralph M. Brown Act related to teleconferencing through September 30, 2021 to facilitate legislative bodies conducting public meetings remotely to help protect against the spread of COVID-19 and to protect the health and safety of the public; and

WHEREAS, on September 16, 2021, the Governor signed Assembly Bill (AB) 361 into law, amending Government Code Section 54953, effective immediately, to allow legislative bodies to continue to meet remotely under less restrictive requirements during a proclaimed State of Emergency provided that (1) state or local officials have imposed or recommended measures to promote social distancing, or (2) the legislative bodies determine that meeting in person would present imminent risks to the health or safety of attendees, and (3) the legislative bodies make such findings at least every thirty days during the term of the declared state of emergency; and

WHEREAS, on November 19, 2021, pursuant to Resolution 21-11-01, Board of Directors (Board) made the requisite findings to allow teleconferencing under AB 361 for 30 days; and

WHEREAS, the Board has reviewed its previous findings and again concludes that there is a continuing threat of COVID-19 to the community, and that Board and committee meetings have characteristics that continue to give rise to risks to health and safety of meeting participants; and

WHEREAS, to help protect against the spread of COVID-19 and its variants, and to protect the health and safety of the public, the Board desires to take the actions necessary to continue to hold its Board and committee meetings remotely as authorized by AB 361.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) has reconsidered the circumstances of the COVID-19 State of Emergency, and finds and determines that the state of emergency continues to directly impact its ability to meet safely in person; and

BE IT FURTHER RESOLVED, that in light of these findings, the Board directs the Interim CEO/General Manager and Board Secretary to continue to agendize public meetings of the Board, and all METRO committees that are subject to the Brown Act, only as online teleconference meetings; and

BE IT FURTHER RESOLVED, that METRO will comply with the requirements of Government Code Section 54953(e)(2) when holding Board and committee meetings pursuant to this Resolution; and

BE IT FURTHER RESOLVED, that this Resolution will be in effect for the maximum period of time permitted under AB 361 (30 days), and the Board will consider the findings in this Resolution each month and may, by motion, reaffirm these findings.

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Metropolitan Transit District this 20th Day of May 2022 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors –

APPROVED:

_____

LARRY PAGELER, Board Chair

ATTEST:

_____
MICHAEL TREE,
CEO/General Manager

APPROVED AS TO FORM:

_____
JULIE SHERMAN
General Counsel

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Santa Cruz Metropolitan Transit District

DATE: May 20, 2022

TO: Board of Directors

FROM: Michael Tree, CEO/General Manager

SUBJECT: **CONSIDERATION OF DESIGNATING THE CEO/GENERAL MANAGER TO THE CALIFORNIA TRANSIT INDEMNITY POOL (CALTIP) BOARD OF DIRECTORS**

I. RECOMMENDED ACTION

Staff recommends that the Board of Directors adopt the attached resolution designating the CEO/General Manager to the CalTIP Board of Directors

II. SUMMARY

- Santa Cruz Metropolitan Transit District's (METRO) casualty and liability insurance is provided through CalTIP, a self-insured pool of California transit operators.
- METRO is required to designate a representative and an alternate representative to the CalTIP Board of Directors (CalTIP Board).
- The CalTIP Board sets policy that affects many aspects of the District's risk management, operations and maintenance functions.
- Over the years, various executive officers have been designated by the METRO Board to sit on the CalTIP Board.
- Michael Tree, CEO/General Manager, joined METRO on April 25, 2022 and staff is requesting that the Board designate him as METRO's primary representative on the CalTIP Board with Curtis Moses serving as the designated alternate representative.

III. DISCUSSION/BACKGROUND

METRO is a charter member of CalTIP, which was created in 1987 and was formed as a joint powers authority to be a viable and highly successful alternative to the commercial insurance market. CalTIP currently consists of over 30 transit districts. The Finance Deputy Director served as METRO's CalTIP Director from 2009 to 2020. With the retirement of the Finance

Deputy Director, Mr. Francis, then Safety, Security and Risk Management Director, was appointed as the Director. With the March 2021 retirement of Mr. Francis, Curtis Moses, the new Safety, Security and Risk Management Director was appointed as the CalTIP Director for METRO. Staff is recommending that Michael Tree, CEO/General Manager, step into that role and have Curtis Moses now serve as the designated alternate.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

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

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

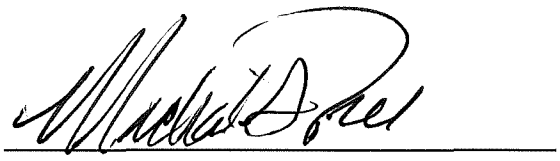
- The CalTIP Board member position is a requirement of CalTIP membership. The Board could keep the current METRO assignments. However, this is not recommended because Michael Tree has prior experience and background in serving on the CalTIP Board at his last agency, and therefore staff believes Michael is best situated to perform this role on behalf of METRO.

VIII. ATTACHMENTS

Attachment A: Resolution appointing Director of the California Transit Indemnity Pool (CalTIP)

Prepared by: Donna Bauer, Executive Assistant

IX. APPROVALS

Michael Tree, CEO/General Manager 

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Attachment A

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

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

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT APPOINTING DIRECTOR OF THE CALIFORNIA TRANSIT INDEMNITY POOL (CALTIP)

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

WHEREAS, it is necessary for the Board of Directors to approve appointment of a Director of the California Transit Indemnity Pool; and

NOW, THEREFORE, BE IT RESOLVED, that the CEO/General Manager is hereby appointed the Director of the California Transit Indemnity Pool to serve at the pleasure of the Board of Directors of the Santa Cruz Metropolitan Transit District.

PASSED AND ADOPTED this 20th day of May 2022 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:
Larry Pageler, Chair _____

Attest:
Michael Tree, CEO/General Manager _____

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

Santa Cruz Metropolitan Transit District

DATE: May 20, 2022

TO: Board of Directors

FROM: Wondimu Mengistu, Grants/Legislative Analyst

SUBJECT: **ACCEPT AND FILE QUARTERLY STATUS REPORT OF GRANT APPLICATIONS, ACTIVE AND PENDING GRANTS FOR THE THIRD QUARTER OF FY22**

I. RECOMMENDED ACTION

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

II. SUMMARY

- During the third quarter (Q3) of FY22 (January 1-March 31, 2022), the Santa Cruz Metropolitan Transit District (METRO) received one discretionary and two formula grants, which will be used for operating assistance and capital improvements.
- Staff also submitted two formula and four discretionary grant applications for operating assistance and capital improvements during the quarter.
- Previously awarded grant-funded projects are underway to purchase replacement vehicles and upgrade facilities.
- A list of METRO's active grants (Attachment A) and pending applications (Attachment B) is provided quarterly to apprise the Board of Directors (Board) of grant funding status.
- No action is required; this report is for information only.

III. DISCUSSION/BACKGROUND

During Q3 of FY22, METRO received two formula grants.

Formula Grants

o METRO received $11.2 million from FY22 Federal Transit Administration's (FTA) 5307 Urbanized Area Formula Grants. METRO's highest capital improvement priority is to reduce the number of buses beyond their useful life. Combined with the required 20% ($2.3 million) local match funded from the Bus Replacement Fund, the FY22 FTA 5307 formula grant could fund up to 19 Compressed Natural Gas (CNG) buses, which would significantly

reduce the number of buses beyond their useful life by the start of FY24.

- METRO also received $521,408 in formula funds for FY22 and FY23 FTA 5311 rural operating assistance.

Discretionary Grants

- METRO and the City of Santa Cruz were awarded $29.6 million in a state Affordable Housing and Sustainable Communities (AHSC) Round 6 grant to redevelop the current Pacific Station Transit Center (Pacific Station) site and adjacent City-owned properties into a bus tarmac and mixed-use development. $20 million of the funding will be used for housing, $9.5 million will be used for transportation, and roughly $300,000 will be used for social service programming. The Project will redevelop the existing Pacific Station bus terminal in Downtown Santa Cruz with the construction of a seven-story, 94-unit, net-zero affordable housing development that includes new regional bus transit facilities, retail and office space. Affordable housing will be situated adjacent to the new 22-bay bus station providing badly needed housing options in this fast-growing employment center.

During the quarter, staff submitted two formula and four discretionary grant applications for operating assistance and capital improvements.

Formula Grants

- FY22 Low Carbon Transit Operations Program (LCTOP): This allocation request of $1,074,571 for operating assistance for two years for the Zero-Emission Watsonville Circulator Project. The Project will continue to deploy new battery-electric buses on a new circulator route in downtown Watsonville through the fall of 2024. The route will continue to serve one of the lowest income communities in METRO's service area.
- METRO received approval for $26,020,080 in FTA FFY21 Federal Section 5307 formula funds through the American Rescue Plan Act (ARPA), approved by Congress and signed into law on March 11, 2021. A primary objective of the ARPA funding is to ensure that METRO receives sufficient funding under this bill, when combined with its Coronavirus Aid, Relief and Economic Security (CARES) Act apportionments and the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA), to equal at least 132% of its 2018 operating expenses totaling nearly $46 million, setting METRO's 132% cap at $60.72 million in ARPA funding. Accounting for the $20,560,417 and $13,551,007 in funds that were already awarded to METRO through the CARES Act and CRRSAA, respectively, METRO received $26,020,080 in ARPA funding to be applied to operating costs. The ARPA funds will pay for FTA qualifying METRO operating expenses going back to January 20, 2020 to help offset the extraordinary direct costs and revenue losses as a result of

the novel Coronavirus (COVID-19) pandemic. The federal share is 100 percent.

Discretionary Grants

Community Project Funding (CPF) and congressionally directed spending requests (Earmarks):

- METRO submitted a funding request to Rep. Jimmy Panetta for an earmark of $1.8 million in the FY2023 transportation appropriations bill for the following bus replacement project:
  - $1.84 million of a $2.3 million capital request to replace one diesel articulated bus and two 1998 diesel-fueled buses with new CNG buses, with METRO funding the required 20% ($460,000) local match. These CNG vehicles, powered by recycled methane from landfills, will provide a clean fuel bridge as METRO transitions to 100% zero-emission vehicles by 2040.
- Staff submitted a funding request for CPF to Rep. Anna G. Eshoo FY23 Appropriations Request for the following Paratransit Vehicle Replacement project:
  - This would include $505,750 to replace seven equivalent 2011 gasoline fueled paratransit vans supported by a local match of $89,250. These vehicles are important to ensuring METRO's paratransit service for customers with disabilities is maintained in a state of good repair.
- METRO submitted a request to Senator Alex Padilla for an earmark of $5,517,594 in federal funding with a 10 percent local match of $613,066 to construct a new Paratransit Operating and Administrative Facility.
  - This project will address an unmet need for a permanent operation and administrative facility to accommodate increased fleet size and growth in future service for seniors and persons with disabilities. The new facility will include a Mobility Services Center, parking area for employees and paratransit vans, charging infrastructure, a dispatch area, customer service, scheduling office, reservations area, copier room, storage area, server room, conference room, training room, driver break-room/lunch room and management offices.
- METRO also submitted a request to Senator Dianne Feinstein for an earmark of $612,850 in federal funding with a 15 percent local match of $108,150 for Level II Charging Infrastructure and Non-revenue Vehicles Electrification Project.

- This project will install seven (7) double and two (2) single Level II Electric Vehicle (EV) charging stations at Judy K. Souza Operating Facility (JKSOF) in Santa Cruz. The project will also replace five (5) gasoline non-revenue vehicles that have exceeded their useful lifespan with five (5) EVs.

Grants Status Report

- Caltrans approved METRO's request to reprogram $969,394 of FY19/20 LCTOP funds to METRO's Watsonville Zero Emission Replacement Bus Project. Previously, METRO programmed these funds to install fast charging infrastructure at the Watsonville Transit Center (WTC) to allow buses to stay in operation throughout the day. However, staff determined that project is no longer needed as new battery electric buses (BEBs) meet METRO's goal of a minimum of eight trips before requiring additional charge. Therefore, with Caltrans approval, METRO has reassigned FY19/20 LCTOP funds to its Watsonville Zero Emission Replacement Bus Project to purchase a zero emission bus (ZEB) that will operate in the Watsonville service area.

Closed-out Grants

During the quarter, staff closed-out Project #19-0010-23 and submitted closeout reports for Project #19-0026, pending the California Transportation Commission (CTC) and Caltrans approval.

- Project #19-0010-23: FTA FY18 5339(a) Facilities Maintenance and Non-Revenue Vehicle Replacement. All applicable Federal funds expended and the FTA approved the closeout report. This application requested $596,725 apportioned by formula to METRO from the FY18 5339(a) program. $446,725 was used to improve bus stops with ADA features and upgrade facilities with various security features. $150,000 was used to replace a custodian support vehicle and equipment to maintain a state of good repair of METRO's facilities. California Transportation Development Credits contributed $119,345 for the 20% local match.
- Project #19-0026: FY18 State Transportation Improvement Program (STIP) and Local Partnership Program (LPP). Staff submitted closeout reports for Project #19-0026 to Caltrans and CTC for FY18 STIP, pending Caltrans and CTC's approval. This project purchased 2 fixed-route, 40-foot battery-electric buses to replace 2 equivalent 1998 diesel fueled transit buses using $870,000 in STIP and $786,000 in LPP funds.

Active, Pending and Future Grants

Active operating and capital improvement grants total $59,484,423 in formula and $39,139,247 in competitive funds. Of this amount, $9,209,323 is to replace and

refurbish buses. The remaining awarded funds are for operating assistance and capital improvement projects.

Pending grant applications request $46,687,101 of new formula funding and $13,267,082 of new discretionary funding. Of this $13,867,082 in funding requests, $7,401,082 is to replace buses. The remaining applications request funds for operating assistance and facilities improvement projects.

METRO staff continuously seeks grant funds for operating assistance and capital improvements. During the next three months, staff will prepare grant applications for FY22 Local Partnership Program, FY22 AB2766 Motor Vehicle Emission Reduction Grants, and the FY22 FTA 5339(b) Buses and Bus Facilities Discretionary Grant Program.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

Current active grants (Attachment A) of $98,623,670 for METRO's operations and capital improvements projects. The Operating and Capital Budgets will be amended as necessary when grants are awarded.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

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

VIII. ATTACHMENTS

Attachment A: Active Grants as of May 2022

Attachment B: Pending Grants as of May 2022

Prepared by: Wondimu Mengistu, Grants/Legislative Analyst

IX. APPROVALS

John Urgo, Planning
and Development Director

Approved as to fiscal impact:
Chuck Farmer, CFO

Michael Tree, CEO/General Manager

Attachment A

Santa Cruz METRO

Active Grants as of 5/20/2022

Formula Grant

#	Project Description	Project Scope	Funding Source	$ Budget Grant	$ Budget Total Project	Project % Complete
			Operating Projects			
1	Operate Watsonville Circulator	Operate new circulator route w/ ZEB in Wats DAC	FY21 LCTOP	$ 489,213	$ 489,213	85%
2	FY22 Operating assistance	Operating assistance	FY22 SCCRTC Transportation Development Act-Local Transportation Fund (TDA-LTF)	$ 7,468,499	$ 14,936,998	85%
3	FY21 Rural Transit Operations	Operating assistance	FY21 FTA5311 Rural Operating Assistance Award:TBD	$ 198,566	$ 596,091	90%
5	FY21 CRRSAA	Operating assistance	FY21 5311 Coronavirus Response & Relief Supplemental Appropriations Act (CRRSAA)	$ 524,932	$ 524,932	85%
6	FY21 ARPA	Operating assistance	FTA FFY21 Federal Section 5307 formula funds through the American Rescue Plan Act (ARPA)	$ 26,020,080	$ 26,020,080	25%
7	FY22 operating and capital assistance	Operating and capital assistance	FY21 SCCRTC Transportation Development Act-State Transit Assistance (TDA-STA)	$3,454,690	$ 6,909,380	85%
			End of Operating Projects			
			Capital Projects			
7	Purchase 2 CNG buses	Purchase of two CNG BRT Plus Low Floor buses	FY19 SGR ($687,360) FY20 SGR ($195,394) PTMISEA ($433,338) Measure D ($131,609)	$ 1,447,701	$ 1,447,701	75%

Attachment A

Santa Cruz METRO

Active Grants as of 5/20/2022

8	Vouchers for 4 ZEBs	HVIP for 4 Proterra ZEBs	CALSTART Heavy-duty zero-emission Vehicle Incentive Program (HVIP) for 4 ZEBs	$ 600,000	$ 600,000	95%
9	FY20 LCTOP Capital assistance	Caltrans FY20 Formula Capital assistance	Caltrans FY20 Formula Capital assistance Award:7/28/2020	$ 969,394	$ 969,394	5%
10	Roof for Golf Club Facility	Renovating Golf Club Roof	FTA FY19 5339(a) Bus and Bus Facilities Formula Program Pre-Award: 12/10/19	$ 450,000	$ 450,000	80%
11	Bus Washer	Mid-life overhaul for bus washer	FTA FY19 5339(a) Bus and Bus Facilities Formula Program Pre-Award: 12/10/19	$ 100,000	$ 100,000	50%
12	2 ZEBs	STIP purchase 2 ZEBs	CTC FY18 Local Partnership Program CTC FY19 STIP Award: 10/17/18	$ 870,000	$ 2,312,811	95%
13	4 Electric replacement buses for Highway 17 Express	Purchase 3 ZEBs, Depot and end-route charging	FTA FY16 5339(c) LoNo Award:8/21/17	$ 3,810,348	$ 4,936,512	20%
14	6 CNG Bus Replacements	Buy 6 CNG Buses w/ remaining PTMISEA funding **per BOD: 11/15/2019**	FY10 - 13,FY15 Public Transportation Modernization, Infrastructure and Service Enhancement Act (PTMISEA) Award:10/25/16	$ 4,000,000	$ 4,000,000	90%
15	Pacific Station expansion and renovation architectural services	Design and engineering	FY08 FTA 5309 CA-04-0102 Award:9/12/08	$ 490,000	$ 612,500	90%
16	Pacific Station expansion and renovation architectural services	Design and engineering	FY06 FTA 5309 CA-04-0021 Award:2/14/07	$ 396,000	$ 495,000	90%

Attachment A

Santa Cruz METRO

Active Grants as of 5/20/2022

17	Bus replacement projects	Bus replacement projects and/or for the required local match for competitive grant opportunities	FY22 SCCRTC Transportation Development Act-Local Transportation Fund (TDA-SGR)	$ 760,226	$ 760,226	0%
18	Golf Club Parts Washers	Replace the JRI units purchased 2010	FY20 FTA 5339a Buses and Bus Facilities	$ 80,000	$ 80,000	75%
19	Non-revenue Electric Vehicles	Replace up to 3 old non-rev vehicles with electric non-rev vehicles	FY20 FTA 5339a Buses and Bus Facilities	$ 100,000	$ 100,000	75%
20	Service Truck	Road call fitted with service equipment	FY20 FTA 5339a Buses and Bus Facilities	$ 150,000	$ 150,000	75%
21	Fueling and Wash Facility - Awning Install	Construction phase -Awning at front of fueling island	FY20 FTA 5339a Buses and Bus Facilities	$ 238,908	$ 238,908	75%
22	ParaCruz Van Replacement	Purchase 6 replacement ParaCruz vans	FY19 LPP	$ 302,000	$ 604,000	25%
23	Replace two 1998 diesel-fueled buses with two CNG buses	FY20 State of California FTA Section 5339	CalTrans FY20 5339 Discretionary Funds	$ 1,088,000	$ 1,360,000	25%
24	Pacific Station Transit Center (Pacific Station)	Redevelop the existing Pacific Station bus terminal	Affordable Housing and Sustainable Communities (AHSC) Round 6	$ 4,000,000	$ 29,600,000	0%
15	FY21/22 Caltrans Sustainable Transportation Planning Grant funding	FY21/22 Transportation Planning Grant funding	FY21/22 Caltrans Sustainable Transportation Planning Grant funding	$ 329,924	$ 329,924	10%
			Total	**$ 58,338,481**	**$ 98,623,670**	
End of Active Grants						

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Attachment B

Santa Cruz METRO Pending Grants as of 5/20/2022					
Competitive Grant					
Formula Grant					
#	Project Description	Project Scope	Funding Source	$ Budget Grant	$ Budget Total Project
1	FTA FFY22 FTA Section 5307	FTA FY22 5307 Formula Operating and Capital Assistance	FTA FY22 5307 Formula Operating and Capital Assistance	$11,269,864	$13,523,837
2	FY22 Congressionally Directed Funding	Replace six gasoline vehicles	FY22 Congressionally Directed Fundin	$612,850	$721,000
3	FY22 Congressionally Directed Funding	Replace one diesel articulated bus and two CNG buses	FY22 Congressionally Directed Funding	$1,840,000	$2,300,000
4	FY22 Congressionally Directed Funding	Purchase seven Paratransit Vans	FY22 Congressionally Directed Funding	$505,750	$595,000
5	Local Partnership Program (LPP)	Bus Replacement	CTC FY20 Local Partnership Program (LPP) FY 20-21,21-22 and 22-23	$903,000	$1,806,000
6	Federal Emergency Management Agency (FEMA)-	Cleaning and disinfection in response to COVID-19 cases	(FEMA)- Emergency Protective Measures	$270,422	$270,422
7	FY22 Congressionally Directed Funding	ParaCruz Operation and Administrative Facility Construction Project	FY22 Congressionally Directed Funding	$5,517,594	$6,130,660
8	FTA FY21 5339a	Install Automatic Passenger Counters (APCs)	FTA FY21 5339a Bus and Bus Facilities Formula	$524,355	$524,355
9	FY23 TDA-STA/SGR Claim	Capital assistance	FY23 SCCRTC TDA-SGR	$770,861	$770,861
10	FY23 TDA-LTF/STA Claim	Operating assistance	FY23 SCCRTC Transportation Development Act-Local Transportation Fund (TDA-LTF)	$13,694,068	$27,388,136
11	Operate Watsonville Circulator	Operate new circulator route w/ ZEB in Wats DAC	FY22 LCTOP	$1,074,571	$1,074,571

Attachment B

12	FY22 Rural Transit Operations	Operating assistance	FY22 FTA5311 Rural Operating Assistance Award:TBD	$258,123	$814,648
13	FTA FY22 5339(a) the State Rural Discretionary	Vehicle Replacement Program	FTA FY22 5339(a) the State Rural Discretionary	$1,680,000	$2,100,000
14	Vouchers for 1 ZEBs	HVIP for 4 Proterra ZEBs	CALSTART Heavy-duty zero-emission Vehicle Incentive Program (HVIP) for 4 ZEBs	$150,000	$150,000
15	FY23 Rural Transit Operations	Operating assistance	FY23 FTA5311 Rural Operating Assistance Award:TBD	$263,285	$784,693
16	FY21 FTA Areas of Persistent Poverty Program (AoPP) grant	South County Zero-Emissions Operating and Maintenance Facility Plan	FY21 FTA Areas of Persistent Poverty Program (AoPP) grant	$850,000	$1,000,000
			Total	**$ 40,184,743**	**$ 59,954,183**
End of Pending Grants					

Santa Cruz Metropolitan Transit District

DATE: May 20, 2022

TO: Board of Directors

FROM: Daniel L. Zaragoza, Operations Manager, Paratransit Division

SUBJECT: **ACCEPT AND FILE THE METRO PARACRUZ OPERATIONS STATUS REPORT FOR JANUARY, FEBRUARY AND MARCH 2022**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the quarterly METRO ParaCruz Operations Status Report for January, February and March 2022

II. SUMMARY

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

ParaCruz during the months of January, February and March ParaCruz provided 15,217 rides. On Time Performance for this period was 99.69%.

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

III. DISCUSSION/BACKGROUND

- Summary review of monthly operational statistics for ParaCruz.

  Comparing the monthly statistics of FY21 to the monthly statistics of FY22:

  - In January, the number of ParaCruz rides increased by: 2,033
  - In February, the number of ParaCruz rides increased by: 2,127
  - In March, the number of ParaCruz rides increased by: 2,286

  Comparing the monthly statistics of FY20 to the monthly statistics of FY22:

  - In January, the number of ParaCruz rides decreased by: 1,409
  - In February, the number of ParaCruz rides decreased by: 1,124
  - In March the number of ParaCruz rides increased by: 1,717

- Summary review of monthly operational information about ParaCruz for FY22:
  - January number of total ParaCruz rides: 4,507
  - February number of total ParaCruz rides: 4,996
  - March number of total ParaCruz rides: 5,714
- Summary review of monthly operational information about Microtransit Service for FY22:
  - January number of total Microtransit rides: 71
  - February number of total Microtransit rides: 13
  - March number of total Microtransit rides: 7

Microtransit Service began on April 19, 2021.

- Comparing December 2021 statistics to January 2022, ParaCruz rides decreased by 351
- Comparing January 2022 statistics to February 2022, ParaCruz rides increased by 489
- Comparing February 2022 statistics to March 2022, ParaCruz rides increased by 718

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

There are no financial considerations for this report.

ParaCruz provided 91 Microtransit rides during the months of January, February, and March.

VI. CHANGES FROM COMMITTEE

N/A

VII. COORDINATION

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

VIII. ATTACHMENTS

Attachment A: ParaCruz On-time Performance Charts for January, February, and March.

Attachment B: Comparative Operating Statistics Tables for January, February, and March.

Attachment C: Number of Rides Comparison Chart.

Attachment D: Total Ride vs. Shared Ride Chart.

Attachment E: Annual Miles Comparison Chart.

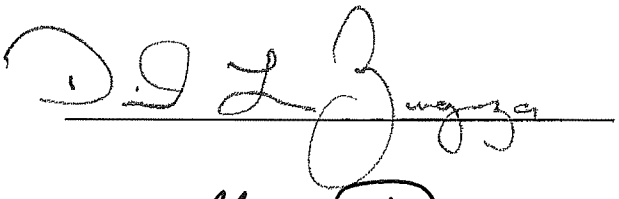
Attachment F: Monthly Assessments.

Attachment G: Top Monthly Ride Destinations for January, February, and March.

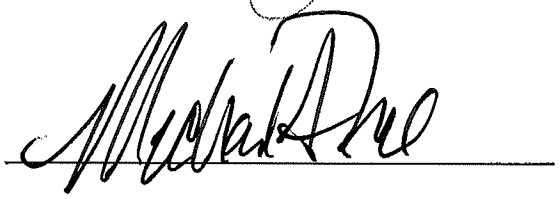
Prepared by: Daniel L. Zaragoza, Operations Manager, Paratransit Division

IX. APPROVALS

Daniel L. Zaragoza, Operations Manager, Paratransit Division



Michael Tree,
CEO/General Manager



Attachment A

ParaCruz On-time Performance Report for January 2022

	January 2021	**January 2022**
Total pick ups	2,474	4,507
Percent in "ready window" *	**100.00%**	**99.71%**
1 to 5 minutes late	.00%	.13%
6 to 10 minutes late	.00%	.05%
11 to 15 minutes late	.00%	.02%
16 to 20 minutes late	.00%	.07**%**
21 to 25 minutes late	.00%	.02%
26 to 30 minutes late	.00%	.00%
31 to 35 minutes late	.00%	.00%
36 to 40 minutes late	.00%	.00%
41 or more minutes late (excessively late/missed trips)	.00%	.00%
Total beyond "ready window"	**0.00%**	**0.29%**

*Target: 90%

On-time Performance

During January, ParaCruz' on time performance increased by .02% from last month. Ridership decreased from last month. ParaCruz hired one Operator. ParaCruz has two Operator positions unfilled and two Operators out on medical leave. The total number of available working ParaCruz Operators is now 20 per weekday, not including Operators on annual leave.

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

During the month of January 2022, ParaCruz received four Customer Service Reports, Three are valid; a person was not informed that her location was out of our service area until she attempted to book a ride, and a person could not book her rides because our phone system was down, and another person could not activate a Will call ride. One was not valid; one was a person that was upset that their Operator was constantly asking the person to not remove their facemask while the person was riding.

Attachment A

ParaCruz On-time Performance Report for February 2022

	February 2021	**February2022**
Total pick ups	2,869	4996
Percent in "ready window"	**100.00%**	**99.60%**
1 to 5 minutes late	.00%	.16%
6 to 10 minutes late	.00%	.04%
11 to 15 minutes late	.00%	.12%
16 to 20 minutes late	.00%	.02%
21 to 25 minutes late	.00%	.00%
26 to 30 minutes late	.00%	.00%
31 to 35 minutes late	.00%	.00%
36 to 40 minutes late	.00%	.02%
41 or more minutes late (excessively late/missed trips)	.00%	.04%
Total beyond "ready window"	**0.00%**	**0.40%**

*Target: 90%

On-time Performance

During February, ParaCruz' on time performance decreased by .11 from last month. Ridership increased from last month. ParaCruz has three Operator position unfilled and two Operators out on Medical leave. ParaCruz hired one Operator The total number of available working ParaCruz Operators is 20 per weekday, not including Operators on annual leave.

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

During the month of February 2022, ParaCruz received four Customer Service Reports. Three are valid, one for a late ride, one for a person that complained that an Operator left their vehicle idling for approximately 15 minutes in a parking area, and one for a passenger that complained that both he and the Operator had to deal with a rude passenger. One was not valid, a person the doesn't want to share any rides with other passengers.

Attachment A

ParaCruz On-time Performance Report for March 2022

	March 2021	March 2022
Total pick ups	3,428	5,714
Percent in "ready window"	**99.91%**	**99.75%**
1 to 5 minutes late	.06%	.11%
6 to 10 minutes late	.03%	.04%
11 to 15 minutes late	.00%	.00%
16 to 20 minutes late	.00%	.02%
21 to 25 minutes late	.00%	.04%
26 to 30 minutes late	.00%	.02%
31 to 35 minutes late	.00%	.00%
36 to 40 minutes late	.00%	.02%
41 or more minutes late (excessively late/missed trips)	.00%	0.00%
Total beyond "ready window"	**.09%**	**.25%**

*Target: 90%

On-time Performance

During March, ParaCruz' on time performance increased by .15 % from last month. March ridership decreased from last month. ParaCruz has hired two new Operators that are currently in training, three Operator positions remain unfilled, and three Operators are out on medical leave. The total number of available working ParaCruz Operators is 18 per weekday, not including Operators on annual leave.

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

During the month of March 2022, ParaCruz received six Customer Service Reports. Two are complements for ParaCruz Operators. One was valid, a rider complained that the vehicle she rode on was bumpy and it made her uncomfortable. Three are not valid, one for a person that was upset that she had to share her ride with another person, one was a person that booked a ride for the wrong location was claiming that it was METRO's mistake, the recording of the booking was reviewed, and showed that it was not, and one for a person that claimed that an Operator blocked them from leave a parking space, video showed the Operator waiting for them to leave, but the person was talking on their cell phone.

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Attachment B

Comparative Operating Statistics through January 2022

	January 2021	January 2022	FY 21	FY 22	Performance Averages	Performance Goals
Requested	4,202	6,517	33,969	43,783	**5,901**	
Performed	2,474	4,507	20,408	34,281	**4,383**	
Cancels	41.12%	30.84%	37.85%	22.02%	**26.16%**	
No Shows	3.09%	4.39%	4.23%	3.72%	**3.56%**	Less than 3%
Total miles	21,570	34,963	169,182	238,208	**30,387**	
Av trip miles	6.59	6.46	6.09	6.51	**6.46**	
Within ready window	100.00%	99.71%	98.87%	99.46%	**99.66%**	90.00% or better
Call center volume	2,085	4,196	15,265	32,461	**3,922**	
Hold times less than 2 minutes	98.64%	98.75%	97.84%	98.78%	**98.57%**	Greater than 90%
Distinct riders	291	525	761	923	**494**	
Most frequent rider	68 rides	68 rides	378 rides	390 rides	**66 rides**	
Shared rides	21.63%	44.71%	17.50%	37.88%	**32.06%**	Greater than 60%
Passengers per rev hour	1.74	2.00	1.77	2.02	**1.93**	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	**N/A**	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	**N/A**	
Rides < 10 miles	59.14%	65.36%	59.58%	63.78%	**61.91%**	
Rides > 10	40.86%	34.64%	40.42%	36.14%	**38.09%**	
Denied Rides	0	0	0	0	**0**	Zero
Missed Trips	0	2	0	13	**1**	
Excessively Long Trips	0	0	0	1	**0**	
# Trips at Base Fare	1,526	2,726	12,046	20,518	**2,618**	
# Trips > Base Fare	419	901	3,384	6,306	**816**	

Attachment B

Comparative Operating Statistics through February 2022

	February 2021	February 2022	FY 21	FY 22	Performance Averages	Performance Goals
Requested	4,331	6,361	38,300	50,144	**6,070**	
Performed	2,869	4,996	23,277	39,277	**4,560**	
Cancels	30.76%	19.35%	36.96%	21.66%	**25.21%**	
No Shows	2.77%	2.61	4.05%	3.58%	**3.54%**	Less than 3%
Total miles	24,905	36,588	194,087	274,797	**31,360**	
Av trip miles	6.42	6.45	6.13	6.50	**6.55**	
Within ready window	100.00%	99.60%	99.89%	99.48%	**99.63%**	90.00% or better
Call center volume	2,016	4234	17,281	36,695	**4,106**	
Hold times less than 2 minutes	99.36%	98.98%	98.03%	98.80%	**98.54%**	Greater than 90%
Distinct riders	320	576	810	1,231	**515**	
Most frequent rider	63 rides	54 rides	502 rides	428 rides	**66 rides**	
Shared rides	18.40%	61.71%	17.62%	40.86%	**35.67%**	Greater than 60%
Passengers per rev hour	1.69	2.10	1.76	2.03	**1.93**	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	**N/A**	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	**N/A**	
Rides < 10 miles	60.79%	63.73%	59.73%	63.78%	**62.15%**	
Rides > 10	39.21%	36.27%	40.27%	36.22%	**37.85%**	
Denied Rides	0	0	0	0	**0**	Zero
Missed Trips	0	3	0	16	**1**	
Excessively Long Trips	0	0	0	0	**0**	
# Trips Base Fare	1,772	2,878	13,818	23,396	**2,711**	
# Trips > Base Fare	518	1,086	3,902	7,392	**864**	

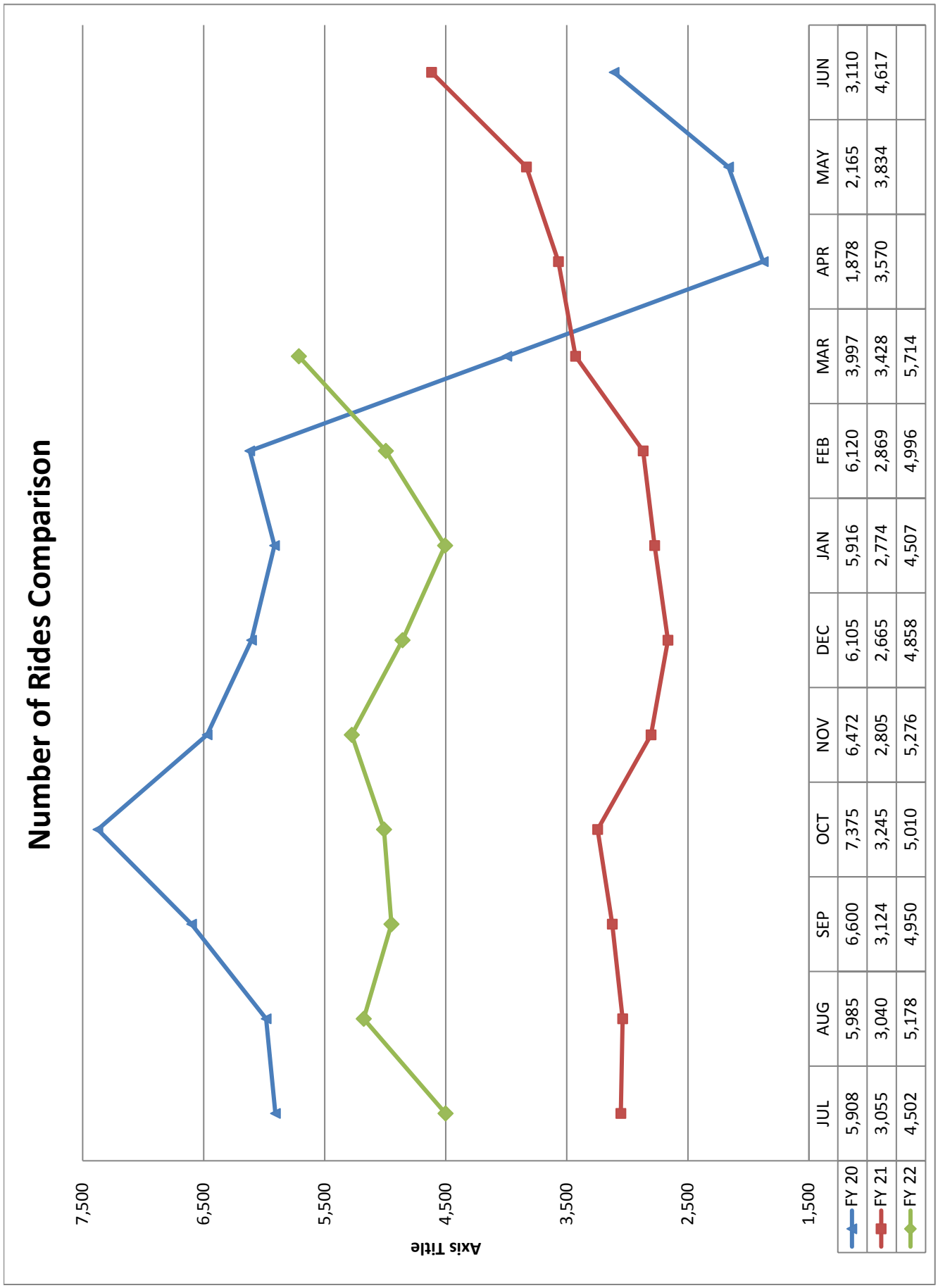
Attachment B

Comparative Operating Statistics through March 2022

	March 2021	March 2022	FY 21	FY 22	Performance Averages	Performance Goals
Requested	5,337	7,053	43,637	57,227	**6,213**	
Performed	3,428	5,714	26,705	44,991	**4,751**	
Cancels	33.18%	14.97%	36.54%	20.94%	**23.70%**	
No Shows	3.87%	4.71%	4.03%	3.71%	**3.61%**	Less than 3%
Total miles	23,703	33,857	217,790	308,654	**32,207**	
Av trip miles	6.70	6.63	6.19	6.51	**6.54**	
Within ready window	99.91%	99.75%	99.89%	99.51%	**99.61%**	90.00% or better
Call center volume	2,274	4,925	19,555	41,620	**4,327**	information not available
Hold times less than 2 minutes	99.46%	96.95%	98.19%	98.60%	**98.33%**	Greater than 90%
Distinct riders	368	612	873	1,360	**536**	
Most frequent rider	65 rides	58 rides	567rides	530 rides	**65 rides**	
Shared rides	20.57%	33.75%	17.94%	40.07%	**36.77%**	Greater than 60%
Passengers per rev hour	1.74	2.03	1.76	2.03	**1.99**	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	**N/A**	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	**N/A**	
Rides < 10 miles	60.44%	62.79%	59.81%	63.67%	**62.35%**	
Rides > 10	39.56%	37.21%	40.19%	36.33%	**37.65%**	
Denied Rides	0	0	0	0	**0**	Zero
Missed Trips	0	0	0	17	**1**	N/A
Excessively Long Trips	0	0	0	1	**0**	
# Trips Base Fare	2,056	3,337	15,874	26,733	**2,817**	
# Trips > Base Fare	662	1,201	4,564	8,593	**909**	

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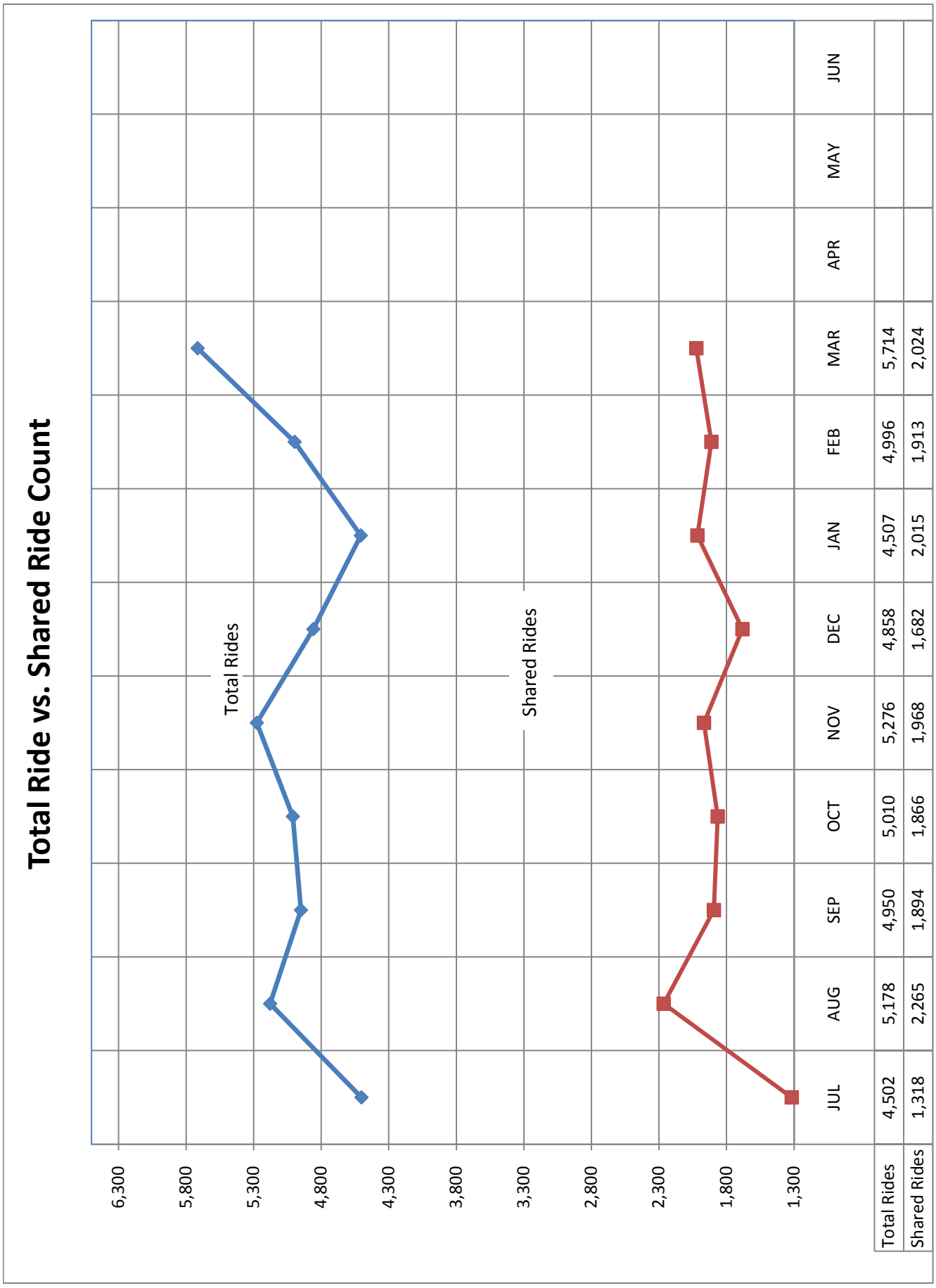
Attachment C



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
FY 20	5,908	5,985	6,600	7,375	6,472	6,105	5,916	6,120	3,997	1,878	2,165	3,110
FY 21	3,055	3,040	3,124	3,245	2,805	2,665	2,774	2,869	3,428	3,570	3,834	4,617
FY 22	4,502	5,178	4,950	5,010	5,276	4,858	4,507	4,996	5,714			

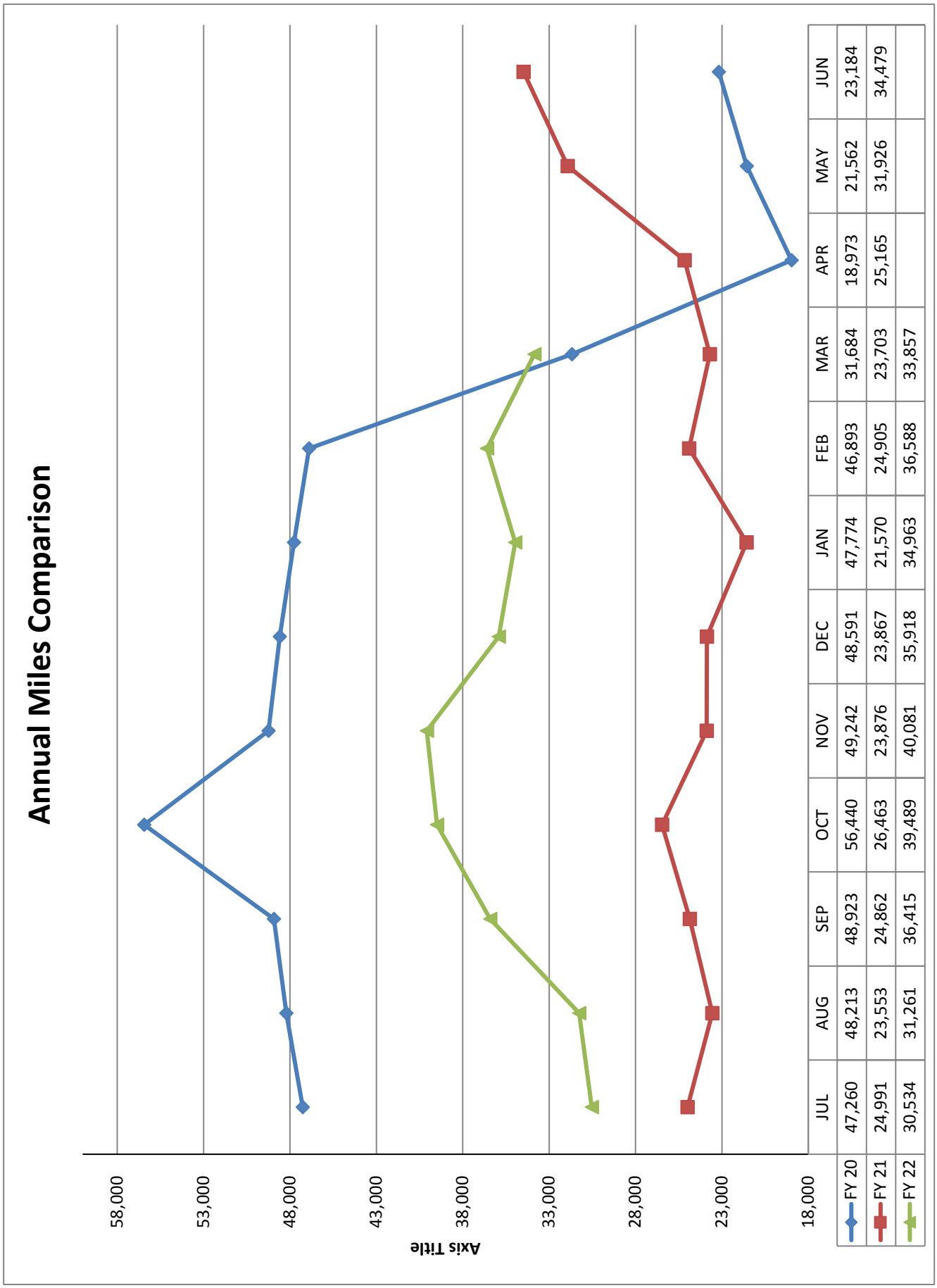
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Total Ride vs. Shared Ride Count
Total Rides
Shared Rides
6,300
5,800
5,300
4,800
4,300
3,800
3,300
2,800
2,300
1,800
1,300
JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN
Total Rides 4,502 5,178 4,950 5,010 5,276 4,858 4,507 4,996 5,714
Shared Rides 1,318 2,265 1,894 1,866 1,968 1,682 2,015 1,913 2,024

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Attachment E



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
FY 20	47,260	48,213	48,923	56,440	49,242	48,591	47,774	46,893	31,684	18,973	21,562	23,184
FY 21	24,991	23,553	24,862	26,463	23,876	23,867	21,570	24,905	23,703	25,165	31,926	34,479
FY 22	30,534	31,261	36,415	39,489	40,081	35,918	34,963	36,588	33,857			

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Attachment F

Monthly Assessments

MONTHLY ASSESSMENTS						
	UNRESTRICTED	RESTRICTED CONDITIONAL	RESTRICTED TRIP BY TRIP	TEMPORARY	DENIED	TOTAL
APRIL 2021	25	0	0	28	1	54
MAY 2021	25	0	1	20	0	46
JUNE 2021	52	0	0	27	0	79
JULY 2021	52	0	0	21	0	73
AUGUST 2021	38	0	0	27	0	65
SEPTEMBER 2021	48	0	0	29	0	77
OCTOBER 2021	43	0	0	25	1	69
NOVEMBER 2021	49	0	0	47	0	96
DECEMBER 2021	28	0	0	19	0	47
JANUARY 2022	40	0	0	13	0	53
FEBRUARY 2022	52	0	0	43	0	95
MARCH 2022	48	0	0	30	0	78

Number of Eligible Riders for the month of January 2022 = 2,863
Number of Eligible Riders for the month of February 2022 = 2,890
Number of Eligible Riders for the month of March 2022 = 2,949

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

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

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

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

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Attachment G

Top Ride Destinations

LOCATION	January	February	March	Total	% of total rides
Satellite Dialysis - Capitola	605	637	644	1,886	12.39%
Cabrillo College 6500 Soquel Dr. Aptos	136	405	454	995	6.54%
Satellite Dialysis - Watsonville	276	234	261	771	5.06%
Palo Alto Medical 2025 Soquel Ave. SC	133	99	174	406	2.67%
Santa Cruz Post-Acute 1115 Capitola Rd. SC	143	7	224	373	2.45%
La Posada 609 Frederick St. SC	111	112	136	359	2.36%
The Galleria 740 Front St. SC	105	110	121	336	2.21%
Bay Avenue Senior Apartments 750 Bay Ave. Capitola	77	102	115	294	1.93%
Soquel High School 401 Old San Jose Rd. Soquel	38	116	136	290	1.91%
Pacific Coast Manor 1935 Wharf Rd. Capitola	117	126	37	270	1.77%
Via Pacifica Gardens 1860 Via Pacifica, Aptos	72	69	74	215	1.43%
Chestnut Street Apartments 95 Chestnut St. Santa Cruz	66	68	78	212	1.39%

Number of rides for the month of January 2022 = **4,507**
Number of rides for the month of February 2022 = **4,996**
Number of rides for the month of March 2022 = **5,714**

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Santa Cruz Metropolitan Transit District

DATE: May 20, 2022

TO: Board of Directors

FROM: John Urgo, Planning & Development Director

SUBJECT: **ACCEPT AND FILE THE METRO SYSTEM RIDERSHIP REPORTS FOR THE THIRD QUARTER OF FY22**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the METRO system ridership report for the third quarter of FY22

II. SUMMARY

- FY22 Q3 total ridership increased 255.0% (+533,128) compared to FY21 Q3. However, FY22 Q3 ridership decreased 45.2% (-612,614) compared to FY19 Q3.
- Non-student ridership increased 77.4% (+135,605) compared to FY21 Q3 and decreased 35.4% (-170,616) compared to FY19 Q3.
- Highway 17 (Hwy 17) ridership increased 195.3% (+18,626) compared to FY21 Q3 and decreased 59.6% (-41,608) compared to FY19 Q3.
- UCSC ridership increased 1,176.5% (+382,724) compared to FY21 Q3 and decreased 48.0% (-383,830) compared to FY19 Q3.
- Cabrillo College ridership increased 1,168.0% (+14,799) compared to FY21 Q3 and decreased 78.4% (-58,334) compared to FY19 Q3.

III. DISCUSSION/BACKGROUND

This report contains ridership summaries and ridership by route for Santa Cruz Metropolitan Transit District (METRO) fixed route bus service for the Third quarter (Q3) of FY22, January 1, 2022 – March 31, 2022. Quarterly ridership reports keep the Board of Directors (Board) apprised of METRO's ridership statistics and ridership trends:

- Attachment A shows system-wide and college student ridership statistics for Q3 of FY22 and makes year-over-year comparisons with ridership statistics.
- Attachment B shows the average ridership and pass/fare usage per route and system-wide.
- Attachment C shows the weekly ridership comparison for Q3 of FY22 and FY21.

Total Fixed Route Ridership

Compared to the previous fiscal year's third quarter FY22 Q3 total fixed-route ridership increased substantially, with a 257.9% change year-over-year. METRO operates 23 local routes and one commuter route over the Highway 17 (Hwy 17). Hwy 17 ridership increased 195.3% and Local ridership increased 257.9%. Student Pass ridership, composed of UCSC and Cabrillo riders, increased 1,176.2%. UCSC and Cabrillo ridership grew 1,176.5% and 1,168.0%, respectively, while the remaining non-student ridership rose 77.4%.

In the third quarter of FY22 there was 45.2% less total-fixed route ridership compared to Q3 of FY19. Compared to pre-COVID data, Hwy 17 ridership remained more depressed than did local route ridership. Hwy 17 boardings decreased 59.6% compared to the same quarter in FY19, while Local ridership only dropped 44.4%. Student pass ridership decreased 50.7% this quarter compared to Q3 of FY19, as UCSC and Cabrillo ridership returned to 51.8% and 22.2% of pre-COVID ridership levels, respectively. The remaining non-student ridership in FY22 Q3 was 35.4% less compared to FY19 Q3.

In Q3 of FY21, shelter-in-place directives and carrying capacity restrictions continued to reduce overall ridership. UCSC and Cabrillo demand was also greatly diminished as both were still holding most classes remotely. Furthermore, telework was still widespread in Q3 of FY21, which contributed to non-student ridership reductions. As a result of this diminished ridership demand, METRO operated an average of 21.4% less vehicle revenue hours (VRH) in FY21 compared to the current service level in FY22.

In Q3 of FY22, there were no shelter-in-place directives or carrying capacity restrictions. UCSC and Cabrillo returned to largely in-person learning, with some larger classes continued as remote learning. Some non-student riders transitioned from telework to working at least part-time in the office and ridership demand increased. However, operator shortages necessitated implementing 16.0% and 2.2% less weekday and weekend VRH, respectively, compared to FY19 service.

Regular and Discount Passes & Fares

Discount riders utilizing cash for boarding increased 17.7% compared to the third quarter of FY21. Discount pass usage increased significantly, with a 47.2% rise in usage compared to FY21 Q3. Overall, discount ridership increased 32.2% in the third quarter of FY22.

Discount ridership was 11.4% of total fixed route ridership in Q3 of FY22. Compared to the third quarter of FY19, discount cash and pass usage decreased 24.7% and 51.4%, respectively, and discount ridership overall was still down 42.1%.

Q3 FY22 pass boardings for regular adults and all youth not associated with the student pass programs increased 71.2%. Cash usage among this demographic increased 149.5%. Overall, regular ridership increased 103.4% in the third quarter of FY22.

Regular ridership was 30.5% of total fixed route ridership in Q3 of FY22. Compared to the third quarter of FY19, pass usage was down 32.7% and cash usage declined by 23.5%, and there was a 28.4% reduction in regular ridership overall.

Weekly Ridership Growth

For the first three weeks of the third quarter of FY22, weekly ridership was, on average, 178.4% greater than year-over-year weekly ridership in FY21. During this time, UCSC was holding the majority of their classes remotely, due to a rise in COVID cases. In the fourth week of January, weekly ridership began to increase due to UCSC students returning for the resumption of in-person classes on February 1. The third week of March had the lowest increase in weekly ridership for the quarter, which was likely due to spring break occurring over this week for UCSC and Cabrillo students. Excluding the week of spring break in FY22 and FY21 for METRO's student pass holders, the average weekly ridership increase for the remaining 9 weeks of FY22 Q3 was 294.4%.

Compared to FY19, ridership for the first four weeks of Q3 FY22 was on average 56.2% less. The third week of March in FY19 was also Spring Break for Cabrillo and UCSC students and there were 17,151 fewer riders than the same week in FY22, which is a 35.8% increase in ridership. Excluding the week of spring break for METRO's student pass holders in FY19 and FY22, the average weekly ridership FY22-19 decrease for the remaining 9 weeks of Q3 was 43.8%.

Trip Ridership by Route

FY22 year-over-tear total ridership per trip increased 165.9% compared to Q3 of FY21. While average weekday and weekend ridership per trip on all routes was similar, the average number of riders per trip was greater on the weekend than during the week. There were 18.1 average riders per weekday trip compared to an average of 17.6 riders per trip on the weekends. The weekday route with the highest average passenger load per revenue trip was the route 18 UCSC via Main Gate-Mission with 40.2 riders per trip. The weekend route with the greatest passenger loads was also the route 18 UCSC via Main Gate-Mission with an average of 67.2 riders per trip.

Compared to FY19, overall riders per trip was still down by 41.7%. Weekday ridership was more depressed compared to weekend ridership. Weekday riders per trip was down 43.2% but the average weekend riders per trip only declined by 33.2%. The FY19 weekday route with the greatest trip loads was the weekday-only route 15 with an average of 69 riders per trip. The weekend route with the largest trip loads was the route 16, replaced with the route 18 in FY22, with 64 riders per trip.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

Revenue derived from passenger fares and passes was reflected in the FY22 operating budget. Farebox revenue this quarter increased 84.1% compared to Q3 in FY21. Total pass usage also increased 34.8% this quarter compared to the third quarter of FY21. The COVID-19 pandemic fallout will continue to adversely affect actual passenger pass and fare usage for the remainder of FY22.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

There are no alternatives to consider.

VIII. ATTACHMENTS

Attachment A: Quarterly System Ridership Summary for FY22 Q3 January 1, 2022 – March 31, 2022

Attachment B: Quarterly Average Ridership by Route Report for FY22 Q3 January 1, 2022 – March 31, 2022

Attachment C: Quarterly Ridership by Week for FY22 Q3 January 1, 2022 – March 31, 2022

Prepared by: Cayla Hill, Planning Analyst

IX. APPROVALS

John Urgo,
Planning and Development Director

Approved as to fiscal impact:
Chuck Farmer, CFO

Michael Tree, CEO/General Manager

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Quarterly System Ridership Summary

FY22 Q3 (January 1 - March 31, 2022)

Calendar Operating Days

	This Year	Last Year
Weekdays	64	64
Weekends	26	26
UCSC Days of Instruction*	52	0 *
Cabrillo Days of Instruction **	44	0 **

* No in-person classes, with limited exceptions

** No in-person classes, with limited exceptions

Discounted Pass Usage (Senior/Disabled)

	Quarterly Totals (Q3)			
	FY22 Q3	FY21 Q3	Difference	% Change
Total Pass Usage	**46,255**	**31,419**	**14,836**	**47.2%**

Regular Pass Usage

	Quarterly Totals (Q3)			
	FY22 Q3	FY21 Q3	Difference	% Change
Local Pass Usage	96,916	42,576	54,340	127.6%
Hwy 17 Pass Usage	17,205	3,169	14,036	442.9%
Total Pass Usage	**114,121**	**45,745**	**68,376**	**570.5%**

Discounted Cash Usage (Senior/Disabled)

	Quarterly Totals (Q3)			
	FY22 Q3	FY21 Q3	Difference	% Change
Local Single Cash Fare	36,276	31,665	4,611	14.6%
Hwy 17 Single Cash Fare	2,041	885	1,156	130.6%
Total Cash Usage	**38,317**	**32,550**	**5,767**	**17.7%**

Regular Cash Usage

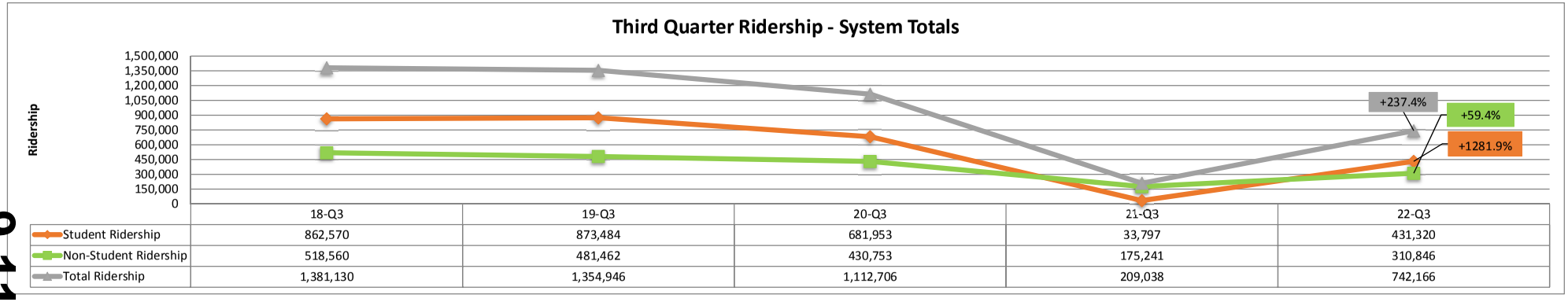
	Quarterly Totals (Q3)			
	FY22 Q3	FY21 Q3	Difference	% Change
Local Single Cash Fare	102,372	60,132	42,240	70.2%
Hwy 17 Single Cash Fare	9,781	5,395	4,386	81.3%
Total Cash Usage	**112,153**	**65,527**	**46,626**	**71.2%**

System Totals

	Quarterly Totals (Q3)			
	FY22 Q3	FY21 Q3	Difference	% Change
Local Fixed Route	714,002	199,500	514,502	257.9%
Highway 17 Express	28,164	9,538	18,626	195.3%
System Total	**742,166**	**209,038**	**533,128**	**255.0%**

Student Pass Totals

	Quarterly Totals (Q3)			
	FY22 Q3	FY21 Q3	Difference	% Change
UCSC	415,254	32,530	382,724	1176.5%
Cabrillo	16,066	1,267	14,799	1168.0%
Student Total	**431,320**	**33,797**	**397,523**	**1176.2%**



Attachment A

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Quarterly Average Ridership by Route Report

January 1, 2022 - March 31, 2022		Average Weekday Ridership per Trip					Average Weekend Ridership per Trip				
Route	Corridor	Total Riders	UCSC Riders %	Cabrillo Riders %	Discount Fares and Passes %	Regular Fares & Passes %	Total Riders	UCSC Riders %	Cabrillo Riders %	Discount Fares and Passes %	Regular Fares and Passes %
	UCSC										
10	UCSC via High St.	**32.1**	96.2%	0.1%	1.3%	2.4%	**40.5**	93.2%	0.1%	0.7%	5.9%
15	UCSC via Laurel West	**28.8**	96.6%	0.1%	0.8%	2.4%					
18	UCSC via Main Gate-Mission	**50.2**	94.3%	0.3%	1.1%	4.3%	**67.2**	93.0%	0.2%	1.0%	5.8%
19	UCSC via Lower Bay	**38.7**	94.2%	0.2%	2.3%	3.2%	**52.2**	91.7%	0.1%	1.9%	6.3%
20	UCSC via West Side	**37.2**	91.7%	0.3%	1.9%	6.0%	**57.6**	90.7%	0.2%	1.7%	7.4%
22	UCSC/Coastal Science Campus	**19.8**	98.1%	0.1%	0.4%	1.4%					
	Intercity										
35/35A	Santa Cruz/Scotts Valley/SLV	**10.1**	5.8%	2.5%	20.3%	71.4%	**11.0**	6.1%	2.2%	25.7%	66.1%
69A	Capitola Road/Watsonville	**16.2**	11.3%	2.9%	28.4%	57.4%	**13.6**	15.7%	1.8%	26.6%	55.9%
69W	Cap. Road/CRrillo/Watsonville	**17.5**	10.5%	10.1%	22.5%	56.9%	**15.4**	14.3%	2.6%	23.3%	59.9%
71	Santa Cruz to Watsonville	**16.9**	5.6%	6.8%	23.9%	63.7%	**12.3**	5.9%	1.8%	27.6%	64.8%
	N. County										
40	Davenport/North Coast	**4.3**	4.0%	0.7%	7.2%	88.2%					
41	Bonny Doon	**3.1**	5.3%	4.0%	13.8%	76.9%					
42	Davenport/Bonny Doon	**7.9**	13.5%	1.4%	12.9%	72.3%	**5.2**	25.8%	3.2%	19.2%	51.8%
	Live Oak										
66	Live Oak via 17th	**8.6**	14.5%	1.9%	29.0%	54.6%	**6.9**	18.4%	1.6%	31.2%	48.8%
68	Like Oak via Broadway/Portola	**6.5**	20.5%	2.3%	24.8%	52.4%	**6.0**	28.6%	1.9%	26.8%	42.7%
	Local										
4	Harvey West/Emeline	**7.4**	9.8%	4.3%	41.2%	44.7%					
55	Rio Del Mar	**6.2**	4.6%	19.7%	32.2%	43.5%	**6.2**	6.2%	10.0%	38.6%	45.2%
72	Watsonville Hospital/Pinto Lake	**7.4**	1.3%	3.5%	31.7%	63.6%	**2.5**	2.0%	2.1%	39.0%	56.9%
74S	PVHS/Watsonville Hospital	**11.2**	0.0%	0.2%	8.4%	91.4%					
75	Green Valley Road	**4.5**	2.3%	3.0%	35.1%	59.6%	**3.5**	1.4%	0.7%	39.2%	58.7%
79	Pajaro/East Lake	**4.6**	6.5%	7.4%	34.5%	51.6%	**2.5**	0.5%	0.0%	36.0%	63.5%
WC	Watsonville Circulator	**4.7**	-	-	-	100.0%	**4.1**	-	-	-	100.0%
	Express										
91X	Santa Cruz/Watsonville Express	**8.2**	8.9%	24.8%	19.3%	47.0%					
Hwy 17	Hwy 17 Express	**11.0**	-	-	9.6%	90.4%	**9.3**	-	-	7.0%	93.0%
Avg. Ridership per Trip		**17.6**	55.5%	2.5%	11.1%	30.8%	**18.1**	57.6%	0.8%	10.9%	30.7%

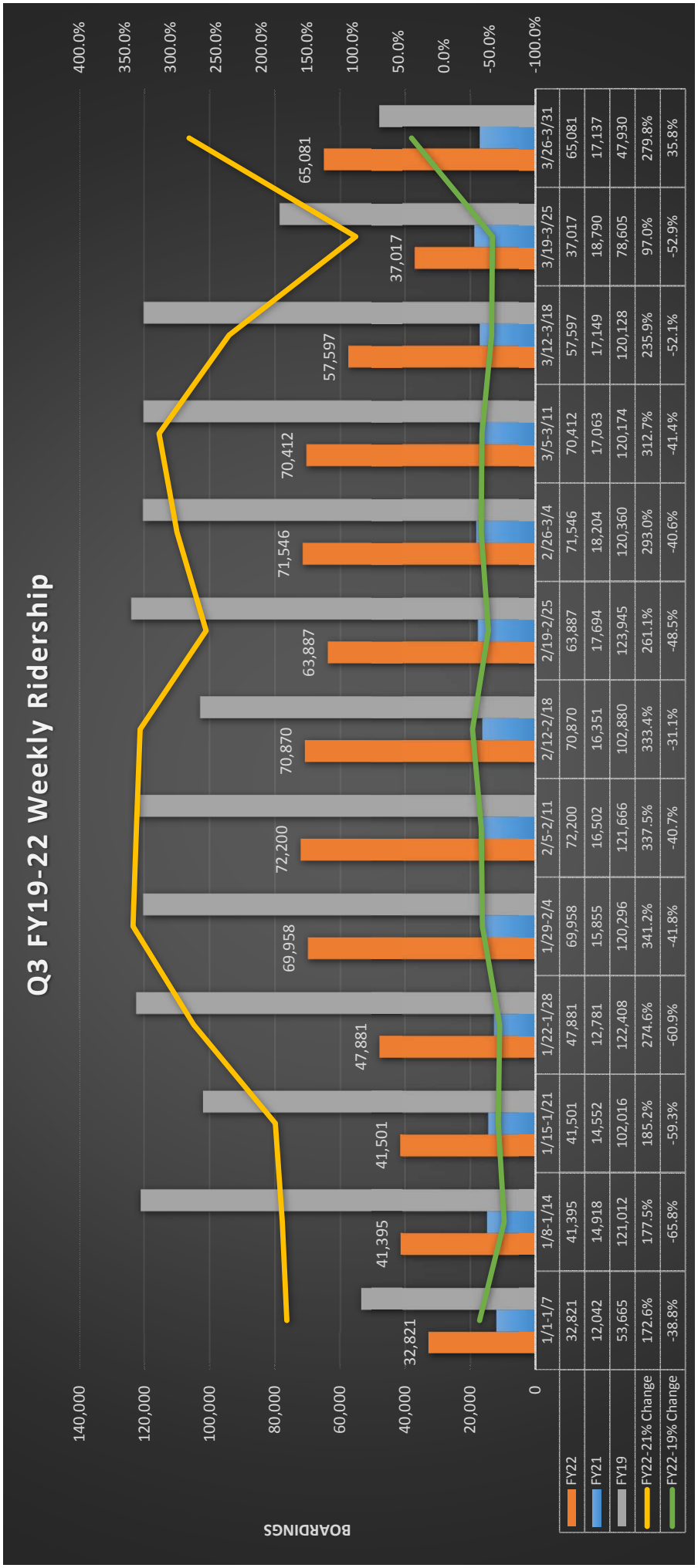
44 Calendar School Days of Cabrillo
52 Calendar School Days of UCSC
44 Calendar School Days of SJSU

Attachment B

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Attachment C



	1/1-1/7	1/8-1/14	1/15-1/21	1/22-1/28	1/29-2/4	2/5-2/11	2/12-2/18	2/19-2/25	2/26-3/4	3/5-3/11	3/12-3/18	3/19-3/25	3/26-3/31
FY22	32,821	41,395	41,501	47,881	69,958	72,200	70,870	63,887	71,546	70,412	57,597	37,017	65,081
FY21	12,042	14,918	14,552	12,781	15,855	16,502	16,351	17,694	18,204	17,063	17,149	18,790	17,137
FY19	53,665	121,012	102,016	122,408	120,296	121,666	102,880	123,945	120,360	120,174	120,128	78,605	47,930
FY22-21% Change	172.6%	177.5%	185.2%	274.6%	341.2%	337.5%	333.4%	261.1%	293.0%	312.7%	235.9%	97.0%	279.8%
FY22-19% Change	-38.8%	-65.8%	-59.3%	-60.9%	-41.8%	-40.7%	-31.1%	-48.5%	-40.6%	-41.4%	-52.1%	-52.9%	35.8%

9.11C.1

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Santa Cruz Metropolitan Transit District

DATE: May 20, 2022

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 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) 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 and 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

The following vehicle/equipment identified in the Excess Vehicle & Equipment Listing (Exhibit A) has become obsolete and surpassed its useful life expectancy:

- One (1) 2003 New Flyer Bus: no. 2228

The vehicle recommended for disposal is 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 this asset listed above; therefore, it is recommended that it be disposed of at this time.

The disposition of this asset 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 item 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 gross market value of the vehicle included in the disposal list is approximately $1,500. This vehicle has reached the end of its useful life and is obsolete. There is no financial impact as a result of this disposal.

Any revenue generated from the sale of vehicles, 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 vehicle in capital asset inventory. Staff does not recommend this alternative because the item has exceeded its useful life and/or is cost-prohibitive to repair and is no long in use.

VIII. ATTACHMENTS

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

Exhibit A: Excess Vehicle & Equipment Listing–as of May 20, 2022

IX. APPROVALS:

Approved as to fiscal impact:
Chuck Farmer, CFO



Michael Tree, CEO/General Manager



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Attachment A

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

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

RESOLUTION TO APPROVE THE DISPOSAL OR AUCTION OF EXCESS ASSETS

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

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

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

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

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

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

1. The following asset is declared excess property on the Excess Vehicle & Equipment Listing as of 05/20/2022, "Exhibit A" and may be disposed of or auctioned as such:

- "One (1) 2003 New Flyer Bus: no. 2228"

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Metropolitan Transit District on May 20, 2022, by the following vote:

AYES: DIRECTORS –

NOES: DIRECTORS –

ABSENT: DIRECTORS –

ABSTAIN: DIRECTORS –

_____
Larry Pageler, Board Chair

ATTEST:

_____
Michael Tree
CEO/General Manager

APPROVED AS TO FORM:

_____
JULIE SHERMAN
General Counsel

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

SANTA CRUZ METROPOLITAN TRANSIT DISTIRCT
EXCESS VEHICLE & EQUIPMENT LISTING AS OF 05/20/2022

(Attached)

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

EXCESS VEHICLE & EQUIPMENT LISTING AS OF 05/20/2022

Vehicle or Asset Tag #	Description	Acquisition Date	Total Cost	Accumulated Depreciation	Net Book Value	Estimated Market Value	Reason for Disposal	Condition	VIN / SN	License #
2228	2003 NEW FLYER D35LFC	03/14/2003	$ 499,086	$ 499,086	$ -	$ 1,500.00	END OF USEFUL LIFE	POOR	5FYD2LL002U024643	1161755

Exhibit A

9.12A.4.Exhibit A.1

Santa Cruz Metropolitan Transit District

DATE: May 20, 2022

TO: Board of Directors

FROM: Pete Rasmussen, Transportation Planner II

SUBJECT: **AUTHORIZING THE CEO/GM TO ACCEPT ALL DEEDS AND GRANTS CONVEYING ANY INTEREST IN REAL PROPERTY TO THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AND TO CONSENT TO THE RECORDATION OF SAME**

I. RECOMMENDED ACTION

The Board authorize the CEO/GM to accept all deeds and grants conveying any interest in real property to the Santa Cruz Metropolitan Transit District and to consent to the recordation of same.

II. SUMMARY OF ISSUES

- Section 27281 of the Government Code of the State of California (Section 27281) provides that deeds or grants conveying any interest in or easement upon real estate to a governmental agency for public purposes shall not be accepted for recordation without the consent of the grantee, evidenced by a resolution of acceptance attached to said deed or grant.

- Said section further provides that an officer or agent of a governmental agency may, by resolution, be authorized to consent to such deeds or grants.

- Approving this resolution will allow the CEO/General Manager to accept deeds on behalf of METRO without having to seek Board authorization each time.

III. DISCUSSION/BACKGROUND

Section 27281 provides that instruments conveying an interest in real property to METRO may not be recorded without a Certificate of Acceptance from the Board.

Section 27281 also provides that deeds or grants conveying any interest in or easement upon real estate to a governmental agency for public purposes shall not be accepted for recordation without the consent of the grantee, evidenced by a resolution of acceptance attached to said deed or grant.

Section 27281 further provides that an officer or agent of a governmental agency may, by resolution, be authorized to consent to such deeds or grants.

Approving this resolution will allow the CEO/General Manager to accept deeds on behalf of METRO without having to seek Board authorization each time. Staff recommends this because it will eliminate needing to return to the Board to accept deeds on behalf of METRO.

Upon Board approval, METRO will utilize the Certificate of Acceptance attached hereto as Exhibit A and record the Certificate along with the instrument conveying the offer of dedication or minor property acquisition with the County Recorder.

Prior to accepting any offer of dedication right of entry or minor property acquisition, METRO's General Counsel shall ensure the document or instrument is in a legally acceptable format.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

There are no financial impacts.

VI. ALTERNATIVES CONSIDERED

The Board could choose to continue requiring staff to seek Board acceptance of any deed as each are conveyed. This is not recommended, as it will result in additional staff resources.

VII. ATTACHMENTS

Exhibit A: Certificate of Acceptance
Exhibit B: Resolution

Prepared by: Pete Rasmussen, Transportation Planner II

VIII. APPROVALS

Chuck Farmer, Chief Financial Officer 

Michael Tree, CEO/General Manager 

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CERTIFICATE OF ACCEPTANCE

GOVERNMENT CODE SECTION 27281

This is to certify that the interest in real property conveyed by the attached GRANT DEED to the Santa Cruz Metropolitan Transit District, a governmental agency, is hereby accepted by the undersigned officer on behalf of the Santa Cruz Metropolitan Transit District pursuant to authority conferred by resolution of the Board of Directors of the Santa Cruz Metropolitan Transit District entitled Resolution No. _____, entitled "Resolution of the Board of Directors of the Santa Cruz Metropolitan Transit District Authorizing the CEO/GM to Accept all Deeds and Grants Conveying Any Interest in Real Property to the Santa Cruz Metropolitan Transit District and to Consent to the Recordation of Same," adopted on May 20, 2022, and the grantee consents to recordation thereof by its duly authorized officer or representative.

Dated this ____ day of _____, 2022.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

_____

Larry Pageler, Board Chair

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Exhibit B

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

Resolution No. _____

On the Motion of Director: _____

Duly Seconded by Director: _____

The Following Resolution is Adopted:_____

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AUTHORIZING THE CEO/GM TO ACCEPT ALL DEEDS AND GRANTS CONVEYING ANY INTEREST IN REAL PROPERTY TO THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AND TO CONSENT TO THE RECORDATION OF SAME

WHEREAS, Section 27281 of the Government Code of the State of California provides that deeds or grants conveying any interest in or easement upon real estate to a governmental agency for public purposes shall not be accepted for recordation without the consent of the grantee, evidenced by a resolution of acceptance attached to said deed or grant; and

WHEREAS, said section further provides that an officer or agent of a governmental agency may, by resolution, be authorized to consent to such deeds or grants.

NOW, THEREFORE, BE IT RESOLVED by the Santa Cruz Metropolitan Transit District as follows:

1. The CEO/General Manager hereby is authorized and directed to accept, for and on behalf of the Santa Cruz Metropolitan Transit District, all deeds and grants conveying any interest in or easement upon real property to the Santa Cruz Metropolitan Transit District, and to consent to the recordation of same.

2. The Santa Cruz Metropolitan Transit District Executive Assistant is directed to certify to the adoption of this resolution and to attach a copy of such certification to each such deed or grant presented for recordation.

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Metropolitan Transit District this 20th Day of May 2022 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors

ABSENT: Directors -

APPROVED _____

LARRY PAGELER, Board Chair

Exhibit B

ATTEST:

MICHAEL TREE, CEO/GM

APPROVED AS TO FORM:

JULIE SHERMAN, General Counsel

Santa Cruz Metropolitan Transit District

DATE: May 20, 2022

TO: Board of Directors

FROM: Daniel Zaragoza, Operations Manager: Paratransit Division

SUBJECT: **CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 5TH CONTRACT AMENDMENT WITH SWIFT CONSULTING SERVICES TO INCREASE THE CONTRACT TOTAL BY $16,720 FOR PROJECT MANAGEMENT TO FINALIZE THE CONSTRUCTION DOCUMENTS AND PROVIDE SUPPORT TO OBTAIN THE REQUIRED BUILDING PERMIT FROM THE CITY FOR THE NEW PARACRUZ FACILITY**

I. RECOMMENDED ACTION

That the Board of Directors authorize the Santa Cruz METRO CEO/General Manager to execute a 5th contract amendment with Swift Consulting Services to extend the contract term through the end of August 2023 and increase the contract total by $16,720 for new ParaCruz Facility Project Management and associated services, thereby increasing the total contract authority from $67,650 to $84,370.00.

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) entered into an agreement with Swift Consulting Services for a feasibility study and associated services in connection with METRO's plan for a new ParaCruz facility.
- This agreement commenced on September 11, 2019 and is due to expire on June 30, 2022.
- Additional time and funds are required by Swift Consulting Services in order to complete their work through project approval by the Planning Commission.
- Staff recommends the Board of Directors (Board) authorize amending this agreement to extend the term through the end of August 2023, and to increase the funding by $16,720 to complete work that has already been initiated.

III. DISCUSSION/BACKGROUND

As previously reported to the Board, METRO is in the planning stages of constructing a new ParaCruz Operations Facility on the Soquel Park and Ride lot (Project). On April 26, 2019, the Board granted authorization for METRO to enter into an agreement with a land use development consultant to facilitate research,

analysis, negotiation, communications and representation with regard to local governmental planning departments and neighborhood residents in connection with this Project.

On September 11, 2019, METRO entered into an agreement with Swift Consulting Services to conduct a feasibility study and additional related services. A Permit Application was submitted to the County on April 2, 2021 and a commercial development permit was granted on November 10, 2021.

The agreement with Swift Consulting has been amended four times previously, to extend the term and to increase funding for services. On May 3, 2022, Swift Consulting submitted a proposal for Phase II: Coordinate preparation of construction drawings for the Para Cruz administrative office building and requested that an additional $16,720 in contract authority be added to the agreement at this time, for a new NTE total of $84,370. This additional work will cover the project management work that will be required to obtain a Building Permit for the new ParaCruz Facility.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

Authorization for this amendment will enable the furtherance of plans for a new ParaCruz Facility, which would align with the Safety First Culture and State of Good Repair strategic priorities.

V. FINANCIAL CONSIDERATIONS/IMPACT

This agreement has a total not to exceed (NTE) amount of $67,650. Additional funds in an amount of $16,720 are requested for approval at this time. The new agreement NTE total would be $84,370.

Funds to support this amendment are available in Operating and Capital Reserves, which have previously been approved by the Board for this Project.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

There are no alternatives to consider, as these services are necessary in order to move forward with this Project.

VIII. ATTACHMENTS

Attachment A: Fifth Amendment and Scope of Work

Prepared by: Carolee Curtin, Purchasing Agent

IX. APPROVALS

Daniel Zaragoza, Operations Manager: Paratransit Division

Approved as to fiscal impact: Chuck Farmer, CFO

Michael Tree, CEO/General Manager

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FIFTH AMENDMENT TO CONTRACT NO. PC-20-001
FOR FEASIBILITY STUDY

This Fifth Amendment to Contract No. PC-20-001 for Feasibility Study is made effective May 20, 2022 between the Santa Cruz Metropolitan Transit District ("Santa Cruz METRO"), a political subdivision of the State of California, and Swift Consulting Services ("Consultant").

I. RECITALS

1.1 Santa Cruz METRO and Consultant entered into a Contract for Feasibility Study ("Contract") on September 11, 2019.

1.2 The Contract is due to expire on June 30, 2022.

1.3 The Contract allows for amendment upon mutual written consent.

1.4 Santa Cruz METRO and Consultant desire to amend the Contract to extend the Contract term and increase the Contract total not to exceed amount.

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

II. TERM

2.1 Article 1. Section 1.1 is replaced in its entirety by the following**:**

The term of this Contract shall be from September 11, 2019 through August 30, 2023.

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

III. COMPENSATION

3.1 Article III Compensations, Section 3.01 is amended to include the following language:

Under the terms of the Fifth Amendment, Attachment 1 Description of Services is revised to incorporate the additional tasks detailed in Consultant's letter of May 3, 2022, Attachment A to this Fifth Amendment.

The Contract total not-to-exceed amount is increased by $16,720. The new Contract total not-to-exceed amount is $84,370. Consultant 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

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

V. AUTHORITY

Each party has full power to enter into and perform this Fifth Amendment to the Contract and the person signing this Fifth Amendment on behalf of each has been properly authorized and empowered to enter into it. Each party further acknowledges that it has read this Fifth 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 _____

Consultant –
SWIFT CONSULTING SERVICES

John Swift, Principal _____

Approved as to Form:

Julie Sherman, General Counsel _____

PC-20-001 Attachment A Revised Scope To Consulting Agreement

This Attachment A, dated May 3, 2022, amends the scope of the Contract PC-20-001 between Swift Consulting Services and Santa Cruz Metro/Paratransit .

RECITALS

Consultant has certain skills and experience required by the client in the development of certain real property known as APN: 025-054-06, California (hereinafter referred to as the "Project").

DESCRIPTION OF SERVICES

Consultant agrees to exercise special skill, including but not limited to research, analysis and discussions with Planning Staff and decision makers, necessary to:

A. Phase II: Coordinate preparation of construction drawings for the Para Cruz administrative office building. Tasks include the following items:

1. Meeting(s) with Client.
2. Manage and coordinate preparation of civil, landscape and architectural plans.
3. Assemble plans and documents for submittal to County.
4. Submit Building Permit application
5. Manage the permit process, including coordination of response to comments received.
6. Project management and administration.

COMPENSATION SCHEDULE

A. Consultant estimates Phase II of the Project will require approximately 68 - 76 hours of time (approximately $14,960 - $16,720). Estimated fees are based on Consultant's anticipated services and past projects of this type**,** however, keep in mind that each project is different. This is only an estimate and the actual time may be different. Consultant may encounter unknown or unforeseen circumstances that would require extra time be spent, Client will be billed at prevailing hourly rates for all time worked.

CONSULTANT:
SWIFT CONSULTING SERVICES

John Swift _____ 5/03/2022
Date

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SANTA CRUZ METRO

THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

TO

DELEE BRUBECK

ADMINISTRATIVE ASSISTANT

FOR THE COMPLETION OF 10 YEARS OF SERVICE
BETWEEN 2012 AND 2022

GIVEN THIS 20TH DAY OF MAY 2022

CHAIR, BOARD OF DIRECTORS

CEO/GENERAL MANAGER

10.1

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Santa Cruz Metropolitan Transit District

DATE: May 20, 2022

TO: Board of Directors

FROM: Dawn Crummié, HR Director

SUBJECT: **APPROVAL OF FORMAL RATIFICATION OF A LABOR AGREEMENT EXTENSION BETWEEN SMART UNION LOCAL 0023 FIXED ROUTE FOR THE PERIOD JULY 1, 2022 THROUGH JUNE 30, 2023 THAT CONTAINS A 3.5% CONTRACTUAL WAGE ADJUSTMENT AND $1500 LUMP SUM PAYMENT.**

I. RECOMMENDED ACTION

That the Board of Directors approve a proposal for a one year contract extension agreement between the SMART Local 0023 (SMART) covering Fixed Route Operations and the Santa Cruz Metropolitan Transit District (METRO).

II. SUMMARY

- The current MOU is due to expire on June 30, 2022.
- METRO legal counsel met with SMART over the last few months to discuss an extension of the contract with wage increase for one year.
- SMART and METRO have reached a tentative agreement on a proposal for a one-year MOU. The proposed agreement includes a 3.5% contractual wage adjustment with a $1500 lump sum reimbursement related to COVID-19 pandemic expenses.

III. DISCUSSION/BACKGROUND

The existing labor agreement with SMART expires on June 30, 2022. The past couple of years have been very challenging with the COVID-19 pandemic and staff shortages.

Over the last few months, METRO and SMART have met and reached a tentative agreement. The agreement was made between METRO and SMART to continue agency/union harmony.

The proposed Labor Agreement was voted on by members of SMART Fixed Route on April 7, 2022 and passed in agreement with the negotiated conditions. The

monetary changes are reasonable given the current challenges due to the pandemic.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

1. Financial Stability, Stewardship & Accountability
2. Service Quality and Delivery
3. Employee Engagement: Attract, Retain and Develop

V. FINANCIAL CONSIDERATIONS/IMPACT

The Fiscal impact of the ratification of the labor agreement, as proposed is $675K. Funding to support the budget increase is available in the proposed FY23 Operating Budget.

VI. ALTERNATIVES CONSIDERED

- To not approve the contract extension with wage increase and payout. Staff does not recommend this option.

VII. ATTACHMENTS

Attachment A: Signed Tentative Agreement

Attachment B: Wage Scale effective 06/23/2022

Prepared by: Dawn Crummié, HR Director

VIII. 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 AND SMART LOCAL 0023 (FIXED ROUTE) AGREEMENT TO EXTEND THE EXISTING MEMORANDUM OF UNDERSTANDING FOR A PERIOD OF ONE YEAR, UNTIL MIDNIGHT JUNE 30, 2023

May 3, 2022

The Santa Cruz Metropolitan Transit District ("METRO") and The International Association of Sheet Metal, Air, Rail and Transportation Workers, SMART Local 0023 (fixed route)("SMART") hereby enter into this Agreement to extend the Memorandum of Understanding currently in effect between the parties, for a period of one (1) year or, to expire at midnight on June 30, 2023. METRO and SMART also agree that effective the pay period that includes July 1, 2022, the wage rate for all bargaining unit members will be increased by three and one half percent (3.5%). The parties further agree that all full time bargaining unit members who were employed by METRO on the date SMART ratified this extension, will receive a lump sum payment of one thousand five hundred dollars ($1,500) as a reimbursement for reasonable living and family expenses, employment and commute related expenses incurred by the employees over the prior two years as a result of the COVID-19 pandemic. The reimbursement is not for lost wages, COVID-19 related paid sick leave or other COVID-19 related expenses that were the subject of state or federal COVID-19 pandemic relief legislation. The lump sum payment is a reimbursement, not a wage and it is not subject to state and federal withholdings or payroll deductions. It will be paid on or before the second pay period following July 1, 2022. All other articles, sections, terms and provisions of the 2019-2022 Memorandum of Understanding between the parties will remain in effect throughout the one year extension period.

Santa Cruz Metropolitan Transit District	SMART Local 0023(Fixed Route)
Dawn Crummié	James Sandoval
Dated: 5/10/22	Dated: 5-9-22

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Effective June 23, 2022/*Adopted by the Board as of May 20, 2022*

SMART Fixed Route	Date of Hire			After Completing Probation			After 1 Year			After 2 Years			After 3 Years			After 4 Years			After 5 Years			After 6 Years		
	Step 1	Step 1 L	Step 1 LL	Step 2	Step 2 L	Step 2 LL	Step 3	Step 3 L	Step 3 LL	Step 4	Step 4 L	Step 4 LL	Step 5	Step 5 L	Step 5LL	Step 6	Step 6 L	Step 6 LL	Step 7	Step 7 L	Step 7 LL	Step 8	Step 8 L	Step 8 LL
Class Title																								
Bus Operator	**$ 20.67**	$ 21.70	$ 22.73	**$ 24.58**	$ 25.81	$ 27.04	**$ 26.14**	$ 27.45	$ 28.76	**$ 27.77**	$ 29.16	$ 30.55	**$ 29.35**	$ 30.82	$ 32.29	**$ 30.98**	$ 32.53	$ 34.08	**$ 32.59**	$ 34.22	$ 35.85	**$ 34.22**	$ 35.93	$ 37.64

Longevity Pay is based only on length of service.

Attachment B

11B.1

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Santa Cruz Metropolitan Transit District

DATE: May 20, 2022

TO: Board of Directors

FROM: Dawn Crummié, HR Director

SUBJECT: **APPROVAL OF FORMAL RATIFICATION OF A LABOR AGREEMENT EXTENSION BETWEEN SMART UNION LOCAL 0023 PARACRUZ FOR THE PERIOD JULY 1, 2022 THROUGH JUNE 30, 2023 THAT CONTAINS A 3.5% CONTRACTUAL WAGE ADJUSTMENT AND $1500 LUMP SUM PAYMENT.**

I. RECOMMENDED ACTION

That the Board of Directors approve a proposal for a one year contract extension agreement between the SMART Local 0023 (SMART) covering ParaCruz Operations and the Santa Cruz Metropolitan Transit District (METRO).

II. SUMMARY

- The current MOU is due to expire on June 30, 2022.
- METRO legal counsel met with SMART over the last few months to discuss an extension of the contract with wage increase for one year.
- SMART and METRO have reached a tentative agreement on a proposal for a one-year MOU. The proposed agreement includes a 3.5% contractual wage adjustment with a $1500 lump sum reimbursement related to COVID-19 pandemic expenses.

III. DISCUSSION/BACKGROUND

The existing labor agreement with SMART expires on June 30, 2022. The past couple of years have been very challenging with the COVID-19 pandemic and staff shortages.

Over the last few months, METRO and SMART have met and reached a tentative agreement. The agreement was made between METRO and SMART to continue agency/union harmony.

The proposed Labor Agreement was voted on by members of SMART ParaCruz on April 7, 2022 and passed in agreement with the negotiated conditions. The

monetary changes are reasonable given the current challenges due to the pandemic.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

1. Financial Stability, Stewardship & Accountability
2. Service Quality and Delivery
3. Employee Engagement: Attract, Retain and Develop

V. FINANCIAL CONSIDERATIONS/IMPACT

The Fiscal impact of the ratification of the labor agreement, as proposed is $155K. Funding to support the budget increase is available in the proposed FY23 Operating Budget.

VI. ALTERNATIVES CONSIDERED

- To not approve the contract extension with wage increase and payout. Staff does not recommend this option.

VII. ATTACHMENTS

Attachment A: Signed Tentative Agreement

Attachment B: Wage Scale effective 6/23/2022

Prepared by: Dawn Crummié, HR Director

VIII. 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 AND SMART LOCAL 0023 (PARACRUZ)AGREEMENT TO EXTEND THE EXISTING MEMORANDUM OF UNDERSTANDING FOR A PERIOD OF ONE YEAR, UNTIL JUNE 30, 2023

May 3, 2022

The Santa Cruz Metropolitan Transit District ("METRO") and The International Association of Sheet Metal, Air, Rail and Transportation Workers, SMART Local 0023 (ParaCruz)("SMART") hereby enter into this Agreement to extend the Memorandum of Understanding currently in effect between the parties, for a period of one (1) year or, to expire at midnight on June 30, 2023. METRO and SMART also agree that effective the pay period that includes July 1, 2022, the wage rate for all bargaining unit members will be increased by three and one half percent (3.5%). The parties further agree that all full time bargaining unit members who were employed by METRO on the date SMART ratified this extension, will receive a lump sum payment of one thousand five hundred dollars ($1,500) as a reimbursement for reasonable living and family expenses, employment and commute related expenses incurred by the employees over the prior two years as a result of the COVID-19 pandemic. The reimbursement is not for lost wages, COVID-19 related paid sick leave or other COVID-19 related expenses that were the subject of state or federal COVID-19 pandemic relief legislation. The lump sum payment is a reimbursement, not a wage and it is not subject to state and federal withholdings or payroll deductions. It will be paid on or before the second pay period following July 1, 2022. All other articles, sections, terms and provisions of the 2019-2022 Memorandum of Understanding between the parties will remain in effect throughout the one year extension period.

Santa Cruz Metropolitan Transit District	SMART Local 0023(ParaCruz)
Dawn Crummié	James Sandoval
Dated: 5/10/22	Dated: 5-9-22

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Effective June 23, 2022/*Adopted by the Board as of May 20, 2022*

SMART Paracruz	New Hire			Fully Qualified			After 6 Months			After 1 Year			After 2 Years			After 3 Years			After 4 Years			After 5 Years			After 6 Years		
	Step 1	Step 1 L	Step 1 LL	Step 2	Step 2 L	Step 2 LL	Step 3	Step 3 L	Step 3 LL	Step 4	Step 4 L	Step 4 LL	Step 5	Step 5 L	Step 5LL	Step 6	Step 6 L	Step 6 LL	Step 7	Step 7 L	Step 7 LL	Step 8	Step 8 L	Step 8 LL	Step 9	Step 9 L	Step 9 LL
Class Title																											
CLERK I	**16.76**	$ 17.60	$ 18.44	**17.60**	$ 18.48	$ 19.36	**18.48**	$ 19.40	$ 20.32	**19.40**	$ 20.37	$ 21.34	**20.37**	$ 21.39	$ 22.41	**21.39**	$ 22.46	$ 23.53	**22.46**	$ 23.58	$ 24.70	**23.58**	$ 24.76	$ 25.94	**24.76**	$ 26.00	$ 27.24
CLERK II	**17.11**	$ 17.97	$ 18.83	**17.97**	$ 18.87	$ 19.77	**18.87**	$ 19.81	$ 20.75	**19.81**	$ 20.80	$ 21.79	**20.80**	$ 21.84	$ 22.88	**21.84**	$ 22.93	$ 24.02	**22.93**	$ 24.08	$ 25.23	**24.08**	$ 25.28	$ 26.48	**25.28**	$ 26.54	$ 27.80
CLERK III	**17.71**	$ 18.60	$ 19.49	**18.60**	$ 19.53	$ 20.46	**19.53**	$ 20.51	$ 21.49	**20.51**	$ 21.54	$ 22.57	**21.54**	$ 22.62	$ 23.70	**22.62**	$ 23.75	$ 24.88	**23.75**	$ 24.94	$ 26.13	**24.94**	$ 26.19	$ 27.44	**26.19**	$ 27.50	$ 28.81
DISPATCHER/SCHDLR	**18.44**	$ 19.36	$ 20.28	**19.36**	$ 20.33	$ 21.30	**20.33**	$ 21.35	$ 22.37	**21.35**	$ 22.42	$ 23.49	**22.42**	$ 23.54	$ 24.66	**23.54**	$ 24.72	$ 25.90	**24.72**	$ 25.96	$ 27.20	**25.96**	$ 27.26	$ 28.56	**27.26**	$ 28.62	$ 29.98
DISPATCHER	**17.71**	$ 18.60	$ 19.49	**18.60**	$ 19.53	$ 20.46	**19.53**	$ 20.51	$ 21.49	**20.51**	$ 21.54	$ 22.57	**21.54**	$ 22.62	$ 23.70	**22.62**	$ 23.75	$ 24.88	**23.75**	$ 24.94	$ 26.13	**24.94**	$ 26.19	$ 27.44	**26.19**	$ 27.50	$ 28.81
VAN OPERATOR	**17.55**	$ 18.43	$ 19.31	**18.43**	$ 19.35	$ 20.27	**19.35**	$ 20.32	$ 21.29	**20.32**	$ 21.34	$ 22.36	**21.34**	$ 22.41	$ 23.48	**22.41**	$ 23.53	$ 24.65	**23.53**	$ 24.71	$ 25.89	**24.71**	$ 25.95	$ 27.19	**25.95**	$ 27.25	$ 28.55
PARATRANSIT SUPERVISOR	**23.64**	$ 24.82	$ 26.00	**24.82**	$ 26.06	$ 27.30	**26.06**	$ 27.36	$ 28.66	**27.36**	$ 28.73	$ 30.10	**28.73**	$ 30.17	$ 31.61	**30.17**	$ 31.68	$ 33.19	**31.68**	$ 33.26	$ 34.84	**33.26**	$ 34.92	$ 36.58	**34.92**	$ 36.67	$ 38.42

Longevity Pay is based only on length of service.

Attachment B

12B.1

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Santa Cruz Metropolitan Transit District

DATE: May 20, 2022

TO: Board of Directors

FROM: Dawn Crummié, HR Director

SUBJECT: **APPROVAL OF FORMAL RATIFICATION OF A LABOR AGREEMENT EXTENSION BETWEEN THE SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 521 FOR THE PERIOD JULY 1, 2022 THROUGH JUNE 30, 2023 THAT CONTAINS A 3.5% CONTRACTUAL WAGE ADJUSTMENT AND $1500 LUMP SUM PAYMENT.**

I. RECOMMENDED ACTION

That the Board of Directors approve a proposal for a one year contract extension agreement between the Service Employees International Union Local 521 (SEIU) and the Santa Cruz Metropolitan Transit District (METRO).

II. SUMMARY

- The current MOU is due to expire on June 30, 2022.
- METRO legal counsel met with SEIU over the last few months to discuss an extension of the contract with wage increase for one year.
- SEIU and METRO have reached a tentative agreement on a proposal for a one-year MOU. The proposed agreement includes a 3.5% contractual wage adjustment with a $1500 lump sum reimbursement related to COVID-19 pandemic expenses.

III. DISCUSSION/BACKGROUND

The existing labor agreement with SEIU expires on June 30, 2022. The past couple of years have been very challenging with the COVID-19 pandemic and staff shortages.

Over the last few months, METRO and SEIU have met and reached a tentative agreement. The agreement was made between METRO and SEIU to continue agency/union harmony.

The proposed Labor Agreement was voted on by members of SEIU on April 7, 2022 and passed in agreement with the negotiated conditions. The monetary changes are reasonable given the current challenges due to the pandemic.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

1. Financial Stability, Stewardship & Accountability
2. Service Quality and Delivery
3. Employee Engagement: Attract, Retain and Develop

V. FINANCIAL CONSIDERATIONS/IMPACT

The Fiscal impact of the ratification of the labor agreement, as proposed is $486K. Funding to support the budget increase is available in the proposed FY23 Operating Budget.

VI. ALTERNATIVES CONSIDERED

- To not approve the contract extension with wage increase and payout. Staff does not recommend this option.

VII. ATTACHMENTS

Attachment A: Signed Tentative Agreement

Attachment B: Wage Scale effective 06/23/2022

Prepared by: Dawn Crummié, HR Director

VIII. APPROVALS

Dawn Crummié, HR Director

Approved as to fiscal impact:
Chuck Farmer, CFO

Michael Tree, CEO/General Manager

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AND SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL 521 AGREEMENT TO EXTEND THE EXISTING MEMORANDUM OF UNDERSTANDING FOR A PERIOD OF ONE YEAR, UNTIL JUNE 30, 2023

May 3, 2022

The Santa Cruz Metropolitan Transit District ("METRO") and the Service Employees International Union Local 521 ("SEIU Local 521") hereby enter into this Agreement to extend the Memorandum of Understanding currently in effect between the parties, for a period of one (1) year or, to expire at midnight on June 30, 2023. METRO and SEIU Local 521 also agree that effective the pay period that includes July 1, 2022, the wage rate for all bargaining unit members will be increased by three and one half percent (3.5%). The parties further agree that all full time bargaining unit members who were employed by METRO on the date SEIU Local 521 ratifies this extension, will receive a lump sum payment of one thousand five hundred dollars ($1,500) as a reimbursement for reasonable living and family expenses, employment and commute related expenses incurred by the employees over the prior of two years as a result of the COVID-19 pandemic. The reimbursement is not for lost wages, COVID-19 related paid sick leave or other COVID-19 related expenses that were the subject of state or federal COVID-19 pandemic relief legislation. The lump sum payment is a reimbursement, not a wage and, it is not subject to state and federal withholdings or payroll deductions. It will be paid on or before the second pay period following July 1, 2022. All other articles, sections, terms and provisions of the 2019-2022 Memorandum of Understanding between the parties will remain in effect throughout the one year extension period.

Santa Cruz Metropolitan Transit District	SEIU Local 521
Dawn Crummié	Kiernan Colby
Dawn Crummié	Kiernan Colby
Dated: 5/12/22	Dated: 5/13/22

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FY23: 3.5% wage increase, effective June 23, 2022/Adopted by the Board as of May 20, 2022

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SEP	Administrative Supervisor	**31.65**	33.23	34.81	**33.23**	34.89	36.55	**34.89**	36.63	38.37	**36.63**	38.46	40.29	**38.46**	40.38	42.30	**40.38**	42.40	44.42
SEP	Assistant Safety & Training Coordinator	**34.56**	36.29	38.02	**36.29**	38.10	39.91	**38.10**	40.01	41.92	**40.01**	42.01	44.01	**42.01**	44.11	46.21	**44.11**	46.32	48.53
SEP	Custodial Supervisor	**24.55**	25.78	27.01	**25.78**	27.07	28.36	**27.07**	28.42	29.77	**28.42**	29.84	31.26	**29.84**	31.33	32.82	**31.33**	32.90	34.47
SEP	Customer Service Supervisor	**28.93**	30.38	31.83	**30.38**	31.90	33.42	**31.90**	33.50	35.10	**33.50**	35.18	36.86	**35.18**	36.94	38.70	**36.94**	38.79	40.64
SEP	Facilities Maintenance Supervisor	**33.83**	35.52	37.21	**35.52**	37.30	39.08	**37.30**	39.17	41.04	**39.17**	41.13	43.09	**41.13**	43.19	45.25	**43.19**	45.35	47.51
SEP	Fleet Maintenance Supervisor	**38.27**	40.18	42.09	**40.18**	42.19	44.20	**42.19**	44.30	46.41	**44.30**	46.52	48.74	**46.52**	48.85	51.18	**48.85**	51.29	53.73
SEP	Parts and Materials Supervisor	**32.41**	34.03	35.65	**34.03**	35.73	37.43	**35.73**	37.52	39.31	**37.52**	39.40	41.28	**39.40**	41.37	43.34	**41.37**	43.44	45.51
SEP	Revenue Collection Supervisor	**27.32**	28.69	30.06	**28.69**	30.12	31.55	**30.12**	31.63	33.14	**31.63**	33.21	34.79	**33.21**	34.87	36.53	**34.87**	36.61	38.35
SEP	Safety & Training Coordinator	**37.36**	39.23	41.10	**39.23**	41.19	43.15	**41.19**	43.25	45.31	**43.25**	45.41	47.57	**45.41**	47.68	49.95	**47.68**	50.06	52.44
SEP	Transit Supervisor	**33.49**	35.16	36.83	**35.16**	36.92	38.68	**36.92**	38.77	40.62	**38.77**	40.71	42.65	**40.71**	42.75	44.79	**42.75**	44.89	47.03
SEP	Transportation Planning Supervisor	**48.89**	51.33	53.77	**51.33**	53.90	56.47	**53.90**	56.60	59.30	**56.60**	59.43	62.26	**59.43**	62.40	65.37	**62.40**	65.52	68.64
SES	Accessible Services Coordinator	**25.82**	27.11	28.40	**27.11**	28.47	29.83	**28.47**	29.89	31.31	**29.89**	31.38	32.87	**31.38**	32.95	34.52	**32.95**	34.60	36.25
SES	Accountant I	**32.28**	33.89	35.50	**33.89**	35.58	37.27	**35.58**	37.36	39.14	**37.36**	39.23	41.10	**39.23**	41.19	43.15	**41.19**	43.25	45.31
SES	Accountant II	**35.50**	37.28	39.06	**37.28**	39.14	41.00	**39.14**	41.10	43.06	**41.10**	43.16	45.22	**43.16**	45.32	47.48	**45.32**	47.59	49.86
SES	Accounting Clerk	**21.43**	22.50	23.57	**22.50**	23.63	24.76	**23.63**	24.81	25.99	**24.81**	26.05	27.29	**26.05**	27.35	28.65	**27.35**	28.72	30.09
SES	Accounting Specialist	**31.19**	32.75	34.31	**32.75**	34.39	36.03	**34.39**	36.11	37.83	**36.11**	37.92	39.73	**37.92**	39.82	41.72	**39.82**	41.81	43.80
SES	Accounting Technician	**25.52**	26.80	28.08	**26.80**	28.14	29.48	**28.14**	29.55	30.96	**29.55**	31.03	32.51	**31.03**	32.58	34.13	**32.58**	34.21	35.84
SES	Administrative Assistant	**24.84**	26.08	27.32	**26.08**	27.38	28.68	**27.38**	28.75	30.12	**28.75**	30.19	31.63	**30.19**	31.70	33.21	**31.70**	33.29	34.88
SES	Administrative Clerk	**22.35**	23.47	24.59	**23.47**	24.64	25.81	**24.64**	25.87	27.10	**25.87**	27.16	28.45	**27.16**	28.52	29.88	**28.52**	29.95	31.38
SES	Administrative Specialist	**27.29**	28.65	30.01	**28.65**	30.08	31.51	**30.08**	31.58	33.08	**31.58**	33.16	34.74	**33.16**	34.82	36.48	**34.82**	36.56	38.30
SES	Benefits Technician	**26.05**	27.35	28.65	**27.35**	28.72	30.09	**28.72**	30.16	31.60	**30.16**	31.67	33.18	**31.67**	33.25	34.83	**33.25**	34.91	36.57
SES	Buyer	**26.66**	27.99	29.32	**27.99**	29.39	30.79	**29.39**	30.86	32.33	**30.86**	32.40	33.94	**32.40**	34.02	35.64	**34.02**	35.72	37.42
SES	Claims Technician I	**23.28**	24.44	25.60	**24.44**	25.66	26.88	**25.66**	26.94	28.22	**26.94**	28.29	29.64	**28.29**	29.70	31.11	**29.70**	31.19	32.68
SES	Claims Technician II	**25.86**	27.15	28.44	**27.15**	28.51	29.87	**28.51**	29.94	31.37	**29.94**	31.44	32.94	**31.44**	33.01	34.58	**33.01**	34.66	36.31
SES	Custodial Service Worker	**18.27**	19.18	20.09	**19.18**	20.14	21.10	**20.14**	21.15	22.16	**21.15**	22.21	23.27	**22.21**	23.32	24.43	**23.32**	24.49	25.66
SES	Customer Service Representative	**21.43**	22.50	23.57	**22.50**	23.63	24.76	**23.63**	24.81	25.99	**24.81**	26.05	27.29	**26.05**	27.35	28.65	**27.35**	28.72	30.09
SES	Customer Service Assistant	**24.84**	26.08	27.32	**26.08**	27.38	28.68	**27.38**	28.75	30.12	**28.75**	30.19	31.63	**30.19**	31.70	33.21	**31.70**	33.29	34.88
SES	Facilities Maintenance Worker I	**22.55**	23.68	24.81	**23.68**	24.86	26.04	**24.86**	26.10	27.34	**26.10**	27.41	28.72	**27.41**	28.78	30.15	**28.78**	30.22	31.66
SES	Facilities Maintenance Worker II	**25.07**	26.32	27.57	**26.32**	27.64	28.96	**27.64**	29.02	30.40	**29.02**	30.47	31.92	**30.47**	31.99	33.51	**31.99**	33.59	35.19
SES	Financial Analyst	**39.07**	41.02	42.97	**41.02**	43.07	45.12	**43.07**	45.22	47.37	**45.22**	47.48	49.74	**47.48**	49.85	52.22	**49.85**	52.34	54.83
SES	Grants/Legislative Analyst	**36.20**	38.01	39.82	**38.01**	39.91	41.81	**39.91**	41.91	43.91	**41.91**	44.01	46.11	**44.01**	46.21	48.41	**46.21**	48.52	50.83
SES	HR Analyst I	**30.44**	31.96	33.48	**31.96**	33.56	35.16	**33.56**	35.24	36.92	**35.24**	37.00	38.76	**37.00**	38.85	40.70	**38.85**	40.79	42.73
SES	HR Analyst II	**33.49**	35.16	36.83	**35.16**	36.92	38.68	**36.92**	38.77	40.62	**38.77**	40.71	42.65	**40.71**	42.75	44.79	**42.75**	44.89	47.03
SES	Human Resources Clerk	**22.55**	23.68	24.81	**23.68**	24.86	26.04	**24.86**	26.10	27.34	**26.10**	27.41	28.72	**27.41**	28.78	30.15	**28.78**	30.22	31.66
SES	Human Resources Specialist	**24.81**	26.05	27.29	**26.05**	27.35	28.65	**27.35**	28.72	30.09	**28.72**	30.16	31.60	**30.16**	31.67	33.18	**31.67**	33.25	34.83
SES	Human Resources Technician	**26.05**	27.35	28.65	**27.35**	28.72	30.09	**28.72**	30.16	31.60	**30.16**	31.67	33.18	**31.67**	33.25	34.83	**33.25**	34.91	36.57
SES	Information Technology Project Coordinator	**32.14**	33.75	35.36	**33.75**	35.44	37.13	**35.44**	37.21	38.98	**37.21**	39.07	40.93	**39.07**	41.02	42.97	**41.02**	43.07	45.12
SES	Information Technology Support Analyst I	**26.31**	27.63	28.95	**27.63**	29.01	30.39	**29.01**	30.46	31.91	**30.46**	31.98	33.50	**31.98**	33.58	35.18	**33.58**	35.26	36.94
SES	Information Technology Support Analyst II	**29.22**	30.68	32.14	**30.68**	32.21	33.74	**32.21**	33.82	35.43	**33.82**	35.51	37.20	**35.51**	37.29	39.07	**37.29**	39.15	41.01
SES	Lead Custodial Service Worker	**21.83**	22.92	24.01	**22.92**	24.07	25.22	**24.07**	25.27	26.47	**25.27**	26.53	27.79	**26.53**	27.86	29.19	**27.86**	29.25	30.64
SES	Lead Facilities Maintenance Worker	**30.06**	31.56	33.06	**31.56**	33.14	34.72	**33.14**	34.80	36.46	**34.80**	36.54	38.28	**36.54**	38.37	40.20	**38.37**	40.29	42.21
SES	Legal Secretary	**22.55**	23.68	24.81	**23.68**	24.86	26.04	**24.86**	26.10	27.34	**26.10**	27.41	28.72	**27.41**	28.78	30.15	**28.78**	30.22	31.66
SES	Paralegal I	**32.28**	33.89	35.50	**33.89**	35.58	37.27	**35.58**	37.36	39.14	**37.36**	39.23	41.10	**39.23**	41.19	43.15	**41.19**	43.25	45.31
SES	Paralegal II	**35.50**	37.28	39.06	**37.28**	39.14	41.00	**39.14**	41.10	43.06	**41.10**	43.16	45.22	**43.16**	45.32	47.48	**45.32**	47.59	49.86
SES	Paratransit Eligibility Coordinator	**32.28**	33.89	35.50	**33.89**	35.58	37.27	**35.58**	37.36	39.14	**37.36**	39.23	41.10	**39.23**	41.19	43.15	**41.19**	43.25	45.31
SES	Payroll Specialist	**26.05**	27.35	28.65	**27.35**	28.72	30.09	**28.72**	30.16	31.60	**30.16**	31.67	33.18	**31.67**	33.25	34.83	**33.25**	34.91	36.57

Attachment B

13B.1

FY23: 3.5% wage increase, effective June 23, 2022/Adopted by the Board as of May 20, 2022

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	Planning Aide	**20.79**	21.83	22.87	**21.83**	22.92	24.01	**22.92**	24.07	25.22	**24.07**	25.27	26.47	**25.27**	26.53	27.79	**26.53**	27.86	29.19
SES	Planning Data Analyst	**32.28**	33.89	35.50	**33.89**	35.58	37.27	**35.58**	37.36	39.14	**37.36**	39.23	41.10	**39.23**	41.19	43.15	**41.19**	43.25	45.31
SES	Purchasing Agent	**31.99**	33.59	35.19	**33.59**	35.27	36.95	**35.27**	37.03	38.79	**37.03**	38.88	40.73	**38.88**	40.82	42.76	**40.82**	42.86	44.90
SES	Purchasing Assistant	**29.33**	30.80	32.27	**30.80**	32.34	33.88	**32.34**	33.96	35.58	**33.96**	35.66	37.36	**35.66**	37.44	39.22	**37.44**	39.31	41.18
SES	Revenue Account Coordinator	**22.49**	23.61	24.73	**23.61**	24.79	25.97	**24.79**	26.03	27.27	**26.03**	27.33	28.63	**27.33**	28.70	30.07	**28.70**	30.14	31.58
SES	Revenue Collection Clerk	**20.23**	21.24	22.25	**21.24**	22.30	23.36	**22.30**	23.42	24.54	**23.42**	24.59	25.76	**24.59**	25.82	27.05	**25.82**	27.11	28.40
SES	Safety and Training Program Specialist I	**37.67**	39.55	41.43	**39.55**	41.53	43.51	**41.53**	43.61	45.69	**43.61**	45.79	47.97	**45.79**	48.08	50.37	**48.08**	50.48	52.88
SES	Safety and Training Program Specialist II	**41.89**	43.98	46.07	**43.98**	46.18	48.38	**46.18**	48.49	50.80	**48.49**	50.91	53.33	**50.91**	53.46	56.01	**53.46**	56.13	58.80
SES	Scheduling Analyst	**32.28**	33.89	35.50	**33.89**	35.58	37.27	**35.58**	37.36	39.14	**37.36**	39.23	41.10	**39.23**	41.19	43.15	**41.19**	43.25	45.31
SES	Senior Accounting Technician	**28.37**	29.79	31.21	**29.79**	31.28	32.77	**31.28**	32.84	34.40	**32.84**	34.48	36.12	**34.48**	36.20	37.92	**36.20**	38.01	39.82
SES	Senior Customer Service Representative	**25.72**	27.01	28.30	**27.01**	28.36	29.71	**28.36**	29.78	31.20	**29.78**	31.27	32.76	**31.27**	32.83	34.39	**32.83**	34.47	36.11
SES	Senior Financial Analyst	**42.96**	45.11	47.26	**45.11**	47.37	49.63	**47.37**	49.74	52.11	**49.74**	52.23	54.72	**52.23**	54.84	57.45	**54.84**	57.58	60.32
SES	Senior Payroll Specialist	**31.29**	32.85	34.41	**32.85**	34.49	36.13	**34.49**	36.21	37.93	**36.21**	38.02	39.83	**38.02**	39.92	41.82	**39.92**	41.92	43.92
SES	Senior Systems Administrator	**48.47**	50.89	53.31	**50.89**	53.43	55.97	**53.43**	56.10	58.77	**56.10**	58.91	61.72	**58.91**	61.86	64.81	**61.86**	64.95	68.04
SES	Senior Transportation Planner	**43.46**	45.63	47.80	**45.63**	47.91	50.19	**47.91**	50.31	52.71	**50.31**	52.83	55.35	**52.83**	55.47	58.11	**55.47**	58.24	61.01
SES	Systems Administrator	**44.05**	46.25	48.45	**46.25**	48.56	50.87	**48.56**	50.99	53.42	**50.99**	53.54	56.09	**53.54**	56.22	58.90	**56.22**	59.03	61.84
SES	Transportation Planner I	**32.59**	34.22	35.85	**34.22**	35.93	37.64	**35.93**	37.73	39.53	**37.73**	39.62	41.51	**39.62**	41.60	43.58	**41.60**	43.68	45.76
SES	Transportation Planner II	**36.20**	38.01	39.82	**38.01**	39.91	41.81	**39.91**	41.91	43.91	**41.91**	44.01	46.11	**44.01**	46.21	48.41	**46.21**	48.52	50.83
SEV	Electronic Technician	**33.49**	35.16	36.83	**35.16**	36.92	38.68	**36.92**	38.77	40.62	**38.77**	40.71	42.65	**40.71**	42.75	44.79	**42.75**	44.89	47.03
SEV	Lead Mechanic	**34.02**	35.72	37.42	**35.72**	37.51	39.30	**37.51**	39.39	41.27	**39.39**	41.36	43.33	**41.36**	43.43	45.50	**43.43**	45.60	47.77
SEV	Lead Parts and Materials Clerk	**28.80**	30.24	31.68	**30.24**	31.75	33.26	**31.75**	33.34	34.93	**33.34**	35.01	36.68	**35.01**	36.76	38.51	**36.76**	38.60	40.44
SEV	Lead Vehicle Service Worker	**24.11**	25.32	26.53	**25.32**	26.59	27.86	**26.59**	27.92	29.25	**27.92**	29.32	30.72	**29.32**	30.79	32.26	**30.79**	32.33	33.87
SEV	Mechanic I	**25.52**	26.80	28.08	**26.80**	28.14	29.48	**28.14**	29.55	30.96	**29.55**	31.03	32.51	**31.03**	32.58	34.13	**32.58**	34.21	35.84
SEV	Mechanic II	**28.37**	29.79	31.21	**29.79**	31.28	32.77	**31.28**	32.84	34.40	**32.84**	34.48	36.12	**34.48**	36.20	37.92	**36.20**	38.01	39.82
SEV	Mechanic III	**31.19**	32.75	34.31	**32.75**	34.39	36.03	**34.39**	36.11	37.83	**36.11**	37.92	39.73	**37.92**	39.82	41.72	**39.82**	41.81	43.80
SEV	Parts and Materials Clerk	**24.01**	25.21	26.41	**25.21**	26.47	27.73	**26.47**	27.79	29.11	**27.79**	29.18	30.57	**29.18**	30.64	32.10	**30.64**	32.17	33.70
SEV	Upholsterer I	**24.11**	25.32	26.53	**25.32**	26.59	27.86	**26.59**	27.92	29.25	**27.92**	29.32	30.72	**29.32**	30.79	32.26	**30.79**	32.33	33.87
SEV	Upholsterer II	**26.51**	27.84	29.17	**27.84**	29.23	30.62	**29.23**	30.69	32.15	**30.69**	32.22	33.75	**32.22**	33.83	35.44	**33.83**	35.52	37.21
SEV	Vehicle Body Repair Mechanic	**26.51**	27.84	29.17	**27.84**	29.23	30.62	**29.23**	30.69	32.15	**30.69**	32.22	33.75	**32.22**	33.83	35.44	**33.83**	35.52	37.21
SEV	Vehicle Service Detailer	**22.08**	23.18	24.28	**23.18**	24.34	25.50	**24.34**	25.56	26.78	**25.56**	26.84	28.12	**26.84**	28.18	29.52	**28.18**	29.59	31.00
SEV	Vehicle Service Worker I	**18.07**	18.97	19.87	**18.97**	19.92	20.87	**19.92**	20.92	21.92	**20.92**	21.97	23.02	**21.97**	23.07	24.17	**23.07**	24.22	25.37
SEV	Vehicle Service Worker II	**20.14**	21.15	22.16	**21.15**	22.21	23.27	**22.21**	23.32	24.43	**23.32**	24.49	25.66	**24.49**	25.71	26.93	**25.71**	27.00	28.29

Special Handling - filled positions as of 10/26/2019

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	Planning Data Analyst	**32.71**	34.35	35.99	**34.35**	36.07	37.79	**36.07**	37.87	39.67	**37.87**	39.76	41.65	**39.76**	41.75	43.74	**41.75**	43.84	45.93
SEV	Mechanic I	**25.95**	27.25	28.55	**27.25**	28.61	29.97	**28.61**	30.04	31.47	**30.04**	31.54	33.04	**31.54**	33.12	34.70	**33.12**	34.78	36.44
SEV	Vehicle Service Worker I	**18.29**	19.20	20.11	**19.20**	20.16	21.12	**20.16**	21.17	22.18	**21.17**	22.23	23.29	**22.23**	23.34	24.45	**23.34**	24.51	25.68

Longevity Pay is based only on length of service.

Notes: * Adding Customer Service Assistant to the SEA Chapter. Position and wage approved on BOD 06.26.2020. Adding HR Analyst I to the SEA Chapter. Position and wage approved on BOD 01.28.2022. Adding IT Project Coordinator to the SEA Chapter. Position and wage approved on BOD 03.25.2022.

Tentative Agreement **Date** _____

Article 10.1 Pay Rates
Agree to pay scales as provided above.

Dawn Crummie, Interim CEO/General Manager , Santa Cruz METRO

*Jordan Vascones, President SEA Chapter

Kiernan Colby , Lead Internal Organizer, SEIU Local 521

Attachment B

13B.2

Santa Cruz Metropolitan Transit District

DATE: May 20, 2022

TO: Board of Directors

FROM: Chuck Farmer, Chief Financial Officer

SUBJECT: **DISTRICT BALLOT FOR PAJARO REGIONAL FLOOD MANAGEMENT AGENCY BENEFIT ASSESSMENT FOR LEVEE OPERATIONS AND MAINTENANCE**

I. RECOMMENDED ACTION

That the Board direct the CEO/General Manager to vote affirmative on behalf of the District and return the ballots to the Pajaro Regional Flood Management Agency prior to the close of the balloting period on June 8, 2022.

II. SUMMARY OF ISSUES

On April 13, 2022, the Pajaro Regional Flood Management Agency (PRFMA), pursuant to California Constitution Article XIII D, noticed its intent to levy a special assessment for levee operations and maintenance services within a new jurisdictional boundary encompassing all properties that benefit from the avoidance of flood damages. Pursuant to that action, the Santa Cruz County Metropolitan Transit District received one ballot relating to two District-owned properties located within PRFMA's proposed assessment district boundary. The District leases one of the parcels to the City of Watsonville and as per the lease agreement, the City is responsible for all related taxes, fees and assessments for that property. However, in accordance with state law, only property owners are eligible to vote on proposed property assessments. As such, the District will be voting on behalf of the leased (and unleased) parcels. The total anticipated annual assessment for the two parcels is $2,843.10.

Staff is requesting that the Board direct the CEO/General Manager to vote affirmative on behalf of the District and return the ballots to the Pajaro Regional Flood Management Agency prior to the close of the balloting period on June 8, 2022.

III. DISCUSSION/BACKGROUND

The PRFMA, a joint powers authority of the City of Watsonville, Santa Cruz County, the Monterey County, the Santa Cruz County Flood Control and Water Conservation District Zone 7, and the Monterey County Water Resources Agency, was formed in 2021 to plan, finance, and manage projects and programs to reduce flood risk in the lower Pajaro River region. PRFMA will do so by implementing flood risk reduction projects, like levee improvements, and by managing levee operations and maintenance on behalf of its member agencies.

After decades of planning and discussion, the US Army Corps of Engineers, in partnership with PRFMA and the CA Department of Water Resources, is starting design for the $400 million Pajaro River Flood Risk Management Project, which will improve levees along the Pajaro River and Salsipuedes and Corralitos Creeks. Once completed, the project will provide up to 100-year flood protection to Watsonville, Pajaro and surrounding agriculture lands, removing properties from the FEMA SFHA and ending associated requirements for flood insurance and building restrictions. The project also benefits properties that aren't covered by flood insurance, as it will significantly reduce the chances of flooding.

The USACE and state have agreed to pay 100 percent of the project's design and construction costs, a first in California. To receive funding, however, the local community must agree to maintain levees to strict federal regulations, which requires PRFMA to demonstrate that levee operations and maintenance is adequately funded.

PRFMA plans to assume management of levee operations and maintenance on behalf of its member agencies. This is expected to improve compliance with federal regulations, create efficiencies and long-term cost savings, and improve emergency response. The proposed annual budget to adequately fund levee operations and maintenance is $3.8 million per year. Existing assessment revenues from Zone 7 (Santa Cruz County) and Zones 1/1A (Monterey County), along with a modest contribution from the City of Watsonville to oversee levee pump stations, generate $2.6 million per year, leaving a shortfall between existing and needed revenues of $1.2 million per year.

PRFMA is proposing an annual property assessment to close the gap between existing and needed revenues for levee operations and maintenance. Under CA Proposition 218 law, only properties that benefit from the PRFMA's levee maintenance activities can be assessed. The benefit to each property is the avoidance of flood damages to land and structures resulting from adequate levee maintenance. Each property's assessment differs based on the benefit received. Individual parcel assessments are calculated based on the following factors: relative flood risk (location of the property); land use type; parcel size; square footage of any structures; average flood depth; and percentage of the parcel that is flooded.

Under California law, only property owners within the proposed assessment district boundary are eligible to vote on the proposed assessment. Each property's vote is weighted by the amount of its proposed assessment. The assessment will not be imposed if the weighted votes against the assessment are greater than the weighted votes in favor.

If the assessment is approved by property owners, it will first appear on property tax bills in fall 2022. If the assessment is not approved, PRFMA will be unable to demonstrate its ability to adequately fund levee maintenance. In that case, the Agency will not be able to sign state and federal funding agreements for the levee improvement project and it will not be constructed.

The District owns two parcels within the proposed assessment district boundaries. The District leases one of the parcels to the City of Watsonville and as per the lease agreements, the City is responsible for all related taxes, fees and assessments for that property. However, in accordance with state law, only property owners are eligible to vote on proposed property assessments. The anticipated assessment for both parcels, collectively, is $2,843.10 per year. The District has been issued a single ballot for each parcel [Attachment A]. Ballots must be returned to PRFMA by June 8, 2022.

The PRFMA Board of Directors will organize and convene a standing Citizen's Assessment Oversight Committee if the assessment is approved by property owners. The Committee will represent the interests of property owners and residents within the assessment district boundaries in the review of PRFMA's collection and expenditure of assessment district revenues.

IV. FINANCIAL CONSIDERATIONS/IMPACT

Property assessment breakdown is as follows:

1. 475 Rodriguez Street - $ 571.24
2. 120 W. Beach Street - $2,271.86

Metro will be obligated to pay the $571.24 annually. The annual $2,271.86 will be the obligation of the City of Watsonville per the terms of the lease agreement.

V. ALTERNATIVES CONSIDERED

No alternatives because the vote on the levee maintenance will be left in the hands of those voting on the assessment. If the vote is affirmative, then Metro will be obligated to pay the assessment each year and if the vote is negative, then no assessment will be due.

VI. ATTACHMENTS

Attachment A: Ballots for Two Parcels

Prepared by: Chuck Farmer, Chief Financial Officer

VII. APPROVALs

Chuck Farmer, Chief Financial Officer

Michael Tree, CEO/General Manager

Attachment A

PAJARO REGIONAL
FLOOD MANAGEMENT AGENCY

OFFICIAL BALLOT
PROPOSED ANNUAL ASSESSMENT

BOLETA OFICIAL
PROPUESTA DE IMPRESTO ANUAL

Property Owner (Propietario): SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Parcel Number: Site Address; Proposed Assessment
Número de parcela: Dirección de la propiedad; Propuesta de impuesto

017-011-56: 475 RODRIGUEZ ST; $571.24

Total Proposed Annual Assessment:
Impuesto anual total:

$571.24

101904-00057124

DO NOT TEAR YOUR BALLOT IN HALF OR IT WILL NOT BE COUNTED
NO CORTE SU BOLETA POR LA MITAD O NO SERÁ CONTADA

BALLOT QUESTION / PREGUNTA DE LA BOLETA

Shall the Pajaro Regional Flood Management Agency establish a new $1.2 million assessment commencing in fiscal year 22/23 and continue every year thereafter for levee operations and maintenance as set forth in the Preliminary Engineers Report dated April 13, 2022?

¿Debería la Agencia Regional de Gestión de Inundaciones de Pájaro establecer un nuevo impuesto que recaude $1.2 millones de dólares a partir del año fiscal 2022/2023 y que continúe cada año para operaciones y mantenimiento de diques como se establece en el Informe Preliminar de Ingeniería con fecha del 13 de abril de 2022?

☐ **YES, SÍ** ☐ **NO**

THIS IS A WEIGHTED BALLOT. The total votes for this ballot are equal to the total annual assessments shown above.
ESTA ES UNA BOLETA PONDERADA. El total de votos para esta votación es igual al total de las cuotas anuales que se muestran arriba.

This assessment will not be imposed if a majority of the weighted ballots are opposed to the proposed maximum annual assessment.
Property Owner/Authorized Representative must sign in his/her own handwriting for ballot to be counted.

Este impuesto no se impondrá si la mayoría de las papeletas ponderadas se oponen al impuesto anual máximo que se propone.
El propietario de la propiedad / representante autorizado debe firmar con su propia letra para que se cuente la boleta:

SIGNATURE of Owner/Authorized Representative (DO NOT PRINT)
FIRMA del propietario/Representante autorizado (NO IMPRIMIR)

Date/Fecha

Name of Owner/Authorized Representative (PRINT)
Nombre del propietario/Representante autorizado (MARCA)

Witness Signature*/Firma del testigo*

*Only required if property owner is unable to sign due to illness or injury. In that case, he/she may make a mark witnessed by one person.
*Sólo es requerido si el dueño de la propiedad no puede firmar debido a una enfermedad o lesión. En ese caso, él/ella puede hacer una marca presenciada por una persona.

Attachment A

PAJARO REGIONAL FLOOD MANAGEMENT AGENCY

FOR OFFICIAL USE ONLY

The Pajaro Regional Flood Management Agency is proposing a $1.2 million assessment to adequately fund levee operations and maintenance to secure $400 million in federal and state funding for the Pajaro River Flood Management Project. **This is your official ballot to cast your vote in favor or against the proposed assessment.**

La Agencia Regional de Gestión de Inundaciones de Pájaro está proponiendo un impuesto que recaude $1.2 millones de dólares para financiar adecuadamente las operaciones y el mantenimiento de los diques y así asegurar $400 millones en fondos federales y estatales para el Proyecto de Gestión de Inundaciones del Río Pájaro. **Esta es su boleta oficial para emitir su voto a favor o en contra del impuesto que se propone.**

2 T13 P1 2208 ****AUTO**ALL FOR AADC 950
Santa Cruz Metropolitan Transit District
Attn Kurt Knudsen
370 Encinal St Ste 100
Santa Cruz, CA 95060-2173

PLEASE READ THE BALLOT INFORMATION GUIDE FOR MORE INFORMATION
POR FAVOR LEA LA GUÍA DE INFORMACIÓN DE LA BOLETA PARA OBTENER MÁS INFORMACIÓN

HOW TO COMPLETE YOUR BALLOT

1. Mark an "X" in the box next to "Yes" or No"
2. PRINT and sign your name and provide date
3. DO NOT TEAR YOUR BALLOT
4. Place the ballot into the official ballot return envelope and:
   1) mail the ballot; or,
   2) deliver by hand to the Pajaro Regional Flood Management Agency, 701 Ocean Street, Room 410, Santa Cruz, CA 95060; or
   3) deliver by hand to the public hearing. 6:30 p.m., Wednesday, June 8, City of Watsonville, City Council Chambers, Top Floor, 275 Main Street, Watsonville

Ballots must be received before the close of the public hearing.

Ballots received after the close of the public hearing cannot be accepted as per state law.

CÓMO COMPLETAR SU BOLETA

1. Marque una "X" en el cuadro junto a "Sí" o No"
2. IMPRIMA, firme y proporcione la fecha
3. NO RASGUE SU BOLETA
4. Coloque la boleta en el sobre oficial de devolución de la boleta y:
   1) Envíe la boleta por correo; o
   2) Entréguela en persona a la Agencia Regional de Gestión de Inundaciones de Pájaro, 701 Ocean Street, Salón 410, Santa Cruz, CA 95060; o
   3) Entréguela en persona a la audiencia pública.Las boletas deben recibirse antes del cierre de la audiencia pública. 6:30 p.m., miércoles, 8 de junio Ciudad de Watsonville Salas del Concejo Municipal, piso superior, 275 Main Street, Watsonville

Las boletas recibidas después del cierre de la audiencia pública no pueden ser aceptadas según la ley estatal.

Attachment A

PAJARO REGIONAL FLOOD MANAGEMENT AGENCY

OFFICIAL BALLOT
PROPOSED ANNUAL ASSESSMENT

BOLETA OFICIAL
PROPUESTA DE IMPRESTO ANUAL

Property Owner (Propietario): SANTA CRUZ METROPOLITAN TRANSIT DISTRICT ETAL

Parcel Number: Site Address; Proposed Assessment
Número de parcela: Dirección de la propiedad; Propuesta de impuesto

017-011-59: 120 W BEACH ST; $2,271.86

Total Proposed Annual Assessment:
Impuesto anual total:

$2,271.86

101905-00227186

DO NOT TEAR YOUR BALLOT IN HALF OR IT WILL NOT BE COUNTED
NO CORTE SU BOLETA POR LA MITAD O NO SERÁ CONTADA

BALLOT QUESTION / PREGUNTA DE LA BOLETA

Shall the Pajaro Regional Flood Management Agency establish a new $1.2 million assessment commencing in fiscal year 22/23 and continue every year thereafter for levee operations and maintenance as set forth in the Preliminary Engineers Report dated April 13, 2022?

¿Debería la Agencia Regional de Gestión de Inundaciones de Pájaro establecer un nuevo impuesto que recaude $1.2 millones de dólares a partir del año fiscal 2022/2023 y que continúe cada año para operaciones y mantenimiento de diques como se establece en el Informe Preliminar de Ingeniería con fecha del 13 de abril de 2022?

☐ **YES, SÍ** ☐ **NO**

THIS IS A WEIGHTED BALLOT. The total votes for this ballot are equal to the total annual assessments shown above.
ESTA ES UNA BOLETA PONDERADA. El total de votos para esta votación es igual al total de las cuotas anuales que se muestran arriba.

This assessment will not be imposed if a majority of the weighted ballots are opposed to the proposed maximum annual assessment. Property Owner/Authorized Representative must sign in his/her own handwriting for ballot to be counted.

Este impuesto no se impondrá si la mayoría de las papeletas ponderadas se oponen al impuesto anual máximo que se propone. El propietario de la propiedad / representante autorizado debe firmar con su propia letra para que se cuente la boleta:

SIGNATURE of Owner/Authorized Representative (DO NOT PRINT)
FIRMA del propietario/Representante autorizado (NO IMPRIMIR)

Date/Fecha

Name of Owner/Authorized Representative (PRINT)
Nombre del propietario/Representante autorizado (MARCA)

Witness Signature*/Firma del testigo*

**Only required if property owner is unable to sign due to illness or injury. In that case, he/she may make a mark witnessed by one person.*
**Sólo es requerido si el dueño de la propiedad no puede firmar debido a una enfermedad o lesión. En ese caso, él/ella puede hacer una marca presenciada por una persona.*

Attachment A

PAJARO REGIONAL
FLOOD MANAGEMENT AGENCY

FOR OFFICIAL USE ONLY

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La Agencia Regional de Gestión de Inundaciones de Pájaro está proponiendo un impuesto que recaude $1.2 millones de dólares para financiar adecuadamente las operaciones y el mantenimiento de los diques y así asegurar $400 millones en fondos federales y estatales para el Proyecto de Gestión de Inundaciones del Río Pájaro. **Esta es su boleta oficial para emitir su voto a favor o en contra del impuesto que se propone.**

2 T13 P1 2209 ****AUTO**ALL FOR AADC 950
Santa Cruz Metropolitan Transit District Etal
110 Vernon St
Santa Cruz, CA 95060-2130

PLEASE READ THE BALLOT INFORMATION GUIDE FOR MORE INFORMATION
POR FAVOR LEA LA GUÍA DE INFORMACIÓN DE LA BOLETA PARA OBTENER MÁS INFORMACIÓN

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2. PRINT and sign your name and provide date
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   2) deliver by hand to the Pajaro Regional Flood Management Agency, 701 Ocean Street, Room 410, Santa Cruz, CA 95060; or
   3) deliver by hand to the public hearing. 6:30 p.m., Wednesday, June 8, City of Watsonville, City Council Chambers, Top Floor, 275 Main Street, Watsonville

Ballots must be received before the close of the public hearing.

Ballots received after the close of the public hearing cannot be accepted as per state law.

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2. IMPRIMA, firme y proporcione la fecha
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4. Coloque la boleta en el sobre oficial de devolución de la boleta y:
   1) Envíe la boleta por correo; o
   2) Entréguela en persona a la Agencia Regional de Gestión de Inundaciones de Pájaro, 701 Ocean Street, Salón 410, Santa Cruz, CA 95060; o
   3) Entréguela en persona a la audiencia pública.Las boletas deben recibirse antes del cierre de la audiencia pública. 6:30 p.m., miércoles, 8 de junio Ciudad de Watsonville Salas del Concejo Municipal, piso superior, 275 Main Street, Watsonville

Las boletas recibidas después del cierre de la audiencia pública no pueden ser aceptadas según la ley estatal.

Santa Cruz Metropolitan Transit District

DATE: May 20, 2022

TO: Board of Directors

FROM: Chuck Farmer, Chief Financial Officer

SUBJECT: **CONSIDERATION OF SANTA CRUZ METRO'S DRAFT FY23 AND FY24 OPERATING BUDGETS, FY23 CAPITAL BUDGET, AND A RESOLUTION SETTING A PUBLIC HEARING ON JUNE 24, 2022**

I. RECOMMENDED ACTION

That the Board of Directors adopt a resolution setting a public hearing, via Zoom, on June 24, 2022 to commence at 9:00am, or as soon as thereafter the matter can be heard, for final adoption of the Final FY23 and FY24 Operating Budget and FY23 Capital Budget.

II. SUMMARY

- The FY23 and FY24 Operating Budget, and FY23 Capital Budget are presented this month for Board of Directors (Board) and public review. A public hearing has been scheduled for 9:00 am, or as soon thereafter as possible, during the June 24, 2022 board meeting that will be held via Zoom.
- On June 25, 2021, the Board adopted the Final FY22 and FY23 Operating Budget. Santa Cruz METRO produces a 2-year rolling Budget. This Budget revises the June 2021 FY23 Budget and presents a new FY24 Operating Budget.
- The 5 – Year Plan for Santa Cruz Metropolitan Transit District (METRO) is presented in Attachment B. It depicts the proposed two-year FY23 and FY24 Operating Budget and Forecasts for FY25 to FY27.
- The proposed two-year FY23 and FY24 Operating Budgets – Attachment C total $61,013,540 and $60,593,053 respectively.
- In addition, METRO will be transferring:
  - $2.3M in FY23 and $2.4M in FY24 to the Capital Budget (Bus Replacement Fund)
  - $2.0M in FY23 and FY24 for the UAL & OPEB liability
  - $2.0M in FY23 for ERP System
  - $2.5M in FY23 and $4.0M in FY24 for Grant matching
  - $0.2M in FY24 to Reserve Replenishment
  - $0.3M in FY23 and $0.5M in FY24 to the COVID-19 Recovery Fund
- These results match the total Operating Revenue Budget of $70,187,878 in FY23 and $69,772,105 in FY24. This is a Draft Budget, which reflects available

data regarding revenues and expenses. The Final two-year Budget will be presented to the Board of Directors on June 24, 2022.

- The year over year Operating Budget growth of approximately $4,399K in expenses in FY23 is detailed in Sections B and C.
- Metro held a Budget Workshop with the Unions on May 5, 2022 to answer questions about the two-year draft FY23 and FY24 Operating Budget and the FY23 Capital Budget and to obtain input from its union partners.
- The Authorized and Funded Personnel lists are presented in Attachment D.
- The Draft FY23 Capital Budget/Portfolio– Attachment E totals $33,848,556.
- Staff recommends that the Finance, Budget and Audit Standing Committee Board receive input on the Draft FY23 and FY24 Operating Budget and FY23 Capital Budget and provide additional direction to staff as necessary regarding the contents of the Draft Operating and Capital Budgets, for final adoption on June 24, 2022 and forward the Budget to the full Board for initiation at the Public Hearing.

III. DISCUSSION/BACKGROUND

The Board of Directors must adopt the Final FY23 and FY24 Operating Budget and FY23 Capital Budget by June 30, 2022. The Draft FY23 and FY24 Operating Budget and the FY23 Capital Budget are presented this month for Board and public review. A public hearing has been scheduled for 9:00 am, June 24, 2022 via Zoom.

On June 25, 2021, the Board adopted the Final FY22 and FY23 Operating Budgets. Santa Cruz METRO produces a 2-year rolling Budget. This Budget revises the June 2021 FY23 Operating Budget and presents a new FY24 Preliminary Draft Operating Budget.

Metro held a Budget Workshop with the Unions on May 5, 2022 to answer questions about the two-year Draft FY23 and FY24 Operating Budget and 23 Capital Budget to obtain input from its union partners.

The presentation of financials on the Summary page in Attachment C have been reformatted:

Operating Revenues are directly associated with ridership and represent the amounts paid by the rider or organizations for use by their employees/students to use transit services. The categories includes passenger-paid fares (Local and Highway 17 Fares) and organization-paid fares (Special transit fares: contracts with the local colleges and Highway 17 partners).

Operating Expenses are associated with the operation of the transit agency's goods and services purchased for the operation of the system, such as Labor (Salaries & Wages), Fringe Benefits, Non-Personnel Expenses (Services, Materials and Supplies, Utilities, Insurance, and Other expenses). This provides a quick and easy view of the Farebox Recovery.

Non-Operating Revenues represent external sources such as Sales Tax Revenue, Federal/State Grants, and all other forms of income (Advertising, Rental, etc.) that is used to support Metro operations and capital investments.

Non-Operating Expenses are for non-recurring, or limited time frame, costs such as those related to COVID for testing and cleaning protocols. Pension UAL costs are the additional costs incurred to cover the shortfall in pension investment returns have now been replaced by the Sales Tax Revenue Bond payments beginning in FY23.

These changes will align Metro's financial reporting more closely to other transportation agencies and allow for an easier comparison of revenues and costs related to ridership and external sources.

Attachment C – Page 1

A. <u>Operating Revenues</u>

Operating Revenues, related to ridership, total $8,363K in FY23 and $8,535K in FY24. Major Operating Revenue assumptions in the Draft FY23 Budget over the FY22 Final Budget, adopted in June 2021, include:

- Passenger Fares – overall increase of $115K, or 5%, an expected 13% increase in Fixed Route Fares and 10% increase in Paratransit Fares; partially offset by a 13% decline in Highway 17 ridership due to telecommuting.
- Special Transit Fares – overall decrease of $72K, or 12%; primarily due to the 39.5% decline in revenue associated with the GO passes for the City of Santa Cruz, the 22.1% reduction of the contract with Cabrillo College; partially offset by the 1.9% increase of the contract with UCSC.

Moderate increases of ~2% overall for Operating Revenue sources are budgeted in FY24.

B. <u>Operating Expenses</u>

Operating Expenses, excluding COVID related expenses and Pension UAL/Sales Tax Revenue Bond payments (which are discussed in Section C), total $55,073K in FY23 and $56,130K in FY24. Operating Expenses assumptions in the Draft FY23 Budget over the FY22 Final Budget, adopted in June 2021, include:

<u>Personnel Expenses</u> (Labor and Fringe Benefits) increased overall by $2,429K, or 6.0%, vs. FY22 Budget

- Regular Labor Costs – increase $1,453K, or 7.7%
  - Contractual items of step and longevity increases
  - 3.5% increase for all employees through the one year extension of the Union contracts
  - $1,500 one-time payment for all employees
  - Proposed six new incremental positions added
    - 3 Fixed Route Bus Drivers – *funded by Measure D sales tax*
    - 1 Paratransit Van Driver – *funded by Measure D sales tax*

  - Accountant III – *new proposed position*
  - IT Project Coordinator - *two year provisional*

- Overtime - increase of $191K, or 16.9%
  - Due to increased service as the pandemic winds down
- Fringe Benefits – increase of $784K, or 3.8%
  - Medical assumes 5.6% year over year increase due to CPI

Non-Personnel Expenses increased by $1,801K, or 17.5%, vs. FY22 Budget

- Services – increase $1,147K, or 25.5%, from additional spending budgeted for Professional & Tech Services for the South County Zero-emissions operating and maintenance facility plan, repair of both Revenue and Non-Revenue vehicles along with new uniforms for the Bus and Van Operators.
- Mobile Materials & Supplies – increase of $469K, or 16.4%, as a result of higher Fuel & Lube costs for both Revenue and Non-Revenue vehicles and an increase in Revenue Vehicle Parts.
- Other Materials & Supplies – overall increase of $70K, or 15.1%, related to printing and postage for new marketing campaigns.
- Utilities – increase of $71K, or 9.5%, primarily due to estimated increase for Gas & Electric (expected rate increase from PG&E) along with increased Propulsion Power as more ZEBs are purchased and put into service.
- Casualty & Liability – increase of $118K, or 11.3%, related to the increase of insurance premiums; will be adjusted when the invoices are available in late May/early June 2022.
- Taxes – increase of $6K, or 11.6%, due to higher costs for Customer Service parking permits.
- Misc. Expense – increase of $41K, or 12.2%, primarily due to increased Employee Training and related Travel along with more Employee Incentive activities as a result of COVID restrictions being lifted.
- Interest Expense & Debt Service
  - Interest Expense - Loan – decrease of $8K, or 50.4%, due to interest payment on bus lease nearing the end of the contract.
  - Debt Service – Principal and Interest Expense on debt service are discussed in Section C below.

Major Operating Expense assumptions in the preliminary Draft FY24 Budget over the FY23 Budget include:

Personnel Expenses (Wages, Overtime, and Fringe Benefits) increased overall by $897K, or 2.1%, excluding the Pension UAL costs

- Wages – decrease $54K, or 0.3%
  - Only contractual items of step and longevity increases

- Overtime - increase of $28K, or 2.1%
- Fringe Benefits – increase $923K, or 4.3%
    - o Anticipated increase in Medical insurance premiums, effective in January 2024, partially offset by;
    - o Projected decrease in Retirement as per CalPERS June 2020 Annual Valuation Report from 9.71% in FY23 to 9.5% in FY24

Non-Personnel Expenses increase by $161K, or 1.3%, related to inflation of 2.5% and contract increases

C. Non-Operating Revenue/(Expense)

Non-Operating Revenue/(Expense) totals $55,885K in FY23 and $56,774K in FY24. Non-Operating Revenue/(Expense) assumptions in the Draft FY23 Budget over the FY22 Final Budget, adopted in June 2021, include:

Sales Tax Revenues

- 1979 Gross Sales Tax (1/2 cent) – increase of $3,867K, or 17.0%, or as a result of a stronger than anticipated recovery from the COVID-19 pandemic.
- 2016 Net Sales Tax (Measure D) – increase of $605K, or 17.0%, the projected increase mirrors the anticipated increase in the 1979 Gross Sales Tax (1/2 cent).

Federal/State Grants

- Transportation Development Act (TDA-LTF) - increase of $1,750K, or 23.4%, as per recent allocations, as well as CPI projections for a modest growth and recovery from the COVID-19 pandemic.
- FTA Sec 5307 – Operating Assistance – decrease of $4,764K, or 100%, as funds are being redirected in FY23 to Capital as per the Staff Report approved by the Board at the April 22, 2022 meeting. These funds will be used towards the purchase of CNG buses in FY23. This allows METRO sufficient time to test its initial ZEBs and build ZEB infrastructure before fully transitioning its fleet to 100% ZEBs by 2040.
- LCTOP – increase of $49K, or 9.9%, based on additional funding allocated from the State Controller's Office (SCO) from the Greenhouse Gas Reduction Fund via the Regional Transportation Commission (RTC); this funding will be used for operation of the Watsonville Circulator.
- STIC – decrease of $2,899K, or 100%, as funds are being redirected in FY23 to Capital, to be used towards the purchase of CNG buses in FY23. This allows METRO sufficient time to test its initial ZEBs and build ZEB infrastructure before fully transitioning its fleet to 100% ZEBs by 2040.
- TDA – STA – Operating (includes SB1) – increase of $1,021K, or 29.6%, reflecting increased allocation estimates from SCO from July 2021. STA funds are derived from the statewide excise tax on diesel fuel and demand for all fuels is much higher than one year ago.

COVID Relief Grants

- American Rescue Plan Act of 2021 (ARPA) – Budget of $15,851K is the anticipated draw down in FY23 for reimbursement of allowable personnel and operating expenses. Budgeted draw down in FY23 is based on the estimated personnel costs (anticipating a ~15% vacancy rate) and Farebox recovery; actual draw down could be higher or lower.

All Other Revenue

- Advertising Income – increase of $45K, or 30%, targeted marketing efforts will continue in order to update the Metro's advertising options and attract more advertisers in the coming years.
- Rental Income – decrease of $35K, or 20.7%, due to the hold back in renting space at the Pacific Station Transit Center as a result of the timing for the construction/remodel of the building and surrounding area.
- Interest Income – decrease of $45K, or 15.3%, based on current trends and the cash balance at the Treasury.

COVID-19 Related Expense

Increase of $176K, or 145.3%, primarily due to personnel needed for COVID testing and cleaning protocols, that were not budgeted in FY22. This staff does not backfill vacant positions.

Pension UAL/Sales Tax Revenue Bond Debt Service

The CalPERS annual valuation report as of June 30, 2020, which was received in October 2021, indicated that Metro had a Pension Unfunded Accrued Liability (UAL) balance of ~$68.1M. This balance has been steadily growing, resulting in a recurring UAL cost which has averaged ~$4.0M annually for the past five years, and was anticipated to increase to a high of ~$6.9M annually within 10 years, before declining again until "paid off" in 22 years.

After careful consideration it was determined that selling a 15 year Sales Tax Revenue Bond would save the Metro upwards of ~$36.9M as the bond obligation would be paid off approximately seven years sooner along with a known, steady ~$5.4M annual payment.

As with many investors, CalPERS had significantly higher returns in 2020 than was anticipated and it was estimated that Metro's Pension UAL would be reduced to ~$54.1M realizing a savings of ~$16.0M. On February 16, 2022 the $51.8M, 15 year Sales Tax Revenue Bond was sold resulting in annual payments of ~$4.2M and savings of ~$17.1M.

The payment of debt service on the Sales Tax Revenue Bond will be secured by the Measure G Revenues, generally consisting of certain amounts received by the Metro from a 0.5% tax (the "Measure G Sales Tax") collected in the County of Santa Cruz, California, for deposit in the Debt Service Fund in accordance with the Indenture, and from certain funds held under the Indenture. The Measure G Revenues are the sole source of payment of the Sales Tax Revenue Bond.

Pension UAL would have been ~$6.3M in FY23 had the bond sale not been executed; cost of the interest/principal of the bond for FY23 is ~$4.5M, for a savings of ~$1.8M

A net decrease of 6.6% in Non-Operating Revenue/(Expense) sources are budgeted in FY24, driven by:

- ARPA COVID funding – decrease of 82.4% with the final draw down of $2,797K

Partially offset by increases:

- Sales Tax, including Measure D – increase of $516K, or 2.0%
- Federal/State Grants – increase of $11,867K, or 81.9%, as FTA 5307 and STIC grants will be available for Operating Expenses in FY24
- All Other Revenue
    - Advertising – increase of $5K, or 2.6%
    - Rent – decrease of $27K, or 20.7%

Attachment C – Page 4

D. Transfers & Operating Balance

Transfers total ($9,174K) in FY23 and ($9,179K) in FY24. Assumptions in the Draft FY23 Budget over the FY22 Final Budget, adopted in June 2021, include:

- Transfers to Capital Budget (Bus Replacement Fund) of $2,345K is an increase of $105K, or 4.7%
    - Available Measure D revenues are $199K, or 9.3% higher than FY22
    - TDA-STA-SGR grant is $11K, or 1.4% higher than FY22
    - Total Transfer to Bus Replacement Fund is $3,116K in FY23

This amount is consistent with the goal to honor our commitment to the Capital Budget and maintain assets in a state of good repair by committing a minimum of $3.0M each year from the Measure D and TDA-STA transfer from Operating, along with TDA-STA-SGR that goes directly to the Capital Budget.

While METRO has made great strides to reduce the proportion of its fleet that has reached or surpassed the end of its useful life, a coming wave of scheduled bus retirements will raise the replacement needs balance to 41 by the end of FY23 and to 67 by the end of FY28. Furthermore, as required by the California Air Resources Board's (CARB's) Innovative Clean Transit (ICT) Rule that mandates procurement of zero-emission buses (ZEB): 100% of METRO's bus purchases will need to be ZEB starting in 2029, with 25% of all new bus procurements will need to be ZEB starting in 2026. At an average cost of $0.7M per CNG bus or $1.3M per ZEB, it will cost between $28.7M and $51.3M to simply address the backlog in bus replacement needs in FY23, rising to $46.9M to $83.8M by FY28. Given the substantial financial resources needed to address these needs and the unlikelihood that the $3.0M annual commitment to the Bus Replacement Fund will be sufficient to leverage adequate funding to meet it, staff recommends identifying

additional funding sources in order to increase the amount of the commitment to the Capital Budget/Bus Replacement Fund.

A key strategy of this Plan is to contribute toward state and federal grant opportunities as our local match for bus replacement. Generally, grant applications that include a significant level of funding through a local match, are more successful than those that don't. For example, in 2022 METRO has committed $4.2M as local match in the Bus Replacement Fund towards state and federal grant opportunities for reducing the number of buses beyond their useful life.

- Transfers to/(from) Operating and Capital Reserve Fund of $6,500K is an increase of $4,325K, or 198.9%
    - Fuel Tax – decrease by $175K, or 100% due to the expiration of the Fuel tax credit in December 2021
    - UAL & OPEB – the $2,000K transfer is flat with FY22
    - Operating and Capital Reserve Fund of $4,500K is made up of:
        - Financial Management Software (ERP) - $2,000K
        - Local match for Capital grants - $2,500K; of the 20 recent grant applications, totaling $47.2M, have been submitted; 14 of these grants require a local match ranging from 10% to 68% for a total of $21.7M

Only minor changes in the budgeted Transfers & Operating Balance in FY24:

- Capital Budget/Bus Replacement Fund increase $87K, or 3.7%
- Operating and Capital Reserve Fund net decrease $271K, or 4.2%
    - Financial Management Software (ERP) decrease $2,000K partially offset by,
    - Local match for Capital grants increase $1,500K
    - Reserves Replenishment increase $229K (Operational Sustainability Reserve Fund to meet target balance of three (3) months of the average operating expenses for the most current fiscal year's Budget)

E. <u>Capital Budget</u>

The Draft FY23 Capital Budget/Portfolio as shown in Attachment E totals $33,849K.

The current FY23 Capital Budget consists primarily of ongoing projects rolled forward from FY22 and are funded by a variety of sources.

In FY18, a new capital Budget funding strategy was adopted by the Board that results in a minimum of $3.0M per year being dedicated to the annual capital Budget. This new strategy created the "Bus Replacement Fund" and establishes consistent annual transfers of STA-SB1 funds and Measure D funds to the capital Budget that are needed to provide funding and stability for the required local match for obsolete fixed-route buses and Paratransit vehicles.

Annual unspent Measure D and STA-SGR funds will 'accumulate' in the Bus Replacement Fund until they are allocated to specific projects and spent on new replacement buses and vans.

The following amounts are dedicated to the Bus Replacement Fund in FY23:

- (2016 Net Sales Tax) – Measure D - $2,345K (transfer from Operating Budget)
- STA-SGR - $771K (goes directly to the capital Budget)
- Total = $3,116K

In addition, a total of $11,157K of FTA 5307/STIC grant funding is being redirected to the Capital Budget, specifically for the purchase of CNG buses in the FY23 Budget cycle. This will allow METRO sufficient time to test its initial ZEBs and build ZEB infrastructure before fully transitioning its fleet to 100% ZEBs by 2040.

Noteworthy ongoing capital project activity (> $100K) this fiscal year includes:

- Ongoing – METRO Owned ParaCruz Facility Project – $2,000K from the Operating & Capital Reserve Fund. The project is identified as critical to move the agency forward towards a sustainable future, in support of the METRO 10-Year Strategic Business Plan, and was approved by the Board on November 15, 2019.
- Ongoing – Pacific Station/Metro Center Redevelopment with the City of Santa Cruz – $4,000K, over four years, from the Bus Replacement Fund, toward the redevelopment of the facility.
- Ongoing – Financial Management Software (ERP) – The current financial system was purchased in the late 1990's, more than 20 years ago. A Fixed Assets, Purchasing, and Budgeting module would be incorporated into the new financial software system for a more efficient and integrated system. The total Budget is $3,850K – of which $200K for consulting costs were paid in FY22 from Operating Expenses with the remaining $3,650K to be capitalized and funded from the Operating & Capital Reserve Fund.
- Ongoing – Facilities Upgrades and Improvements
    - Maintenance Yard – Security Hardening and Expanded Parking - $419K from the Operating & Capital Reserve Fund. This is Phase 3 of the project which will continue to improve the security and access to the Maintenance yard. Tasks to be completed include, but are not limited to, retrofit of Bay 11 for the ARTIC buses and gate relocation.
    - JKS Facility – Upper security gates; this project will automate two gates, install a pedestrian access gate at JKS and be funded with $229K from the Operating & Capital Reserve Fund.
    - Fueling Station Awning – construction of an awning over the fueling station to protect staff and equipment from the weather elements. This project is funded with Federal funds of $239K.
- Ongoing – Vehicle Replacement Projects – Santa Cruz METRO has been awarded grants from a variety of Federal, State, and local agencies to replace

aging revenue and non-revenue (service) vehicles which are in alignment with Santa Cruz METRO's strategy to begin replacing its fossil-fueled bus fleet with all-electric buses by 2040.

- Electric Buses (5) + Infrastructure and Project Management $6,159K
  - Four Zero Emission Bus (ZEBs) are electric bus replacements that will be used on the Highway 17 commuter routes
  - The one (1) additional electric bus to replace an obsolete bus
- CNG buses to assist in the replacement of obsolete vehicles $9,493K
  - CNG Bus Replacements (13)
  - CNG Bus Replacements (3): Capital Lease
- Four Articulated (ARTICS) buses to be used for the UCSC routes $4,000K
- ParaCruz Van Replacements (7) $605K
- Non-revenue service truck replacement $150K
- Automatic Vehicle Locator (AVL/ITS) and Auto Passenger Counter (APC) $1,766K.

- Miscellaneous – reflects a proposed transfer of $1,000K from the Operating & Capital Reserve Funds to the FY23 Capital Budget/Portfolio for small projects, typically costing less than $100K that are identified throughout the year and do not qualify for Federal or State grants.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

The proposed two-year FY23 and FY24 Operating Budgets – Attachment C total $61,013,540 and $60,593,053 respectively. In addition, METRO will be transferring $2.3M in FY23 and $2.4M in FY24 to the Capital Budget, $2.0M in FY23 and FY24 to the UAL & OPEB liability, $2.0M in FY23 for ERP System, $2.5M in FY23 and $4.0M in FY24 for Grant matching, $0.2M to Reserve Replenishment, and $0.3M in FY23 and $0.5M in FY24 to the COVID-19 Recovery Fund and is fully offset by the total Operating Revenue Budget of $70,187,878 in FY23 and $69,772,105 in FY24.

This is a Draft Budget, which reflects available data regarding revenues and expenses. The Final two-year Budget will be presented to the Board of Directors on June 24, 2022.

The Draft FY23 Capital Budget/Portfolio– Attachment E totals $33,848,556.

VI. CHANGES FROM COMMITTEE

Updated Board Authorized Support Activities

VII. ALTERNATIVES CONSIDERED

There are no recommended alternatives at this time. Staff recommends that the Finance, Budget and Audit Committee take input on the Draft FY22 and FY23 Operating Budget and FY22 Capital Budget and provide additional direction to staff as necessary regarding the contents of the Operating and Capital Budgets.

VIII. ATTACHMENTS

Attachment A: Presentation of FY23 and FY24 Draft Operating Budgets and FY23 Capital Budget/Portfolio

Attachment B: 5 – Year Budget Plan

Attachment C: FY23 and FY24 Draft Operating Budgets

Attachment D: Authorized and Funded Personnel

Attachment E: FY23 Draft Capital Budget/Portfolio

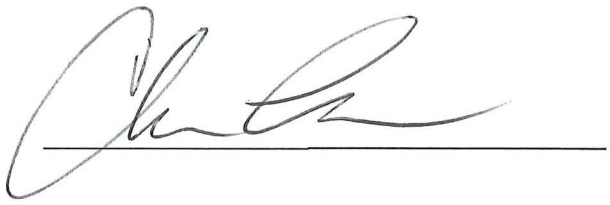
Attachment F: Management Pay Tables

Attachment G: Resolution to Set a Public Hearing

Prepared By: Cathy Downes, Sr. Financial Analyst

VIII. APPROVALS:

Approved as to fiscal impact:

Chuck Farmer, Chief Financial Officer 

Michael Tree, CEO/General Manager 

FY23 & FY24 Draft Operating Budget Review

Attachment A

Board of Directors

May 20, 2022

Chuck Farmer, Chief Financial Officer

15A.1

Overview of Today's Presentation

- FY23 Draft Operating Budget
  - FY22 – FY23 Budget Summary
  - Operating Revenue Assumptions
  - Operating Expense Assumptions
  - Non-Operating Revenue/Expense Assumptions
  - Non-Operating Transfers
  - FTE Changes
- FY23 – FY24 Operating Budget
  - FY23 – FY24 Budget Summary
  - FY24 Budget Assumptions
- Non-Controllable Budget Risks
- FY23 Capital Budget/Portfolio
- FY23 & FY24 Additional Information
- Budget Timeline
- Appendix

Attachment A

15A.2

FY23 Draft Operating Budget

Attachment A

15A.3

FY22 – FY23 Budget Summary Draft

$000's	FY22 Budget	FY23 Budget	Year over Year Change
Operating Revenue			
Passenger Fares	$ 2,295	$ 2,410	5.0%
Special Transit Fares	6,025	5,953	(1.2%)
Total Operating Revenues	**$ 8,319**	**$ 8,363**	**0.5%**
Operating Expense			
Labor - Regular	$ 18,922	$ 20,375	7.7%
Labor - OT	1,133	1,325	16.9%
Fringe	20,481	21,265	3.8%
Non-Personnel	10,308	12,108	17.5%
Total OpEx	**$ 50,843**	**$ 55,073**	**8.3%**
Operating Surplus/(Deficit)	**($ 42,524)**	**($ 46,711)**	**9.8%**
Farebox Recovery	***16.4%***	***15.2%***	***(1.2%)***
Non-Operating Revenue/(Expense)			
Sales Tax/including Measure D	$ 26,303	$ 30,775	17.0%
Federal/State Grants	19,451	14,496	(25.5%)
COVID Relief Grants	-	15,851	100%
COVID Related Costs	(121)	(298)	145.3%
Pension UAL/Bond Payment*	(5,650)	(5,643)	(0.1%)
All Other	677	704	3.9%
Total Non-Operating Revenue	**$ 40,660**	**$ 55,885**	**37.4%**
Operating Surplus/(Deficit) before Transfers	**($ 1,864)**	**$ 9,174**	**N/A**
Transfers and Other			
Transfers to Capital/Bus Replacement/Sustainability Funds	($ 4,415)	($ 8,845)	100.3%
Operating Surplus/(Deficit) after Transfers	**($ 6,279)**	**$ 329**	**N/A**

**Bond Payment started in FY23*

Numbers may not foot due to rounding

Attachment A

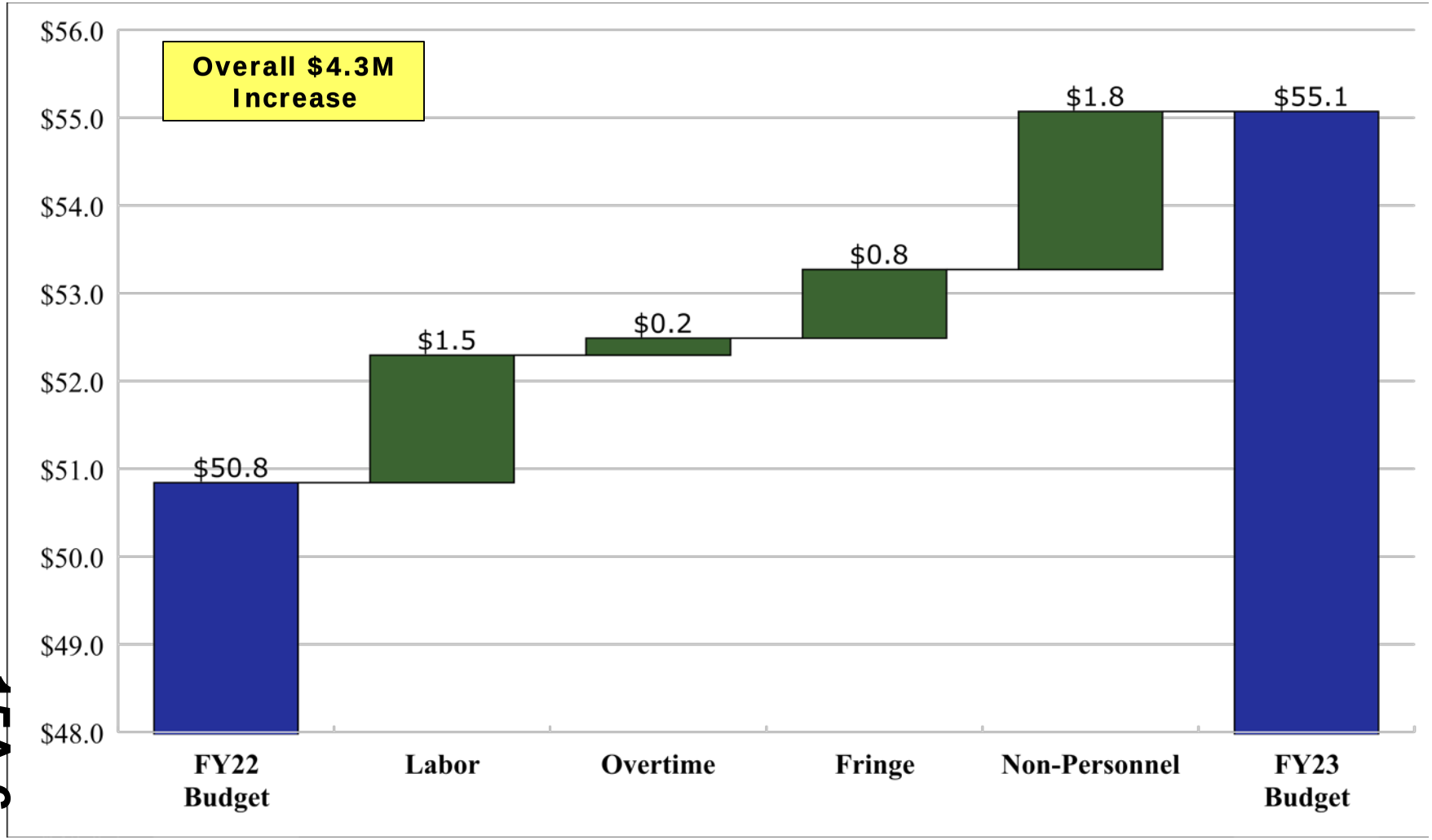
15A.4

Operating Revenue Assumptions

- Passenger Fares increase $115K, or 5%
  - Fixed Route increase $186K, or 13.0% expected to recover from COVID levels in FY22
  - Paratransit increase almost at pre-COVID levels (10% increase)
  - Highway 17 remains below FY22 Budget due to assumed FY22 ridership return to pre-COVID levels did not materialize. FY23 assumes increase in ridership year-over-year
- Special Transit Fares decrease $72K, or 1.2%
  - Contract renewals at UCSC and Cabrillo College net $77K lower revenue
    - UCSC increase $88K
    - Cabrillo College decrease $165K
  - City of Santa Cruz decrease of $22K as riders continue working from home due to COVID

FY22-FY23 Drivers of Operating Expense

$ in millions



Attachment A

15A.6

Operating Expense Assumptions

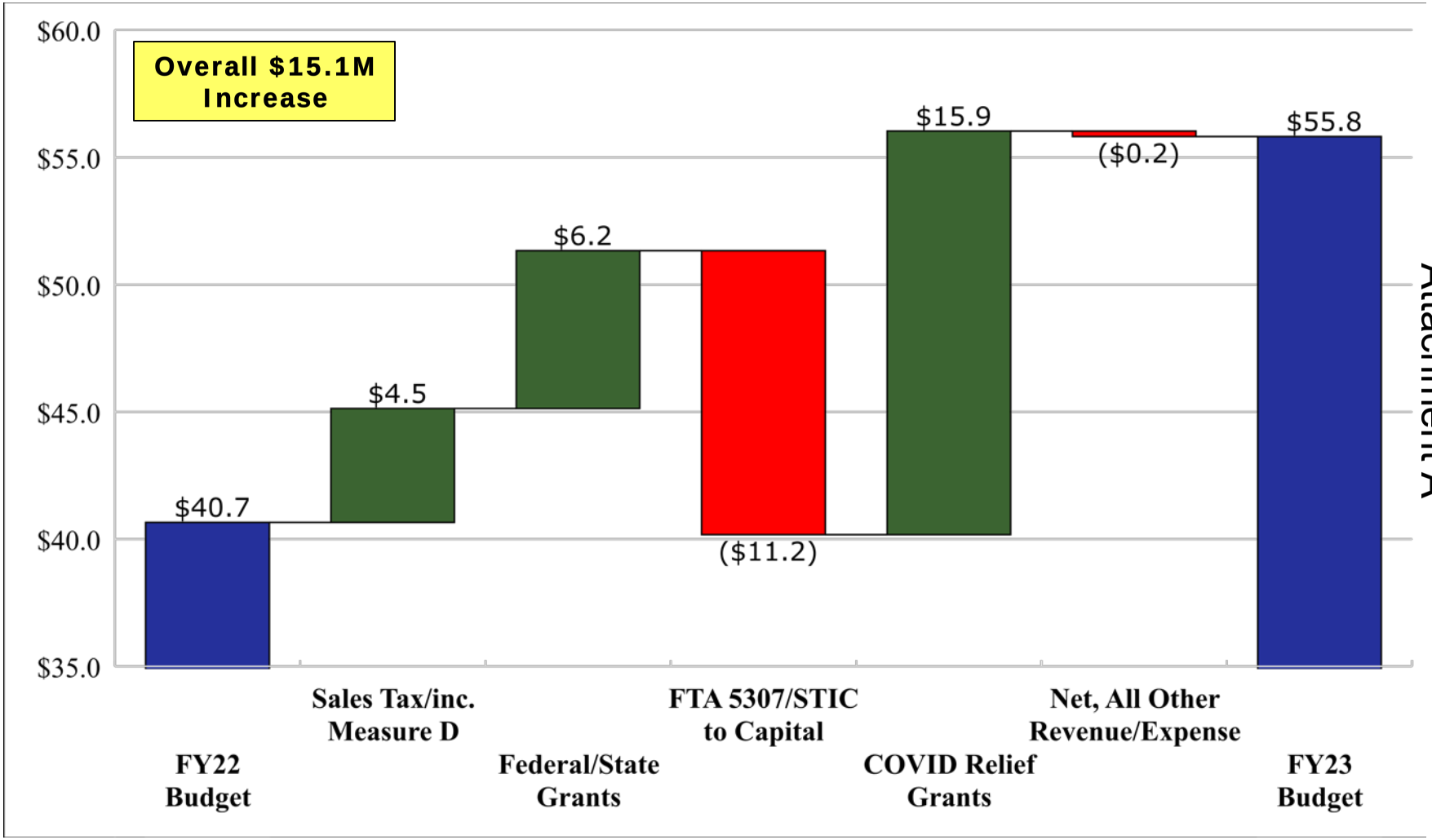
- **Personnel –** Overall increase $2,429K, or 6.0%
  - Labor increase of $1,435K, or 7.7%
    - 3.5% COLA increase for all employees
    - $1,500 one time payout to employees
    - Contractual step and longevity increases
  - Incremental six new positions added
    - 3 Fixed Route Bus Drivers – *funded by Measure D sales tax*
    - 1 Paratransit Van Driver – *funded by Measure D sales tax*
    - Accountant III – *new proposed position*
    - IT Project Coordinator - *two year provisional*
  - Overtime increase of 16.9% is due to increased service
  - Medical assumes 5.6% year over year increase due to CPI
- **Non-Personnel -** Overall increase $1,801K, or 17.5%
  - Services cost increase 25.5%, primarily due to the $1M for the South County Planning
  - Fuel for Revenue Vehicles increase of 25.0%, due to higher fuel prices and services being restored
  - Utilities increase of 9.5% due to PG&E price increase and charging for new electric buses
  - Casualty & Liability of 11.3% due to anticipated increase in CalTIP; will be adjusted when the invoice is available in late May/early June 2022

Attachment A

15A.7

FY22-FY23 Drivers of Non-Operating Revenue / Expense

$ in millions



Attachment A

15A.8

Non-Operating Revenue/Expense

- **Increased Non-Operating Revenue**
  - Sales Tax, including Measure D increase $4,472K, or 17%, year over year driven by increased purchasing across Santa Cruz County
  - COVID Relief grants were not budgeted in FY22. FY23 includes $15.8M of expected American Rescue Plan Act (ARPA) COVID grants
  - Net Federal/State Grants decrease $5.0M, or 25.5%
    - Total of Federal/State grants increased $6.2M, or 31.9%
    - FTA 5307/STIC grants, totaling $11.2M, will be moved to Capital to fund bus purchases in FY23 and beyond
- **Increased Non-Operating Expense**
  - UAL/Sales Tax Revenue bond decrease $7K, or 0.1%
  - Pension UAL would have been ~$6.3M in FY23 had the bond sale not been executed; cost of the interest/principal of the bond for FY23 is ~$4.5M, for a savings of ~$1.8M

Transfers

- **Transfers**
  - Bus Replacement Fund increase $105K, or 4.7%, due to higher Measure D sales tax revenue (function of sales taxes)
  - $4.5M increase Capital/Operating Reserve Fund
    - $2.0M for the new ERP system
    - $2.5M for matching funds to purchase buses

$000's	**FY22 Budget**	**FY23 Budget**	**Year over Year Change**
Capital/Bus Replacment Fund	$ 2,240	$ 2,345	$ 105
CalPERs UAL & OPEB liability	2,000	2,000	-
ERP System	-	2,000	2,000
Fuel Tax Credit	175	-	(175)
Grant Matching	-	2,500	2,500
Total Transfers and Other	**$ 4,415**	**$ 8,845**	**$ 4,430**

Attachment A

15A.10

FTE Changes

Funded – 8 FTE

- Mobility Training Coordinator
- Marketing Assistant
- Accountant III
- IT Project Coordinator
- 3 Bus Drivers*
- 1 ParaCruz Van Driver*

De-Funded – 2 FTE

- Accessibility Coordinator
- CS Coordinator

Notes:

- ✓ Net 6 positions in Budget
- ✓ Only Accountant III and IT Project Coordinator (provisional) impact Budget

*Funded by Measure D revenues

Attachment A

15A.11

FY23 – FY24 Operating Budget

Attachment A

15A.12

FY23 – FY24 Budget Summary Draft

$000's	FY23 Budget	FY24 Budget	Year over Year Change
Operating Revenue			
Passenger Fares	$ 2,410	$ 2,464	2.2%
Special Transit Fares	5,953	6,072	2.0%
Total Operating Revenues	**$ 8,363**	**$ 8,535**	**2.1%**
Operating Expense			
Labor - Regular	$ 20,375	$ 20,321	(0.3%)
Labor - OT	1,325	1,353	2.1%
Fringe	21,265	22,188	4.3%
Non-Personnel	12,108	12,269	1.3%
Total OpEx	**$ 55,073**	**$ 56,130**	**1.9%**
Operating Surplus/(Deficit)	**($ 46,711)**	**($ 47,595)**	**1.9%**
Farebox Recovery	***15.2%***	***15.2%***	***0.0%***
Non-Operating Revenue/(Expense)			
Sales Tax/including Measure D	$ 30,775	$ 31,390	2.0%
Federal/State Grants	14,496	26,363	81.9%
COVID Relief Grants	15,851	2,797	-82%
COVID Related Costs	(298)	(290)	(2.6%)
Pension UAL/Bond Payment*	(5,643)	(4,173)	(26.1%)
All Other	704	686	(2.5%)
Total Non-Operating Revenue	**$ 55,885**	**$ 56,774**	**1.6%**
Operating Surplus/(Deficit) before Transfers	**$ 9,174**	**$ 9,179**	**0.1%**
Transfers and Other			
Transfers to Capital/Bus Replacement/Sustainability Funds	($ 8,845)	($ 8,661)	(2.1%)
Operating Surplus/(Deficit) after Transfers	**$ 329**	**$ 518**	**57.2%**

**Bond Payment started in FY23*

Numbers may not foot due to rounding

Attachment A

15A.13

FY24 Budget Operating Assumptions

- **Operating Revenue**
  - Passenger Fares increase $173K, or 2.1%, general increase
  - UCSC and Cabrillo College based on contracted amount, increase of 2.0%
- **Operating Expenses**
  - Salary and wages only include step and longevity increases
  - Overtime increase of 2.1% in line with step/longevity increases
  - Fringe, increase 4.3%, primarily due to increased Medical costs assumed to be 5.6%
  - Non-Personnel increase of 1.3%,or $161K

Attachment A

15A.14

FY24 Budget Non-Operating Assumptions

- **Non-Operating Revenue**
  - Sales Tax/including Measure D, increase 2.0%
  - Federal/State Grants, increase 81.9%
    - FTA 5307 and STIC grants increase $244K over FY23
    - FTA 5307 and STIC funding remaining in operating resulting in a $11.4M increase year-over-year
    - American Rescue Plan Act (ARPA) COVID Relief grant, decrease of 82.4% driven by the final drawdown of remaining available funds
- **Non-Operating Expenses**
  - COVID related costs, increase 2.6%
  - Sales Tax Revenue Bond Payment, decrease 26.1%

Attachment A

15A.15

FY23 & FY24
Non-Controllable Operating Budget Risks

- **Revenues**
  - Passenger Fares and Paratransit Fares
    - Fluctuations in ridership
    - Impact from COVID-19 restrictions that may continue
  - Special Transit Fares
    - Contracts being eliminated or severely reduced (UCSC, Cabrillo, City of Santa Cruz)
    - Impact from COVID-19 restrictions that may continue
  - Sales Tax and TDA – LTF
    - Consumer spending uncertain as the state recovers from COVID-19 Pandemic and possible recession
  - Federal FTA 5307, STIC, 5311
    - Subject to appropriation/reauthorization
  - Economic downturn from recession
  - Natural disaster such as fires, floods or earthquakes

Attachment A

15A.16

FY23 & FY24
Non-Controllable Operating Budget Risks

- **Expenses**
  - CNG/Electric/Diesel Engine Failures
  - Fuel Costs Volatility
  - Workers Comp Insurance
  - Medical Insurance
    - Final costs come out in January
  - Contract renewals and rebids
    - Costs could come in higher than budgeted
  - Settlement Costs
    - Costs could come in higher than previous years
  - Aging Fleet
    - Increased Maintenance Costs
  - Changes in Unfunded Mandates
  - Overtime costs due to shortage of drivers
  - Government mandates for employee paid leaves

Attachment A

15A.17

FY23 Draft Capital Budget

Attachment A

15A.18

FY23 Draft Capital Budget/Portfolio – Projects

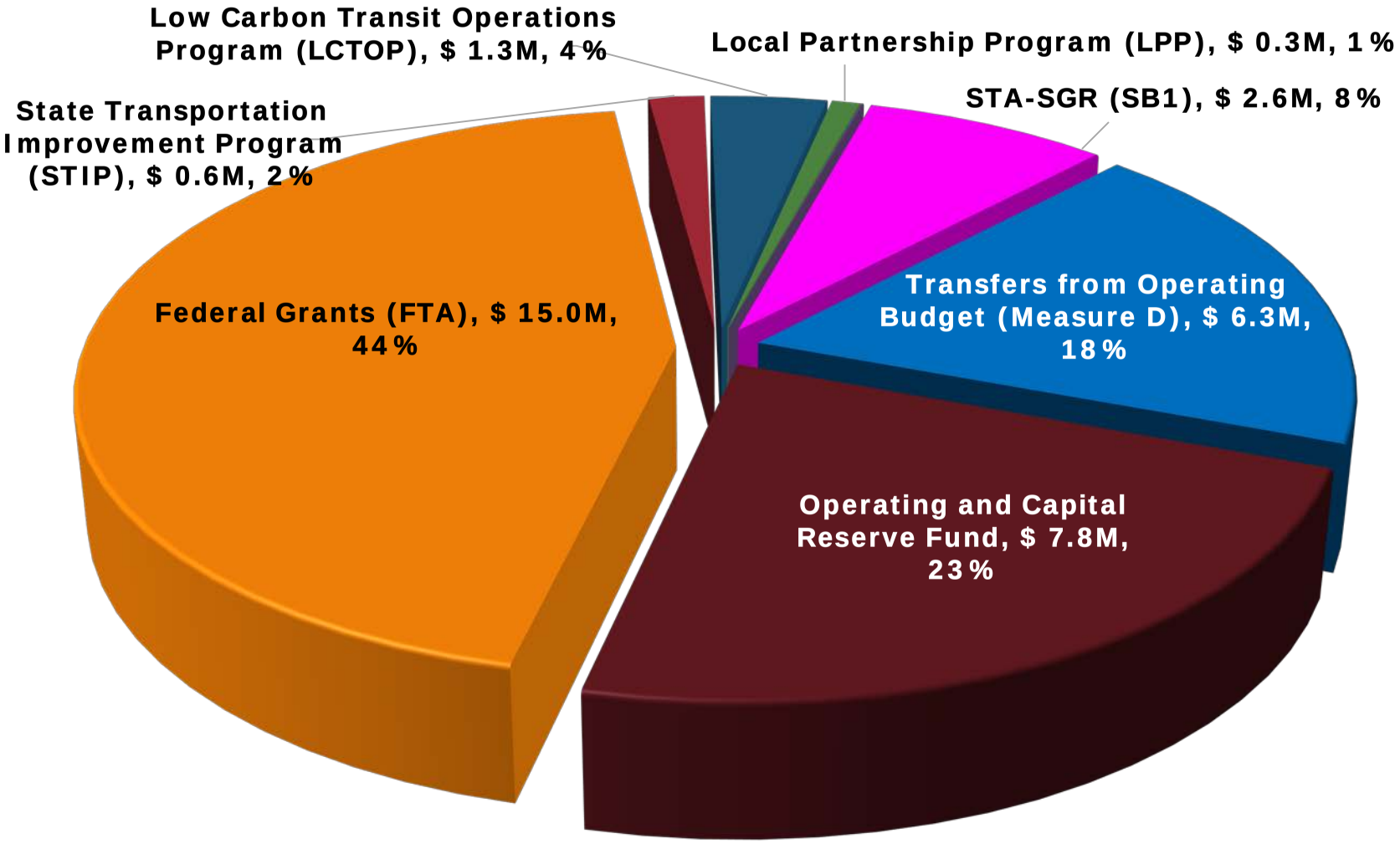
$000's Project Category:	FY23 Budget	FY24 Plan	FY25 & Beyond Plan	Remaining Portfolio Spend
Construction Related Projects	$ 1,238	$ 4,800	$ -	$ 6,038
IT Projects	1,650	2,000	-	3,650
Facilities Repair & Improvements	588	319	-	907
Revenue Vehicle Replacement	6,921	5,443	3,500	15,864
Revenue Vehicle Electrification Projects	4,909	1,250	-	6,159
Non-Revenue Vehicle Replacement	150	-	-	150
Fleet & Maintenance Equipment	80	-	-	80
Misc.	300	300	400	1,000
Total	**$ 15,836**	**$ 14,112**	**$ 3,900**	**$ 33,848**

Attachment A

15A.19

* Projects that are funded and may or may not have yet been started. All commitments from the prior year rollover into the new year.

FY23 Draft Capital Portfolio $33.8M
Funding Source *(in $ millions)*



* Projects that are funded and may or may not have yet been started. All commitments from the prior year rollover into the new year.

Attachment A

15A.20

FY23 & FY24
Additional Information

Attachment A

15A.21

Board Authorized METRO Support Activities

Santa Cruz County Fair	Santa Cruz County Chamber of Commerce Business Expo
Santa Cruz Follies	Earth Day Event (SJ State University & Pacific Station)
Christmas Parade (Tentatively Santa Cruz)	CA Clean Air Day Event (Pacific Station)
4th of July Parades (Tentatively Scotts Valley & Watsonville)	Stuff the Bus
Leadership Santa Cruz	

Attachment A

15A.22

Memberships

- **Administration**
  - American Public Transportation Association (APTA): $39,250
  - California Transit Association (CTA): $18,544
  - Bus Coalition: $7,727
  - Monterey Bay Economic Partnership (MBEP): $5,151
  - Center for Transportation and the Environment (CTE): $5,151
  - Community Transport Association of America (CTAA): $4,018
  - Eastern Contra Costa Transit Agency (ZEBRA Membership): $3,091
  - Chamber of Commerce: $2,369
  - California Association of Coordinated Transportation (CalACT): $1,087
  - National Notary:$773
  - Letter Press: $695
  - Santa Cruz Sentinel: $155
  - Register-Pajaronian: $64

  Total: $88,075

- **Finance**
  - Government Finance Officers Association (GFOA): $309
  - California Society of Municipal Finance Officers (CSMFO): $227
  - Kiplinger Letters:$103

  Total: $639

Attachment A

15A.23

Memberships

- **Human Resources**
  - California Public Employers Labor Relations Associations (CalPERLA): $1,030
  - Cal Chamber:$875
  - Society for Human Resource Management (SHRM): $861
  - Northern California Human Resources Association (NCHRA): $515
  - John Dash: $489

  Total: $3,770

- **Risk Management**
  - Miscellaneous: $412

  Total: $412

- **Purchasing**
  - Amazon Prime: $210
  - California Association of Public Procurement Officials (CAPPO): $130

  Total: $340

Attachment A

15A.24

Memberships

- **Fleet Maintenance**
  - Cummins INSITE Fleet books Software: $3,000
  - Allison Transp. Software: $2,000
  - Southern California Regional Transit Training Consortium (SCRTTC): $1,000
  - All Data:$1,000
  - John Deere Software: $600
  - Mitchell Online Vehicle Manuals: $500

Total: $8,100

FY23 Total: $101,336 **FY24 Total: $103,434**

Attachment A

15A.25

Board Member Travel Budget Assumptions

American Public Transportation Association (APTA) Meetings

Annual Conference October 2022 Seattle, WA Two Board Members	Legislative Conference March 2023 Washington, DC Three Board Members

California Transit Association (CTA) Meetings

Annual Meeting November 2022 TBD One Board Member	Legislative Conference May 2023 TBD One Board Member

Additional Travel

Meetings with legislators and government officials in Washington, San Francisco and Sacramento, as approved by the Chair of the Board.

Expenses related to Board Members meeting with CEO/General Manager and Staff.

Attachment A

15A.26

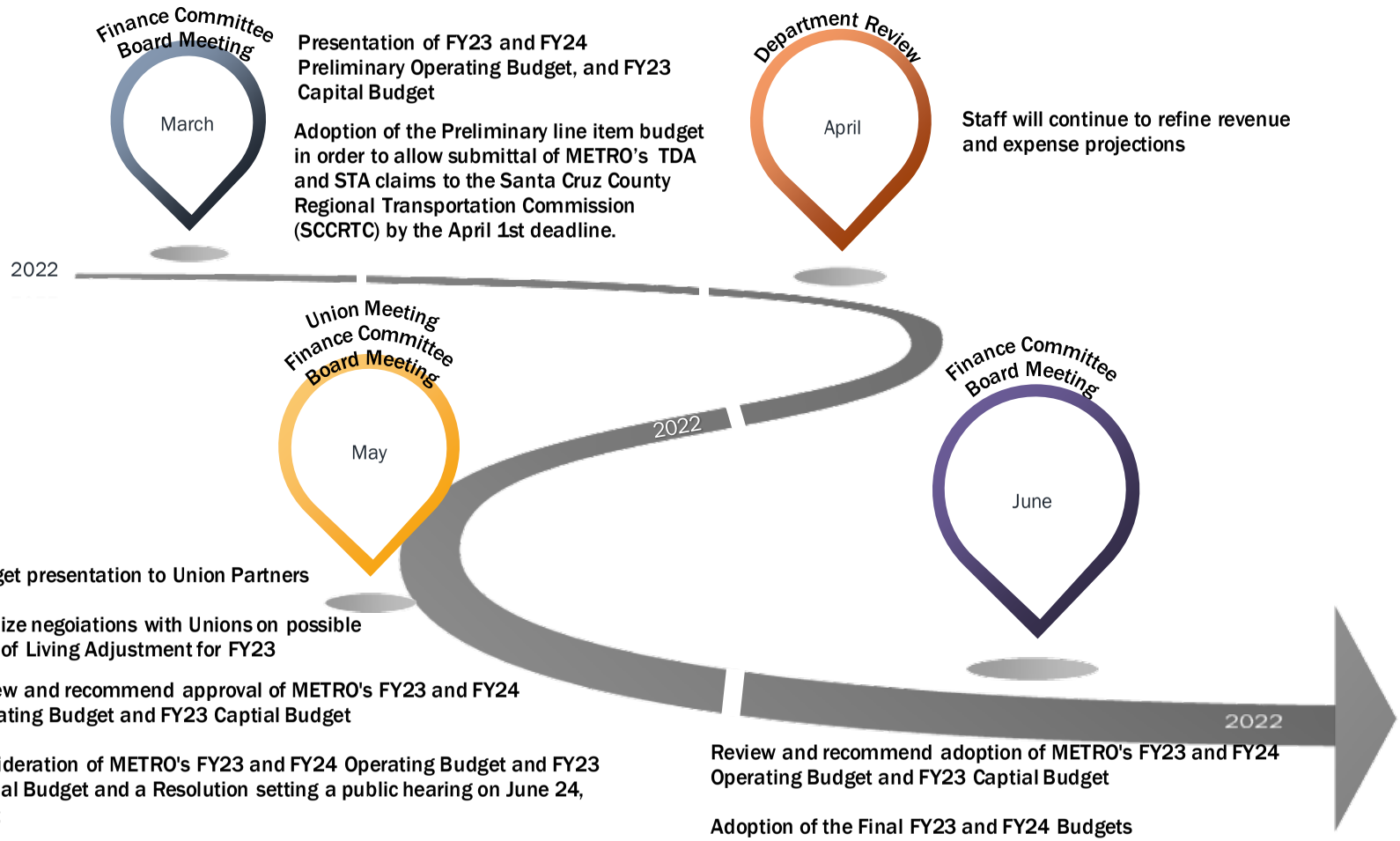
Employee Incentive Programs:

Event / Activity	FY23	FY24	Department
Employee Picnic and Holiday Party	$ 5,151	$ 5,276	Administration
District Service Awards	4,121	4,222	Administration
Transit Driver Appreciation Day	1,030	1,055	Administration
Employee Appreciation Event	24,875	18,727	Administration Bus Operators Risk Management Human Resources Customer Service
Awards Safe Driver Certificates/ Patches Line Instruction Patches	3,000	3,166	Bus Operators
Awards	309	316	Paratransit
Total	**$ 38,486**	**$ 32,762**	

Attachment A

15A.27

Budget Timeline



Attachment A

15A.28

Appendix

Total Portfolio of Active Projects

$000's Project Category:	FY22 & Prior Spending	FY23 Budget	FY24 & Beyond Plan	Total Portfolio $
Construction Related Projects	$ 242	$ 1,238	$ 4,800	$ 6,280
IT Projects	-	1,650	2,000	3,650
Facilities Repair & Improvements	76	588	319	983
Revenue Vehicle Replacement	2,164	6,921	8,943	18,028
Revenue Vehicle Electrification Projects	615	4,909	1,250	6,774
Non-Revenue Vehicle Replacement	-	150	-	150
Fleet & Maintenance Equipment	-	80	-	80
Misc.	-	300	700	1,000
Total	**$ 3,097**	**$ 15,836**	**$ 18,012**	**$ 36,945**

Attachment A

15A.30

DRAFT

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

As of July 1, 2022

REVENUE:	June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR	PLAN FY25	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR	PLAN FY26	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR	PLAN FY27	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
Operating Revenue																
Passenger Fares	$ 2,294,699	$ 2,409,682	$ 114,983	5.0%	$ 2,463,701	$ 54,019	2.2%	$ 2,513,034	$ 49,333	2.0%	$ 2,563,597	$ 50,563	2.0%	$ 2,615,433	$ 51,836	2.0%
Special Transit Fares	6,024,734	5,952,851	(71,883)	(1.2%)	6,071,590	118,739	2.0%	6,192,716	121,126	2.0%	6,316,283	123,567	2.0%	6,442,336	126,053	2.0%
Total Operating Revenue	**$ 8,319,433**	**$ 8,362,533**	**$ 43,100**	**0.5%**	**$ 8,535,291**	**$ 172,758**	**2.1%**	**$ 8,705,750**	**$ 170,459**	**2.0%**	**$ 8,879,880**	**$ 174,130**	**2.0%**	**$ 9,057,769**	**$ 177,889**	**2.0%**
Operating Expense																
Labor - Regular	$ 18,921,745	$ 20,375,005	$ 1,453,260	7.7%	$ 20,320,770	$ (54,235)	(0.3%)	$ 20,575,483	$ 254,713	1.3%	$ 20,711,806	$ 136,323	0.7%	$ 20,975,973	$ 264,167	1.3%
Labor - OT	1,133,162	1,324,596	191,434	16.9%	1,352,610	28,014	2.1%	1,379,610	27,000	2.0%	1,407,242	27,632	2.0%	1,435,368	28,126	2.0%
Fringe	20,480,574	21,264,995	784,421	3.8%	22,187,939	922,944	4.3%	23,024,314	836,375	3.8%	23,917,020	892,706	3.9%	24,897,801	980,781	4.1%
Non-Personnel	10,307,612	12,108,451	1,800,839	17.5%	12,269,034	160,583	1.3%	12,058,899	(210,135)	(1.7%)	12,430,227	371,328	3.1%	12,709,905	279,678	2.2%
Total Operating Expense	**$ 50,843,093**	**$ 55,073,047**	**$ 4,229,954**	**8.3%**	**$ 56,130,353**	**$ 1,057,306**	**1.9%**	**$ 57,038,306**	**$ 907,953**	**1.6%**	**$ 58,466,295**	**$ 1,427,989**	**2.5%**	**$ 60,019,047**	**$ 1,552,752**	**2.7%**
Operating Surplus/(Deficit)	**$ (42,523,660)**	**$ (46,710,514)**	**$ (4,186,854)**	**9.8%**	**$ (47,595,062)**	**$ (884,548)**	**1.9%**	**$ (48,332,556)**	**$ (737,494)**	**1.5%**	**$ (49,586,415)**	**$ (1,253,859)**	**2.6%**	**$ (50,961,278)**	**$ (1,374,863)**	**2.8%**
Farebox Recovery	***16.4%***	***15.2%***			***15.2%***			***15.3%***			***15.2%***			***15.1%***		
Non-Operating Revenue/(Expense)																
Sales Tax/including Measure D	$ 26,303,319	$ 30,774,884	$ 4,471,565	17.0%	$ 31,390,382	$ 615,498	2.0%	$ 32,018,190	$ 627,808	2.0%	$ 32,658,553	$ 640,363	2.0%	$ 33,311,724	$ 653,171	2.0%
Federal/State Grants	19,450,954	14,495,688	(4,955,266)	(25.5%)	26,363,015	11,867,327	81.9%	26,556,263	193,248	0.7%	27,309,064	752,801	2.8%	28,084,315	775,251	2.8%
COVID Relief Grants	-	15,851,235	15,851,235	100.0%	2,797,277	(13,053,958)	(82.4%)	-	(2,797,277)	(100.0%)	-	-	0.0%	-	-	0.0%
COVID Related Costs	(121,347)	(297,712)	(176,365)	145.3%	(290,035)	7,677	(2.6%)	(296,909)	(6,874)	2.4%	(303,590)	(6,681)	2.3%	(310,421)	(6,831)	2.3%
Pension UAL/Bond Payment*	(5,650,261)	(5,642,781)	7,480	(0.1%)	(4,172,665)	1,470,116	(26.1%)	(4,177,203)	(4,538)	0.1%	(4,181,307)	(4,104)	0.1%	(4,183,464)	(2,157)	0.1%
All Other Revenue	677,171	703,538	26,367	3.9%	686,140	(17,398)	(2.5%)	672,629	(13,511)	(2.0%)	679,550	6,921	1.0%	687,130	7,580	1.1%
Total Non-Operating Revenue/(Expense)	**$ 40,659,836**	**$ 55,884,852**	**$ 15,225,016**	**37.4%**	**$ 56,774,114**	**$ 889,262**	**1.6%**	**$ 54,772,970**	**$ (2,001,144)**	**(3.5%)**	**$ 56,162,270**	**$ 1,389,300**	**2.5%**	**$ 57,589,284**	**$ 1,427,014**	**2.5%**
Operating Surplus/(Deficit) before Transfers	**$ (1,863,824)**	**$ 9,174,338**	**$ 11,038,162**	**(592.2%)**	**$ 9,179,052**	**$ 4,714**	**0.1%**	**$ 6,440,414**	**$ (2,738,638)**	**(29.8%)**	**$ 6,575,855**	**$ 135,441**	**2.1%**	**$ 6,628,006**	**$ 52,151**	**0.8%**
Transfers and Other																
Transfers to Capital/Operating & Capital Reserve Fund	$ (4,414,734)	$ (8,844,880)	$ (4,430,146)	100.3%	$ (8,661,227)	$ 183,653	(2.1%)	$ (8,826,478)	$ (165,251)	1.9%	$ (8,893,789)	$ (67,311)	0.8%	$ (8,922,510)	$ (28,721)	0.3%
(To)/From COVID Recovery Fund	6,278,558	(329,458)	(6,608,016)	(105.2%)	(517,825)	(188,367)	57.2%	2,386,064	2,903,889	(560.8%)	2,317,934	(68,130)	(2.9%)	2,294,504	(23,430)	(1.0%)
Operating Surplus/(Deficit) after Transfers	**$ -**	**$ -**			**$ -**			**$ -**			**$ -**			**$ -**		

Attachment B

15B.1

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DRAFT FY23 & FY24 OPERATING BUDGET

REVENUE SOURCES

REVENUE SOURCE	June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
Passenger Fares							
Fixed Route Fares	$ 1,435,541	$ 1,621,499	$ 185,958	13.0%	$ 1,653,929	$ 32,430	2.0%
Paratransit Fares	176,531	194,184	17,653	10.0%	203,893	9,709	5.0%
Highway 17 Fares	682,627	593,999	(88,628)	(13.0%)	605,879	11,880	2.0%
Special Transit Fares							
UCSC	4,692,000	4,780,072	88,072	1.9%	4,875,673	95,601	2.0%
Cabrillo	748,840	583,388	(165,452)	(22.1%)	595,056	11,668	2.0%
City of SC	56,310	34,070	(22,240)	(39.5%)	34,753	683	2.0%
Shaffer	4,788	4,549	(239)	(5.0%)	4,321	(228)	(5.0%)
Highway 17 Payments							
VTA	350,004	375,000	24,996	7.1%	382,500	7,500	2.0%
San Jose State	12,109	-	(12,109)	(100.0%)	-	-	2.0%
Amtrak	160,683	175,772	15,089	9.4%	179,287	3,515	2.0%
Sales Tax/including Measure D							
1979 Gross Sales Tax (1/2 cent)	22,746,692	26,613,630	3,866,938	17.0%	27,145,903	532,273	2.0%
2016 Net Sales Tax (Measure D)	3,556,627	4,161,254	604,627	17.0%	4,244,479	83,225	2.0%
Federal/State Grants							
Transp Dev Act (TDA - LTF) Funds	7,468,499	9,218,043	1,749,544	23.4%	9,494,584	276,541	3.0%
FTA Sec 5307 - Op Assistance*	4,763,645	-	(4,763,645)	(100.0%)	5,805,937	5,805,937	100.0%
FTA Sec 5311 - Rural Op Asst*	200,796	263,285	62,489	31.1%	269,051	5,766	2.2%
FTA Sec 5307 - ARPA	-	15,851,235	15,851,235	100.0%	2,797,277	(13,053,958)	(82.4%)
Medicare Subsidy	550	550	-	0.0%	550	-	0.0%
AMBAG (FTA 5304)	-	-	-	0.0%	-	-	0.0%
LCTOP Grant	489,213	537,785	48,572	9.9%	537,785	-	0.0%
TDA - STA - Operating (Includes SB1)	3,454,690	4,476,025	1,021,335	29.6%	4,659,299	183,274	4.1%
STIC - Op Assistance	2,898,561	-	(2,898,561)	(100.0%)	5,595,809	5,595,809	100.0%
Fuel Tax Credit	175,000	-	(175,000)	(100.0%)	-	-	0.0%

Attachment C

15C.1

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DRAFT FY23 & FY24 OPERATING BUDGET

REVENUE SOURCES

REVENUE SOURCE	June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
All Other Revenue							
Commissions	1,000	1,000	-	0.0%	1,000	-	0.0%
Advertising Income	150,000	195,000	45,000	30.0%	200,000	5,000	2.6%
Rent Income - SC Pacific Station	96,542	60,187	(36,355)	(37.7%)	30,816	(29,371)	2.4%
Rent Income - Scotts Valley	28,992	29,862	870	3.0%	30,560	698	2.3%
Rent Income - Watsonville TC	41,637	42,536	899	2.2%	43,812	1,276	3.0%
Interest Income	295,000	250,000	(45,000)	(15.3%)	252,500	2,500	1.0%
Other Non-Transp Revenue - CNG Sales	-	62,953	62,953	100.0%	64,212	1,259	2.0%
Other Non-Transp Revenue - All Other	64,000	62,000	(2,000)	(3.1%)	63,240	1,240	2.0%
TOTAL OPERATING REVENUE	**$ 54,750,877**	**$ 70,187,878**	**$ 15,437,001**	**28.2%**	**$ 69,772,105**	**$ (415,773)**	**-0.6%**
TRANSFERS TO CAPITAL/OPERATING & CAPITAL RESERVE FUND	**$ (4,414,734)**	**$ (8,844,880)**	**$ (4,430,146)**	**100.3%**	**$ (8,661,227)**	**$ 183,653**	**(2.1%)**
TRANSFERS (TO) / FROM COVID-19 RECOVERY FUND	**$ 6,278,558**	**$ (329,458)**	**$ (6,608,016)**	**(105.2%)**	**$ (517,825)**	**$ (188,367)**	**57.2%**
TOTAL REVENUE SOURCES	**$ 56,614,701**	**$ 61,013,540**	**$ 4,398,839**	**7.8%**	**$ 60,593,053**	**$ (420,487)**	**(0.7%)**
TOTAL EXPENSES	**56,614,701**	**61,013,540**	**4,398,839**	**7.8%**	**60,593,053**	**(420,487)**	**(0.7%)**
TRANSFERS TO CAPITAL (BUS REPLACEMENT FUND)	**2,239,734**	**2,344,880**	**105,146**	**4.7%**	**2,431,385**	**86,505**	**3.7%**
TRANSFERS TO OPERATING & CAPITAL RESERVE FUNDS							
OPERATING & CAPITAL RESERVE FUNDS	**-**	**4,500,000**	**4,500,000**	**100.0%**	**4,229,842**	**(270,158)**	**(6.0%)**
UAL & OPEB	**2,000,000**	**2,000,000**	**-**	**0.0%**	**2,000,000**	**-**	**0.0%**
FUEL TAX CREDIT	**175,000**	**-**	**(175,000)**		**-**	**-**	
SURPLUS/(DEFICIT)	**(6,278,558)**	**329,458**	**6,608,016**		**517,825**	**188,367**	

** FTA funding is used solely to fund labor expense*

Attachment C

15C.2

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET
Transfers & Operating Balance

TRANSFERS	June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
Transfers to Capital Budget							
2016 Net Sales Tax Measure D*	$ (2,145,798)	$ (2,344,880)	$ (199,082)	9.3%	$ (2,431,385)	$ (86,505)	3.7%
TDA - STA - Operating , Includes SB1	(93,936)	-	93,936	(100.0%)	-	-	0.0%
Total	**$ (2,239,734)**	**$ (2,344,880)**	**$ (105,146)**	**4.7%**	**$ (2,431,385)**	**$ (86,505)**	**3.7%**
Transfers to/(from) Operating & Capital Reserve Fund							
Fuel Tax Credit**	$ (175,000)	$ -	$ 175,000	(100.0%)	$ -	$ -	0.0%
CalPERS UAL & OPEB	(2,000,000)	(2,000,000)	-	0.0%	(2,000,000)	-	0.0%
Reserves Replenishment	-	-	-	0.0%	(229,842)	(229,842)	100.0%
Operating & Capital Reserve Fund	-	(4,500,000)	(4,500,000)	100.0%	(4,000,000)	500,000	(11.1%)
Total	**$ (2,175,000)**	**$ (6,500,000)**	**$ (4,325,000)**	**198.9%**	**$ (6,229,842)**	**$ 270,158**	**(4.2%)**
TOTAL OPERATING/CAPITAL TRANSFERS	**$ (4,414,734)**	**$ (8,844,880)**	**$ (4,430,146)**	**100.3%**	**$ (8,661,227)**	**$ 183,653**	**(2.1%)**
Transfers (To) / From Covid-19 Recovery Fund							
Transfers (To) / From Covid-19 Recovery Fund	$ 6,278,558	$ (329,458)	$ (6,608,016)	(105.2%)	$ (517,825)	$ (188,367)	57.2%
Total	**$ 6,278,558**	**$ (329,458)**	**$ (6,608,016)**	**(105.2%)**	**$ (517,825)**	**$ (188,367)**	**57.2%**
TOTAL REVENUE	**$ 54,750,877**	**$ 70,187,878**	**$ 15,437,001**	**28.2%**	**$ 69,772,105**	**$ (415,773)**	**(0.6%)**
TOTAL EXPENSES	**$ 56,614,701**	**$ 61,013,540**	**$ 4,398,839**	**7.8%**	**$ 60,593,053**	**$ (420,487)**	**(0.7%)**
TOTAL OPERATING/CAPITAL TRANSFERS	**$ (4,414,734)**	**$ (8,844,880)**	**$ (4,430,146)**	**100.3%**	**$ (8,661,227)**	**$ 183,653**	**(2.1%)**
TOTAL COVID TRANSFERS	**$ 6,278,558**	**$ (329,458)**	**$ (6,608,016)**	**(105.2%)**	**$ (517,825)**	**$ (188,367)**	**57.2%**
OPERATING BALANCE	**$ -**	**$ -**	**$ -**		**$ -**	**$ -**	

**Beginning in FY19, 2016 Net Sales Tax Measure D is transferred to the Capital Budget as per 5-Year Program of*
***Subject to annual renewal of the tax extenders*

Attachment C

15C.3

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DRAFT FY23 & FY24 OPERATING BUDGET

CONSOLIDATED EXPENSES

ACCOUNT	DESCRIPTION	June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
LABOR								
501011	Bus Operator Pay	9,871,762	10,551,285	679,523	6.9%	10,476,443	(74,842)	(0.7%)
501013	Bus Operator OT	560,115	825,527	265,412	47.4%	849,548	24,021	2.9%
501021	Other Salaries	9,049,983	9,823,720	773,737	8.5%	9,844,327	20,607	0.2%
501023	Other OT	573,047	499,069	(73,978)	(12.9%)	503,062	3,993	0.8%
	Totals	20,054,907	21,699,601	1,644,694	8.2%	21,673,380	(26,221)	(0.1%)
FRINGE BENEFITS								
502011	Medicare/Soc. Sec.	349,920	371,954	22,034	6.3%	380,184	8,230	2.2%
502021	Retirement	2,272,920	2,373,115	100,195	4.4%	2,379,222	6,107	0.3%
502022	Retirement UAL	5,650,261	1,139,812	(4,510,449)	(79.8%)	-	(1,139,812)	(100.0%)
502031	Medical Ins	11,534,514	11,782,063	247,549	2.1%	12,442,209	660,146	5.6%
502041	Dental Ins	447,931	488,834	40,903	9.1%	496,302	7,468	1.5%
502045	Vision Ins	106,368	108,324	1,956	1.8%	112,776	4,452	4.1%
502051	Life Ins/AD&D	49,708	47,802	(1,906)	(3.8%)	48,308	506	1.1%
502060	State Disability Ins (SDI)	251,499	273,788	22,289	8.9%	292,071	18,283	6.7%
502061	Long Term Disability Ins	154,489	154,627	138	0.1%	161,112	6,485	4.2%
502071	State Unemployment Ins (SUI)	43,014	46,718	3,704	8.6%	49,679	2,961	6.3%
502081	Worker's Comp Ins	985,382	1,014,946	29,564	3.0%	1,047,060	32,114	3.2%
502101	Holiday Pay	699,933	738,582	38,649	5.5%	757,192	18,610	2.5%
502103	Floating Holiday	116,348	125,735	9,387	8.1%	129,889	4,154	3.3%
502109	Sick Leave	1,073,563	1,132,511	58,948	5.5%	1,161,047	28,536	2.5%
502111	Annual Leave	2,024,617	2,207,200	182,583	9.0%	2,319,698	112,498	5.1%
502121	Other Paid Absence	164,023	173,086	9,063	5.5%	177,472	4,386	2.5%
502251	Phys. Exams	15,900	17,832	1,932	12.2%	19,221	1,389	7.8%
502253	Driver Lic Renewal	2,660	2,540	(120)	(4.5%)	2,622	82	3.2%
502999	Other Fringe Benefits	187,785	205,338	17,553	9.3%	211,875	6,537	3.2%
	Totals	26,130,835	22,404,807	(3,726,028)	(14.3%)	22,187,939	(216,868)	(1.0%)

Attachment C

15C.4

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DRAFT FY23 & FY24 OPERATING BUDGET

CONSOLIDATED EXPENSES

ACCOUNT	DESCRIPTION	June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
SERVICES								
503011	Accting/Audit Fees	103,250	106,386	3,136	3.0%	108,994	2,608	2.5%
503012	Admin/Bank Fees	427,000	439,895	12,895	3.0%	450,826	10,931	2.5%
503031	Prof/Technical Fees	1,215,794	1,963,868	748,074	61.5%	1,297,598	(666,270)	(33.9%)
503032	Legislative Services	101,000	101,121	121	0.1%	103,222	2,101	2.1%
503033	Legal Services	400,000	435,096	35,096	8.8%	441,362	6,266	1.4%
503034	Pre-Employment Exams	8,910	9,179	269	3.0%	9,401	222	2.4%
503041	Temp Help	-	145,000	145,000	100.0%	145,000	-	0.0%
503161	Custodial Services	9,300	9,581	281	3.0%	9,777	196	2.0%
503162	Uniforms/Laundry	33,400	98,277	64,877	194.2%	99,610	1,333	1.4%
503171	Security Services	611,389	632,501	21,112	3.5%	647,805	15,304	2.4%
503221	Classified/Legal Ads	22,600	23,282	682	3.0%	23,848	566	2.4%
503222	Legal Ads	-	-	-	0.0%	-	-	0.0%
503225	Graphic Services	-	-	-	0.0%	-	-	0.0%
503351	Repair - Bldg & Impr	283,000	200,000	(83,000)	(29.3%)	200,000	-	0.0%
503352	Repair - Equipment	752,887	894,203	141,316	18.8%	1,503,248	609,045	68.1%
503353	Repair - Rev Vehicle	450,000	611,480	161,480	35.9%	623,426	11,946	2.0%
503354	Repair - Non Rev Vehicle	20,000	58,575	38,575	192.9%	58,525	(50)	(0.1%)
503363	Haz Mat Disposal	58,000	59,753	1,753	3.0%	60,949	1,196	2.0%
	Totals	4,496,530	5,788,197	1,291,667	28.7%	5,783,591	(4,606)	(0.1%)
MOBILE MATERIALS & SUPPLIES								
504011	Fuels & Lubricants - Non Rev Veh	73,400	78,592	5,192	7.1%	78,655	63	0.1%
504012	Fuels & Lubricants - Rev Veh	1,600,134	2,000,000	399,866	25.0%	2,049,600	49,600	2.5%
504021	Tires & Tubes	211,000	217,000	6,000	2.8%	217,000	-	0.0%
504161	Other Mobile Supplies	-	-	-	0.0%	-	-	0.0%
504191	Rev Vehicle Parts	976,000	1,033,840	57,840	5.9%	1,000,148	(33,692)	(3.3%)
	Totals	2,860,534	3,329,432	468,898	16.4%	3,345,403	15,971	0.5%

Attachment C

15C.5

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DRAFT FY23 & FY24 OPERATING BUDGET

CONSOLIDATED EXPENSES

ACCOUNT	DESCRIPTION	June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
OTHER MATERIALS & SUPPLIES								
504205	Freight Out	8,240	8,300	60	0.7%	8,000	(300)	(3.6%)
504211	Postage & Mailing	9,820	15,689	5,869	59.8%	15,863	174	1.1%
504214	Promotional Items	25,000	25,000	-	0.0%	25,000	-	0.0%
504215	Printing	66,400	121,359	54,959	82.8%	122,744	1,385	1.1%
504217	Photo Supp/Process	2,000	2,060	60	3.0%	2,060	-	0.0%
504311	Office Supplies	65,200	66,235	1,035	1.6%	67,520	1,285	1.9%
504315	Safety Supplies	26,320	26,573	253	1.0%	26,757	184	0.7%
504316	COVID-19	121,347	152,712	31,365	25.8%	145,035	(7,677)	(5.0%)
504317	Cleaning Supplies	60,600	63,127	2,527	4.2%	64,174	1,047	1.7%
504409	Repair/Maint Supplies	120,500	123,047	2,547	2.1%	125,510	2,463	2.0%
504417	Tenant Repairs	10,000	10,302	302	3.0%	10,508	206	2.0%
504421	Non-Inventory Parts	50,000	52,475	2,475	5.0%	52,475	-	0.0%
504511	Small Tools	18,923	19,132	209	1.1%	19,275	143	0.7%
504515	Employee Tool Replacement	3,000	3,000	-	0.0%	3,000	-	0.0%
	Totals	587,350	689,011	101,661	17.3%	687,921	(1,090)	(0.2%)
UTILITIES								
505010	Propulsion Power	50,000	100,000	50,000	100.0%	100,000	-	0.0%
505011	Gas & Electric	337,000	369,600	32,600	9.7%	377,304	7,704	2.1%
505021	Water & Garbage	180,000	155,435	(24,565)	(13.6%)	159,145	3,710	2.4%
505031	Telecommunications	188,132	201,580	13,448	7.1%	204,499	2,919	1.4%
	Totals	755,132	826,615	71,483	9.5%	840,948	14,333	1.7%
CASUALTY & LIABILITY								
506011	Insurance - Property	68,485	70,553	2,068	3.0%	73,711	3,158	4.5%
506015	Insurance - PL/PD	765,276	875,000	109,724	14.3%	988,751	113,751	13.0%
506021	Insurance - Other	60,557	62,385	1,828	3.0%	65,176	2,791	4.5%
506123	Settlement Costs	150,000	154,530	4,530	3.0%	158,291	3,761	2.4%
506127	Repairs - District Prop	-	-	-	0.0%	-	-	0.0%
	Totals	1,044,318	1,162,468	118,150	11.3%	1,285,929	123,461	10.6%

Attachment C

15C.6

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DRAFT FY23 & FY24 OPERATING BUDGET

CONSOLIDATED EXPENSES

ACCOUNT	DESCRIPTION	June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
TAXES								
507051	Fuel Tax	17,000	17,500	500	2.9%	18,000	500	2.9%
507201	Licenses & Permits	23,700	28,756	5,056	21.3%	29,068	312	1.1%
507999	Other Taxes	10,000	10,302	302	3.0%	10,508	206	2.0%
	Totals	50,700	56,558	5,858	11.6%	57,576	1,018	1.8%
MISC EXPENSE								
509011	Dues/Subscriptions	95,902	101,336	5,434	5.7%	103,434	2,098	2.1%
509081	Advertising - District Promo	15,000	-	(15,000)	(100.0%)	-	-	0.0%
509101	Employee Incentive Program	25,500	46,486	20,986	82.3%	47,286	800	1.7%
509121	Employee Training	82,775	102,904	20,129	24.3%	104,981	2,077	2.0%
509122	BOD Travel	13,000	13,393	393	3.0%	13,719	326	2.4%
509123	Travel	79,834	87,275	7,441	9.3%	88,872	1,597	1.8%
509125	Local Meeting Expense	11,550	12,640	1,090	9.4%	12,923	283	2.2%
509127	Board Director Fees	12,600	12,981	381	3.0%	13,296	315	2.4%
	Totals	336,161	377,015	40,854	12.2%	384,511	7,496	2.0%
INTEREST EXPENSE & DEBT SERVICE								
511102	Interest Expense - Loan	16,356	8,120	(8,236)	(50.4%)	893	(7,227)	(89.0%)
511103	Interest Expense - POB	-	1,470,969	1,470,969	100.0%	1,426,832	(44,137)	(3.0%)
524000	Principal - POB	-	3,032,000	3,032,000	100.0%	2,745,833	(286,167)	(9.4%)
	Totals	16,356	4,511,089	4,494,733	27480.6%	4,173,558	(337,531)	(7.5%)

Attachment C

15C.7

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DRAFT FY23 & FY24 OPERATING BUDGET

CONSOLIDATED EXPENSES

ACCOUNT	DESCRIPTION	June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
LEASES & RENTALS								
512011	Facility Lease	265,778	152,346	(113,432)	(42.7%)	155,675	3,329	2.2%
512061	Equipment Rental	16,100	16,401	301	1.9%	16,622	221	1.3%
	Totals	281,878	168,747	(113,131)	(40.1%)	172,297	3,550	2.1%
	PERSONNEL TOTAL	46,185,742	44,104,408	(2,081,334)	(4.5%)	43,861,319	(243,089)	(0.6%)
	NON-PERSONNEL TOTAL	10,428,959	16,909,132	6,480,173	62.1%	16,731,734	(177,398)	(1.0%)
	TOTAL OPERATING EXPENSES	**56,614,701**	**61,013,540**	**4,398,839**	**7.8%**	**60,593,053**	**(420,487)**	**(0.7%)**

Attachment C

15C.8

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DRAFT FY23 & FY24 OPERATING BUDGET

Departmental Expenses

		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
1100	Administration	$ 1,385,221	$ 1,345,235	$ (39,986)	(2.9%)	$ 1,264,504	$ (80,731)	(6.0%)
1200	Finance	3,086,454	7,686,485	4,600,031	149.0%	7,456,989	(229,496)	(3.0%)
1300	Customer Service	2,356,175	2,267,188	(88,987)	(3.8%)	2,255,054	(12,134)	(0.5%)
1400	Human Resources	1,099,563	1,073,924	(25,639)	(2.3%)	1,078,071	4,147	0.4%
1500	Information Technology	1,581,899	1,595,068	13,169	0.8%	2,174,462	579,394	36.3%
1600	Planning, Grants, Governmental Affairs	1,102,149	2,021,814	919,665	83.4%	1,438,166	(583,648)	(28.9%)
1700	District Counsel	403,000	438,187	35,187	8.7%	444,528	6,341	1.4%
1800	Safety, Security, and Risk Management	1,125,225	1,101,577	(23,648)	(2.1%)	1,114,945	13,368	1.2%
1900	Purchasing	912,298	1,026,798	114,500	12.6%	1,025,064	(1,734)	(0.2%)
2200	Facilities Maintenance	3,759,275	3,531,295	(227,980)	(6.1%)	3,530,213	(1,082)	(0.0%)
3100	Paratransit	5,260,983	4,555,497	(705,486)	(13.4%)	4,534,588	(20,909)	(0.5%)
3200	Operations	2,806,110	2,829,363	23,253	0.8%	2,800,053	(29,310)	(1.0%)
3300	Bus Operators	19,328,009	18,636,219	(691,790)	(3.6%)	18,428,751	(207,468)	(1.1%)
4100	Fleet Maintenance	8,744,052	8,984,563	240,511	2.8%	8,935,085	(49,478)	(0.6%)
9002	COVID Related Costs	121,347	297,712	176,365	145.3%	290,035	(7,677)	(2.6%)
9005	Retired Employee Benefits	3,542,691	3,622,340	79,649	2.2%	3,822,245	199,905	5.5%
700	SCCIC	250	275	25	10.0%	300	25	9.1%
TOTAL OPERATING EXPENSES		**$ 56,614,701**	**$ 61,013,540**	**$ 4,398,839**	**7.8%**	**$ 60,593,053**	**$ (420,487)**	**(0.7%)**

Attachment C

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Admin - 1100

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
LABOR								
501011	Bus Operator Pay	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
501013	Bus Operator OT	-	-	-	0.0%	-	-	0.0%
501021	Other Salaries	501,540	496,091	(5,449)	(1.1%)	516,121	20,030	4.0%
501023	Other OT	4,907	5,055	148	3.0%	5,178	123	2.4%
	Totals	$ 506,447	$ 501,146	$ (5,301)	(1.0%)	$ 521,299	$ 20,153	4.0%
FRINGE BENEFITS								
502011	Medicare/Soc. Sec.	$ 9,025	$ 8,829	$ (196)	(2.2%)	$ 9,269	$ 440	5.0%
502021	Retirement	46,289	80,416	34,127	73.7%	82,529	2,113	2.6%
502022	Retirement UAL	115,043	21,805	(93,238)	(81.0%)	-	(21,805)	(100.0%)
502031	Medical Ins	87,168	98,571	11,403	13.1%	104,093	5,522	5.6%
502041	Dental Ins	4,032	5,608	1,576	39.1%	5,700	92	1.6%
502045	Vision Ins	1,128	1,104	(24)	(2.1%)	1,152	48	4.3%
502051	Life Ins/AD&D	5,176	676	(4,500)	(86.9%)	696	20	3.0%
502060	State Disability Ins (SDI)	4,488	4,586	98	2.2%	5,594	1,008	22.0%
502061	Long Term Disability Ins	3,086	2,976	(110)	(3.6%)	3,122	146	4.9%
502071	State Unemployment Ins (SUI)	536	568	32	6.0%	604	36	6.3%
502081	Worker's Comp Ins	12,054	11,906	(148)	(1.2%)	12,263	357	3.0%
502101	Holiday Pay	18,376	17,892	(484)	(2.6%)	18,787	895	5.0%
502103	Floating Holiday	22,305	24,601	2,296	10.3%	25,832	1,231	5.0%
502109	Sick Leave	27,564	26,838	(726)	(2.6%)	28,181	1,343	5.0%
502111	Annual Leave	43,414	38,800	(4,614)	(10.6%)	40,743	1,943	5.0%
502121	Other Paid Absence	4,307	4,194	(113)	(2.6%)	4,403	209	5.0%
502251	Phys. Exams	-	-	-	0.0%	-	-	0.0%
502253	Driver Lic Renewal	-	-	-	0.0%	-	-	0.0%
502999	Other Fringe Benefits	14,762	17,916	3,154	21.4%	17,920	4	0.0%
	Totals	$ 418,782	$ 367,286	$ (51,496)	(12.3%)	$ 360,888	$ (6,398)	(1.7%)

Attachment C

15C.10

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Admin - 1100

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
SERVICES								
503011	Accting/Audit Fees	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
503012	Admin/Bank Fees	-	-	-	0.0%	-	-	0.0%
503031	Prof/Technical Fees	160,900	168,280	7,380	4.6%	66,825	(101,455)	(60.3%)
503032	Legislative Services	101,000	101,121	121	0.1%	103,222	2,101	2.1%
503033	Legal Services	-	-	-	0.0%	-	-	0.0%
503034	Pre-Employment Exams	-	-	-	0.0%	-	-	0.0%
503041	Temp Help	-	-	-	0.0%	-	-	0.0%
503161	Custodial Services	-	-	-	0.0%	-	-	0.0%
503162	Uniforms/Laundry	-	-	-	0.0%	-	-	0.0%
503171	Security Services	-	-	-	0.0%	-	-	0.0%
503221	Classified/Legal Ads	4,000	4,120	120	3.0%	4,220	100	2.4%
503222	Legal Ads	-	-	-	0.0%	-	-	0.0%
503225	Graphic Services	-	-	-	0.0%	-	-	0.0%
503351	Repair - Bldg & Impr	-	-	-	0.0%	-	-	0.0%
503352	Repair - Equipment	8,000	8,242	242	3.0%	8,443	201	2.4%
503353	Repair - Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503354	Repair - Non Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503363	Haz Mat Disposal	-	-	-	0.0%	-	-	0.0%
	Totals	$ 273,900	$ 281,763	$ 7,863	2.9%	$ 182,710	$ (99,053)	(35.2%)
MOBILE MATERIALS & SUPPLIES								
504011	Fuels & Lubricants - Non Rev Veh	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
504012	Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	-	0.0%
504021	Tires & Tubes	-	-	-	0.0%	-	-	0.0%
504161	Other Mobile Supplies	-	-	-	0.0%	-	-	0.0%
504191	Rev Vehicle Parts	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%

Attachment C

15C.11

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Admin - 1100

ACCOUNT			June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
OTHER MATERIALS & SUPPLIES									
504205	Freight Out	$	-	$ -	$ -	0.0%	$ -	$ -	0.0%
504211	Postage & Mailing		5,000	5,800	800	16.0%	5,916	116	2.0%
504214	Promotional Items		-	-	-	0.0%	-	-	0.0%
504215	Printing		6,500	6,697	197	3.0%	6,860	163	2.4%
504217	Photo Supp/Process		-	-	-	0.0%	-	-	0.0%
504311	Office Supplies		13,700	14,112	412	3.0%	14,455	343	2.4%
504315	Safety Supplies		-	-	-	0.0%	-	-	0.0%
504316	COVID-19		-	-	-	0.0%	-	-	0.0%
504317	Cleaning Supplies		-	-	-	0.0%	-	-	0.0%
504409	Repair/Maint Supplies		-	-	-	0.0%	-	-	0.0%
504417	Tenant Repairs		-	-	-	0.0%	-	-	0.0%
504421	Non-Inventory Parts		-	-	-	0.0%	-	-	0.0%
504511	Small Tools		-	-	-	0.0%	-	-	0.0%
504515	Employee Tool Replacement		-	-	-	0.0%	-	-	0.0%
	Totals	$	25,200	$ 26,609	$ 1,409	5.6%	$ 27,231	$ 622	2.3%
UTILITIES									
505010	Propulsion Power	$	-	$ -	$ -	0.0%	$ -	$ -	0.0%
505011	Gas & Electric		-	-	-	0.0%	-	-	0.0%
505021	Water & Garbage		-	-	-	0.0%	-	-	0.0%
505031	Telecommunications		-	-	-	0.0%	-	-	0.0%
	Totals	$	-	$ -	$ -	0.0%	$ -	$ -	0.0%
CASUALTY & LIABILITY									
506011	Insurance - Property	$	-	$ -	$ -	0.0%	$ -	$ -	0.0%
506015	Insurance - PL/PD		-	-	-	0.0%	-	-	0.0%
506021	Insurance - Other		-	-	-	0.0%	-	-	0.0%
506123	Settlement Costs		-	-	-	0.0%	-	-	0.0%
506127	Repairs - District Prop		-	-	-	0.0%	-	-	0.0%
	Totals	$	-	$ -	$ -	0.0%	$ -	$ -	0.0%

Attachment C

15C.12

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Admin - 1100

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
TAXES								
507051	Fuel Tax	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
507201	Licenses & Permits	-	-	-	0.0%	-	-	0.0%
507999	Other Taxes	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
MISC EXPENSE								
509011	Dues/Subscriptions	$ 82,892	$ 88,075	$ 5,183	6.3%	$ 90,048	$ 1,973	2.2%
509081	Advertising - District Promo	-	-	-	0.0%	-	-	0.0%
509101	Employee Incentive Program	18,000	18,544	544	3.0%	18,996	452	2.4%
509121	Employee Training	2,400	2,473	73	3.0%	2,533	60	2.4%
509122	BOD Travel	13,000	13,393	393	3.0%	13,719	326	2.4%
509123	Travel	20,000	20,603	603	3.0%	21,121	518	2.5%
509125	Local Meeting Expense	10,000	10,302	302	3.0%	10,553	251	2.4%
509127	Board Director Fees	12,600	12,981	381	3.0%	13,296	315	2.4%
509150	Contributions	-	-	-	0.0%	-	-	0.0%
509198	Cash Over/Short	-	-	-	0.0%	-	-	0.0%
509999	Other Misc Expense	-	-	-	0.0%	-	-	0.0%
	Totals	$ 158,892	$ 166,371	$ 7,479	4.7%	$ 170,266	$ 3,895	2.3%
INTEREST EXPENSE & DEBT SERVICE								
511102	Interest Expense - Loan	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
511103	Interest Expense - POB	-	-	-	0.0%	-	-	0.0%
524000	Principal - POB	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
LEASES & RENTALS								
512011	Facility Lease	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
512061	Equipment Rental	2,000	2,060	60	3.0%	2,110	50	2.4%
	Totals	$ 2,000	$ 2,060	$ 60	3.0%	$ 2,110	$ 50	2.4%
	PERSONNEL TOTAL	$ 925,229	$ 868,432	$ (56,797)	(6.1%)	$ 882,187	$ 13,755	1.6%
	NON-PERSONNEL TOTAL	$ 459,992	$ 476,803	$ 16,811	3.7%	$ 382,317	$ (94,486)	(19.8%)
	TOTAL OPERATING EXPENSES	**$ 1,385,221**	**$ 1,345,235**	**$ (39,986)**	**(2.9%)**	**$ 1,264,504**	**$ (80,731)**	**(6.0%)**

Attachment C

15C.13

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Finance - 1200

ACCOUNT			June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
LABOR									
501011	Bus Operator Pay	$	-	$ -	$ -	0.0%	$ -	$ -	0.0%
501013	Bus Operator OT		-	-	-	0.0%	-	-	0.0%
501021	Other Salaries		739,775	944,242	204,467	27.6%	964,442	20,200	2.1%
501023	Other OT		4,000	5,001	1,001	25.0%	5,100	99	2.0%
		Totals $	743,775	$ 949,243	$ 205,468	27.6%	$ 969,542	$ 20,299	2.1%
FRINGE BENEFITS									
502011	Medicare/Soc. Sec.	$	13,191	$ 16,589	$ 3,398	25.8%	$ 17,215	$ 626	3.8%
502021	Retirement		87,909	108,070	20,161	22.9%	109,249	1,179	1.1%
502022	Retirement UAL		218,532	52,700	(165,832)	(75.9%)	-	(52,700)	(100.0%)
502031	Medical Ins		252,876	307,869	54,993	21.7%	325,111	17,242	5.6%
502041	Dental Ins		12,942	16,826	3,884	30.0%	17,082	256	1.5%
502045	Vision Ins		2,538	3,036	498	19.6%	3,168	132	4.3%
502051	Life Ins/AD&D		1,261	1,602	341	27.0%	1,648	46	2.9%
502060	State Disability Ins (SDI)		9,065	11,678	2,613	28.8%	13,299	1,621	13.9%
502061	Long Term Disability Ins		5,450	6,416	966	17.7%	6,673	257	4.0%
502071	State Unemployment Ins (SUI)		1,206	1,562	356	29.5%	1,661	99	6.3%
502081	Worker's Comp Ins		27,121	32,740	5,619	20.7%	33,722	982	3.0%
502101	Holiday Pay		27,413	34,408	6,995	25.5%	35,702	1,294	3.8%
502103	Floating Holiday		16,185	20,780	4,595	28.4%	21,819	1,039	5.0%
502109	Sick Leave		41,118	51,611	10,493	25.5%	53,553	1,942	3.8%
502111	Annual Leave		74,703	95,213	20,510	27.5%	98,236	3,023	3.2%
502121	Other Paid Absence		6,426	8,066	1,640	25.5%	8,368	302	3.7%
502251	Phys. Exams		-	-	-	0.0%	-	-	0.0%
502253	Driver Lic Renewal		-	-	-	0.0%	-	-	0.0%
502999	Other Fringe Benefits		6,102	8,119	2,017	33.1%	8,130	11	0.1%
		Totals $	804,038	$ 777,285	$ (26,753)	(3.3%)	$ 754,636	$ (22,649)	(2.9%)

Attachment C

15C.14

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Finance - 1200

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
SERVICES								
503011	Accting/Audit Fees	$ 103,000	$ 106,111	$ 3,111	3.0%	$ 108,694	$ 2,583	2.4%
503012	Admin/Bank Fees	427,000	439,895	12,895	3.0%	450,826	10,931	2.5%
503031	Prof/Technical Fees	244,980	31,357	(213,623)	(87.2%)	31,601	244	0.8%
503032	Legislative Services	-	-	-	0.0%	-	-	0.0%
503033	Legal Services	-	-	-	0.0%	-	-	0.0%
503034	Pre-Employment Exams	-	-	-	0.0%	-	-	0.0%
503041	Temp Help	-	-	-	0.0%	-	-	0.0%
503161	Custodial Services	-	-	-	0.0%	-	-	0.0%
503162	Uniforms/Laundry	-	-	-	0.0%	-	-	0.0%
503171	Security Services	-	-	-	0.0%	-	-	0.0%
503221	Classified/Legal Ads	-	-	-	0.0%	-	-	0.0%
503222	Legal Ads	-	-	-	0.0%	-	-	0.0%
503225	Graphic Services	-	-	-	0.0%	-	-	0.0%
503351	Repair - Bldg & Impr	-	-	-	0.0%	-	-	0.0%
503352	Repair - Equipment	-	-	-	0.0%	-	-	0.0%
503353	Repair - Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503354	Repair - Non Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503363	Haz Mat Disposal	-	-	-	0.0%	-	-	0.0%
	Totals	$ 774,980	$ 577,363	$ (197,617)	(25.5%)	$ 591,121	$ 13,758	2.4%
MOBILE MATERIALS & SUPPLIES								
504011	Fuels & Lubricants - Non Rev Veh	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
504012	Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	-	0.0%
504021	Tires & Tubes	-	-	-	0.0%	-	-	0.0%
504161	Other Mobile Supplies	-	-	-	0.0%	-	-	0.0%
504191	Rev Vehicle Parts	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%

Attachment C

15C.15

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Finance - 1200

ACCOUNT			June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
OTHER MATERIALS & SUPPLIES									
504205	Freight Out	$	-	$ -	$ -	0.0%	$ -	$ -	0.0%
504211	Postage & Mailing		-	1,000	1,000	100.0%	1,000	-	0.0%
504214	Promotional Items		-	-	-	0.0%	-	-	0.0%
504215	Printing		2,000	2,060	60	3.0%	2,110	50	2.4%
504217	Photo Supp/Process		-	-	-	0.0%	-	-	0.0%
504311	Office Supplies		-	-	-	0.0%	-	-	0.0%
504315	Safety Supplies		-	-	-	0.0%	-	-	0.0%
504316	COVID-19		-	-	-	0.0%	-	-	0.0%
504317	Cleaning Supplies		-	-	-	0.0%	-	-	0.0%
504409	Repair/Maint Supplies		-	-	-	0.0%	-	-	0.0%
504417	Tenant Repairs		-	-	-	0.0%	-	-	0.0%
504421	Non-Inventory Parts		-	-	-	0.0%	-	-	0.0%
504511	Small Tools		-	-	-	0.0%	-	-	0.0%
504515	Employee Tool Replacement		-	-	-	0.0%	-	-	0.0%
	Totals	$	2,000	$ 3,060	$ 1,060	53.0%	$ 3,110	$ 50	1.6%
UTILITIES									
505010	Propulsion Power	$	-	$ -	$ -	0.0%	$ -	$ -	0.0%
505011	Gas & Electric		-	-	-	0.0%	-	-	0.0%
505021	Water & Garbage		-	-	-	0.0%	-	-	0.0%
505031	Telecommunications		-	-	-	0.0%	-	-	0.0%
	Totals	$	-	$ -	$ -	0.0%	$ -	$ -	0.0%
CASUALTY & LIABILITY									
506011	Insurance - Property	$	68,485	$ 70,553	$ 2,068	3.0%	$ 73,711	$ 3,158	4.5%
506015	Insurance - PL/PD		604,568	691,250	86,682	14.3%	781,113	89,863	13.0%
506021	Insurance - Other		60,557	62,385	1,828	3.0%	65,176	2,791	4.5%
506123	Settlement Costs		-	-	-	0.0%	-	-	0.0%
506127	Repairs - District Prop		-	-	-	0.0%	-	-	0.0%
	Totals	$	733,610	$ 824,188	$ 90,578	12.3%	$ 920,000	$ 95,812	11.6%

Attachment C

15C.16

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Finance - 1200

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
TAXES								
507051	Fuel Tax	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
507201	Licenses & Permits	-	-	-	0.0%	-	-	0.0%
507999	Other Taxes	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
MISC EXPENSE								
509011	Dues/Subscriptions	$ 620	$ 639	$ 19	3.1%	$ 654	$ 15	2.3%
509081	Advertising - District Promo	-	-	-	0.0%	-	-	0.0%
509101	Employee Incentive Program	-	8,000	8,000	100.0%	8,000	-	0.0%
509121	Employee Training	2,275	20,000	17,725	779.1%	20,500	500	2.5%
509122	BOD Travel	-	-	-	0.0%	-	-	0.0%
509123	Travel	8,800	15,000	6,200	70.5%	15,250	250	1.7%
509125	Local Meeting Expense	-	-	-	0.0%	-	-	0.0%
509127	Board Director Fees	-	-	-	0.0%	-	-	0.0%
509150	Contributions	-	-	-	0.0%	-	-	0.0%
509198	Cash Over/Short	-	-	-	0.0%	-	-	0.0%
509999	Other Misc Expense	-	-	-	0.0%	-	-	0.0%
	Totals	$ 11,695	$ 43,639	$ 31,944	273.1%	$ 44,404	$ 765	1.8%
INTEREST EXPENSE & DEBT SERVICE								
511102	Interest Expense - Loan	$ 16,356	$ 8,120	$ (8,236)	(50.4%)	$ 893	$ (7,227)	(89.0%)
511103	Interest Expense - POB	-	1,470,969	1,470,969	100.0%	1,426,832	(44,137)	(3.0%)
524000	Principal - POB	-	3,032,000	3,032,000	100.0%	2,745,833	(286,167)	(9.4%)
	Totals	$ 16,356	$ 4,511,089	$ 4,494,733	27480.6%	$ 4,173,558	$ (337,531)	(7.5%)
LEASES & RENTALS								
512011	Facility Lease	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
512061	Equipment Rental	-	618	618	100.0%	618	-	0.0%
	Totals	$ -	$ 618	$ 618	100.0%	$ 618	$ -	0.0%
	PERSONNEL TOTAL	$ 1,547,813	$ 1,726,528	$ 178,715	11.5%	$ 1,724,178	$ (2,350)	(0.1%)
	NON-PERSONNEL TOTAL	$ 1,538,641	$ 5,959,957	$ 4,421,316	287.4%	$ 5,732,811	$ (227,146)	(3.8%)
	TOTAL OPERATING EXPENSES	**$ 3,086,454**	**$ 7,686,485**	**$ 4,600,031**	**149.0%**	**$ 7,456,989**	**$ (229,496)**	**(3.0%)**

Attachment C

15C.17

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Customer Service - 1300

ACCOUNT			June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
LABOR									
501011	Bus Operator Pay		$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
501013	Bus Operator OT		-	-	-	0.0%	-	-	0.0%
501021	Other Salaries		791,328	839,923	48,595	6.1%	836,843	(3,080)	(0.4%)
501023	Other OT		36,405	37,504	1,099	3.0%	37,504	-	0.0%
		Totals	$ 827,733	$ 877,427	$ 49,694	6.0%	$ 874,347	$ (3,080)	(0.4%)
FRINGE BENEFITS									
502011	Medicare/Soc. Sec.		$ 14,605	$ 15,180	$ 575	3.9%	$ 15,517	$ 337	2.2%
502021	Retirement		96,703	98,013	1,310	1.4%	98,095	82	0.1%
502022	Retirement UAL		240,393	47,794	(192,599)	(80.1%)	-	(47,794)	(100.0%)
502031	Medical Ins		379,146	404,921	25,775	6.8%	427,615	22,694	5.6%
502041	Dental Ins		17,190	20,034	2,844	16.5%	20,346	312	1.6%
502045	Vision Ins		4,230	4,140	(90)	(2.1%)	4,320	180	4.3%
502051	Life Ins/AD&D		1,859	1,963	104	5.6%	2,027	64	3.3%
502060	State Disability Ins (SDI)		10,687	11,411	724	6.8%	11,987	576	5.0%
502061	Long Term Disability Ins		7,578	7,491	(87)	(1.1%)	7,806	315	4.2%
502071	State Unemployment Ins (SUI)		2,010	2,130	120	6.0%	2,265	135	6.3%
502081	Worker's Comp Ins		51,228	56,551	5,323	10.4%	58,248	1,697	3.0%
502101	Holiday Pay		29,301	30,434	1,133	3.9%	31,140	706	2.3%
502103	Floating Holiday		8,488	9,027	539	6.4%	9,283	256	2.8%
502109	Sick Leave		43,951	45,655	1,704	3.9%	46,715	1,060	2.3%
502111	Annual Leave		90,948	95,489	4,541	5.0%	101,311	5,822	6.1%
502121	Other Paid Absence		6,867	7,137	270	3.9%	7,302	165	2.3%
502251	Phys. Exams		-	-	-	0.0%	-	-	0.0%
502253	Driver Lic Renewal		-	-	-	0.0%	-	-	0.0%
502999	Other Fringe Benefits		4,320	4,335	15	0.3%	4,350	15	0.3%
		Totals	$ 1,009,500	$ 861,705	$ (147,795)	(14.6%)	$ 848,327	$ (13,378)	(1.6%)

Attachment C

15C.18

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Customer Service - 1300

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
SERVICES								
503011	Accting/Audit Fees	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
503012	Admin/Bank Fees	-	-	-	0.0%	-	-	0.0%
503031	Prof/Technical Fees	407,864	372,426	(35,438)	(8.7%)	376,150	3,724	1.0%
503032	Legislative Services	-	-	-	0.0%	-	-	0.0%
503033	Legal Services	-	-	-	0.0%	-	-	0.0%
503034	Pre-Employment Exams	-	-	-	0.0%	-	-	0.0%
503041	Temp Help	-	-	-	0.0%	-	-	0.0%
503161	Custodial Services	-	-	-	0.0%	-	-	0.0%
503162	Uniforms/Laundry	3,700	3,700	-	0.0%	3,700	-	0.0%
503171	Security Services	-	-	-	0.0%	-	-	0.0%
503221	Classified/Legal Ads	-	-	-	0.0%	-	-	0.0%
503222	Legal Ads	-	-	-	0.0%	-	-	0.0%
503225	Graphic Services	-	-	-	0.0%	-	-	0.0%
503351	Repair - Bldg & Impr	-	-	-	0.0%	-	-	0.0%
503352	Repair - Equipment	1,100	1,100	-	0.0%	1,100	-	0.0%
503353	Repair - Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503354	Repair - Non Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503363	Haz Mat Disposal	-	-	-	0.0%	-	-	0.0%
	Totals	$ 412,664	$ 377,226	$ (35,438)	(8.6%)	$ 380,950	$ 3,724	1.0%
MOBILE MATERIALS & SUPPLIES								
504011	Fuels & Lubricants - Non Rev Veh	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
504012	Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	-	0.0%
504021	Tires & Tubes	-	-	-	0.0%	-	-	0.0%
504161	Other Mobile Supplies	-	-	-	0.0%	-	-	0.0%
504191	Rev Vehicle Parts	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%

Attachment C

15C.19

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Customer Service - 1300

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
OTHER MATERIALS & SUPPLIES								
504205	Freight Out	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
504211	Postage & Mailing	2,500	6,500	4,000	160.0%	6,500	-	0.0%
504214	Promotional Items	25,000	25,000	-	0.0%	25,000	-	0.0%
504215	Printing	29,000	80,510	51,510	177.6%	81,110	600	0.7%
504217	Photo Supp/Process	2,000	2,060	60	3.0%	2,060	-	0.0%
504311	Office Supplies	5,000	5,000	-	0.0%	5,000	-	0.0%
504315	Safety Supplies	-	-	-	0.0%	-	-	0.0%
504316	COVID-19	-	-	-	0.0%	-	-	0.0%
504317	Cleaning Supplies	-	-	-	0.0%	-	-	0.0%
504409	Repair/Maint Supplies	-	-	-	0.0%	-	-	0.0%
504417	Tenant Repairs	-	-	-	0.0%	-	-	0.0%
504421	Non-Inventory Parts	-	-	-	0.0%	-	-	0.0%
504511	Small Tools	-	-	-	0.0%	-	-	0.0%
504515	Employee Tool Replacement	-	-	-	0.0%	-	-	0.0%
	Totals	$ 63,500	$ 119,070	$ 55,570	87.5%	$ 119,670	$ 600	0.5%
UTILITIES								
505010	Propulsion Power	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
505011	Gas & Electric	-	-	-	0.0%	-	-	0.0%
505021	Water & Garbage	-	-	-	0.0%	-	-	0.0%
505031	Telecommunications	650	650	-	0.0%	650	-	0.0%
	Totals	$ 650	$ 650	$ -	0.0%	$ 650	$ -	0.0%
CASUALTY & LIABILITY								
506011	Insurance - Property	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
506015	Insurance - PL/PD	-	-	-	0.0%	-	-	0.0%
506021	Insurance - Other	-	-	-	0.0%	-	-	0.0%
506123	Settlement Costs	-	-	-	0.0%	-	-	0.0%
506127	Repairs - District Prop	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%

Attachment C

15C.20

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Customer Service - 1300

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
TAXES								
507051	Fuel Tax	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
507201	Licenses & Permits	8,600	13,200	4,600	53.5%	13,200	-	0.0%
507999	Other Taxes	-	-	-	0.0%	-	-	0.0%
	Totals	$ 8,600	$ 13,200	$ 4,600	53.5%	$ 13,200	$ -	0.0%
MISC EXPENSE								
509011	Dues/Subscriptions	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
509081	Advertising - District Promo	15,000	-	(15,000)	(100.0%)	-	-	0.0%
509101	Employee Incentive Program	1,200	1,200	-	0.0%	1,200	-	0.0%
509121	Employee Training	7,068	7,068	-	0.0%	7,068	-	0.0%
509122	BOD Travel	-	-	-	0.0%	-	-	0.0%
509123	Travel	5,360	5,360	-	0.0%	5,360	-	0.0%
509125	Local Meeting Expense	300	300	-	0.0%	300	-	0.0%
509127	Board Director Fees	-	-	-	0.0%	-	-	0.0%
509150	Contributions	-	-	-	0.0%	-	-	0.0%
509198	Cash Over/Short	-	-	-	0.0%	-	-	0.0%
509999	Other Misc Expense	-	-	-	0.0%	-	-	0.0%
	Totals	$ 28,928	$ 13,928	$ (15,000)	(51.9%)	$ 13,928	$ -	0.0%
INTEREST EXPENSE & DEBT SERVICE								
511102	Interest Expense - Loan	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
511103	Interest Expense - POB	-	-	-	0.0%	-	-	0.0%
524000	Principal - POB	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
LEASES & RENTALS								
512011	Facility Lease	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
512061	Equipment Rental	4,600	3,982	(618)	(13.4%)	3,982	-	0.0%
	Totals	$ 4,600	$ 3,982	$ (618)	(13.4%)	$ 3,982	$ -	0.0%
	PERSONNEL TOTAL	$ 1,837,233	$ 1,739,132	$ (98,101)	(5.3%)	$ 1,722,674	$ (16,458)	(0.9%)
	NON-PERSONNEL TOTAL	$ 518,942	$ 528,056	$ 9,114	1.8%	$ 532,380	$ 4,324	0.8%
	TOTAL OPERATING EXPENSES	**$ 2,356,175**	**$ 2,267,188**	**$ (88,987)**	**(3.8%)**	**$ 2,255,054**	**$ (12,134)**	**(0.5%)**

Attachment C

15C.21

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

HR - 1400

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
LABOR								
501011	Bus Operator Pay	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
501013	Bus Operator OT	-	-	-	0.0%	-	-	0.0%
501021	Other Salaries	474,164	511,627	37,463	7.9%	523,282	11,655	2.3%
501023	Other OT	5,179	5,336	157	3.0%	5,466	130	2.4%
	Totals	$ 479,343	$ 516,963	$ 37,620	7.8%	$ 528,748	$ 11,785	2.3%
FRINGE BENEFITS								
502011	Medicare/Soc. Sec.	$ 8,476	$ 8,988	$ 512	6.0%	$ 9,359	$ 371	4.1%
502021	Retirement	57,294	58,221	927	1.6%	58,873	652	1.1%
502022	Retirement UAL	142,427	28,392	(114,035)	(80.1%)	-	(28,392)	(100.0%)
502031	Medical Ins	126,996	146,845	19,849	15.6%	155,075	8,230	5.6%
502041	Dental Ins	6,858	8,244	1,386	20.2%	8,364	120	1.5%
502045	Vision Ins	1,692	1,656	(36)	(2.1%)	1,728	72	4.3%
502051	Life Ins/AD&D	910	910	-	0.0%	938	28	3.1%
502060	State Disability Ins (SDI)	5,911	6,349	438	7.4%	7,229	880	13.9%
502061	Long Term Disability Ins	3,854	3,744	(110)	(2.9%)	3,856	112	3.0%
502071	State Unemployment Ins (SUI)	804	852	48	6.0%	906	54	6.3%
502081	Worker's Comp Ins	18,080	20,835	2,755	15.2%	21,460	625	3.0%
502101	Holiday Pay	17,507	18,564	1,057	6.0%	19,333	769	4.1%
502103	Floating Holiday	11,496	12,232	736	6.4%	12,843	611	5.0%
502109	Sick Leave	26,260	27,845	1,585	6.0%	29,000	1,155	4.1%
502111	Annual Leave	45,883	47,417	1,534	3.3%	50,994	3,577	7.5%
502121	Other Paid Absence	4,103	4,351	248	6.0%	4,531	180	4.1%
502251	Phys. Exams	-	-	-	0.0%	-	-	0.0%
502253	Driver Lic Renewal	-	-	-	0.0%	-	-	0.0%
502999	Other Fringe Benefits	4,068	4,074	6	0.1%	4,080	6	0.1%
	Totals	$ 482,618	$ 399,519	$ (83,099)	(17.2%)	$ 388,569	$ (10,950)	(2.7%)

Attachment C

15C.22

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

HR - 1400

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
SERVICES								
503011	Accting/Audit Fees	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
503012	Admin/Bank Fees	-	-	-	0.0%	-	-	0.0%
503031	Prof/Technical Fees	80,000	92,647	12,647	15.8%	94,576	1,929	2.1%
503032	Legislative Services	-	-	-	0.0%	-	-	0.0%
503033	Legal Services	-	-	-	0.0%	-	-	0.0%
503034	Pre-Employment Exams	8,910	9,179	269	3.0%	9,401	222	2.4%
503041	Temp Help	-	-	-	0.0%	-	-	0.0%
503161	Custodial Services	-	-	-	0.0%	-	-	0.0%
503162	Uniforms/Laundry	-	-	-	0.0%	-	-	0.0%
503171	Security Services	-	-	-	0.0%	-	-	0.0%
503221	Classified/Legal Ads	17,400	17,926	526	3.0%	18,362	436	2.4%
503222	Legal Ads	-	-	-	0.0%	-	-	0.0%
503225	Graphic Services	-	-	-	0.0%	-	-	0.0%
503351	Repair - Bldg & Impr	-	-	-	0.0%	-	-	0.0%
503352	Repair - Equipment	-	-	-	0.0%	-	-	0.0%
503353	Repair - Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503354	Repair - Non Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503363	Haz Mat Disposal	-	-	-	0.0%	-	-	0.0%
	Totals	$ 106,310	$ 119,752	$ 13,442	12.6%	$ 122,339	$ 2,587	2.2%
MOBILE MATERIALS & SUPPLIES								
504011	Fuels & Lubricants - Non Rev Veh	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
504012	Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	-	0.0%
504021	Tires & Tubes	-	-	-	0.0%	-	-	0.0%
504161	Other Mobile Supplies	-	-	-	0.0%	-	-	0.0%
504191	Rev Vehicle Parts	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%

Attachment C

15C.23

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

HR - 1400

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
OTHER MATERIALS & SUPPLIES								
504205	Freight Out	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
504211	Postage & Mailing	-	-	-	0.0%	-	-	0.0%
504214	Promotional Items	-	-	-	0.0%	-	-	0.0%
504215	Printing	1,000	1,030	30	3.0%	1,055	25	2.4%
504217	Photo Supp/Process	-	-	-	0.0%	-	-	0.0%
504311	Office Supplies	-	-	-	0.0%	-	-	0.0%
504315	Safety Supplies	-	-	-	0.0%	-	-	0.0%
504316	COVID-19	-	-	-	0.0%	-	-	0.0%
504317	Cleaning Supplies	-	-	-	0.0%	-	-	0.0%
504409	Repair/Maint Supplies	-	-	-	0.0%	-	-	0.0%
504417	Tenant Repairs	-	-	-	0.0%	-	-	0.0%
504421	Non-Inventory Parts	-	-	-	0.0%	-	-	0.0%
504511	Small Tools	-	-	-	0.0%	-	-	0.0%
504515	Employee Tool Replacement	-	-	-	0.0%	-	-	0.0%
	Totals	$ 1,000	$ 1,030	$ 30	3.0%	$ 1,055	$ 25	2.4%
UTILITIES								
505010	Propulsion Power	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
505011	Gas & Electric	-	-	-	0.0%	-	-	0.0%
505021	Water & Garbage	-	-	-	0.0%	-	-	0.0%
505031	Telecommunications	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
CASUALTY & LIABILITY								
506011	Insurance - Property	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
506015	Insurance - PL/PD	-	-	-	0.0%	-	-	0.0%
506021	Insurance - Other	-	-	-	0.0%	-	-	0.0%
506123	Settlement Costs	-	-	-	0.0%	-	-	0.0%
506127	Repairs - District Prop	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%

Attachment C

15C.24

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

HR - 1400

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
TAXES								
507051	Fuel Tax	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
507201	Licenses & Permits	-	-	-	0.0%	-	-	0.0%
507999	Other Taxes	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
MISC EXPENSE								
509011	Dues/Subscriptions	$ 3,660	$ 3,770	$ 110	3.0%	$ 3,862	$ 92	2.4%
509081	Advertising - District Promo	-	-	-	0.0%	-	-	0.0%
509101	Employee Incentive Program	-	3,000	3,000	100.0%	3,000	-	0.0%
509121	Employee Training	22,432	23,110	678	3.0%	23,693	583	2.5%
509122	BOD Travel	-	-	-	0.0%	-	-	0.0%
509123	Travel	3,200	5,000	1,800	56.3%	5,000	-	0.0%
509125	Local Meeting Expense	1,000	1,780	780	78.0%	1,805	25	1.4%
509127	Board Director Fees	-	-	-	0.0%	-	-	0.0%
509150	Contributions	-	-	-	0.0%	-	-	0.0%
509198	Cash Over/Short	-	-	-	0.0%	-	-	0.0%
509999	Other Misc Expense	-	-	-	0.0%	-	-	0.0%
	Totals	$ 30,292	$ 36,660	$ 6,368	21.0%	$ 37,360	$ 700	1.9%
INTEREST EXPENSE & DEBT SERVICE								
511102	Interest Expense - Loan	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
511103	Interest Expense - POB	-	-	-	0.0%	-	-	0.0%
524000	Principal - POB	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
LEASES & RENTALS								
512011	Facility Lease	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
512061	Equipment Rental	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
	PERSONNEL TOTAL	$ 961,961	$ 916,482	$ (45,479)	(4.7%)	$ 917,317	$ 835	0.1%
	NON-PERSONNEL TOTAL	$ 137,602	$ 157,442	$ 19,840	14.4%	$ 160,754	$ 3,312	2.1%
	TOTAL OPERATING EXPENSES	**$ 1,099,563**	**$ 1,073,924**	**$ (25,639)**	**(2.3%)**	**$ 1,078,071**	**$ 4,147**	**0.4%**

Attachment C

15C.25

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

IT - 1500

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
LABOR								
501011	Bus Operator Pay	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
501013	Bus Operator OT	-	-	-	0.0%	-	-	0.0%
501021	Other Salaries	594,603	612,906	18,303	3.1%	612,897	(9)	(0.0%)
501023	Other OT	1,012	1,001	(11)	(1.1%)	1,001	-	0.0%
	Totals	$ 595,615	$ 613,907	$ 18,292	3.1%	$ 613,898	$ (9)	(0.0%)
FRINGE BENEFITS								
502011	Medicare/Soc. Sec.	$ 10,671	$ 10,944	$ 273	2.6%	$ 11,076	$ 132	1.2%
502021	Retirement	73,200	73,191	(9)	(0.0%)	72,473	(718)	(1.0%)
502022	Retirement UAL	181,974	35,691	(146,283)	(80.4%)	-	(35,691)	(100.0%)
502031	Medical Ins	130,728	143,474	12,746	9.7%	151,506	8,032	5.6%
502041	Dental Ins	5,773	6,756	983	17.0%	6,864	108	1.6%
502045	Vision Ins	1,644	1,656	12	0.7%	1,728	72	4.3%
502051	Life Ins/AD&D	994	1,005	11	1.1%	1,045	40	4.0%
502060	State Disability Ins (SDI)	6,723	7,079	356	5.3%	8,554	1,475	20.8%
502061	Long Term Disability Ins	4,338	4,086	(252)	(5.8%)	4,250	164	4.0%
502071	State Unemployment Ins (SUI)	804	852	48	6.0%	906	54	6.3%
502081	Worker's Comp Ins	18,080	20,835	2,755	15.2%	21,460	625	3.0%
502101	Holiday Pay	22,051	22,645	594	2.7%	22,918	273	1.2%
502103	Floating Holiday	20,097	19,625	(472)	(2.3%)	19,845	220	1.1%
502109	Sick Leave	33,078	33,965	887	2.7%	34,376	411	1.2%
502111	Annual Leave	59,954	66,927	6,973	11.6%	67,460	533	0.8%
502121	Other Paid Absence	5,167	5,306	139	2.7%	5,370	64	1.2%
502251	Phys. Exams	-	-	-	0.0%	-	-	0.0%
502253	Driver Lic Renewal	-	-	-	0.0%	-	-	0.0%
502999	Other Fringe Benefits	6,013	6,024	11	0.2%	6,030	6	0.1%
	Totals	$ 581,289	$ 460,061	$ (121,228)	(20.9%)	$ 435,861	$ (24,200)	(5.3%)

Attachment C

15C.26

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

IT - 1500

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
SERVICES								
503011	Accting/Audit Fees	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
503012	Admin/Bank Fees	-	-	-	0.0%	-	-	0.0%
503031	Prof/Technical Fees	6,000	6,000	-	0.0%	6,000	-	0.0%
503032	Legislative Services	-	-	-	0.0%	-	-	0.0%
503033	Legal Services	-	-	-	0.0%	-	-	0.0%
503034	Pre-Employment Exams	-	-	-	0.0%	-	-	0.0%
503041	Temp Help	-	-	-	0.0%	-	-	0.0%
503161	Custodial Services	-	-	-	0.0%	-	-	0.0%
503162	Uniforms/Laundry	-	-	-	0.0%	-	-	0.0%
503171	Security Services	-	-	-	0.0%	-	-	0.0%
503221	Classified/Legal Ads	-	-	-	0.0%	-	-	0.0%
503222	Legal Ads	-	-	-	0.0%	-	-	0.0%
503225	Graphic Services	-	-	-	0.0%	-	-	0.0%
503351	Repair - Bldg & Impr	-	-	-	0.0%	-	-	0.0%
503352	Repair - Equipment	365,815	481,000	115,185	31.5%	1,084,603	603,603	125.5%
503353	Repair - Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503354	Repair - Non Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503363	Haz Mat Disposal	-	-	-	0.0%	-	-	0.0%
	Totals	$ 371,815	$ 487,000	$ 115,185	31.0%	$ 1,090,603	$ 603,603	123.9%
MOBILE MATERIALS & SUPPLIES								
504011	Fuels & Lubricants - Non Rev Veh	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
504012	Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	-	0.0%
504021	Tires & Tubes	-	-	-	0.0%	-	-	0.0%
504161	Other Mobile Supplies	-	-	-	0.0%	-	-	0.0%
504191	Rev Vehicle Parts	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%

Attachment C

15C.27

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

IT - 1500

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
OTHER MATERIALS & SUPPLIES								
504205	Freight Out	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
504211	Postage & Mailing	-	-	-	0.0%	-	-	0.0%
504214	Promotional Items	-	-	-	0.0%	-	-	0.0%
504215	Printing	-	-	-	0.0%	-	-	0.0%
504217	Photo Supp/Process	-	-	-	0.0%	-	-	0.0%
504311	Office Supplies	30,700	30,700	-	0.0%	30,700	-	0.0%
504315	Safety Supplies	-	-	-	0.0%	-	-	0.0%
504316	COVID-19	-	-	-	0.0%	-	-	0.0%
504317	Cleaning Supplies	-	-	-	0.0%	-	-	0.0%
504409	Repair/Maint Supplies	-	-	-	0.0%	-	-	0.0%
504417	Tenant Repairs	-	-	-	0.0%	-	-	0.0%
504421	Non-Inventory Parts	-	-	-	0.0%	-	-	0.0%
504511	Small Tools	-	-	-	0.0%	-	-	0.0%
504515	Employee Tool Replacement	-	-	-	0.0%	-	-	0.0%
	Totals	$ 30,700	$ 30,700	$ -	0.0%	$ 30,700	$ -	0.0%
UTILITIES								
505010	Propulsion Power	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
505011	Gas & Electric	-	-	-	0.0%	-	-	0.0%
505021	Water & Garbage	-	-	-	0.0%	-	-	0.0%
505031	Telecommunications	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
CASUALTY & LIABILITY								
506011	Insurance - Property	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
506015	Insurance - PL/PD	-	-	-	0.0%	-	-	0.0%
506021	Insurance - Other	-	-	-	0.0%	-	-	0.0%
506123	Settlement Costs	-	-	-	0.0%	-	-	0.0%
506127	Repairs - District Prop	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%

Attachment C

15C.28

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

IT - 1500

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
TAXES								
507051	Fuel Tax	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
507201	Licenses & Permits	-	-	-	0.0%	-	-	0.0%
507999	Other Taxes	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
MISC EXPENSE								
509011	Dues/Subscriptions	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
509081	Advertising - District Promo	-	-	-	0.0%	-	-	0.0%
509101	Employee Incentive Program	-	-	-	0.0%	-	-	0.0%
509121	Employee Training	880	1,200	320	36.4%	1,200	-	0.0%
509122	BOD Travel	-	-	-	0.0%	-	-	0.0%
509123	Travel	1,600	2,200	600	37.5%	2,200	-	0.0%
509125	Local Meeting Expense	-	-	-	0.0%	-	-	0.0%
509127	Board Director Fees	-	-	-	0.0%	-	-	0.0%
509150	Contributions	-	-	-	0.0%	-	-	0.0%
509198	Cash Over/Short	-	-	-	0.0%	-	-	0.0%
509999	Other Misc Expense	-	-	-	0.0%	-	-	0.0%
	Totals	$ 2,480	$ 3,400	$ 920	37.1%	$ 3,400	$ -	0.0%
INTEREST EXPENSE & DEBT SERVICE								
511102	Interest Expense - Loan	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
511103	Interest Expense - POB	-	-	-	0.0%	-	-	0.0%
524000	Principal - POB	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
LEASES & RENTALS								
512011	Facility Lease	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
512061	Equipment Rental	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
	PERSONNEL TOTAL	$ 1,176,904	$ 1,073,968	$ (102,936)	(8.7%)	$ 1,049,759	$ (24,209)	(2.3%)
	NON-PERSONNEL TOTAL	$ 404,995	$ 521,100	$ 116,105	28.7%	$ 1,124,703	$ 603,603	115.8%
	TOTAL OPERATING EXPENSES	**$ 1,581,899**	**$ 1,595,068**	**$ 13,169**	**0.8%**	**$ 2,174,462**	**$ 579,394**	**36.3%**

Attachment C

15C.29

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Planning Grants - 1600

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
LABOR								
501011	Bus Operator Pay	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
501013	Bus Operator OT	-	-	-	0.0%	-	-	0.0%
501021	Other Salaries	412,963	438,565	25,602	6.2%	437,569	(996)	(0.2%)
501023	Other OT	9,204	12,000	2,796	30.4%	12,241	241	2.0%
	Totals	$ 422,167	$ 450,565	$ 28,398	6.7%	$ 449,810	$ (755)	(0.2%)
FRINGE BENEFITS								
502011	Medicare/Soc. Sec.	$ 7,413	$ 7,814	$ 401	5.4%	$ 7,994	$ 180	2.3%
502021	Retirement	50,005	51,168	1,163	2.3%	50,848	(320)	(0.6%)
502022	Retirement UAL	124,309	24,951	(99,358)	(79.9%)	-	(24,951)	(100.0%)
502031	Medical Ins	129,492	127,291	(2,201)	(1.7%)	134,424	7,133	5.6%
502041	Dental Ins	6,750	6,926	176	2.6%	7,032	106	1.5%
502045	Vision Ins	1,410	1,380	(30)	(2.1%)	1,440	60	4.3%
502051	Life Ins/AD&D	689	696	7	1.0%	708	12	1.7%
502060	State Disability Ins (SDI)	5,284	5,640	356	6.7%	6,174	534	9.5%
502061	Long Term Disability Ins	2,892	2,808	(84)	(2.9%)	2,892	84	3.0%
502071	State Unemployment Ins (SUI)	670	710	40	6.0%	755	45	6.3%
502081	Worker's Comp Ins	18,080	17,858	(222)	(1.2%)	18,394	536	3.0%
502101	Holiday Pay	15,223	15,975	752	4.9%	16,338	363	2.3%
502103	Floating Holiday	5,844	6,351	507	8.7%	6,669	318	5.0%
502109	Sick Leave	22,835	23,963	1,128	4.9%	24,508	545	2.3%
502111	Annual Leave	41,624	45,970	4,346	10.4%	50,129	4,159	9.0%
502121	Other Paid Absence	3,568	3,744	176	4.9%	3,829	85	2.3%
502251	Phys. Exams	-	-	-	0.0%	-	-	0.0%
502253	Driver Lic Renewal	-	-	-	0.0%	-	-	0.0%
502999	Other Fringe Benefits	2,090	2,095	5	0.2%	2,100	5	0.2%
	Totals	$ 438,178	$ 345,340	$ (92,838)	(21.2%)	$ 334,234	$ (11,106)	(3.2%)

Attachment C

15C.30

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Planning Grants - 1600

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
SERVICES								
503011	Accting/Audit Fees	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
503012	Admin/Bank Fees	-	-	-	0.0%	-	-	0.0%
503031	Prof/Technical Fees	212,250	1,201,217	988,967	465.9%	628,682	(572,535)	(47.7%)
503032	Legislative Services	-	-	-	0.0%	-	-	0.0%
503033	Legal Services	-	-	-	0.0%	-	-	0.0%
503034	Pre-Employment Exams	-	-	-	0.0%	-	-	0.0%
503041	Temp Help	-	-	-	0.0%	-	-	0.0%
503161	Custodial Services	-	-	-	0.0%	-	-	0.0%
503162	Uniforms/Laundry	-	-	-	0.0%	-	-	0.0%
503171	Security Services	-	-	-	0.0%	-	-	0.0%
503221	Classified/Legal Ads	-	-	-	0.0%	-	-	0.0%
503222	Legal Ads	-	-	-	0.0%	-	-	0.0%
503225	Graphic Services	-	-	-	0.0%	-	-	0.0%
503351	Repair - Bldg & Impr	-	-	-	0.0%	-	-	0.0%
503352	Repair - Equipment	-	-	-	0.0%	-	-	0.0%
503353	Repair - Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503354	Repair - Non Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503363	Haz Mat Disposal	-	-	-	0.0%	-	-	0.0%
	Totals	$ 212,250	$ 1,201,217	$ 988,967	465.9%	$ 628,682	$ (572,535)	(47.7%)
MOBILE MATERIALS & SUPPLIES								
504011	Fuels & Lubricants - Non Rev Veh	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
504012	Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	-	0.0%
504021	Tires & Tubes	-	-	-	0.0%	-	-	0.0%
504161	Other Mobile Supplies	-	-	-	0.0%	-	-	0.0%
504191	Rev Vehicle Parts	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%

Attachment C

15C.31

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Planning Grants - 1600

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
OTHER MATERIALS & SUPPLIES								
504205	Freight Out	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
504211	Postage & Mailing	-	-	-	0.0%	-	-	0.0%
504214	Promotional Items	-	-	-	0.0%	-	-	0.0%
504215	Printing	15,000	15,453	453	3.0%	15,828	375	2.4%
504217	Photo Supp/Process	-	-	-	0.0%	-	-	0.0%
504311	Office Supplies	-	-	-	0.0%	-	-	0.0%
504315	Safety Supplies	-	-	-	0.0%	-	-	0.0%
504316	COVID-19	-	-	-	0.0%	-	-	0.0%
504317	Cleaning Supplies	-	-	-	0.0%	-	-	0.0%
504409	Repair/Maint Supplies	-	-	-	0.0%	-	-	0.0%
504417	Tenant Repairs	-	-	-	0.0%	-	-	0.0%
504421	Non-Inventory Parts	-	-	-	0.0%	-	-	0.0%
504511	Small Tools	-	-	-	0.0%	-	-	0.0%
504515	Employee Tool Replacement	-	-	-	0.0%	-	-	0.0%
	Totals	$ 15,000	$ 15,453	$ 453	3.0%	$ 15,828	$ 375	2.4%
UTILITIES								
505010	Propulsion Power	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
505011	Gas & Electric	-	-	-	0.0%	-	-	0.0%
505021	Water & Garbage	-	-	-	0.0%	-	-	0.0%
505031	Telecommunications	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
CASUALTY & LIABILITY								
506011	Insurance - Property	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
506015	Insurance - PL/PD	-	-	-	0.0%	-	-	0.0%
506021	Insurance - Other	-	-	-	0.0%	-	-	0.0%
506123	Settlement Costs	-	-	-	0.0%	-	-	0.0%
506127	Repairs - District Prop	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%

Attachment C

15C.32

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Planning Grants - 1600

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
TAXES								
507051	Fuel Tax	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
507201	Licenses & Permits	-	-	-	0.0%	-	-	0.0%
507999	Other Taxes	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
MISC EXPENSE								
509011	Dues/Subscriptions	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
509081	Advertising - District Promo	-	-	-	0.0%	-	-	0.0%
509101	Employee Incentive Program	-	-	-	0.0%	-	-	0.0%
509121	Employee Training	6,600	3,799	(2,801)	(42.4%)	3,966	167	4.4%
509122	BOD Travel	-	-	-	0.0%	-	-	0.0%
509123	Travel	7,954	5,440	(2,514)	(31.6%)	5,646	206	3.8%
509125	Local Meeting Expense	-	-	-	0.0%	-	-	0.0%
509127	Board Director Fees	-	-	-	0.0%	-	-	0.0%
509150	Contributions	-	-	-	0.0%	-	-	0.0%
509198	Cash Over/Short	-	-	-	0.0%	-	-	0.0%
509999	Other Misc Expense	-	-	-	0.0%	-	-	0.0%
	Totals	$ 14,554	$ 9,239	$ (5,315)	(36.5%)	$ 9,612	$ 373	4.0%
INTEREST EXPENSE & DEBT SERVICE								
511102	Interest Expense - Loan	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
511103	Interest Expense - POB	-	-	-	0.0%	-	-	0.0%
524000	Principal - POB	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
LEASES & RENTALS								
512011	Facility Lease	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
512061	Equipment Rental	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
	PERSONNEL TOTAL	$ 860,345	$ 795,905	$ (64,440)	(7.5%)	$ 784,044	$ (11,861)	(1.5%)
	NON-PERSONNEL TOTAL	$ 241,804	$ 1,225,909	$ 984,105	407.0%	$ 654,122	$ (571,787)	(46.6%)
	TOTAL OPERATING EXPENSES	**$ 1,102,149**	**$ 2,021,814**	**$ 919,665**	**83.4%**	**$ 1,438,166**	**$ (583,648)**	**(28.9%)**

Attachment C

15C.33

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Risk Mgmt - 1800

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
LABOR								
501011	Bus Operator Pay	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
501013	Bus Operator OT	-	-	-	0.0%	-	-	0.0%
501021	Other Salaries	181,474	190,881	9,407	5.2%	193,192	2,311	1.2%
501023	Other OT	251	259	8	3.2%	266	7	2.7%
	Totals	$ 181,725	$ 191,140	$ 9,415	5.2%	$ 193,458	$ 2,318	1.2%
FRINGE BENEFITS								
502011	Medicare/Soc. Sec.	$ 3,201	$ 3,313	$ 112	3.5%	$ 3,406	$ 93	2.8%
502021	Retirement	21,963	22,163	200	0.9%	22,291	128	0.6%
502022	Retirement UAL	54,599	10,807	(43,792)	(80.2%)	-	(10,807)	(100.0%)
502031	Medical Ins	9,786	10,044	258	2.6%	10,608	564	5.6%
502041	Dental Ins	2,286	2,348	62	2.7%	2,382	34	1.4%
502045	Vision Ins	564	552	(12)	(2.1%)	576	24	4.3%
502051	Life Ins/AD&D	234	336	102	43.6%	348	12	3.6%
502060	State Disability Ins (SDI)	2,342	2,491	149	6.4%	2,631	140	5.6%
502061	Long Term Disability Ins	1,440	1,404	(36)	(2.5%)	1,446	42	3.0%
502071	State Unemployment Ins (SUI)	268	284	16	6.0%	302	18	6.3%
502081	Worker's Comp Ins	6,027	5,953	(74)	(1.2%)	6,131	178	3.0%
502101	Holiday Pay	6,643	6,877	234	3.5%	7,066	189	2.7%
502103	Floating Holiday	5,047	5,224	177	3.5%	5,484	260	5.0%
502109	Sick Leave	9,966	10,316	350	3.5%	10,600	284	2.8%
502111	Annual Leave	15,826	16,381	555	3.5%	16,641	260	1.6%
502121	Other Paid Absence	1,557	1,611	54	3.5%	1,656	45	2.8%
502251	Phys. Exams	-	-	-	0.0%	-	-	0.0%
502253	Driver Lic Renewal	-	-	-	0.0%	-	-	0.0%
502999	Other Fringe Benefits	6,006	6,008	2	0.0%	6,010	2	0.0%
	Totals	$ 147,755	$ 106,112	$ (41,643)	(28.2%)	$ 97,578	$ (8,534)	(8.0%)

Attachment C

15C.34

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Risk Mgmt - 1800

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
SERVICES								
503011	Accting/Audit Fees	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
503012	Admin/Bank Fees	-	-	-	0.0%	-	-	0.0%
503031	Prof/Technical Fees	30,200	15,659	(14,541)	(48.1%)	16,040	381	2.4%
503032	Legislative Services	-	-	-	0.0%	-	-	0.0%
503033	Legal Services	-	-	-	0.0%	-	-	0.0%
503034	Pre-Employment Exams	-	-	-	0.0%	-	-	0.0%
503041	Temp Help	-	-	-	0.0%	-	-	0.0%
503161	Custodial Services	-	-	-	0.0%	-	-	0.0%
503162	Uniforms/Laundry	-	-	-	0.0%	-	-	0.0%
503171	Security Services	593,789	611,722	17,933	3.0%	626,610	14,888	2.4%
503221	Classified/Legal Ads	-	-	-	0.0%	-	-	0.0%
503222	Legal Ads	-	-	-	0.0%	-	-	0.0%
503225	Graphic Services	-	-	-	0.0%	-	-	0.0%
503351	Repair - Bldg & Impr	-	-	-	0.0%	-	-	0.0%
503352	Repair - Equipment	-	-	-	0.0%	-	-	0.0%
503353	Repair - Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503354	Repair - Non Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503363	Haz Mat Disposal	-	-	-	0.0%	-	-	0.0%
	Totals	$ 623,989	$ 627,381	$ 3,392	0.5%	$ 642,650	$ 15,269	2.4%
MOBILE MATERIALS & SUPPLIES								
504011	Fuels & Lubricants - Non Rev Veh	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
504012	Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	-	0.0%
504021	Tires & Tubes	-	-	-	0.0%	-	-	0.0%
504161	Other Mobile Supplies	-	-	-	0.0%	-	-	0.0%
504191	Rev Vehicle Parts	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%

Attachment C

15C.35

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Risk Mgmt - 1800

ACCOUNT			June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
OTHER MATERIALS & SUPPLIES									
504205	Freight Out	$	-	$ -	$ -	0.0%	$ -	$ -	0.0%
504211	Postage & Mailing		-	-	-	0.0%	-	-	0.0%
504214	Promotional Items		-	-	-	0.0%	-	-	0.0%
504215	Printing		3,000	3,091	91	3.0%	3,166	75	2.4%
504217	Photo Supp/Process		-	-	-	0.0%	-	-	0.0%
504311	Office Supplies		-	-	-	0.0%	-	-	0.0%
504315	Safety Supplies		2,700	2,782	82	3.0%	2,850	68	2.4%
504316	COVID-19		-	-	-	0.0%	-	-	0.0%
504317	Cleaning Supplies		-	-	-	0.0%	-	-	0.0%
504409	Repair/Maint Supplies		-	-	-	0.0%	-	-	0.0%
504417	Tenant Repairs		-	-	-	0.0%	-	-	0.0%
504421	Non-Inventory Parts		-	-	-	0.0%	-	-	0.0%
504511	Small Tools		-	-	-	0.0%	-	-	0.0%
504515	Employee Tool Replacement		-	-	-	0.0%	-	-	0.0%
	Totals	$	5,700	$ 5,873	$ 173	3.0%	$ 6,016	$ 143	2.4%
UTILITIES									
505010	Propulsion Power	$	-	$ -	$ -	0.0%	$ -	$ -	0.0%
505011	Gas & Electric		-	-	-	0.0%	-	-	0.0%
505021	Water & Garbage		-	-	-	0.0%	-	-	0.0%
505031	Telecommunications		-	-	-	0.0%	-	-	0.0%
	Totals	$	-	$ -	$ -	0.0%	$ -	$ -	0.0%
CASUALTY & LIABILITY									
506011	Insurance - Property	$	-	$ -	$ -	0.0%	$ -	$ -	0.0%
506015	Insurance - PL/PD		-	-	-	0.0%	-	-	0.0%
506021	Insurance - Other		-	-	-	0.0%	-	-	0.0%
506123	Settlement Costs		150,000	154,530	4,530	3.0%	158,291	3,761	2.4%
506127	Repairs - District Prop		-	-	-	0.0%	-	-	0.0%
	Totals	$	150,000	$ 154,530	$ 4,530	3.0%	$ 158,291	$ 3,761	2.4%

Attachment C

15C.36

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Risk Mgmt - 1800

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
TAXES								
507051	Fuel Tax	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
507201	Licenses & Permits	-	-	-	0.0%	-	-	0.0%
507999	Other Taxes	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
MISC EXPENSE								
509011	Dues/Subscriptions	$ 400	$ 412	$ 12	3.0%	$ 422	$ 10	2.4%
509081	Advertising - District Promo	-	-	-	0.0%	-	-	0.0%
509101	Employee Incentive Program	3,000	5,933	2,933	97.8%	6,084	151	2.5%
509121	Employee Training	5,760	3,091	(2,669)	(46.3%)	3,166	75	2.4%
509122	BOD Travel	-	-	-	0.0%	-	-	0.0%
509123	Travel	6,896	7,105	209	3.0%	7,280	175	2.5%
509125	Local Meeting Expense	-	-	-	0.0%	-	-	0.0%
509127	Board Director Fees	-	-	-	0.0%	-	-	0.0%
509150	Contributions	-	-	-	0.0%	-	-	0.0%
509198	Cash Over/Short	-	-	-	0.0%	-	-	0.0%
509999	Other Misc Expense	-	-	-	0.0%	-	-	0.0%
	Totals	$ 16,056	$ 16,541	$ 485	3.0%	$ 16,952	$ 411	2.5%
INTEREST EXPENSE & DEBT SERVICE								
511102	Interest Expense - Loan	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
511103	Interest Expense - POB	-	-	-	0.0%	-	-	0.0%
524000	Principal - POB	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
LEASES & RENTALS								
512011	Facility Lease	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
512061	Equipment Rental	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
	PERSONNEL TOTAL	$ 329,480	$ 297,252	$ (32,228)	(9.8%)	$ 291,036	$ (6,216)	(2.1%)
	NON-PERSONNEL TOTAL	$ 795,745	$ 804,325	$ 8,580	1.1%	$ 823,909	$ 19,584	2.4%
	TOTAL OPERATING EXPENSES	**$ 1,125,225**	**$ 1,101,577**	**$ (23,648)**	**(2.1%)**	**$ 1,114,945**	**$ 13,368**	**1.2%**

Attachment C

15C.37

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Purchasing - 1900

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
LABOR								
501011	Bus Operator Pay	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
501013	Bus Operator OT	-	-	-	0.0%	-	-	0.0%
501021	Other Salaries	420,376	543,214	122,838	29.2%	552,371	9,157	1.7%
501023	Other OT	1,866	1,920	54	2.9%	1,969	49	2.6%
	Totals	$ 422,242	$ 545,134	$ 122,892	29.1%	$ 554,340	$ 9,206	1.7%
FRINGE BENEFITS								
502011	Medicare/Soc. Sec.	$ 7,552	$ 9,524	$ 1,972	26.1%	$ 9,878	$ 354	3.7%
502021	Retirement	51,687	63,581	11,894	23.0%	64,526	945	1.5%
502022	Retirement UAL	128,487	31,006	(97,481)	(75.9%)	-	(31,006)	(100.0%)
502031	Medical Ins	144,582	182,501	37,919	26.2%	192,730	10,229	5.6%
502041	Dental Ins	7,146	9,678	2,532	35.4%	9,828	150	1.5%
502045	Vision Ins	1,974	2,484	510	25.8%	2,592	108	4.3%
502051	Life Ins/AD&D	923	1,080	157	17.0%	1,080	-	0.0%
502060	State Disability Ins (SDI)	5,526	7,159	1,633	29.6%	7,629	470	6.6%
502061	Long Term Disability Ins	3,626	4,473	847	23.4%	4,687	214	4.8%
502071	State Unemployment Ins (SUI)	938	1,278	340	36.2%	1,359	81	6.3%
502081	Worker's Comp Ins	24,107	32,740	8,633	35.8%	33,722	982	3.0%
502101	Holiday Pay	15,843	19,989	4,146	26.2%	20,737	748	3.7%
502103	Floating Holiday	4,432	4,368	(64)	(1.4%)	4,587	219	5.0%
502109	Sick Leave	23,766	29,985	6,219	26.2%	31,104	1,119	3.7%
502111	Annual Leave	50,803	61,693	10,890	21.4%	65,576	3,883	6.3%
502121	Other Paid Absence	3,713	4,685	972	26.2%	4,860	175	3.7%
502251	Phys. Exams	-	-	-	0.0%	-	-	0.0%
502253	Driver Lic Renewal	-	-	-	0.0%	-	-	0.0%
502999	Other Fringe Benefits	2,146	2,211	65	3.0%	2,220	9	0.4%
	Totals	$ 477,252	$ 468,435	$ (8,817)	(1.8%)	$ 457,115	$ (11,320)	(2.4%)

Attachment C

15C.38

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Purchasing - 1900

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
SERVICES								
503011	Accting/Audit Fees	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
503012	Admin/Bank Fees	-	-	-	0.0%	-	-	0.0%
503031	Prof/Technical Fees	-	-	-	0.0%	-	-	0.0%
503032	Legislative Services	-	-	-	0.0%	-	-	0.0%
503033	Legal Services	-	-	-	0.0%	-	-	0.0%
503034	Pre-Employment Exams	-	-	-	0.0%	-	-	0.0%
503041	Temp Help	-	-	-	0.0%	-	-	0.0%
503161	Custodial Services	-	-	-	0.0%	-	-	0.0%
503162	Uniforms/Laundry	2,000	2,100	100	5.0%	2,200	100	4.8%
503171	Security Services	-	-	-	0.0%	-	-	0.0%
503221	Classified/Legal Ads	1,200	1,236	36	3.0%	1,266	30	2.4%
503222	Legal Ads	-	-	-	0.0%	-	-	0.0%
503225	Graphic Services	-	-	-	0.0%	-	-	0.0%
503351	Repair - Bldg & Impr	-	-	-	0.0%	-	-	0.0%
503352	Repair - Equipment	-	-	-	0.0%	-	-	0.0%
503353	Repair - Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503354	Repair - Non Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503363	Haz Mat Disposal	-	-	-	0.0%	-	-	0.0%
	Totals	$ 3,200	$ 3,336	$ 136	4.3%	$ 3,466	$ 130	3.9%
MOBILE MATERIALS & SUPPLIES								
504011	Fuels & Lubricants - Non Rev Veh	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
504012	Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	-	0.0%
504021	Tires & Tubes	-	-	-	0.0%	-	-	0.0%
504161	Other Mobile Supplies	-	-	-	0.0%	-	-	0.0%
504191	Rev Vehicle Parts	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%

Attachment C

15C.39

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Purchasing - 1900

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
OTHER MATERIALS & SUPPLIES								
504205	Freight Out	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
504211	Postage & Mailing	100	103	3	3.0%	105	2	1.9%
504214	Promotional Items	-	-	-	0.0%	-	-	0.0%
504215	Printing	200	206	6	3.0%	211	5	2.4%
504217	Photo Supp/Process	-	-	-	0.0%	-	-	0.0%
504311	Office Supplies	1,500	1,545	45	3.0%	1,582	37	2.4%
504315	Safety Supplies	-	-	-	0.0%	-	-	0.0%
504316	COVID-19	-	-	-	0.0%	-	-	0.0%
504317	Cleaning Supplies	-	-	-	0.0%	-	-	0.0%
504409	Repair/Maint Supplies	-	-	-	0.0%	-	-	0.0%
504417	Tenant Repairs	-	-	-	0.0%	-	-	0.0%
504421	Non-Inventory Parts	-	-	-	0.0%	-	-	0.0%
504511	Small Tools	-	-	-	0.0%	-	-	0.0%
504515	Employee Tool Replacement	-	-	-	0.0%	-	-	0.0%
	Totals	$ 1,800	$ 1,854	$ 54	3.0%	$ 1,898	$ 44	2.4%
UTILITIES								
505010	Propulsion Power	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
505011	Gas & Electric	-	-	-	0.0%	-	-	0.0%
505021	Water & Garbage	-	-	-	0.0%	-	-	0.0%
505031	Telecommunications	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
CASUALTY & LIABILITY								
506011	Insurance - Property	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
506015	Insurance - PL/PD	-	-	-	0.0%	-	-	0.0%
506021	Insurance - Other	-	-	-	0.0%	-	-	0.0%
506123	Settlement Costs	-	-	-	0.0%	-	-	0.0%
506127	Repairs - District Prop	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%

Attachment C

15C.40

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Purchasing - 1900

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
TAXES								
507051	Fuel Tax	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
507201	Licenses & Permits	-	-	-	0.0%	-	-	0.0%
507999	Other Taxes	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
MISC EXPENSE								
509011	Dues/Subscriptions	$ 330	$ 340	$ 10	3.0%	$ 348	$ 8	2.4%
509081	Advertising - District Promo	-	-	-	0.0%	-	-	0.0%
509101	Employee Incentive Program	-	-	-	0.0%	-	-	0.0%
509121	Employee Training	2,000	2,060	60	3.0%	2,117	57	2.8%
509122	BOD Travel	-	-	-	0.0%	-	-	0.0%
509123	Travel	5,224	5,381	157	3.0%	5,515	134	2.5%
509125	Local Meeting Expense	250	258	8	3.2%	265	7	2.7%
509127	Board Director Fees	-	-	-	0.0%	-	-	0.0%
509150	Contributions	-	-	-	0.0%	-	-	0.0%
509198	Cash Over/Short	-	-	-	0.0%	-	-	0.0%
509999	Other Misc Expense	-	-	-	0.0%	-	-	0.0%
	Totals	$ 7,804	$ 8,039	$ 235	3.0%	$ 8,245	$ 206	2.6%
INTEREST EXPENSE & DEBT SERVICE								
511102	Interest Expense - Loan	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
511103	Interest Expense - POB	-	-	-	0.0%	-	-	0.0%
524000	Principal - POB	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
LEASES & RENTALS								
512011	Facility Lease	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
512061	Equipment Rental	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
	PERSONNEL TOTAL	$ 899,494	$ 1,013,569	$ 114,075	12.7%	$ 1,011,455	$ (2,114)	(0.2%)
	NON-PERSONNEL TOTAL	$ 12,804	$ 13,229	$ 425	3.3%	$ 13,609	$ 380	2.9%
	TOTAL OPERATING EXPENSES	**$ 912,298**	**$ 1,026,798**	**$ 114,500**	**12.6%**	**$ 1,025,064**	**$ (1,734)**	**(0.2%)**

Attachment C

15C.41

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Facilities Maint - 2200

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
LABOR								
501011	Bus Operator Pay	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
501013	Bus Operator OT	-	-	-	0.0%	-	-	0.0%
501021	Other Salaries	898,110	953,476	55,366	6.2%	942,431	(11,045)	(1.2%)
501023	Other OT	103,637	81,767	(21,870)	(21.1%)	83,902	2,135	2.6%
	Totals	$ 1,001,747	$ 1,035,243	$ 33,496	3.3%	$ 1,026,333	$ (8,910)	(0.9%)
FRINGE BENEFITS								
502011	Medicare/Soc. Sec.	$ 17,460	$ 17,856	$ 396	2.3%	$ 18,174	$ 318	1.8%
502021	Retirement	109,614	111,633	2,019	1.8%	111,091	(542)	(0.5%)
502022	Retirement UAL	272,498	54,436	(218,062)	(80.0%)	-	(54,436)	(100.0%)
502031	Medical Ins	444,000	412,452	(31,548)	(7.1%)	435,568	23,116	5.6%
502041	Dental Ins	24,084	23,532	(552)	(2.3%)	23,874	342	1.5%
502045	Vision Ins	5,076	4,968	(108)	(2.1%)	5,184	216	4.3%
502051	Life Ins/AD&D	2,210	2,256	46	2.1%	2,268	12	0.5%
502060	State Disability Ins (SDI)	12,719	13,280	561	4.4%	14,036	756	5.7%
502061	Long Term Disability Ins	8,089	8,036	(53)	(0.7%)	8,413	377	4.7%
502071	State Unemployment Ins (SUI)	2,412	2,556	144	6.0%	2,718	162	6.3%
502081	Worker's Comp Ins	54,241	53,575	(666)	(1.2%)	55,182	1,607	3.0%
502101	Holiday Pay	33,707	35,206	1,499	4.4%	35,813	607	1.7%
502103	Floating Holiday	5,524	6,003	479	8.7%	6,003	-	0.0%
502109	Sick Leave	50,561	52,809	2,248	4.4%	53,720	911	1.7%
502111	Annual Leave	104,752	116,731	11,979	11.4%	123,025	6,294	5.4%
502121	Other Paid Absence	7,902	8,252	350	4.4%	8,395	143	1.7%
502251	Phys. Exams	-	-	-	0.0%	-	-	0.0%
502253	Driver Lic Renewal	-	-	-	0.0%	-	-	0.0%
502999	Other Fringe Benefits	2,454	6,472	4,018	163.7%	6,490	18	0.3%
	Totals	$ 1,157,305	$ 930,053	$ (227,252)	(19.6%)	$ 909,954	$ (20,099)	(2.2%)

Attachment C

15C.42

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Facilities Maint - 2200

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
SERVICES								
503011	Accting/Audit Fees	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
503012	Admin/Bank Fees	-	-	-	0.0%	-	-	0.0%
503031	Prof/Technical Fees	45,600	46,978	1,378	3.0%	47,918	940	2.0%
503032	Legislative Services	-	-	-	0.0%	-	-	0.0%
503033	Legal Services	-	-	-	0.0%	-	-	0.0%
503034	Pre-Employment Exams	-	-	-	0.0%	-	-	0.0%
503041	Temp Help	-	-	-	0.0%	-	-	0.0%
503161	Custodial Services	8,300	8,551	251	3.0%	8,722	171	2.0%
503162	Uniforms/Laundry	2,500	2,576	76	3.0%	2,628	52	2.0%
503171	Security Services	17,600	20,779	3,179	18.1%	21,195	416	2.0%
503221	Classified/Legal Ads	-	-	-	0.0%	-	-	0.0%
503222	Legal Ads	-	-	-	0.0%	-	-	0.0%
503225	Graphic Services	-	-	-	0.0%	-	-	0.0%
503351	Repair - Bldg & Impr	283,000	200,000	(83,000)	(29.3%)	200,000	-	0.0%
503352	Repair - Equipment	341,100	360,401	19,301	5.7%	367,609	7,208	2.0%
503353	Repair - Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503354	Repair - Non Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503363	Haz Mat Disposal	58,000	59,753	1,753	3.0%	60,949	1,196	2.0%
	Totals	$ 756,100	$ 699,038	$ (57,062)	(7.5%)	$ 709,021	$ 9,983	1.4%
MOBILE MATERIALS & SUPPLIES								
504011	Fuels & Lubricants - Non Rev Veh	$ 3,000	$ 3,152	$ 152	5.1%	$ 3,215	$ 63	2.0%
504012	Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	-	0.0%
504021	Tires & Tubes	-	-	-	0.0%	-	-	0.0%
504161	Other Mobile Supplies	-	-	-	0.0%	-	-	0.0%
504191	Rev Vehicle Parts	-	-	-	0.0%	-	-	0.0%
	Totals	$ 3,000	$ 3,152	$ 152	5.1%	$ 3,215	$ 63	2.0%

Attachment C

15C.43

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Facilities Maint - 2200

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
OTHER MATERIALS & SUPPLIES								
504205	Freight Out	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
504211	Postage & Mailing	-	-	-	0.0%	-	-	0.0%
504214	Promotional Items	-	-	-	0.0%	-	-	0.0%
504215	Printing	-	-	-	0.0%	-	-	0.0%
504217	Photo Supp/Process	-	-	-	0.0%	-	-	0.0%
504311	Office Supplies	2,000	2,060	60	3.0%	2,101	41	2.0%
504315	Safety Supplies	5,500	5,667	167	3.0%	5,780	113	2.0%
504316	COVID-19	-	-	-	0.0%	-	-	0.0%
504317	Cleaning Supplies	50,000	51,509	1,509	3.0%	52,540	1,031	2.0%
504409	Repair/Maint Supplies	120,500	123,047	2,547	2.1%	125,510	2,463	2.0%
504417	Tenant Repairs	10,000	10,302	302	3.0%	10,508	206	2.0%
504421	Non-Inventory Parts	-	-	-	0.0%	-	-	0.0%
504511	Small Tools	6,923	7,132	209	3.0%	7,275	143	2.0%
504515	Employee Tool Replacement	-	-	-	0.0%	-	-	0.0%
	Totals	$ 194,923	$ 199,717	$ 4,794	2.5%	$ 203,714	$ 3,997	2.0%
UTILITIES								
505010	Propulsion Power	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
505011	Gas & Electric	325,000	357,000	32,000	9.8%	364,140	7,140	2.0%
505021	Water & Garbage	180,000	155,435	(24,565)	(13.6%)	159,145	3,710	2.4%
505031	Telecommunications	100,000	109,211	9,211	9.2%	111,395	2,184	2.0%
	Totals	$ 605,000	$ 621,646	$ 16,646	2.8%	$ 634,680	$ 13,034	2.1%
CASUALTY & LIABILITY								
506011	Insurance - Property	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
506015	Insurance - PL/PD	-	-	-	0.0%	-	-	0.0%
506021	Insurance - Other	-	-	-	0.0%	-	-	0.0%
506123	Settlement Costs	-	-	-	0.0%	-	-	0.0%
506127	Repairs - District Prop	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%

Attachment C

15C.44

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Facilities Maint - 2200

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
TAXES								
507051	Fuel Tax	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
507201	Licenses & Permits	15,100	15,556	456	3.0%	15,868	312	2.0%
507999	Other Taxes	10,000	10,302	302	3.0%	10,508	206	2.0%
	Totals	$ 25,100	$ 25,858	$ 758	3.0%	$ 26,376	$ 518	2.0%
MISC EXPENSE								
509011	Dues/Subscriptions	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
509081	Advertising - District Promo	-	-	-	0.0%	-	-	0.0%
509101	Employee Incentive Program	-	-	-	0.0%	-	-	0.0%
509121	Employee Training	6,400	6,595	195	3.0%	6,727	132	2.0%
509122	BOD Travel	-	-	-	0.0%	-	-	0.0%
509123	Travel	3,200	3,297	97	3.0%	3,363	66	2.0%
509125	Local Meeting Expense	-	-	-	0.0%	-	-	0.0%
509127	Board Director Fees	-	-	-	0.0%	-	-	0.0%
509150	Contributions	-	-	-	0.0%	-	-	0.0%
509198	Cash Over/Short	-	-	-	0.0%	-	-	0.0%
509999	Other Misc Expense	-	-	-	0.0%	-	-	0.0%
	Totals	$ 9,600	$ 9,892	$ 292	3.0%	$ 10,090	$ 198	2.0%
INTEREST EXPENSE & DEBT SERVICE								
511102	Interest Expense - Loan	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
511103	Interest Expense - POB	-	-	-	0.0%	-	-	0.0%
524000	Principal - POB	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
LEASES & RENTALS								
512011	Facility Lease	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
512061	Equipment Rental	6,500	6,696	196	3.0%	6,830	134	2.0%
	Totals	$ 6,500	$ 6,696	$ 196	3.0%	$ 6,830	$ 134	2.0%
	PERSONNEL TOTAL	$ 2,159,052	$ 1,965,296	$ (193,756)	(9.0%)	$ 1,936,287	$ (29,009)	(1.5%)
	NON-PERSONNEL TOTAL	$ 1,600,223	$ 1,565,999	$ (34,224)	(2.1%)	$ 1,593,926	$ 27,927	1.8%
	TOTAL OPERATING EXPENSES	**$ 3,759,275**	**$ 3,531,295**	**$ (227,980)**	**(6.1%)**	**$ 3,530,213**	**$ (1,082)**	**(0.0%)**

Attachment C

15C.45

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Paratransit - 3100

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
LABOR								
501011	Bus Operator Pay	$ 1,277,878	$ 1,387,574	$ 109,696	8.6%	$ 1,378,336	$ (9,238)	(0.7%)
501013	Bus Operator OT	260,109	133,982	(126,127)	(48.5%)	137,243	3,261	2.4%
501021	Other Salaries	678,023	644,280	(33,743)	(5.0%)	636,888	(7,392)	(1.1%)
501023	Other OT	47,817	49,259	1,442	3.0%	50,462	1,203	2.4%
	Totals	$ 2,263,827	$ 2,215,095	$ (48,732)	(2.2%)	$ 2,202,929	$ (12,166)	(0.5%)
FRINGE BENEFITS								
502011	Medicare/Soc. Sec.	$ 38,717	$ 37,254	$ (1,463)	(3.8%)	$ 38,151	$ 897	2.4%
502021	Retirement	235,294	231,684	(3,610)	(1.5%)	232,112	428	0.2%
502022	Retirement UAL	584,918	112,981	(471,937)	(80.7%)	-	(112,981)	(100.0%)
502031	Medical Ins	1,040,484	932,734	(107,750)	(10.4%)	985,028	52,294	5.6%
502041	Dental Ins	45,036	44,100	(936)	(2.1%)	44,772	672	1.5%
502045	Vision Ins	11,844	11,592	(252)	(2.1%)	12,096	504	4.3%
502051	Life Ins/AD&D	5,018	5,136	118	2.4%	5,148	12	0.2%
502060	State Disability Ins (SDI)	28,315	27,989	(326)	(1.2%)	29,468	1,479	5.3%
502061	Long Term Disability Ins	16,061	15,627	(434)	(2.7%)	16,473	846	5.4%
502071	State Unemployment Ins (SUI)	5,628	5,964	336	6.0%	6,342	378	6.3%
502081	Worker's Comp Ins	126,563	127,985	1,422	1.1%	131,824	3,839	3.0%
502101	Holiday Pay	71,735	72,518	783	1.1%	74,280	1,762	2.4%
502103	Floating Holiday	5,364	5,552	188	3.5%	5,552	-	0.0%
502109	Sick Leave	111,551	112,883	1,332	1.2%	115,635	2,752	2.4%
502111	Annual Leave	200,995	205,592	4,597	2.3%	215,187	9,595	4.7%
502121	Other Paid Absence	16,810	16,994	184	1.1%	17,412	418	2.5%
502251	Phys. Exams	2,100	2,782	682	32.5%	2,850	68	2.4%
502253	Driver Lic Renewal	640	361	(279)	(43.6%)	370	9	2.5%
502999	Other Fringe Benefits	3,126	3,168	42	1.3%	3,210	42	1.3%
	Totals	$ 2,550,190	$ 1,972,896	$ (577,294)	(22.6%)	$ 1,935,910	$ (36,986)	(1.9%)

Attachment C

15C.46

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Paratransit - 3100

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
SERVICES								
503011	Accting/Audit Fees	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
503012	Admin/Bank Fees	-	-	-	0.0%	-	-	0.0%
503031	Prof/Technical Fees	2,000	2,060	60	3.0%	2,111	51	2.5%
503032	Legislative Services	-	-	-	0.0%	-	-	0.0%
503033	Legal Services	-	-	-	0.0%	-	-	0.0%
503034	Pre-Employment Exams	-	-	-	0.0%	-	-	0.0%
503041	Temp Help	-	-	-	0.0%	-	-	0.0%
503161	Custodial Services	1,000	1,030	30	3.0%	1,055	25	2.4%
503162	Uniforms/Laundry	2,200	12,341	10,141	461.0%	12,643	302	2.4%
503171	Security Services	-	-	-	0.0%	-	-	0.0%
503221	Classified/Legal Ads	-	-	-	0.0%	-	-	0.0%
503222	Legal Ads	-	-	-	0.0%	-	-	0.0%
503225	Graphic Services	-	-	-	0.0%	-	-	0.0%
503351	Repair - Bldg & Impr	-	-	-	0.0%	-	-	0.0%
503352	Repair - Equipment	3,000	3,091	91	3.0%	3,166	75	2.4%
503353	Repair - Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503354	Repair - Non Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503363	Haz Mat Disposal	-	-	-	0.0%	-	-	0.0%
	Totals	$ 8,200	$ 18,522	$ 10,322	125.9%	$ 18,975	$ 453	2.4%
MOBILE MATERIALS & SUPPLIES								
504011	Fuels & Lubricants - Non Rev Veh	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
504012	Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	-	0.0%
504021	Tires & Tubes	-	-	-	0.0%	-	-	0.0%
504161	Other Mobile Supplies	-	-	-	0.0%	-	-	0.0%
504191	Rev Vehicle Parts	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%

Attachment C

15C.47

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Paratransit - 3100

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
OTHER MATERIALS & SUPPLIES								
504205	Freight Out	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
504211	Postage & Mailing	2,000	2,060	60	3.0%	2,110	50	2.4%
504214	Promotional Items	-	-	-	0.0%	-	-	0.0%
504215	Printing	3,700	3,812	112	3.0%	3,904	92	2.4%
504217	Photo Supp/Process	-	-	-	0.0%	-	-	0.0%
504311	Office Supplies	2,500	2,576	76	3.0%	2,639	63	2.4%
504315	Safety Supplies	120	124	4	3.3%	127	3	2.4%
504316	COVID-19	-	-	-	0.0%	-	-	0.0%
504317	Cleaning Supplies	600	618	18	3.0%	634	16	2.6%
504409	Repair/Maint Supplies	-	-	-	0.0%	-	-	0.0%
504417	Tenant Repairs	-	-	-	0.0%	-	-	0.0%
504421	Non-Inventory Parts	-	-	-	0.0%	-	-	0.0%
504511	Small Tools	-	-	-	0.0%	-	-	0.0%
504515	Employee Tool Replacement	-	-	-	0.0%	-	-	0.0%
	Totals	$ 8,920	$ 9,190	$ 270	3.0%	$ 9,414	$ 224	2.4%
UTILITIES								
505010	Propulsion Power	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
505011	Gas & Electric	12,000	12,600	600	5.0%	13,164	564	4.5%
505021	Water & Garbage	-	-	-	0.0%	-	-	0.0%
505031	Telecommunications	13,000	13,393	393	3.0%	13,719	326	2.4%
	Totals	$ 25,000	$ 25,993	$ 993	4.0%	$ 26,883	$ 890	3.4%
CASUALTY & LIABILITY								
506011	Insurance - Property	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
506015	Insurance - PL/PD	160,708	183,750	23,042	14.3%	207,638	23,888	13.0%
506021	Insurance - Other	-	-	-	0.0%	-	-	0.0%
506123	Settlement Costs	-	-	-	0.0%	-	-	0.0%
506127	Repairs - District Prop	-	-	-	0.0%	-	-	0.0%
	Totals	$ 160,708	$ 183,750	$ 23,042	14.3%	$ 207,638	$ 23,888	13.0%

Attachment C

15C.48

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Paratransit - 3100

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
TAXES								
507051	Fuel Tax	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
507201	Licenses & Permits	-	-	-	0.0%	-	-	0.0%
507999	Other Taxes	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
MISC EXPENSE								
509011	Dues/Subscriptions	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
509081	Advertising - District Promo	-	-	-	0.0%	-	-	0.0%
509101	Employee Incentive Program	300	309	9	3.0%	316	7	2.3%
509121	Employee Training	2,160	2,225	65	3.0%	2,280	55	2.5%
509122	BOD Travel	-	-	-	0.0%	-	-	0.0%
509123	Travel	2,400	2,472	72	3.0%	2,534	62	2.5%
509125	Local Meeting Expense	-	-	-	0.0%	-	-	0.0%
509127	Board Director Fees	-	-	-	0.0%	-	-	0.0%
509150	Contributions	-	-	-	0.0%	-	-	0.0%
509198	Cash Over/Short	-	-	-	0.0%	-	-	0.0%
509999	Other Misc Expense	-	-	-	0.0%	-	-	0.0%
	Totals	$ 4,860	$ 5,006	$ 146	3.0%	$ 5,130	$ 124	2.5%
INTEREST EXPENSE & DEBT SERVICE								
511102	Interest Expense - Loan	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
511103	Interest Expense - POB	-	-	-	0.0%	-	-	0.0%
524000	Principal - POB	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
LEASES & RENTALS								
512011	Facility Lease	$ 237,778	$ 123,500	$ (114,278)	(48.1%)	$ 126,127	$ 2,627	2.1%
512061	Equipment Rental	1,500	1,545	45	3.0%	1,582	37	2.4%
	Totals	$ 239,278	$ 125,045	$ (114,233)	(47.7%)	$ 127,709	$ 2,664	2.1%
	PERSONNEL TOTAL	$ 4,814,017	$ 4,187,991	$ (626,026)	(13.0%)	$ 4,138,839	$ (49,152)	(1.2%)
	NON-PERSONNEL TOTAL	$ 446,966	$ 367,506	$ (79,460)	(17.8%)	$ 395,749	$ 28,243	7.7%
	TOTAL OPERATING EXPENSES	**$ 5,260,983**	**$ 4,555,497**	**$ (705,486)**	**(13.4%)**	**$ 4,534,588**	**$ (20,909)**	**(0.5%)**

Attachment C

15C.49

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Operations - 3200

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
LABOR								
501011	Bus Operator Pay	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
501013	Bus Operator OT	-	-	-	0.0%	-	-	0.0%
501021	Other Salaries	1,179,334	1,332,105	152,771	13.0%	1,336,576	4,471	0.3%
501023	Other OT	137,356	199,695	62,339	45.4%	199,697	2	0.0%
	Totals	$ 1,316,690	$ 1,531,800	$ 215,110	16.3%	$ 1,536,273	$ 4,473	0.3%
FRINGE BENEFITS								
502011	Medicare/Soc. Sec.	$ 23,225	$ 26,561	$ 3,336	14.4%	$ 27,153	$ 592	2.2%
502021	Retirement	145,845	158,465	12,620	8.7%	158,936	471	0.3%
502022	Retirement UAL	362,565	77,275	(285,290)	(78.7%)	-	(77,275)	(100.0%)
502031	Medical Ins	468,576	482,876	14,300	3.1%	509,935	27,059	5.6%
502041	Dental Ins	23,706	24,900	1,194	5.0%	25,278	378	1.5%
502045	Vision Ins	4,794	4,968	174	3.6%	5,184	216	4.3%
502051	Life Ins/AD&D	2,093	2,250	157	7.5%	2,270	20	0.9%
502060	State Disability Ins (SDI)	16,978	19,942	2,964	17.5%	20,970	1,028	5.2%
502061	Long Term Disability Ins	8,658	8,890	232	2.7%	9,158	268	3.0%
502071	State Unemployment Ins (SUI)	2,278	2,556	278	12.2%	2,718	162	6.3%
502081	Worker's Comp Ins	54,241	56,551	2,310	4.3%	58,248	1,697	3.0%
502101	Holiday Pay	44,521	49,737	5,216	11.7%	51,001	1,264	2.5%
502103	Floating Holiday	5,364	5,552	188	3.5%	5,552	-	0.0%
502109	Sick Leave	66,784	74,602	7,818	11.7%	76,496	1,894	2.5%
502111	Annual Leave	157,877	184,203	26,326	16.7%	191,444	7,241	3.9%
502121	Other Paid Absence	10,438	11,656	1,218	11.7%	11,949	293	2.5%
502251	Phys. Exams	450	1,350	900	200.0%	600	(750)	(55.6%)
502253	Driver Lic Renewal	200	295	95	47.5%	236	(59)	(20.0%)
502999	Other Fringe Benefits	2,426	2,472	46	1.9%	2,490	18	0.7%
	Totals	$ 1,401,018	$ 1,195,101	$ (205,917)	(14.7%)	$ 1,159,618	$ (35,483)	(3.0%)

Attachment C

15C.50

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Operations - 3200

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
SERVICES								
503011	Accting/Audit Fees	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
503012	Admin/Bank Fees	-	-	-	0.0%	-	-	0.0%
503031	Prof/Technical Fees	15,000	15,453	453	3.0%	15,829	376	2.4%
503032	Legislative Services	-	-	-	0.0%	-	-	0.0%
503033	Legal Services	-	-	-	0.0%	-	-	0.0%
503034	Pre-Employment Exams	-	-	-	0.0%	-	-	0.0%
503041	Temp Help	-	-	-	0.0%	-	-	0.0%
503161	Custodial Services	-	-	-	0.0%	-	-	0.0%
503162	Uniforms/Laundry	1,000	1,500	500	50.0%	1,055	(445)	(29.7%)
503171	Security Services	-	-	-	0.0%	-	-	0.0%
503221	Classified/Legal Ads	-	-	-	0.0%	-	-	0.0%
503222	Legal Ads	-	-	-	0.0%	-	-	0.0%
503225	Graphic Services	-	-	-	0.0%	-	-	0.0%
503351	Repair - Bldg & Impr	-	-	-	0.0%	-	-	0.0%
503352	Repair - Equipment	2,300	2,369	69	3.0%	2,427	58	2.4%
503353	Repair - Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503354	Repair - Non Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503363	Haz Mat Disposal	-	-	-	0.0%	-	-	0.0%
	Totals	$ 18,300	$ 19,322	$ 1,022	5.6%	$ 19,311	$ (11)	(0.1%)
MOBILE MATERIALS & SUPPLIES								
504011	Fuels & Lubricants - Non Rev Veh	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
504012	Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	-	0.0%
504021	Tires & Tubes	-	-	-	0.0%	-	-	0.0%
504161	Other Mobile Supplies	-	-	-	0.0%	-	-	0.0%
504191	Rev Vehicle Parts	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%

Attachment C

15C.51

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Operations - 3200

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
OTHER MATERIALS & SUPPLIES								
504205	Freight Out	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
504211	Postage & Mailing	220	226	6	2.7%	232	6	2.7%
504214	Promotional Items	-	-	-	0.0%	-	-	0.0%
504215	Printing	5,000	7,500	2,500	50.0%	7,500	-	0.0%
504217	Photo Supp/Process	-	-	-	0.0%	-	-	0.0%
504311	Office Supplies	8,000	8,242	242	3.0%	8,443	201	2.4%
504315	Safety Supplies	-	-	-	0.0%	-	-	0.0%
504316	COVID-19	-	-	-	0.0%	-	-	0.0%
504317	Cleaning Supplies	-	-	-	0.0%	-	-	0.0%
504409	Repair/Maint Supplies	-	-	-	0.0%	-	-	0.0%
504417	Tenant Repairs	-	-	-	0.0%	-	-	0.0%
504421	Non-Inventory Parts	-	-	-	0.0%	-	-	0.0%
504511	Small Tools	-	-	-	0.0%	-	-	0.0%
504515	Employee Tool Replacement	-	-	-	0.0%	-	-	0.0%
	Totals	$ 13,220	$ 15,968	$ 2,748	20.8%	$ 16,175	$ 207	1.3%
UTILITIES								
505010	Propulsion Power	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
505011	Gas & Electric	-	-	-	0.0%	-	-	0.0%
505021	Water & Garbage	-	-	-	0.0%	-	-	0.0%
505031	Telecommunications	14,482	18,326	3,844	26.5%	18,735	409	2.2%
	Totals	$ 14,482	$ 18,326	$ 3,844	26.5%	$ 18,735	$ 409	2.2%
CASUALTY & LIABILITY								
506011	Insurance - Property	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
506015	Insurance - PL/PD	-	-	-	0.0%	-	-	0.0%
506021	Insurance - Other	-	-	-	0.0%	-	-	0.0%
506123	Settlement Costs	-	-	-	0.0%	-	-	0.0%
506127	Repairs - District Prop	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%

Attachment C

15C.52

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Operations - 3200

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
TAXES								
507051	Fuel Tax	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
507201	Licenses & Permits	-	-	-	0.0%	-	-	0.0%
507999	Other Taxes	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
MISC EXPENSE								
509011	Dues/Subscriptions	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
509081	Advertising - District Promo	-	-	-	0.0%	-	-	0.0%
509101	Employee Incentive Program	-	-	-	0.0%	-	-	0.0%
509121	Employee Training	7,200	12,583	5,383	74.8%	12,790	207	1.6%
509122	BOD Travel	-	-	-	0.0%	-	-	0.0%
509123	Travel	7,200	7,417	217	3.0%	7,603	186	2.5%
509125	Local Meeting Expense	-	-	-	0.0%	-	-	0.0%
509127	Board Director Fees	-	-	-	0.0%	-	-	0.0%
509150	Contributions	-	-	-	0.0%	-	-	0.0%
509198	Cash Over/Short	-	-	-	0.0%	-	-	0.0%
509999	Other Misc Expense	-	-	-	0.0%	-	-	0.0%
	Totals	$ 14,400	$ 20,000	$ 5,600	38.9%	$ 20,393	$ 393	2.0%
INTEREST EXPENSE & DEBT SERVICE								
511102	Interest Expense - Loan	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
511103	Interest Expense - POB	-	-	-	0.0%	-	-	0.0%
524000	Principal - POB	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
LEASES & RENTALS								
512011	Facility Lease	$ 28,000	$ 28,846	$ 846	3.0%	$ 29,548	$ 702	2.4%
512061	Equipment Rental	-	-	-	0.0%	-	-	0.0%
	Totals	$ 28,000	$ 28,846	$ 846	3.0%	$ 29,548	$ 702	2.4%
	PERSONNEL TOTAL	$ 2,717,708	$ 2,726,901	$ 9,193	0.3%	$ 2,695,891	$ (31,010)	(1.1%)
	NON-PERSONNEL TOTAL	$ 88,402	$ 102,462	$ 14,060	15.9%	$ 104,162	$ 1,700	1.7%
	TOTAL OPERATING EXPENSES	**$ 2,806,110**	**$ 2,829,363**	**$ 23,253**	**0.8%**	**$ 2,800,053**	**$ (29,310)**	**(1.0%)**

Attachment C

15C.53

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Bus Operators - 3300

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
LABOR								
501011	Bus Operator Pay	$ 8,593,884	$ 9,163,711	$ 569,827	6.6%	$ 9,098,107	$ (65,604)	(0.7%)
501013	Bus Operator OT	300,006	691,545	391,539	130.5%	712,305	20,760	3.0%
501021	Other Salaries	-	-	-	0.0%	-	-	0.0%
501023	Other OT	-	-	-	0.0%	-	-	0.0%
	Totals	$ 8,893,890	$ 9,855,256	$ 961,366	10.8%	$ 9,810,412	$ (44,844)	(0.5%)
FRINGE BENEFITS								
502011	Medicare/Soc. Sec.	$ 154,296	$ 166,917	$ 12,621	8.2%	$ 170,071	$ 3,154	1.9%
502021	Retirement	1,030,044	1,043,814	13,770	1.3%	1,046,536	2,722	0.3%
502022	Retirement UAL	2,560,595	508,998	(2,051,597)	(80.1%)	-	(508,998)	(100.0%)
502031	Medical Ins	3,982,968	4,163,491	180,523	4.5%	4,396,828	233,337	5.6%
502041	Dental Ins	190,746	211,777	21,031	11.0%	215,034	3,257	1.5%
502045	Vision Ins	42,864	43,608	744	1.7%	45,468	1,860	4.3%
502051	Life Ins/AD&D	17,784	18,900	1,116	6.3%	18,936	36	0.2%
502060	State Disability Ins (SDI)	112,893	124,721	11,828	10.5%	131,347	6,626	5.3%
502061	Long Term Disability Ins	71,456	71,015	(441)	(0.6%)	74,026	3,011	4.2%
502071	State Unemployment Ins (SUI)	20,368	22,010	1,642	8.1%	23,405	1,395	6.3%
502081	Worker's Comp Ins	458,037	461,338	3,301	0.7%	476,845	15,507	3.4%
502101	Holiday Pay	315,284	328,078	12,794	4.1%	336,270	8,192	2.5%
502103	Floating Holiday	-	-	-	0.0%	-	-	0.0%
502109	Sick Leave	492,632	512,649	20,017	4.1%	525,445	12,796	2.5%
502111	Annual Leave	866,023	928,950	62,927	7.3%	977,571	48,621	5.2%
502121	Other Paid Absence	73,869	76,871	3,002	4.1%	78,815	1,944	2.5%
502251	Phys. Exams	11,850	10,500	(1,350)	(11.4%)	12,571	2,071	19.7%
502253	Driver Lic Renewal	1,570	1,534	(36)	(2.3%)	1,666	132	8.6%
502999	Other Fringe Benefits	24,256	20,582	(3,674)	(15.1%)	20,740	158	0.8%
	Totals	$ 10,427,519	$ 8,715,753	$ (1,711,766)	(16.4%)	$ 8,551,574	$ (164,179)	(1.9%)

Attachment C

15C.54

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Bus Operators - 3300

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
SERVICES								
503011	Accting/Audit Fees	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
503012	Admin/Bank Fees	-	-	-	0.0%	-	-	0.0%
503031	Prof/Technical Fees	-	-	-	0.0%	-	-	0.0%
503032	Legislative Services	-	-	-	0.0%	-	-	0.0%
503033	Legal Services	-	-	-	0.0%	-	-	0.0%
503034	Pre-Employment Exams	-	-	-	0.0%	-	-	0.0%
503041	Temp Help	-	-	-	0.0%	-	-	0.0%
503161	Custodial Services	-	-	-	0.0%	-	-	0.0%
503162	Uniforms/Laundry	2,000	54,060	52,060	2602.9%	55,384	1,324	2.4%
503171	Security Services	-	-	-	0.0%	-	-	0.0%
503221	Classified/Legal Ads	-	-	-	0.0%	-	-	0.0%
503222	Legal Ads	-	-	-	0.0%	-	-	0.0%
503225	Graphic Services	-	-	-	0.0%	-	-	0.0%
503351	Repair - Bldg & Impr	-	-	-	0.0%	-	-	0.0%
503352	Repair - Equipment	-	-	-	0.0%	-	-	0.0%
503353	Repair - Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503354	Repair - Non Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503363	Haz Mat Disposal	-	-	-	0.0%	-	-	0.0%
	Totals	$ 2,000	$ 54,060	$ 52,060	2602.9%	$ 55,384	$ 1,324	2.4%
MISC EXPENSE								
509011	Dues/Subscriptions	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
509081	Advertising - District Promo	-	-	-	0.0%	-	-	0.0%
509101	Employee Incentive Program	3,000	9,500	6,500	216.7%	9,690	190	2.0%
509121	Employee Training	1,600	1,650	50	3.1%	1,691	41	2.5%
509122	BOD Travel	-	-	-	0.0%	-	-	0.0%
509123	Travel	-	-	-	0.0%	-	-	0.0%
509125	Local Meeting Expense	-	-	-	0.0%	-	-	0.0%
509127	Board Director Fees	-	-	-	0.0%	-	-	0.0%
509150	Contributions	-	-	-	0.0%	-	-	0.0%
509198	Cash Over/Short	-	-	-	0.0%	-	-	0.0%
509999	Other Misc Expense	-	-	-	0.0%	-	-	0.0%
	Totals	$ 4,600	$ 11,150	$ 6,550	142.4%	$ 11,381	$ 231	2.1%

Attachment C

15C.55

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Bus Operators - 3300

ACCOUNT	June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
PERSONNEL TOTAL	$ 19,321,409	$ 18,571,009	$ (750,400)	(3.9%)	$ 18,361,986	$ (209,023)	(1.1%)
NON-PERSONNEL TOTAL	$ 6,600	$ 65,210	$ 58,610	888.0%	$ 66,765	$ 1,555	2.4%
TOTAL OPERATING EXPENSES	**$ 19,328,009**	**$ 18,636,219**	**$ (691,790)**	**(3.6%)**	**$ 18,428,751**	**$ (207,468)**	**(1.1%)**

Attachment C

15C.56

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Fleet Maint - 4100

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
LABOR								
501011	Bus Operator Pay	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
501013	Bus Operator OT	-	-	-	0.0%	-	-	0.0%
501021	Other Salaries	2,178,293	2,316,410	138,117	6.3%	2,291,715	(24,695)	(1.1%)
501023	Other OT	221,413	100,272	(121,141)	(54.7%)	100,276	4	0.0%
	Totals	$ 2,399,706	$ 2,416,682	$ 16,976	0.7%	$ 2,391,991	$ (24,691)	(1.0%)
FRINGE BENEFITS								
502011	Medicare/Soc. Sec.	$ 42,088	$ 42,185	$ 97	0.2%	$ 42,921	$ 736	1.7%
502021	Retirement	267,073	272,696	5,623	2.1%	271,663	(1,033)	(0.4%)
502022	Retirement UAL	663,921	132,976	(530,945)	(80.0%)	-	(132,976)	(100.0%)
502031	Medical Ins	968,652	937,937	(30,715)	(3.2%)	990,490	52,553	5.6%
502041	Dental Ins	48,654	50,660	2,006	4.1%	51,438	778	1.5%
502045	Vision Ins	10,716	10,488	(228)	(2.1%)	10,944	456	4.3%
502051	Life Ins/AD&D	4,550	4,656	106	2.3%	4,668	12	0.3%
502060	State Disability Ins (SDI)	30,568	31,463	895	2.9%	33,153	1,690	5.4%
502061	Long Term Disability Ins	17,961	17,661	(300)	(1.7%)	18,310	649	3.7%
502071	State Unemployment Ins (SUI)	5,092	5,396	304	6.0%	5,738	342	6.3%
502081	Worker's Comp Ins	117,523	116,079	(1,444)	(1.2%)	119,561	3,482	3.0%
502101	Holiday Pay	82,329	86,259	3,930	4.8%	87,807	1,548	1.8%
502103	Floating Holiday	6,202	6,420	218	3.5%	6,420	-	0.0%
502109	Sick Leave	123,497	129,390	5,893	4.8%	131,714	2,324	1.8%
502111	Annual Leave	271,815	303,834	32,019	11.8%	321,381	17,547	5.8%
502121	Other Paid Absence	19,296	20,219	923	4.8%	20,582	363	1.8%
502251	Phys. Exams	1,500	3,200	1,700	113.3%	3,200	-	0.0%
502253	Driver Lic Renewal	250	350	100	40.0%	350	-	0.0%
502999	Other Fringe Benefits	11,014	11,052	38	0.3%	11,090	38	0.3%
	Totals	$ 2,692,700	$ 2,182,921	$ (509,779)	(18.9%)	$ 2,131,430	$ (51,491)	(2.4%)

Attachment C

15C.57

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Fleet Maint - 4100

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
SERVICES								
503011	Accting/Audit Fees	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
503012	Admin/Bank Fees	-	-	-	0.0%	-	-	0.0%
503031	Prof/Technical Fees	8,000	8,700	700	8.8%	8,700	-	0.0%
503032	Legislative Services	-	-	-	0.0%	-	-	0.0%
503033	Legal Services	-	-	-	0.0%	-	-	0.0%
503034	Pre-Employment Exams	-	-	-	0.0%	-	-	0.0%
503041	Temp Help	-	-	-	0.0%	-	-	0.0%
503161	Custodial Services	-	-	-	0.0%	-	-	0.0%
503162	Uniforms/Laundry	20,000	22,000	2,000	10.0%	22,000	-	0.0%
503171	Security Services	-	-	-	0.0%	-	-	0.0%
503221	Classified/Legal Ads	-	-	-	0.0%	-	-	0.0%
503222	Legal Ads	-	-	-	0.0%	-	-	0.0%
503225	Graphic Services	-	-	-	0.0%	-	-	0.0%
503351	Repair - Bldg & Impr	-	-	-	0.0%	-	-	0.0%
503352	Repair - Equipment	31,572	38,000	6,428	20.4%	35,900	(2,100)	(5.5%)
503353	Repair - Rev Vehicle	450,000	611,480	161,480	35.9%	623,426	11,946	2.0%
503354	Repair - Non Rev Vehicle	20,000	58,575	38,575	192.9%	58,525	(50)	(0.1%)
503363	Haz Mat Disposal	-	-	-	0.0%	-	-	0.0%
	Totals	$ 529,572	$ 738,755	$ 209,183	39.5%	$ 748,551	$ 9,796	1.3%
MOBILE MATERIALS & SUPPLIES								
504011	Fuels & Lubricants - Non Rev Veh	$ 70,400	$ 75,440	$ 5,040	7.2%	$ 75,440	$ -	0.0%
504012	Fuels & Lubricants - Rev Veh	1,600,134	2,000,000	399,866	25.0%	2,049,600	49,600	2.5%
504021	Tires & Tubes	211,000	217,000	6,000	2.8%	217,000	-	0.0%
504161	Other Mobile Supplies	-	-	-	0.0%	-	-	0.0%
504191	Rev Vehicle Parts	976,000	1,033,840	57,840	5.9%	1,000,148	(33,692)	(3.3%)
	Totals	$ 2,857,534	$ 3,326,280	$ 468,746	16.4%	$ 3,342,188	$ 15,908	0.5%

Attachment C

15C.58

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Fleet Maint - 4100

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
OTHER MATERIALS & SUPPLIES								
504205	Freight Out	$ 8,240	$ 8,300	$ 60	0.7%	$ 8,000	$ (300)	(3.6%)
504211	Postage & Mailing	-	-	-	0.0%	-	-	0.0%
504214	Promotional Items	-	-	-	0.0%	-	-	0.0%
504215	Printing	1,000	1,000	-	0.0%	1,000	-	0.0%
504217	Photo Supp/Process	-	-	-	0.0%	-	-	0.0%
504311	Office Supplies	1,800	2,000	200	11.1%	2,600	600	30.0%
504315	Safety Supplies	18,000	18,000	-	0.0%	18,000	-	0.0%
504316	COVID-19	-	-	-	0.0%	-	-	0.0%
504317	Cleaning Supplies	10,000	11,000	1,000	10.0%	11,000	-	0.0%
504409	Repair/Maint Supplies	-	-	-	0.0%	-	-	0.0%
504417	Tenant Repairs	-	-	-	0.0%	-	-	0.0%
504421	Non-Inventory Parts	50,000	52,475	2,475	5.0%	52,475	-	0.0%
504511	Small Tools	12,000	12,000	-	0.0%	12,000	-	0.0%
504515	Employee Tool Replacement	3,000	3,000	-	0.0%	3,000	-	0.0%
	Totals	$ 104,040	$ 107,775	$ 3,735	3.6%	$ 108,075	$ 300	0.3%
UTILITIES								
505010	Propulsion Power	$ 50,000	$ 100,000	$ 50,000	100.0%	$ 100,000	$ -	0.0%
505011	Gas & Electric	-	-	-	0.0%	-	-	0.0%
505021	Water & Garbage	-	-	-	0.0%	-	-	0.0%
505031	Telecommunications	60,000	60,000	-	0.0%	60,000	-	0.0%
	Totals	$ 110,000	$ 160,000	$ 50,000	45.5%	$ 160,000	$ -	0.0%
CASUALTY & LIABILITY								
506011	Insurance - Property	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
506015	Insurance - PL/PD	-	-	-	0.0%	-	-	0.0%
506021	Insurance - Other	-	-	-	0.0%	-	-	0.0%
506123	Settlement Costs	-	-	-	0.0%	-	-	0.0%
506127	Repairs - District Prop	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%

Attachment C

15C.59

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Fleet Maint - 4100

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
TAXES								
507051	Fuel Tax	$ 17,000	$ 17,500	$ 500	2.9%	$ 18,000	$ 500	2.9%
507201	Licenses & Permits	-	-	-	0.0%	-	-	0.0%
507999	Other Taxes	-	-	-	0.0%	-	-	0.0%
	Totals	$ 17,000	$ 17,500	$ 500	2.9%	$ 18,000	$ 500	2.9%
MISC EXPENSE								
509011	Dues/Subscriptions	$ 8,000	$ 8,100	$ 100	1.3%	$ 8,100	$ -	0.0%
509081	Advertising - District Promo	-	-	-	0.0%	-	-	0.0%
509101	Employee Incentive Program	-	-	-	0.0%	-	-	0.0%
509121	Employee Training	16,000	17,050	1,050	6.6%	17,250	200	1.2%
509122	BOD Travel	-	-	-	0.0%	-	-	0.0%
509123	Travel	8,000	8,000	-	0.0%	8,000	-	0.0%
509125	Local Meeting Expense	-	-	-	0.0%	-	-	0.0%
509127	Board Director Fees	-	-	-	0.0%	-	-	0.0%
509150	Contributions	-	-	-	0.0%	-	-	0.0%
509198	Cash Over/Short	-	-	-	0.0%	-	-	0.0%
509999	Other Misc Expense	-	-	-	0.0%	-	-	0.0%
	Totals	$ 32,000	$ 33,150	$ 1,150	3.6%	$ 33,350	$ 200	0.6%
INTEREST EXPENSE & DEBT SERVICE								
511102	Interest Expense - Loan	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
511103	Interest Expense - POB	-	-	-	0.0%	-	-	0.0%
524000	Principal - POB	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
LEASES & RENTALS								
512011	Facility Lease	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
512061	Equipment Rental	1,500	1,500	-	0.0%	1,500	-	0.0%
	Totals	$ 1,500	$ 1,500	$ -	0.0%	$ 1,500	$ -	0.0%
	PERSONNEL TOTAL	$ 5,092,406	$ 4,599,603	$ (492,803)	(9.7%)	$ 4,523,421	$ (76,182)	(1.7%)
	NON-PERSONNEL TOTAL	$ 3,651,646	$ 4,384,960	$ 733,314	20.1%	$ 4,411,664	$ 26,704	0.6%
	TOTAL OPERATING EXPENSES	**$ 8,744,052**	**$ 8,984,563**	**$ 240,511**	**2.8%**	**$ 8,935,085**	**$ (49,478)**	**(0.6%)**

Attachment C

15C.60

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

District Counsel - 1700

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
SERVICES								
503011	Accting/Audit Fees	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
503012	Admin/Bank Fees	-	-	-	0.0%	-	-	0.0%
503031	Prof/Technical Fees	3,000	3,091	91	3.0%	3,166	75	2.4%
503032	Legislative Services	-	-	-	0.0%	-	-	0.0%
503033	Legal Services	400,000	435,096	35,096	8.8%	441,362	6,266	1.4%
503034	Pre-Employment Exams	-	-	-	0.0%	-	-	0.0%
503041	Temp Help	-	-	-	0.0%	-	-	0.0%
503161	Custodial Services	-	-	-	0.0%	-	-	0.0%
503162	Uniforms/Laundry	-	-	-	0.0%	-	-	0.0%
503171	Security Services	-	-	-	0.0%	-	-	0.0%
503221	Classified/Legal Ads	-	-	-	0.0%	-	-	0.0%
503222	Legal Ads	-	-	-	0.0%	-	-	0.0%
503225	Graphic Services	-	-	-	0.0%	-	-	0.0%
503351	Repair - Bldg & Impr	-	-	-	0.0%	-	-	0.0%
503352	Repair - Equipment	-	-	-	0.0%	-	-	0.0%
503353	Repair - Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503354	Repair - Non Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503363	Haz Mat Disposal	-	-	-	0.0%	-	-	0.0%
	Totals	$ 403,000	$ 438,187	$ 35,187	8.7%	$ 444,528	$ 6,341	1.4%
	PERSONNEL TOTAL	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
	NON-PERSONNEL TOTAL	$ 403,000	$ 438,187	$ 35,187	8.7%	$ 444,528	$ 6,341	1.4%
	TOTAL OPERATING EXPENSES	**$ 403,000**	**$ 438,187**	**$ 35,187**	**8.7%**	**$ 444,528**	**$ 6,341**	**1.4%**

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15C.61

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

COVID - 9002

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
SERVICES								
503011	Accting/Audit Fees	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
503012	Admin/Bank Fees	-	-	-	0.0%	-	-	0.0%
503031	Prof/Technical Fees	-	-	-	0.0%	-	-	0.0%
503032	Legislative Services	-	-	-	0.0%	-	-	0.0%
503033	Legal Services	-	-	-	0.0%	-	-	0.0%
503034	Pre-Employment Exams	-	-	-	0.0%	-	-	0.0%
503041	Temp Help	-	145,000	145,000	100.0%	145,000	-	0.0%
503161	Custodial Services	-	-	-	0.0%	-	-	0.0%
503162	Uniforms/Laundry	-	-	-	0.0%	-	-	0.0%
503171	Security Services	-	-	-	0.0%	-	-	0.0%
503221	Classified/Legal Ads	-	-	-	0.0%	-	-	0.0%
503222	Legal Ads	-	-	-	0.0%	-	-	0.0%
503225	Graphic Services	-	-	-	0.0%	-	-	0.0%
503351	Repair - Bldg & Impr	-	-	-	0.0%	-	-	0.0%
503352	Repair - Equipment	-	-	-	0.0%	-	-	0.0%
503353	Repair - Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503354	Repair - Non Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503363	Haz Mat Disposal	-	-	-	0.0%	-	-	0.0%
	Totals	$ -	$ 145,000	$ 145,000	100.0%	$ 145,000	$ -	0.0%

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15C.62

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

COVID - 9002

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
OTHER MATERIALS & SUPPLIES								
504205	Freight Out	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
504211	Postage & Mailing	-	-	-	0.0%	-	-	0.0%
504214	Promotional Items	-	-	-	0.0%	-	-	0.0%
504215	Printing	-	-	-	0.0%	-	-	0.0%
504217	Photo Supp/Process	-	-	-	0.0%	-	-	0.0%
504311	Office Supplies	-	-	-	0.0%	-	-	0.0%
504315	Safety Supplies	-	-	-	0.0%	-	-	0.0%
504316	COVID-19	121,347	152,712	31,365	25.8%	145,035	(7,677)	(5.0%)
504317	Cleaning Supplies	-	-	-	0.0%	-	-	0.0%
504409	Repair/Maint Supplies	-	-	-	0.0%	-	-	0.0%
504417	Tenant Repairs	-	-	-	0.0%	-	-	0.0%
504421	Non-Inventory Parts	-	-	-	0.0%	-	-	0.0%
504511	Small Tools	-	-	-	0.0%	-	-	0.0%
504515	Employee Tool Replacement	-	-	-	0.0%	-	-	0.0%
	Totals	$ 121,347	$ 152,712	$ 31,365	25.8%	$ 145,035	$ (7,677)	(5.0%)
	PERSONNEL TOTAL	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
	NON-PERSONNEL TOTAL	$ 121,347	$ 297,712	$ 176,365	145.3%	$ 290,035	$ (7,677)	(2.6%)
	TOTAL OPERATING EXPENSES	**$ 121,347**	**$ 297,712**	**$ 176,365**	**145.3%**	**$ 290,035**	**$ (7,677)**	**(2.6%)**

Attachment C

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

Retirees - 9005

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
FRINGE BENEFITS								
502011	Medicare/Soc. Sec.	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
502021	Retirement	-	-	-	0.0%	-	-	0.0%
502022	Retirement UAL	-	-	-	0.0%	-	-	0.0%
502031	Medical	3,369,060	3,431,057	61,997	1.8%	3,623,198	192,141	5.6%
502041	Dental	52,728	57,445	4,717	8.9%	58,308	863	1.5%
502045	Vision	15,894	16,692	798	5.0%	17,196	504	3.0%
502051	Life/AD&D/EAP	6,007	6,336	329	5.5%	6,528	192	3.0%
502060	State Disability Ins (SDI)	-	-	-	0.0%	-	-	0.0%
502061	Long Term Disability Ins	-	-	-	0.0%	-	-	0.0%
502071	State Unemployment Ins (SUI)	-	-	-	0.0%	-	-	0.0%
502081	Worker's Comp Ins	-	-	-	0.0%	-	-	0.0%
502101	Holiday Pay	-	-	-	0.0%	-	-	0.0%
502103	Floating Holiday	-	-	-	0.0%	-	-	0.0%
502109	Sick Leave	-	-	-	0.0%	-	-	0.0%
502111	Annual Leave	-	-	-	0.0%	-	-	0.0%
502121	Other Paid Absence	-	-	-	0.0%	-	-	0.0%
502251	Phys. Exams	-	-	-	0.0%	-	-	0.0%
502253	Driver Lic Renewal	-	-	-	0.0%	-	-	0.0%
502999	Other Fringe Benefits	99,002	110,810	11,808	11.9%	117,015	6,205	5.6%
	Totals	$ 3,542,691	$ 3,622,340	$ 79,649	2.2%	$ 3,822,245	$ 199,905	5.5%
	PERSONNEL TOTAL	$ 3,542,691	$ 3,622,340	$ 79,649	2.2%	$ 3,822,245	$ 199,905	5.5%
	NON-PERSONNEL TOTAL	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
	TOTAL OPERATING EXPENSES	**$ 3,542,691**	**$ 3,622,340**	**$ 79,649**	**2.2%**	**$ 3,822,245**	**$ 199,905**	**5.5%**

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15C.64

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
DRAFT FY23 & FY24 OPERATING BUDGET

SCCIC - 700

ACCOUNT		June-21 BUDGET FY22	May-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	May-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
SERVICES								
503011	Accting/Audit Fees	$ 250	$ 275	$ 25	10.0%	$ 300	$ 25	9.1%
503012	Admin/Bank Fees	-	-	-	0.0%	-	-	0.0%
503031	Prof/Technical Fees	-	-	-	0.0%	-	-	0.0%
503032	Legislative Services	-	-	-	0.0%	-	-	0.0%
503033	Legal Services	-	-	-	0.0%	-	-	0.0%
503034	Pre-Employment Exams	-	-	-	0.0%	-	-	0.0%
503041	Temp Help	-	-	-	0.0%	-	-	0.0%
503161	Custodial Services	-	-	-	0.0%	-	-	0.0%
503162	Uniforms/Laundry	-	-	-	0.0%	-	-	0.0%
503171	Security Services	-	-	-	0.0%	-	-	0.0%
503221	Classified/Legal Ads	-	-	-	0.0%	-	-	0.0%
503222	Legal Ads	-	-	-	0.0%	-	-	0.0%
503225	Graphic Services	-	-	-	0.0%	-	-	0.0%
503351	Repair - Bldg & Impr	-	-	-	0.0%	-	-	0.0%
503352	Repair - Equipment	-	-	-	0.0%	-	-	0.0%
503353	Repair - Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503354	Repair - Non Rev Vehicle	-	-	-	0.0%	-	-	0.0%
503363	Haz Mat Disposal	-	-	-	0.0%	-	-	0.0%
	Totals	$ 250	$ 275	$ 25	10.0%	$ 300	$ 25	9.1%
	PERSONNEL TOTAL	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
	NON-PERSONNEL TOTAL	$ 250	$ 275	$ 25	10.0%	$ 300	$ 25	9.1%
	TOTAL OPERATING EXPENSES	**$ 250**	**$ 275**	**$ 25**	**10.0%**	**$ 300**	**$ 25**	**9.1%**

Attachment C

15C.65

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FY23 & FY24 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Summary

Department	Authorized FY22 2021	Funded FY22 2021	Authorized FY23 2022	Funded FY23 2022	Authorized FY24 2022	Funded FY24 2022
Administration - 1100	5.00	4.00	**5.00**	**4.00**	5.00	4.00
Finance - 1200	10.00	9.00	**12.00**	**11.00**	12.00	11.00
Customer Service - 1300	20.25	15.00	**21.25**	**15.00**	21.25	15.00
Human Resources - 1400	8.00	6.00	**10.00**	**6.00**	10.00	6.00
Information Technology - 1500	8.00	6.00	**9.00**	**6.00**	9.00	6.00
Planning, Grants, Governmental Affairs - 1600	12.00	5.00	**12.00**	**5.00**	12.00	5.00
District Counsel - 1700	3.00	0.00	**3.00**	**0.00**	3.00	0.00
Safety, Security, and Risk Management - 1800	3.00	2.00	**3.00**	**2.00**	3.00	2.00
Purchasing - 1900	10.00	7.00	**10.00**	**9.00**	10.00	9.00
Facilities Maintenance - 2200	23.00	18.00	**23.00**	**18.00**	23.00	18.00
Paratransit - 3100	55.00	42.00	**54.00**	**42.00**	54.00	42.00
Operations - 3200	22.00	17.00	**23.00**	**18.00**	23.00	18.00
Bus Operators - 3300	171.00	152.00	**171.00**	**155.00**	171.00	155.00
Fleet Maintenance - 4100	58.00	38.00	**58.00**	**38.00**	58.00	38.00
Total Full-Time Equivalents (FTEs)	**408.25**	**321.00**	**414.25**	**329.00**	**414.25**	**329.00**

Attachment D

15D.1

FY23 & FY24 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Administration - 1100

Position Title	Authorized FY22 2021	Funded FY22 2021	Authorized FY23 2022	Funded FY23 2022	Authorized FY24 2022	Funded FY24 2022
CEO/General Manager	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Chief Operations Officer	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Executive Assistant	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Administrative Assistant	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Administrative Specialist	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Total Full-Time Equivalents (FTEs)	**5.00**	**4.00**	**5.00**	**4.00**	**5.00**	**4.00**

Attachment D

15D.2

FY23 & FY24 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Finance - 1200

Position Title	Authorized FY22 2021	Funded FY22 2021	Authorized FY23 2022	Funded FY23 2022	Authorized FY24 2022	Funded FY24 2022
Chief Financial Officer (CFO)	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Finance Deputy Director	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Accountant II	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Accountant III	0.00	0.00	**1.00**	**1.00**	1.00	1.00
Accounting Specialist	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Senior Accounting Tech	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Senior Payroll Specialist	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Senior Financial Analyst	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Financial Analyst	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Revenue Account Program Manager*	0.00	0.00	**1.00**	**1.00**	1.00	1.00
Revenue Collection Clerk	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Project Manager	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Total Full-Time Equivalents (FTEs)	**10.00**	**9.00**	**12.00**	**11.00**	**12.00**	**11.00**

* Revenue Account Program Manager position moved from Customer Service

Attachment D

15D.3

FY23 & FY24 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Marketing, Communications & Customer Service - 1300

Position Title	Authorized FY22 2021	Funded FY22 2021	Authorized FY23 2022	Funded FY23 2022	Authorized FY24 2022	Funded FY24 2022
Marketing, Communications and Customer Service Director	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Marketing Assistant**	0.00	0.00	**1.00**	**1.00**	1.00	1.00
Mobility Training Coordinator*	0.00	0.00	**1.00**	**1.00**	1.00	1.00
Customer Service Manager	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Customer Service Supervisor	2.00	0.00	**2.00**	**0.00**	2.00	0.00
Customer Service Coordinator**	0.00	1.00	**0.00**	**0.00**	0.00	0.00
Customer Service Representative	12.00	9.00	**12.00**	**9.00**	12.00	9.00
Senior Customer Service Representative	2.00	1.00	**2.00**	**1.00**	2.00	1.00
Revenue Account Program Manager***	1.00	1.00	**0.00**	**0.00**	0.00	0.00
Customer Service Assistant	1.25	1.00	**1.25**	**1.00**	1.25	1.00
Total Full-Time Equivalents (FTEs)	**20.25**	**15.00**	**21.25**	**15.00**	**21.25**	**15.00**

* Replaces Accessible Services Coordinator from Paratransit
** Customer Service Coordinator - *Position unfunded FY23, replaced with* Marketing Assistant
*** Revenue Account Program Manager position moved to Finance

Attachment D

15D.4

FY23 & FY24 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Human Resources - 1400

Position Title	Authorized FY22 2021	Funded FY22 2021	Authorized FY23 2022	Funded FY23 2022	Authorized FY24 2022	Funded FY24 2022
Human Resources Director	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Human Resources Deputy Director	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Human Resources Technician*	1.00	1.00	**1.00**	**0.00**	1.00	0.00
HR Analyst I*	0.00	0.00	**2.00**	**2.00**	2.00	2.00
HR Analyst II	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Benefits Technician	1.00	1.00	**1.00**	**0.00**	1.00	0.00
Human Resources Specialist	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Human Resources Clerk	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Paralegal II	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Total Full-Time Equivalents (FTEs)	**8.00**	**6.00**	**10.00**	**6.00**	**10.00**	**6.00**

**HR Technician and Benefit Technician unfunded in FY23, replaced with HR Analyst I (2 FTE)*

Attachment D

15D.5

FY23 & FY24 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Information Technology - 1500

Position Title	Authorized FY22 2021	Funded FY22 2021	Authorized FY23 2022	Funded FY23 2022	Authorized FY24 2022	Funded FY24 2022
Information Technology and ITS Director	1.00	1.00	**1.00**	**1.00**	1.00	1.00
IT Project Coordinator*	0.00	0.00	**1.00**	**1.00**	1.00	1.00
Asst Manager of Information Technology	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Senior Database Administrator	2.00	2.00	**2.00**	**1.00**	2.00	1.00
Database Administrator	1.00	0.00	**1.00**	**1.00**	1.00	1.00
Systems Administrator/Senior	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Information Technology Support Analyst I/II	2.00	2.00	**2.00**	**1.00**	2.00	1.00
Total Full-Time Equivalents (FTEs)	**8.00**	**6.00**	**9.00**	**6.00**	**9.00**	**6.00**

*Provisional position (1 FTE) to be funded for 24 months

Attachment D

15D.6

FY23 & FY24 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Planning, Grants, Governmental Affairs - 1600

Position Title	Authorized FY22 2021	Funded FY22 2021	Authorized FY23 2022	Funded FY23 2022	Authorized FY24 2022	Funded FY24 2022
Planning and Development Director	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Grants/Legislative Analyst	2.00	1.00	**2.00**	**1.00**	2.00	1.00
Transportation Planning Supervisor	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Senior Transportation Planner	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Transit Surveyor	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Planning Aide	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Transportation Planner I	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Transportation Planner II	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Planning Data Analyst	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Schedule Analyst	2.00	1.00	**2.00**	**1.00**	2.00	1.00
Total Full-Time Equivalents (FTEs)	**12.00**	**5.00**	**12.00**	**5.00**	**12.00**	**5.00**

Attachment D

15D.7

FY23 & FY24 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
District Counsel - 1700

Position Title	Authorized FY22 2021	Funded FY22 2021	Authorized FY23 2022	Funded FY23 2022	Authorized FY24 2022	Funded FY24 2022
District Counsel	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Administrative Assistant	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Paralegal II	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Total Full-Time Equivalents (FTEs)	**3.00**	**0.00**	**3.00**	**0.00**	**3.00**	**0.00**

Attachment D

15D.8

FY23 & FY24 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Safety, Security, and Risk Management - 1800

Position Title	Authorized FY22 2021	Funded FY22 2021	Authorized FY23 2022	Funded FY23 2022	Authorized FY24 2022	Funded FY24 2022
Safety, Security and Risk Director	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Claims Technician II	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Safety and Training Program Specialist I	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Total Full-Time Equivalents (FTEs)	**3.00**	**2.00**	**3.00**	**2.00**	**3.00**	**2.00**

Attachment D

15D.9

FY23 & FY24 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Purchasing - 1900

Position Title	Authorized FY22 2021	Funded FY22 2021	Authorized FY23 2022	Funded FY23 2022	Authorized FY24 2022	Funded FY24 2022
Purchasing Manager	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Administrative Specialist	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Parts and Materials Supervisor	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Lead Parts and Materials Clerk	1.00	0.00	**1.00**	**1.00**	1.00	1.00
Parts and Materials Clerk	3.00	2.00	**3.00**	**3.00**	3.00	3.00
Purchasing Agent	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Purchasing Assistant	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Buyer	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Total Full-Time Equivalents (FTEs)	**10.00**	**7.00**	**10.00**	**9.00**	**10.00**	**9.00**

Attachment D

15D.10

FY23 & FY24 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Facilities Maintenance - 2200

Position Title	Authorized FY22 2021	Funded FY22 2021	Authorized FY23 2022	Funded FY23 2022	Authorized FY24 2022	Funded FY24 2022
Facilities Maintenance Manager	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Facilities Maintenance Supervisor	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Lead Facilities Maintenance Worker	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Administrative Specialist	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Facilities Maintenance Worker II	7.00	5.00	**7.00**	**4.00**	7.00	4.00
Facilities Maintenance Worker I	2.00	1.00	**2.00**	**2.00**	2.00	2.00
Administrative Assistant	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Custodial Supervisor	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Lead Custodial Service Worker	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Custodial Service Worker	7.00	6.00	**7.00**	**6.00**	7.00	6.00
Total Full-Time Equivalents (FTEs)	**23.00**	**18.00**	**23.00**	**18.00**	**23.00**	**18.00**

Attachment D

15D.11

FY23 & FY24 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Paratransit - 3100

Position Title	Authorized FY22 2021	Funded FY22 2021	Authorized FY23 2022	Funded FY23 2022	Authorized FY24 2022	Funded FY24 2022
Operations Manager: Paratransit Division	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Accessible Services Coordinator*	1.00	1.00	**0.00**	**0.00**	0.00	0.00
Paratransit Eligibility Coordinator	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Assistant Operations Manager: Paratransit	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Reservation & Scheduling Coord	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Safety/Road Response Coord	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Dispatcher	5.00	0.00	**5.00**	**0.00**	5.00	0.00
Dispatcher/Scheduler	5.00	5.00	**5.00**	**5.00**	5.00	5.00
Paratransit Clerk I-II-III	2.00	1.00	**2.00**	**1.00**	2.00	1.00
Van Operator**	34.00	30.00	**34.00**	**31.00**	34.00	31.00
Paratransit Supervisor	3.00	3.00	**3.00**	**3.00**	3.00	3.00
Total Full-Time Equivalents (FTEs)	**55.00**	**42.00**	**54.00**	**42.00**	**54.00**	**42.00**

* Position renamed to Mobility Training Coordinator and moved to Customer Service

**added 1 FTE to be funded by Measure D sales tax revenue

Attachment D

15D.12

FY23 & FY24 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Operations - 3200

Position Title	Authorized FY22 2021	Funded FY22 2021	Authorized FY23 2022	Funded FY23 2022	Authorized FY24 2022	Funded FY24 2022
Operations Manager: Fixed Route Division	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Assistant Operations Manager	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Transit Supervisor	15.00	11.00	**15.00**	**11.00**	15.00	11.00
Safety & Training Coordinator	1.00	1.00	**2.00**	**2.00**	2.00	2.00
Assistant Safety & Training Coordinator	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Administrative Supervisor	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Administrative Assistant	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Payroll Specialist	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Total Full-Time Equivalents (FTEs)	**22.00**	**17.00**	**23.00**	**18.00**	**23.00**	**18.00**

Attachment D

15D.13

FY23 & FY24 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Bus Operators - 3300

Position Title	Authorized FY22 2021	Funded FY22 2021	Authorized FY23 2022	Funded FY23 2022	Authorized FY24 2022	Funded FY24 2022
Bus Operators *	171.00	152.00	**171.00**	**155.00**	171.00	155.00
Total Full-Time Equivalents (FTEs)	**171.00**	**152.00**	**171.00**	**155.00**	**171.00**	**155.00**

**added 3 FTE to be funded by Measure D sales tax revenue

Attachment D

15D.14

FY23 & FY24 OPERATING BUDGET
Funded Personnel - Full Time Equivalent (FTE)
Fleet Maintenance - 4100

Position Title	Authorized FY22 2021	Funded FY22 2021	Authorized FY23 2022	Funded FY23 2022	Authorized FY24 2022	Funded FY24 2022
Maintenance Manager	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Fleet Maintenance Supervisor	3.00	2.00	**3.00**	**2.00**	3.00	2.00
Lead Mechanic	6.00	4.00	**6.00**	**4.00**	6.00	4.00
Mechanic III	4.00	2.00	**4.00**	**2.00**	4.00	2.00
Mechanic I - II	18.00	15.00	**18.00**	**15.00**	18.00	15.00
Assistant Maintenance Manager	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Vehicle Body Repair Mechanic	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Administrative Assistant Supervisor	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Administrative Specialist	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Administrative Clerk	1.00	0.00	**1.00**	**0.00**	1.00	0.00
Accounting Technician/Senior	2.00	1.00	**2.00**	**1.00**	2.00	1.00
Upholsterer I - II	1.00	1.00	**1.00**	**1.00**	1.00	1.00
Lead Vehicle Service Worker	2.00	2.00	**2.00**	**2.00**	2.00	2.00
Vehicle Service Detailer	2.00	2.00	**2.00**	**2.00**	2.00	2.00
Vehicle Service Worker I - II	12.00	7.00	**12.00**	**7.00**	12.00	7.00
Electronic Technician	2.00	1.00	**2.00**	**1.00**	2.00	1.00
Total Full-Time Equivalents (FTEs)	**58.00**	**38.00**	**58.00**	**38.00**	**58.00**	**38.00**

Attachment D

15D.15

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 CAPITAL BUDGET/ANTICIPATED SPENDING
AS OF MAY 2022

			RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	BUS REPLACEMENT FUND				
									$3M PER YEAR (MEASURE D + SB1 STA&SGR)				
										RESTRICTED	RESTRICTED		
		PROJECT/ACTIVITY	FEDERAL FUNDS	PTMISEA (1B)	STIP	LCTOP	LPP	CAPITAL RESTRICTED STA	STA-SB1 (XFR FROM OPER BUDGET)	STA-SGR (SB 1)	MEASURE D (XFR FROM OPER BUDGET)	OPERATING & CAPITAL RESERVE FUND	TOTAL
Construction Related Projects													
1	19-0001	New METRO Owned Paracruz Facility-FY20 LPP (Grant Match for 5339(b))										$ 1,038,256	$ 1,038,256
2	19-0002	Pacific Station/Metro Center Redevelopment w/ City of SC									$ 200,000		$ 200,000
		Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 200,000	$ 1,038,256	$ 1,238,256
IT Projects													
3	19-0004	ERP Consultant & System										$ 1,650,000	$ 1,650,000
		Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,650,000	$ 1,650,000
Facilities Upgrades & Improvements													
4	19-0006	Maint Yard-Security Hardening/Expanded Parking										$ 99,999.95	$ 100,000
5	19-0013	JKS Facility - Upper Security Gates (FTA FY22 5339a + Reserve	$ -									$ 229,000	$ 229,000
6	19-0020	Admin Bldg. Engineering & Renovations										$ 20,000	$ 20,000
7	19-0018a	Awning @ Fueling Station - Construction Phase (FTA 5339a FY2	$ 238,908									$ -	$ 238,908
		Subtotal	$ 238,908	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 349,000	$ 587,908
Revenue Vehicle Purchases, Replacements & Campaigns													
8	19-0027	FY18 STIP - AVL/ITS (STIP, Measure D)			$ 266,104.78						$ 233,895.22		$ 500,000
9	20-0001	7 Replacement Paracruz Vans (FY19 LPP, Measure D)					$ 302,000				$ 303,131		$ 605,131
10	19-0032	3 New Flyer Repl. Capital Lease - Year 4 of 6 Prin Only - (Measure D) Interest funded in Operating Budget $32K									$ 275,408		$ 275,408
11	22-0005	Automatic Passenger Counters (APCs)	$ 524,355		$ -						$ -	$ 115,645	$ 640,000
12	23-0001	13 CNGs (7 35', 6 40', FY23/24/25 (FY22 FTA 5307 + BRF:SGR)	$ 3,920,000		$ -					$ 980,000			$ 4,900,000
13	23-0002	4 ARTICS FY24	$ -		$ -					$ -	$ -	$ -	$ -
		Subtotal	$ 4,444,355	$ -	$ 266,105	$ -	$ 302,000	$ -	$ -	$ 980,000	$ 812,434	$ 115,645	$ 6,920,539

Attachment E

15E.1

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 CAPITAL BUDGET/ANTICIPATED SPENDING
AS OF MAY 2022

			RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	BUS REPLACEMENT FUND					
									$3M PER YEAR (MEASURE D + SB1 STA&SGR)					
										RESTRICTED	RESTRICTED			
		PROJECT/ACTIVITY	FEDERAL FUNDS	PTMISEA (1B)	STIP	LCTOP	LPP	CAPITAL RESTRICTED STA	STA-SB1 (XFR FROM OPER BUDGET)	STA-SGR (SB 1)	MEASURE D (XFR FROM OPER BUDGET)	OPERATING & CAPITAL RESERVE FUND	TOTAL
Revenue Vehicle Purchases, Replacements & Campaigns-Fleet Electrification Projects														
14	19-0037	4 ZEBs - Highway 17 (FTA 5339c FY16, Measure D, HVIP)	$ 3,516,587								$ 1,079,067		$ 4,595,654
15	19-0041	Completion of JKS Facility-ZEB Yard Charging Infrastructure										$ 224,757	$ 224,757
16	19-0042	ZEB Deployment & Fleet Planning (CTE)							$ 21,720			$ 67,225	$ 88,945
17	23-0003	1 ZEB (FY20 LCTOP+Interest+HVIP)				$ -							$ -
		Subtotal	$ 3,516,587	$ -	$ -	$ -	$ -	$ -	$ 21,720	$ -	$ 1,079,067	$ 291,982	$ 4,909,356
Non-Revenue Vehicle Purchases & Replacements													
18	21-0006	Service Truck (FTA 5339a FY20)	$ 150,000										$ 150,000
		Subtotal	$ 150,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 150,000
Fleet & Maint Equipment													
19	21-0004	Golf Club Part Washers (FTA 5339a FY20)	$ 80,000										$ 80,000
		Subtotal	$ 80,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 80,000
Office Equipment													
												$ -	$ -
		Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Misc.													
20	23-0004	Misc Capital Contingency-$800K - 11/15/19 BOD+$100K 5/21/2021+$1M 03/25/2022										$ 241,999.87	$ 242,000
21	23-0004a	Scotts Valley Transit Center Security										$ 51,000	$ 51,000
22	23-0004b	Trash Enclosures										$ 7,000	$ 7,000
		Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 300,000	$ 300,000
TOTAL CAPITAL PROJECTS			**$ 8,429,850**	**$ -**	**$ 266,105**	**$ -**	**$ 302,000**	**$ -**	**$ 21,720**	**$ 980,000**	**$ 2,091,501**	**$ 3,744,883**	**$ 15,836,059**

Attachment E

15E.2

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 CAPITAL BUDGET/ANTICIPATED SPENDING
AS OF MAY 2022

PROJECT/ACTIVITY	FEDERAL FUNDS	PTMISEA (1B)	STIP	LCTOP	LPP	CAPITAL RESTRICTED STA	STA-SB1 (XFR FROM OPER BUDGET)	STA-SGR (SB 1)	MEASURE D (XFR FROM OPER BUDGET)	OPERATING & CAPITAL RESERVE FUND	TOTAL
	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	BUS REPLACEMENT FUND $3M PER YEAR (MEASURE D + SB1 STA&SGR)	RESTRICTED	RESTRICTED		
CAPITAL PROGRAM FUNDING											
Federal Sources of Funds:											
Federal Grants (FTA)	$ 8,429,850										$ 8,429,850
Surface Transportation Block Grant (STBG)	$ -										$ -
State Sources of Funds:											
PTMISEA (1B)		$ -									$ -
State Transportation Improvement Program (STIP)			$ 266,105								$ 266,105
Low Carbon Transit Operations Program (LCTOP)				$ -							$ -
Local Partnership Program (LPP)					$ 302,000						$ 302,000
State Transit Assistance (STA)-Prior Years						$ -	$ 21,720				$ 21,720
Transfers from Operating Budget (STA-SB1)											$ -
STA-SGR (SB1)								$ 980,000			$ 980,000
Transfers from Operating Budget (Measure D)									$ 2,091,501		$ 2,091,501
Local Sources of Funds:											
Operating and Capital Reserve Fund										$ 3,744,883	$ 3,744,883
TOTAL CAPITAL FUNDING BY FUNDING SOURCE	**$ 8,429,850**	**$ -**	**$ 266,105**	**$ -**	**$ 302,000**	**$ -**	**$ 21,720**	**$ 980,000**	**$ 2,091,501**	**$ 3,744,883**	**$ 15,836,059**
Restricted Funds	$ 8,429,850	$ -	$ 266,105	$ -	$ 302,000	$ -		$ 980,000	$ 2,091,501		$ 12,069,456
Unrestricted Funds							$ 21,720			$ 3,744,883	$ 3,766,603
TOTAL CAPITAL FUNDING	**$ 8,429,850**	**$ -**	**$ 266,105**	**$ -**	**$ 302,000**	**$ -**	**$ 21,720**	**$ 980,000**	**$ 2,091,501**	**$ 3,744,883**	**$ 15,836,059**

* NOTE: The amounts listed here represent the amounts committed against awarded grants and projects, and therefore will not equal the $3M allocated to the Bus Replacement Fund in any given year.

Attachment E

15E.3

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 CAPITAL BUDGET/PORTFOLIO
AS OF MAY 2022

			RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	BUS REPLACEMENT FUND				
									$3M PER YEAR (MEASURE D + SB1 STA&SGR)				
										RESTRICTED	RESTRICTED		
		PROJECT/ACTIVITY	FEDERAL FUNDS	PTMISEA (1B)	STIP	LCTOP	LPP	CAPITAL RESTRICTED STA	STA-SB1 (XFR FROM OPER BUDGET)	STA-SGR (SB 1)	MEASURE D (XFR FROM OPER BUDGET)	OPERATING & CAPITAL RESERVE FUND	TOTAL
Construction Related Projects													
1	19-0001	New METRO Owned Paracruz Facility-FY20 LPP (Grant Match for 5339(b))										$ 2,038,256	$ 2,038,256
2	19-0002	Pacific Station/Metro Center Redevelopment w/ City of SC									$ 4,000,000		$ 4,000,000
		Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,000,000	$ 2,038,256	$ 6,038,256
IT Projects													
3	19-0004	ERP Consultant & System										$ 3,650,000	$ 3,650,000
		Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 3,650,000	$ 3,650,000
Facilities Upgrades & Improvements													
4	19-0006	Maint Yard-Security Hardening/Expanded Parking										$ 419,156	$ 419,156
5	19-0013	JKS Facility - Upper Security Gates (FTA FY22 5339a + Reserve	$ -									$ 229,000	$ 229,000
6	19-0020	Admin Bldg. Engineering & Renovations										$ 20,000	$ 20,000
7	19-0018a	Awning @ Fueling Station - Construction Phase (FTA 5339a FY2	$ 238,908									$ -	$ 238,908
		Subtotal	$ 238,908	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 668,156	$ 907,064
Revenue Vehicle Purchases, Replacements & Campaigns													
8	19-0027	FY18 STIP - AVL/ITS (STIP, Measure D)			$ 599,351						$ 526,805		$ 1,126,156
9	20-0001	7 Replacement Paracruz Vans (FY19 LPP, Measure D)					$ 302,000				$ 303,131		$ 605,131
10	19-0032	3 New Flyer Repl. Capital Lease - Year 4 of 6 Prin Only - (Measure D) Interest funded in Operating Budget $32K									$ 392,593		$ 392,593
11	22-0005	Automatic Passenger Counters (APCs)	$ 524,355		$ -						$ -	$ 115,645	$ 640,000
12	23-0001	13 CNGs (7 35', 6 40', FY23/24/25 (FY22 FTA 5307 + BRF:SGR)	$ 7,280,000		$ -					$ 1,820,000			$ 9,100,000
13	23-0002	4 ARTICS FY24	$ 3,200,000		$ -					$ 800,000	$ -	$ -	$ 4,000,000
		Subtotal	$ 11,004,355	$ -	$ 599,351	$ -	$ 302,000	$ -	$ -	$ 2,620,000	$ 1,222,529	$ 115,645	$ 15,863,880

Attachment E

15E.4

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 CAPITAL BUDGET/PORTFOLIO
AS OF MAY 2022

			RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	BUS REPLACEMENT FUND				
									$3M PER YEAR (MEASURE D + SB1 STA&SGR)				
										RESTRICTED	RESTRICTED		
		PROJECT/ACTIVITY	FEDERAL FUNDS	PTMISEA (1B)	STIP	LCTOP	LPP	CAPITAL RESTRICTED STA	STA-SB1 (XFR FROM OPER BUDGET)	STA-SGR (SB 1)	MEASURE D (XFR FROM OPER BUDGET)	OPERATING & CAPITAL RESERVE FUND	TOTAL
Revenue Vehicle Purchases, Replacements & Campaigns-Fleet Electrification Projects													
14	19-0037	4 ZEBs - Highway 17 (FTA 5339c FY16, Measure D, HVIP)	$ 3,516,587								$ 1,079,067		$ 4,595,654
15	19-0041	Completion of JKS Facility-ZEB Yard Charging Infrastructure										$ 224,757	$ 224,757
16	19-0042	ZEB Deployment & Fleet Planning (CTE)							$ 21,720			$ 67,225	$ 88,945
17	23-0003	1 ZEB (FY20 LCTOP+Interest+HVIP)				$ 1,250,000							$ 1,250,000
		Subtotal	$ 3,516,587	$ -	$ -	$ 1,250,000	$ -	$ -	$ 21,720	$ -	$ 1,079,067	$ 291,982	$ 6,159,356
Non-Revenue Vehicle Purchases & Replacements													
18	21-0006	Service Truck (FTA 5339a FY20)	$ 150,000										$ 150,000
		Subtotal	$ 150,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 150,000
Fleet & Maint Equipment													
19	21-0004	Golf Club Part Washers (FTA 5339a FY20)	$ 80,000										$ 80,000
		Subtotal	$ 80,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 80,000
Office Equipment													
												$ -	$ -
		Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Misc.													
20	23-0004	Misc Capital Contingency-$800K - 11/15/19 BOD+$100K 5/21/2021+$1M 03/25/2022										$ 942,000	$ 942,000
21	23-0004a	Scotts Valley Transit Center Security										$ 51,000	$ 51,000
22	23-0004b	Trash Enclosures										$ 7,000	$ 7,000
		Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,000,000	$ 1,000,000
TOTAL CAPITAL PROJECTS			**$ 14,989,850**	**$ -**	**$ 599,351**	**$ 1,250,000**	**$ 302,000**	**$ -**	**$ 21,720**	**$ 2,620,000**	**$ 6,301,596**	**$ 7,764,038**	**$ 33,848,555**

Attachment E

15E.5

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 CAPITAL BUDGET/PORTFOLIO
AS OF MAY 2022

		RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	BUS REPLACEMENT FUND $3M PER YEAR (MEASURE D + SB1 STA&SGR)				
									RESTRICTED	RESTRICTED		
PROJECT/ACTIVITY		FEDERAL FUNDS	PTMISEA (1B)	STIP	LCTOP	LPP	CAPITAL RESTRICTED STA	STA-SB1 (XFR FROM OPER BUDGET)	STA-SGR (SB 1)	MEASURE D (XFR FROM OPER BUDGET)	OPERATING & CAPITAL RESERVE FUND	TOTAL
CAPITAL PROGRAM FUNDING												
Federal Sources of Funds:												
Federal Grants (FTA)		$ 14,989,850										$ 14,989,850
Surface Transportation Block Grant (STBG)		$ -										$ -
State Sources of Funds:												
PTMISEA (1B)			$ -									$ -
State Transportation Improvement Program (STIP)				$ 599,351								$ 599,351
Low Carbon Transit Operations Program (LCTOP)					$ 1,250,000							$ 1,250,000
Local Partnership Program (LPP)						$ 302,000						$ 302,000
State Transit Assistance (STA)-Prior Years							$ -	$ 21,720				$ 21,720
Transfers from Operating Budget (STA-SB1)												$ -
STA-SGR (SB1)									$ 2,620,000			$ 2,620,000
Transfers from Operating Budget (Measure D)										$ 6,301,596		$ 6,301,596
Local Sources of Funds:												
Operating and Capital Reserve Fund											$ 7,764,038	$ 7,764,038
TOTAL CAPITAL FUNDING BY FUNDING SOURCE		**$ 14,989,850**	**$ -**	**$ 599,351**	**$ 1,250,000**	**$ 302,000**	**$ -**	**$ 21,720**	**$ 2,620,000**	**$ 6,301,596**	**$ 7,764,038**	**$ 33,848,555**
Restricted Funds		$ 14,989,850	$ -	$ 599,351	$ 1,250,000	$ 302,000	$ -		$ 2,620,000	$ 6,301,596		$ 26,062,797
Unrestricted Funds								$ 21,720			$ 7,764,038	$ 7,785,758
TOTAL CAPITAL FUNDING		**$ 14,989,850**	**$ -**	**$ 599,351**	**$ 1,250,000**	**$ 302,000**	**$ -**	**$ 21,720**	**$ 2,620,000**	**$ 6,301,596**	**$ 7,764,038**	**$ 33,848,555**
*		NOTE: The amounts listed here represent the amounts committed against awarded grants and projects, and therefore will not equal the $3M allocated to the Bus Replacement Fund in any given year.										

Attachment E

15E.6

MANAGEMENT

SALARY SCHEDULE: Monthly, Yearly and Hourly

Effective 04/25/22 (FY22) / Adopted by the Board as of March 25, 2022

Title	Hire Date (Year 1)
CEO/General Manager	
Monthly Salary	**21,250.00**
Yearly Salary	**255,000.00**
Hourly Rate	**122.60**

15F.1

Attachment F

MANAGEMENT

Effective 06/23/22 (FY23) / *Adopted by the Board as of May 20, 2022*

HOURLY RATES SCHEDULE

Title	Step 1	Step 1 L	Step 1 LL	Step 2	Step 2 L	Step 2 LL	Step 3	Step 3 L	Step 3 LL	Step 4	Step 4 L	Step 4 LL	Step 5	Step 5 L	Step 5 LL	Step 6	Step 6 L	Step 6 LL
Chief Operating Officer	**73.14**	76.80	80.46	**76.80**	80.64	84.48	**80.64**	84.67	88.70	**84.67**	88.90	93.13	**88.90**	93.35	97.80	**93.35**	98.02	102.69
Maintenance Manager	**57.16**	60.02	62.88	**60.02**	63.02	66.02	**63.02**	66.17	69.32	**66.17**	69.48	72.79	**69.48**	72.95	76.42	**72.95**	76.60	80.25
Chief Financial Officer (CFO)	**73.14**	76.80	80.46	**76.80**	80.64	84.48	**80.64**	84.67	88.70	**84.67**	88.90	93.13	**88.90**	93.35	97.80	**93.35**	98.02	102.69
Planning and Development Director	**62.35**	65.47	68.59	**65.47**	68.74	72.01	**68.74**	72.18	75.62	**72.18**	75.79	79.40	**75.79**	79.58	83.37	**79.58**	83.56	87.54
Human Resources Director	**68.60**	72.03	75.46	**72.03**	75.63	79.23	**75.63**	79.41	83.19	**79.41**	83.38	87.35	**83.38**	87.55	91.72	**87.55**	91.93	96.31
Information Technology and Intelligent Transportation Systems Director	**68.60**	72.03	75.46	**72.03**	75.63	79.23	**75.63**	79.41	83.19	**79.41**	83.38	87.35	**83.38**	87.55	91.72	**87.55**	91.93	96.31
Marketing, Communications and Customer Service Director	**50.17**	52.68	55.19	**52.68**	55.31	57.94	**55.31**	58.08	60.85	**58.08**	60.98	63.88	**60.98**	64.03	67.08	**64.03**	67.23	70.43
Purchasing and Special Projects Director	**50.17**	52.68	55.19	**52.68**	55.31	57.94	**55.31**	58.08	60.85	**58.08**	60.98	63.88	**60.98**	64.03	67.08	**64.03**	67.23	70.43
Senior Database Administrator	**54.68**	57.41	60.14	**57.41**	60.28	63.15	**60.28**	63.29	66.30	**63.29**	66.45	69.61	**66.45**	69.77	73.09	**69.77**	73.26	76.75
Finance Deputy Director	**54.84**	57.58	60.32	**57.58**	60.46	63.34	**60.46**	63.48	66.50	**63.48**	66.65	69.82	**66.65**	69.98	73.31	**69.98**	73.48	76.98
Human Resources Deputy Director	**51.47**	54.04	56.61	**54.04**	56.74	59.44	**56.74**	59.58	62.42	**59.58**	62.56	65.54	**62.56**	65.69	68.82	**65.69**	68.97	72.25
Operations Manager - Fixed Route Division	**44.94**	47.19	49.44	**47.19**	49.55	51.91	**49.55**	52.03	54.51	**52.03**	54.63	57.23	**54.63**	57.36	60.09	**57.36**	60.23	63.10
Operations Manager - Paratransit Division	**44.94**	47.19	49.44	**47.19**	49.55	51.91	**49.55**	52.03	54.51	**52.03**	54.63	57.23	**54.63**	57.36	60.09	**57.36**	60.23	63.10
Assistant Maintenance Manager	**42.88**	45.02	47.16	**45.02**	47.27	49.52	**47.27**	49.63	51.99	**49.63**	52.11	54.59	**52.11**	54.72	57.33	**54.72**	57.46	60.20
Facilities Maintenance Manager	**48.59**	51.02	53.45	**51.02**	53.57	56.12	**53.57**	56.25	58.93	**56.25**	59.06	61.87	**59.06**	62.01	64.96	**62.01**	65.11	68.21
Database Administrator	**47.55**	49.93	52.31	**49.93**	52.43	54.93	**52.43**	55.05	57.67	**55.05**	57.80	60.55	**57.80**	60.69	63.58	**60.69**	63.72	66.75
Safety, Security and Risk Management Director	**53.84**	56.53	59.22	**56.53**	59.36	62.19	**59.36**	62.33	65.30	**62.33**	65.45	68.57	**65.45**	68.72	71.99	**68.72**	72.16	75.60
Assistant Operations Manager	**33.71**	35.40	37.09	**35.40**	37.17	38.94	**37.17**	39.03	40.89	**39.03**	40.98	42.93	**40.98**	43.03	45.08	**43.03**	45.18	47.33
Project Manager	**33.71**	35.40	37.09	**35.40**	37.17	38.94	**37.17**	39.03	40.89	**39.03**	40.98	42.93	**40.98**	43.03	45.08	**43.03**	45.18	47.33
Purchasing Manager	**42.88**	45.02	47.16	**45.02**	47.27	49.52	**47.27**	49.63	51.99	**49.63**	52.11	54.59	**52.11**	54.72	57.33	**54.72**	57.46	60.20
*Customer Service Manager	**34.88**	36.62	38.36	**36.62**	38.45	40.28	**38.45**	40.37	42.29	**40.37**	42.39	44.41	**42.39**	44.51	46.63	**44.51**	46.74	48.97
**Revenue Account Program Manager	**33.71**	35.40	37.09	**35.40**	37.17	38.94	**37.17**	39.03	40.89	**39.03**	40.98	42.93	**40.98**	43.03	45.08	**43.03**	45.18	47.33
Executive Assistant	**32.80**	34.44	36.08	**34.44**	36.16	37.88	**36.16**	37.97	39.78	**37.97**	39.87	41.77	**39.87**	41.86	43.85	**41.86**	43.95	46.04

L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)

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Longevity Pay is based only on length of service.

* Position added and adopted by the Board on 11-20-2020

* New position proposed to be added and adopted by the Board on 09-24-2021

* Updated Schedule : CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022

15F.2

Attachment F

MANAGEMENT

Effective 06/23/22 (FY23) / *Adopted by the Board as of May 20, 2022*

YEARLY SALARY SCHEDULE

Title	Step 1	Step 1 L	Step 1 LL	Step 2	Step 2 L	Step 2 LL	Step 3	Step 3 L	Step 3 LL	Step 4	Step 4 L	Step 4 LL	Step 5	Step 5 L	Step 5 LL	Step 6	Step 6 L	Step 6 LL
Chief Operating Officer	**152,131**	159,744	167,357	**159,744**	167,731	175,718	**167,731**	176,114	184,496	**176,114**	184,912	193,710	**184,912**	194,168	203,424	**194,168**	203,882	213,595
Maintenance Manager	**118,893**	124,842	130,790	**124,842**	131,082	137,322	**131,082**	137,634	144,186	**137,634**	144,518	151,403	**144,518**	151,736	158,954	**151,736**	159,328	166,920
Chief Financial Officer (CFO)	**152,131**	159,744	167,357	**159,744**	167,731	175,718	**167,731**	176,114	184,496	**176,114**	184,912	193,710	**184,912**	194,168	203,424	**194,168**	203,882	213,595
Planning and Development Director	**129,688**	136,178	142,667	**136,178**	142,979	149,781	**142,979**	150,134	157,290	**150,134**	157,643	165,152	**157,643**	165,526	173,410	**165,526**	173,805	182,083
Human Resources Director	**142,688**	149,822	156,957	**149,822**	157,310	164,798	**157,310**	165,173	173,035	**165,173**	173,430	181,688	**173,430**	182,104	190,778	**182,104**	191,214	200,325
Information Technology and Intelligent Transportation Systems Director	**142,688**	149,822	156,957	**149,822**	157,310	164,798	**157,310**	165,173	173,035	**165,173**	173,430	181,688	**173,430**	182,104	190,778	**182,104**	191,214	200,325
Marketing, Communications and Customer Service Director	**104,354**	109,574	114,795	**109,574**	115,045	120,515	**115,045**	120,806	126,568	**120,806**	126,838	132,870	**126,838**	133,182	139,526	**133,182**	139,838	146,494
Purchasing and Special Projects Director	**104,354**	109,574	114,795	**109,574**	115,045	120,515	**115,045**	120,806	126,568	**120,806**	126,838	132,870	**126,838**	133,182	139,526	**133,182**	139,838	146,494
Senior Database Administrator	**113,734**	119,413	125,091	**119,413**	125,382	131,352	**125,382**	131,643	137,904	**131,643**	138,216	144,789	**138,216**	145,122	152,027	**145,122**	152,381	159,640
Finance Deputy Director	**114,067**	119,766	125,466	**119,766**	125,757	131,747	**125,757**	132,038	138,320	**132,038**	138,632	145,226	**138,632**	145,558	152,485	**145,558**	152,838	160,118
Human Resources Deputy Director	**107,058**	112,403	117,749	**112,403**	118,019	123,635	**118,019**	123,926	129,834	**123,926**	130,125	136,323	**130,125**	136,635	143,146	**136,635**	143,458	150,280
	-	-	-	**-**	-	-	**-**	-	-	**-**	-	-	**-**	-	-	**-**	-	-
Operations Manager - Fixed Route Division	**93,475**	98,155	102,835	**98,155**	103,064	107,973	**103,064**	108,222	113,381	**108,222**	113,630	119,038	**113,630**	119,309	124,987	**119,309**	125,278	131,248
Operations Manager - Paratransit Division	**93,475**	98,155	102,835	**98,155**	103,064	107,973	**103,064**	108,222	113,381	**108,222**	113,630	119,038	**113,630**	119,309	124,987	**119,309**	125,278	131,248
Assistant Maintenance Manager	**89,190**	93,642	98,093	**93,642**	98,322	103,002	**98,322**	103,230	108,139	**103,230**	108,389	113,547	**108,389**	113,818	119,246	**113,818**	119,517	125,216
Facilities Maintenance Manager	**101,067**	106,122	111,176	**106,122**	111,426	116,730	**111,426**	117,000	122,574	**117,000**	122,845	128,690	**122,845**	128,981	135,117	**128,981**	135,429	141,877
Database Administrator	**98,904**	103,854	108,805	**103,854**	109,054	114,254	**109,054**	114,504	119,954	**114,504**	120,224	125,944	**120,224**	126,235	132,246	**126,235**	132,538	138,840
Safety, Security and Risk Management Director	**111,987**	117,582	123,178	**117,582**	123,469	129,355	**123,469**	129,646	135,824	**129,646**	136,136	142,626	**136,136**	142,938	149,739	**142,938**	150,093	157,248
Assistant Operations Manager	**70,117**	73,632	77,147	**73,632**	77,314	80,995	**77,314**	81,182	85,051	**81,182**	85,238	89,294	**85,238**	89,502	93,766	**89,502**	93,974	98,446
Project Manager	**70,117**	73,632	77,147	**73,632**	77,314	80,995	**77,314**	81,182	85,051	**81,182**	85,238	89,294	**85,238**	89,502	93,766	**89,502**	93,974	98,446
Purchasing Manager	**89,190**	93,642	98,093	**93,642**	98,322	103,002	**98,322**	103,230	108,139	**103,230**	108,389	113,547	**108,389**	113,818	119,246	**113,818**	119,517	125,216
*Customer Service Manager	**72,550**	76,170	79,789	**76,170**	79,976	83,782	**79,976**	83,970	87,963	**83,970**	88,171	92,373	**88,171**	92,581	96,990	**92,581**	97,219	101,858
**Revenue Account Program Manager	**70,117**	73,632	77,147	**73,632**	77,314	80,995	**77,314**	81,182	85,051	**81,182**	85,238	89,294	**85,238**	89,502	93,766	**89,502**	93,974	98,446
Executive Assistant	**68,224**	71,635	75,046	**71,635**	75,213	78,790	**75,213**	78,978	82,742	**78,978**	82,930	86,882	**82,930**	87,069	91,208	**87,069**	91,416	95,763

L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)

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Longevity Pay is based only on length of service.

* Position added and adopted by the Board on 11-20-2020

* New position proposed to be added and adopted by the Board on 09-24-2021

* Updated Schedule : CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022

15F.3

Attachment F

MANAGEMENT

Effective 06/23/22 (FY23) / *Adopted by the Board as of May 20, 2022*

MONTHLY SALARY SCHEDULE

Title	Step 1	Step 1 L	Step 1 LL	Step 2	Step 2 L	Step 2 LL	Step 3	Step 3 L	Step 3 LL	Step 4	Step 4 L	Step 4 LL	Step 5	Step 5 L	Step 5 LL	Step 6	Step 6 L	Step 6 LL
Chief Operating Officer	**12,678**	13,312	13,946	**13,312**	**13,978**	**14,643**	**13,978**	14,676	15,375	**14,676**	15,409	16,143	**15,409**	16,181	16,952	**16,181**	16,990	17,800
Maintenance Manager	**9,908**	10,404	10,899	**10,404**	10,924	11,444	**10,924**	11,470	12,016	**11,470**	12,043	12,617	**12,043**	12,645	13,246	**12,645**	13,277	13,910
Chief Financial Officer (CFO)	**12,678**	13,312	13,946	**13,312**	13,978	14,643	**13,978**	14,676	15,375	**14,676**	15,409	16,143	**15,409**	16,181	16,952	**16,181**	16,990	17,800
Planning and Development Director	**10,807**	11,348	11,889	**11,348**	11,915	12,482	**11,915**	12,511	13,108	**12,511**	13,137	13,763	**13,137**	13,794	14,451	**13,794**	14,484	15,174
Human Resources Director	**11,891**	12,485	13,080	**12,485**	13,109	13,733	**13,109**	13,764	14,420	**13,764**	14,453	15,141	**14,453**	15,175	15,898	**15,175**	15,935	16,694
Information Technology and Intelligent Transportation Systems Director	**11,891**	12,485	13,080	**12,485**	13,109	13,733	**13,109**	13,764	14,420	**13,764**	14,453	15,141	**14,453**	15,175	15,898	**15,175**	15,935	16,694
Marketing, Communications and Customer Service Director	**8,696**	9,131	9,566	**9,131**	9,587	10,043	**9,587**	10,067	10,547	**10,067**	10,570	11,073	**10,570**	11,099	11,627	**11,099**	11,653	12,208
Purchasing and Special Projects Director	**8,696**	9,131	9,566	**9,131**	9,587	10,043	**9,587**	10,067	10,547	**10,067**	10,570	11,073	**10,570**	11,099	11,627	**11,099**	11,653	12,208
Senior Database Administrator	**9,478**	9,951	10,424	**9,951**	10,449	10,946	**10,449**	10,970	11,492	**10,970**	11,518	12,066	**11,518**	12,094	12,669	**12,094**	12,698	13,303
Finance Deputy Director	**9,506**	9,981	10,456	**9,981**	10,480	10,979	**10,480**	11,003	11,527	**11,003**	11,553	12,102	**11,553**	12,130	12,707	**12,130**	12,737	13,343
Human Resources Deputy Director	**8,922**	9,367	9,812	**9,367**	9,835	10,303	**9,835**	10,327	10,820	**10,327**	10,844	11,360	**10,844**	11,386	11,929	**11,386**	11,955	12,523
Operations Manager - Fixed Route Division	**7,790**	8,180	8,570	**8,180**	8,589	8,998	**8,589**	9,019	9,448	**9,019**	9,469	9,920	**9,469**	9,942	10,416	**9,942**	10,440	10,937
Operations Manager - Paratransit Division	**7,790**	8,180	8,570	**8,180**	8,589	8,998	**8,589**	9,019	9,448	**9,019**	9,469	9,920	**9,469**	9,942	10,416	**9,942**	10,440	10,937
Assistant Maintenance Manager	**7,433**	7,804	8,174	**7,804**	8,194	8,584	**8,194**	8,603	9,012	**8,603**	9,032	9,462	**9,032**	9,485	9,937	**9,485**	9,960	10,435
Facilities Maintenance Manager	**8,422**	8,844	9,265	**8,844**	9,286	9,728	**9,286**	9,750	10,215	**9,750**	10,237	10,724	**10,237**	10,748	11,260	**10,748**	11,286	11,823
Database Administrator	**8,242**	8,655	9,067	**8,655**	9,088	9,521	**9,088**	9,542	9,996	**9,542**	10,019	10,495	**10,019**	10,520	11,021	**10,520**	11,045	11,570
Safety, Security and Risk Management Director	**9,332**	9,799	10,265	**9,799**	10,289	10,780	**10,289**	10,804	11,319	**10,804**	11,345	11,886	**11,345**	11,912	12,478	**11,912**	12,508	13,104
Assistant Operations Manager	**5,843**	6,136	6,429	**6,136**	6,443	6,750	**6,443**	6,765	7,088	**6,765**	7,103	7,441	**7,103**	7,459	7,814	**7,459**	7,831	8,204
Project Manager	**5,843**	6,136	6,429	**6,136**	6,443	6,750	**6,443**	6,765	7,088	**6,765**	7,103	7,441	**7,103**	7,459	7,814	**7,459**	7,831	8,204
Purchasing Manager	**7,433**	7,804	8,174	**7,804**	8,194	8,584	**8,194**	8,603	9,012	**8,603**	9,032	9,462	**9,032**	9,485	9,937	**9,485**	9,960	10,435
*Customer Service Manager	**6,046**	6,348	6,649	**6,348**	6,665	6,982	**6,665**	6,998	7,330	**6,998**	7,348	7,698	**7,348**	7,715	8,083	**7,715**	8,102	8,488
**Revenue Account Program Manager	**5,843**	6,136	6,429	**6,136**	6,443	6,750	**6,443**	6,765	7,088	**6,765**	7,103	7,441	**7,103**	7,459	7,814	**7,459**	7,831	8,204
Executive Assistant	**5,685**	5,970	6,254	**5,970**	6,268	6,566	**6,268**	6,582	6,895	**6,582**	6,911	7,240	**6,911**	7,256	7,601	**7,256**	7,618	7,980

L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)

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Longevity Pay is based only on length of service.

* Position added and adopted by the Board on 11-20-2020

* New position proposed to be added and adopted by the Board on 09-24-2021

* Updated Schedule : CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022

15F.4

Attachment F

Attachment G

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

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

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT TO SET A PUBLIC HEARING ON JUNE 24, 2022 TO ADOPT THE FINAL FY23 AND FY24 OPERATING BUDGET AND FY23 CAPITAL BUDGET

WHEREAS, it is in the interest of the Santa Cruz Metropolitan Transit District to adopt a budget for each fiscal year; and

WHEREAS, a budget for Capital and Operating expenses and revenues has been developed for fiscal years 2023 and 2024.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, that:

A Public Hearing shall be held on June 24, 2022, at 9:00 am, or as soon thereafter as possible, via Zoom for purposes of discussing the adoption of the Final FY23 & FY24 Operating Budget and FY23 Capital Budget. Public comments shall be solicited prior to the hearing as directed by the CEO/General Manager.

PASSED AND ADOPTED this 20th Day of May 2022 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:_____
LARRY PAGELER, Board Chair

Attest:

_____
Michael S. Tree, CEO/General Manager

Approved as to form:

_____
Julie A. Sherman, General Counsel

Santa Cruz Metropolitan Transit District

DATE: May 20, 2022

TO: Board of Directors

FROM: John Urgo, Planning and Development Director

SUBJECT: **CONSIDERATION OF APPROVING THE AUTHORIZATION AND FUNDING OF A CAPITAL PLANNING AND GRANTS PROGRAMS MANAGER POSITION**

I. RECOMMENDED ACTION

That the Board of Directors approve authorizing and funding a Capital Planning and Grants Programs Manager position and corresponding wage scale and approve the reclassification of the Grants Analyst incumbent into the new position.

II. SUMMARY

- In order to address the needs of the Santa Cruz Metropolitan Transit District (METRO) as it relates to Capital Planning and Grants, a classification and compensation study was performed for the Grants Analyst position.
- On March 28, 2022, Service Employees International Union (SEIU), Local 521 and METRO management discussed the need of the study to determine if the current position needed to be reclassified due to additional duties.
- METRO contracted with Koff & Associates (hereinafter "K&A") to conduct a total classification and compensation study in March 2022.
- On April 18, 2022, SEIU/SEA Chapter President, Jordan Vascones, and Vice President Holly Alcorn reviewed and approved the new job description. Both SEIU representatives are in support of METRO's creation of this new position and current employee to be reclassified.
- Staff is recommending Board approval to adopt the new Capital Planning and Grants Programs Manager position description and wage scale and reclassification of current incumbent into the new Grants Analyst position.

III. DISCUSSION/BACKGROUND

Wondimu Mengistu is the current incumbent in the Grants Analyst position. He has been employed by METRO since October 2018. During his employment with METRO, Mr. Mengistu has received special training in capital planning and grants program management; grant writing; budget and revenue projections; federal, state and local laws and regulations affecting METRO's capital planning and

compliance with grants programs; and legislative and policy analysis techniques related to advocating for METRO's priority policy positions. Mr. Mengistu has also received training in specialized software applications, platforms, and systems such as Grants.gov, Transit Award Management System (TrAMS), National Transit Database (NTD), CalSMART, and BLACKCAT.

During the last two years, Mr. Mengistu has taken on additional responsibilities related to managing METRO's capital development grant program, including developing short- and long-range funding strategies; training department managers and staff on regulations, requirements, procedures, and guidelines of various federal, state and local funding programs to ensure compliance; and serving as METRO's representative at a variety of external transportation related meetings and in legislative and intergovernmental activities with federal, state, and local agencies. Mr. Mengistu has also taken on additional responsibilities related to the coordination of external financial and grant-related audits and reviews of METRO's capital and grant-funded programs.

This increase in responsibilities has occurred within the backdrop of the COVID-19 pandemic, during which time Mr. Mengistu oversaw an increase in formula grant funds coming to METRO from $17 million in FY19 to $65 million in FY21 as a result of congressionally approved economic stimulus programs. In addition, the Infrastructure Investment and Jobs Act (IIJA) recently passed by Congress provides $108.2 billion for public transit over the next five years, an increase of $42.4 billion from current levels. Mr. Mengistu is leading METRO's efforts to submit highly competitive grant applications to the IIJA —both to aid METRO in achieving and maintaining a state of good repair and transition its bus fleet to Zero Emission Buses (ZEBs).

Over the past few months, K&A, the Planning and Development Director and Human Resources have evaluated the positon and the new needs of the organization.

The study shows that Santa Cruz METRO is in need of a Capital Planning and Grants Programs Manager, who can develop short and long-range capital planning programs and operations funding strategies; identify organizational needs and appropriate funding sources and take advantage of the unique and unparalleled funding opportunities made possible through COVID-related federal economic stimulus programs and the IIJA.

In addition, this position will administer post-awarded grant programs ensuring Santa Cruz METRO's compliance with federal, state, and local rules, regulations, and other funding source requirements. This position will also be directing and managing Santa Cruz METRO's government affairs functions and developing a coordinated strategy for monitoring and analyzing the impact of and responding to legislative and regulatory issues impacting Santa Cruz METRO.

Upon approval, current incumbent Wondimu Mengistu will be reclassified to this position.

Staff is recommending Board approval to adopt the new Capital Planning and Grants Programs Manager position description and wage scale.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This item aligns to the following Strategic Plan Priorities:

- Service Quality and Delivery
- Employee Engagement: Attract, Retain and Develop

V. FINANCIAL CONSIDERATIONS/IMPACT

The adoption of the recommendations contained in this report will require defunding and leaving vacant the Grants Analyst position.

Funding for this position is in the FY22 & FY23 Planning Department Operating Budget. The budget increase in FY22 and FY23 would be $3,846 and $43,705 respectively.

VI. ALTERNATIVES CONSIDERED

- Do nothing is an alternative. Staff does not recommend this option. This position meets the needs of METRO.

- Reject the suggested classification and wage survey. Staff does not recommend this action since the new classification and its wage survey were researched and developed based on the developing needs of METRO.

VII. ATTACHMENTS

Attachment A: Capital Planning and Grants Programs Manager Position Description

Attachment B: Capital Planning and Grants Programs Manager Wage Scale

Prepared by: John Urgo, Planning and Development Director and Monik Delfin, HR Deputy Director

VIII. APPROVALS:

Dawn Crummié, HR Director

Approved as to fiscal impact:
Chuck Farmer, Chief Financial Officer

Michael Tree, CEO/General Manager

Attachment A

HUMAN RESOURCES DEPARTMENT
Santa Cruz METRO

Class Code: OA123
FLSA Status: exempt

Capital Planning and Grants Programs Manager

DEFINITION:

Under general direction of the CEO/General Manager and the Planning and Development Director, plans, develops, organizes, and directs assigned Santa Cruz METRO functions including developing short and long-range capital planning programs and operations funding strategies; identifying District needs and appropriate funding sources and obtaining funding from federal, state, and local grant programs to meet those needs; administering post-awarded grant programs; ensuring Santa Cruz METRO's compliance with federal, state, and local rules, regulations, and other funding source requirements; and directing and managing Santa Cruz METRO's government affairs functions and developing a coordinated strategy for monitoring and analyzing the impact of and responding to legislative and regulatory issues impacting Santa Cruz METRO; provides assistance to the General Manager/CEO on complex public policy initiatives affecting Santa Cruz METRO funding and operation at the local, state, and federal levels; performs other duties as assigned.

DISTINGUISHING CHARACTERISTICS:

This is a program management classification responsible for managing and directing capital planning and grants and government affairs programs. The position manages a complex and multi-disciplinary program that involves contact inside and outside of the agency and the ability to manage multiple stakeholder interests and requires a high level of technical expertise and acumen in support of management and/or Board priorities, strategic initiatives, and directives. The work involves a high-level of problem-solving requiring analysis of unique issues or increasingly complex problems without precedent and/or structure and formulating, presenting, and implementing strategies and recommendations for resolution. Work assignments are typically given as broad, conceptual ideas and directives and the incumbent is accountable for overall results and responsible for developing guidelines, action plans, and methods to provide deliverables and services on time and within budget. This position receives general direction from the CEO/General Manager and/or Planning and Development Director; and may exercise general supervision over consultants and professional, technical, and administrative support staff as assigned.

EXAMPLES OF DUTIES AND RESPONSIBILITIES:

The duties listed below represent the various types of work that may be performed. The omission of specific statements of duties does not exclude them if the work is related or a logical assignment to this class.

- Plans, manages, evaluates, and implements capital planning and grants program and government affairs program; recommends and implements program goals and objectives, policies, procedures, work standards, and internal controls.
- Leads the development and standardization of procedures and methods to improve and continuously monitor the efficiency, effectiveness, and sustainability of assigned programs; conducts studies and analyses, identifies opportunities for improvement, evaluates alternatives, develops recommendations, and implements changes.
- Manages capital development grant program by conducting capital planning and needs assessment studies, developing short- and long-range funding strategies, identifying and researching Santa Cruz METRO's needs and appropriate funding sources, and evaluating the feasibility of obtaining funding for proposed projects.

- Manages grant process from planning and writing grant applications to approval, post-award, and reporting to the funding agency by conducting analyses in support of pursuing funding, advising and collaborating with management on opportunities, developing grant programming and application materials, and determining project eligibility; prepares grant applications and Board staff reports and resolutions; submits applications upon Board approval; executes agreements to receive funds.
- Manages and monitors awarded grants and funds; prepares grant amendments, funding allocation requests, budget revisions, and requests for grant extensions; tracks capital project budgets and expenditures.
- Leads internal and external reporting of budgets and grant/fund allocation and expenditures; prepares status reports for the Board and external funding agencies; leads department managers and staff through regulations, requirements, procedures, and guidelines of programs to ensure compliance with federal, state, and local regulations and funding source requirements.
- Consults and renegotiates with funding agencies and project managers on revisions of scopes of work, budgets, and timelines to maximize use of grant resources; monitors financial status of assigned projects and programs including maintaining funding records and plans and collecting and updating project cost information.
- Represents Santa Cruz METRO at a variety of external transportation related meetings and in legislative and intergovernmental activities with federal, state, and local agencies; serves as the main point of contact to external oversight officials and funding partners.
- Advocates for and represents Santa Cruz METRO at various stages in the regional transportation planning process, including development of interagency agreements and Memoranda of Understanding (MOUs) pertaining to the acquisition of funding and provision of services.
- Oversees and coordinates Santa Cruz METRO's legislative agenda and works with management for input and needs; procures and manages external lobbying and communications vendors; works with other transit organizations and federal, state, and local legislators, directly or through legislative advocates, to develop, introduce, and support legislation that improves the financial and operating abilities of Santa Cruz METRO.
- Reviews, analyzes, and prepares bill summaries and makes recommendations on legislative proposals and bills; interprets policies and makes recommendations for compliance; contacts legislative representatives to ensure Santa Cruz METRO's interests are represented.
- Coordinates external financial or grant-related audits and reviews of Santa Cruz METRO's capital, grant, fixed asset, or other related programs and facilitates the Federal Transit Administration (FTA) and Transportation Development Act (TDA) Triennial Reviews; prepares Santa Cruz METRO's responses to findings.
- Develops and prepares grant applications and claims for agencies that are sub-recipients of grant funds from Santa Cruz METRO; trains staff of sub-recipients regarding grant procedures and requirements; reviews submittals from sub-recipients and determines compliance with grant requirements.
- Develops budget revenue projections using statistical models, historical revenues, and economic indicators; prepares Santa Cruz METRO's grant funded capital budget and assists in developing Santa Cruz METRO's operations budget.
- Leads funding advocacy efforts in Santa Cruz County in collaboration with CEO/General Manager, including preparing and attending the Santa Cruz County Regional Transportation Commission (RTC), the Interagency Technical Advisory Committee (ITAC), the Elderly and Disabled

Transportation Advisory Committee (E&D TAC), and the Budget, Administration, and Personnel Committee (BAP) meetings.

- Compiles and disseminates information about state and federal legislation and provides financial and/or policy analysis on federal and state regulatory language and mandates and other issues affecting Santa Cruz METRO.
- Examines, analyzes, and responds to proposed and adopted legislation, as well as ideas, plans, and initiatives from community groups and the general public; and evaluates the impact to Santa Cruz METRO.
- Develops Santa Cruz METRO's capital element of the Santa Cruz County Regional Transportation Improvement Program (RTIP), Program of Projects (POP), Transportation Improvement Program (TIP), and the Monterey Bay Metropolitan Transportation Improvement Program (MTIP) prepared by the Association of Monterey Bay Area Governments (AMBAG).
- Manages complex statistical and data analysis projects; develops and presents written and oral reports and analyses on a wide variety of complex issues involving federal, regional, and local transportation funding including financial, legislative, and other related issues.
- Oversees the maintenance of records systems and databases for capital planning and grant administration systems.
- Recommends the appointment of staff, provides and coordinates staff training, and works with employees to correct deficiencies.
- Performs related work as required.

EMPLOYMENT STANDARDS:

Knowledge of:

- Principles and practices of program management including planning, development, implementation, and evaluation.
- Principles and practices of short- and long-range capital planning, grants management, financial planning, and budget development and administration.
- Principles and practices of capital planning and operations of a public transit system.
- Principles and techniques of conducting analytical studies, evaluating alternatives, making sound recommendations, and preparing and presenting effective and technical reports.
- Public administration, legislative analysis, and policy analysis techniques at the program and political level.
- Techniques of effectively representing Santa Cruz METRO to the Board of Directors, city councils, and other local, regional, state, and federal agencies, as well as in public meetings with local citizens.
- Research and reporting methods, techniques, and procedures; statistical analyses and various methods of presenting data, analyses, and recommendations.
- Applicable federal, state, and local laws, legislative processes, funding practices and procedures, and regulations and Santa Cruz METRO policies and procedures affecting capital planning and grants and government affairs programs.
- Recordkeeping principles and procedures.
- Correct English usage, grammar, spelling, punctuation, and vocabulary.
- Modern office practices, methods, and computer equipment and applications related to the work.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors/consultants, and Santa Cruz METRO staff.

Ability to:

- Develop and implement goals, objectives, practices, policies, procedures, and work standards.
- Effectively manage and administer capital planning and grants program and government affairs program.
- Navigate the organization and its competing priorities for effective program management.
- Organize, coordinate, and implement capital planning, grants management, and government affairs services, operations, and activities.
- Research, evaluate, and recommend new service delivery methods, procedures, and techniques related to fare and revenue collection programs.
- Manage and perform complex project management, capital planning studies, financial analysis, and budget administration work with substantial independence, judgment and decision-making, and discretion.
- Proactively research and identify funding sources, prepare and write grant applications, and obtain and administer grants and special funded projects.
- Define issues, analyze problems, evaluate alternatives, and develop sound conclusions and recommendations.
- Understand impact of new information for current and future problem-solving and decision-making.
- Use logic and reasoning to identify strengths and weaknesses of proposals, alternatives, and conclusions, and to determine policy compliance of proposals.
- Effectively represent Santa Cruz METRO in meetings with governmental agencies, community groups, various business, professional, and regulatory organizations, and in meetings with individuals.
- Maintain records and control systems with accuracy and attention to detail.
- Prepare clear, concise, and complete reports and other written material.
- Perform accurate mathematical calculations and financial analyses.
- Understand, analyze, interpret, apply, and ensure compliance with all pertinent laws, regulations, codes, and ordinances and Santa Cruz METRO policies and procedures relevant to work performed.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, specialized software applications, platforms, and systems such as Grants.gov, Transit Award Management System (TrAMS), National Transit Database (NTD), CalSMART, and BLACKCAT, and modern business equipment relevant to work performed.
- Communicate clearly and effectively in both oral and written form in one-on-one and group settings.
- Establish and maintain effective working relationships within the department and with other departments, agencies, contractors, consultants, vendors, and the public.

MINIMUM QUALIFICATIONS:

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education, Training, and Experience:

Bachelor's degree from an accredited college or university in planning, political science, economics, public administration, or a related field and four (4) years of progressively responsible professional experience in a transportation agency including preparation and implementation of transportation grant applications and funding programs, grants administration, budgeting, planning, governmental relations and legislative affairs, and/or researching, analyzing, and developing legislative policies.

Master's degree and/or Project Management Professional (PMP) Certification is desirable.

LICENSES AND CERTIFICATES:

A valid California Driver's License will be required at the time of appointment and throughout employment.

Must be able to obtain and maintain a current, valid California Class "C" Driver's License.

PHYSICAL AND MENTAL DEMANDS:

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this job, the employee is frequently required to reach with hands and arms; walk, sit, and stand; use finger dexterity; talk and hear and use a keyboard. Work often requires stooping at the waist and the repetitive use of both hands to grasp and feel objects. Work may require lifting up to 20 pounds unaided. Specific visual abilities required for this job include close vision, distance vision, the ability to see colors and shades, and the ability to perceive depth.

Mental Demands

While performing the duties of this job, an employee uses written and oral communication skills; reads and interprets data, information, and documents; analyzes and solves problems; uses math and mathematical reasoning; performs detailed work; deals with multiple concurrent tasks; and interacts with others encountered in the course of work.

Work Environment:

The employee typically works in a standard office environment where the noise level is usually moderate.

OTHER CONDITIONS OF EMPLOYMENT:

- Must be able to travel to attend meetings occurring outside the local area, including meetings that may take place at night.
- Must be willing to travel to Washington D.C., Sacramento, and other key areas where direct legislative contact may be required.

- Must be able to work extended hours as needed, often outside regular business hours as required by the CEO and the demands of the job.
- Must maintain strictest confidentiality.
- Must participate in professional development activities

*Adopted: 05-20-2022
*BOD Approved: 05-20-2022
*Revised: 00-00-00
*Job Family: Professional-Grants/Planning
*FLSA Status: Exempt
Bargaining Unit: Management

MANAGEMENT

Effective 06/23/22 (FY23) / *Adopted by the Board as of May 20, 2022*

HOURLY RATES SCHEDULE

Title	Step 1	Step 1 L	Step 1 LL	Step 2	Step 2 L	Step 2 LL	Step 3	Step 3 L	Step 3 LL	Step 4	Step 4 L	Step 4 LL	Step 5	Step 5 L	Step 5 LL	Step 6	Step 6 L	Step 6 LL
Chief Operating Officer	**73.14**	76.80	80.46	**76.80**	80.64	84.48	**80.64**	84.67	88.70	**84.67**	88.90	93.13	**88.90**	93.35	97.80	**93.35**	98.02	102.69
Maintenance Manager	**57.16**	60.02	62.88	**60.02**	63.02	66.02	**63.02**	66.17	69.32	**66.17**	69.48	72.79	**69.48**	72.95	76.42	**72.95**	76.60	80.25
Chief Financial Officer (CFO)	**73.14**	76.80	80.46	**76.80**	80.64	84.48	**80.64**	84.67	88.70	**84.67**	88.90	93.13	**88.90**	93.35	97.80	**93.35**	98.02	102.69
Planning and Development Director	**62.35**	65.47	68.59	**65.47**	68.74	72.01	**68.74**	72.18	75.62	**72.18**	75.79	79.40	**75.79**	79.58	83.37	**79.58**	83.56	87.54
Human Resources Director	**68.60**	72.03	75.46	**72.03**	75.63	79.23	**75.63**	79.41	83.19	**79.41**	83.38	87.35	**83.38**	87.55	91.72	**87.55**	91.93	96.31
Information Technology and Intelligent Transportation Systems Director	**68.60**	72.03	75.46	**72.03**	75.63	79.23	**75.63**	79.41	83.19	**79.41**	83.38	87.35	**83.38**	87.55	91.72	**87.55**	91.93	96.31
Marketing, Communications and Customer Service Director	**50.17**	52.68	55.19	**52.68**	55.31	57.94	**55.31**	58.08	60.85	**58.08**	60.98	63.88	**60.98**	64.03	67.08	**64.03**	67.23	70.43
Purchasing and Special Projects Director	**50.17**	52.68	55.19	**52.68**	55.31	57.94	**55.31**	58.08	60.85	**58.08**	60.98	63.88	**60.98**	64.03	67.08	**64.03**	67.23	70.43
Senior Database Administrator	**54.68**	57.41	60.14	**57.41**	60.28	63.15	**60.28**	63.29	66.30	**63.29**	66.45	69.61	**66.45**	69.77	73.09	**69.77**	73.26	76.75
Finance Deputy Director	**54.84**	57.58	60.32	**57.58**	60.46	63.34	**60.46**	63.48	66.50	**63.48**	66.65	69.82	**66.65**	69.98	73.31	**69.98**	73.48	76.98
Human Resources Deputy Director	**51.47**	54.04	56.61	**54.04**	56.74	59.44	**56.74**	59.58	62.42	**59.58**	62.56	65.54	**62.56**	65.69	68.82	**65.69**	68.97	72.25
Operations Manager - Fixed Route Division	**44.94**	47.19	49.44	**47.19**	49.55	51.91	**49.55**	52.03	54.51	**52.03**	54.63	57.23	**54.63**	57.36	60.09	**57.36**	60.23	63.10
Operations Manager - Paratransit Division	**44.94**	47.19	49.44	**47.19**	49.55	51.91	**49.55**	52.03	54.51	**52.03**	54.63	57.23	**54.63**	57.36	60.09	**57.36**	60.23	63.10
Assistant Maintenance Manager	**42.88**	45.02	47.16	**45.02**	47.27	49.52	**47.27**	49.63	51.99	**49.63**	52.11	54.59	**52.11**	54.72	57.33	**54.72**	57.46	60.20
Facilities Maintenance Manager	**48.59**	51.02	53.45	**51.02**	53.57	56.12	**53.57**	56.25	58.93	**56.25**	59.06	61.87	**59.06**	62.01	64.96	**62.01**	65.11	68.21
Database Administrator	**47.55**	49.93	52.31	**49.93**	52.43	54.93	**52.43**	55.05	57.67	**55.05**	57.80	60.55	**57.80**	60.69	63.58	**60.69**	63.72	66.75
Safety, Security and Risk Management Director	**53.84**	56.53	59.22	**56.53**	59.36	62.19	**59.36**	62.33	65.30	**62.33**	65.45	68.57	**65.45**	68.72	71.99	**68.72**	72.16	75.60
Assistant Operations Manager	**33.71**	35.40	37.09	**35.40**	37.17	38.94	**37.17**	39.03	40.89	**39.03**	40.98	42.93	**40.98**	43.03	45.08	**43.03**	45.18	47.33
Project Manager	**33.71**	35.40	37.09	**35.40**	37.17	38.94	**37.17**	39.03	40.89	**39.03**	40.98	42.93	**40.98**	43.03	45.08	**43.03**	45.18	47.33
Purchasing Manager	**42.88**	45.02	47.16	**45.02**	47.27	49.52	**47.27**	49.63	51.99	**49.63**	52.11	54.59	**52.11**	54.72	57.33	**54.72**	57.46	60.20
*Customer Service Manager	**34.88**	36.62	38.36	**36.62**	38.45	40.28	**38.45**	40.37	42.29	**40.37**	42.39	44.41	**42.39**	44.51	46.63	**44.51**	46.74	48.97
**Revenue Account Program Manager	**33.71**	35.40	37.09	**35.40**	37.17	38.94	**37.17**	39.03	40.89	**39.03**	40.98	42.93	**40.98**	43.03	45.08	**43.03**	45.18	47.33
*** Capital Planning and Grants Programs Manager	**49.16**	51.62	54.08	**51.62**	54.20	56.78	**54.20**	56.91	59.62	**56.91**	59.76	62.61	**59.76**	62.75	65.74	**62.75**	65.89	69.03
Executive Assistant	**32.80**	34.44	36.08	**34.44**	36.16	37.88	**36.16**	37.97	39.78	**37.97**	39.87	41.77	**39.87**	41.86	43.85	**41.86**	43.95	46.04

L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)

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Longevity Pay is based only on length of service.

* Position added and adopted by the Board on 11-20-2020

* New position proposed to be added and adopted by the Board on 09-24-2021

* Updated Schedule : CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022

*** New position added and adopted by the Board on 05-20-2022

16B.1

Attachment B

MANAGEMENT

Effective 06/23/22 (FY23) / *Adopted by the Board as of May 20, 2022*

YEARLY SALARY SCHEDULE

Title	Step 1	Step 1 L	Step 1 LL	Step 2	Step 2 L	Step 2 LL	Step 3	Step 3 L	Step 3 LL	Step 4	Step 4 L	Step 4 LL	Step 5	Step 5 L	Step 5 LL	Step 6	Step 6 L	Step 6 LL
Chief Operating Officer	**152,131**	159,744	167,357	**159,744**	167,731	175,718	**167,731**	176,114	184,496	**176,114**	184,912	193,710	**184,912**	194,168	203,424	**194,168**	203,882	213,595
Maintenance Manager	**118,893**	124,842	130,790	**124,842**	131,082	137,322	**131,082**	137,634	144,186	**137,634**	144,518	151,403	**144,518**	151,736	158,954	**151,736**	159,328	166,920
Chief Financial Officer (CFO)	**152,131**	159,744	167,357	**159,744**	167,731	175,718	**167,731**	176,114	184,496	**176,114**	184,912	193,710	**184,912**	194,168	203,424	**194,168**	203,882	213,595
Planning and Development Director	**129,688**	136,178	142,667	**136,178**	142,979	149,781	**142,979**	150,134	157,290	**150,134**	157,643	165,152	**157,643**	165,526	173,410	**165,526**	173,805	182,083
Human Resources Director	**142,688**	149,822	156,957	**149,822**	157,310	164,798	**157,310**	165,173	173,035	**165,173**	173,430	181,688	**173,430**	182,104	190,778	**182,104**	191,214	200,325
Information Technology and Intelligent Transportation Systems Director	**142,688**	149,822	156,957	**149,822**	157,310	164,798	**157,310**	165,173	173,035	**165,173**	173,430	181,688	**173,430**	182,104	190,778	**182,104**	191,214	200,325
Marketing, Communications and Customer Service Director	**104,354**	109,574	114,795	**109,574**	115,045	120,515	**115,045**	120,806	126,568	**120,806**	126,838	132,870	**126,838**	133,182	139,526	**133,182**	139,838	146,494
Purchasing and Special Projects Director	**104,354**	109,574	114,795	**109,574**	115,045	120,515	**115,045**	120,806	126,568	**120,806**	126,838	132,870	**126,838**	133,182	139,526	**133,182**	139,838	146,494
Senior Database Administrator	**113,734**	119,413	125,091	**119,413**	125,382	131,352	**125,382**	131,643	137,904	**131,643**	138,216	144,789	**138,216**	145,122	152,027	**145,122**	152,381	159,640
Finance Deputy Director	**114,067**	119,766	125,466	**119,766**	125,757	131,747	**125,757**	132,038	138,320	**132,038**	138,632	145,226	**138,632**	145,558	152,485	**145,558**	152,838	160,118
Human Resources Deputy Director	**107,058**	112,403	117,749	**112,403**	118,019	123,635	**118,019**	123,926	129,834	**123,926**	130,125	136,323	**130,125**	136,635	143,146	**136,635**	143,458	150,280
	-	-	-	**-**	-	-	**-**	-	-	**-**	-	-	**-**	-	-	**-**	-	-
Operations Manager - Fixed Route Division	**93,475**	98,155	102,835	**98,155**	103,064	107,973	**103,064**	108,222	113,381	**108,222**	113,630	119,038	**113,630**	119,309	124,987	**119,309**	125,278	131,248
Operations Manager - Paratransit Division	**93,475**	98,155	102,835	**98,155**	103,064	107,973	**103,064**	108,222	113,381	**108,222**	113,630	119,038	**113,630**	119,309	124,987	**119,309**	125,278	131,248
Assistant Maintenance Manager	**89,190**	93,642	98,093	**93,642**	98,322	103,002	**98,322**	103,230	108,139	**103,230**	108,389	113,547	**108,389**	113,818	119,246	**113,818**	119,517	125,216
Facilities Maintenance Manager	**101,067**	106,122	111,176	**106,122**	111,426	116,730	**111,426**	117,000	122,574	**117,000**	122,845	128,690	**122,845**	128,981	135,117	**128,981**	135,429	141,877
Database Administrator	**98,904**	103,854	108,805	**103,854**	109,054	114,254	**109,054**	114,504	119,954	**114,504**	120,224	125,944	**120,224**	126,235	132,246	**126,235**	132,538	138,840
Safety, Security and Risk Management Director	**111,987**	117,582	123,178	**117,582**	123,469	129,355	**123,469**	129,646	135,824	**129,646**	136,136	142,626	**136,136**	142,938	149,739	**142,938**	150,093	157,248
Assistant Operations Manager	**70,117**	73,632	77,147	**73,632**	77,314	80,995	**77,314**	81,182	85,051	**81,182**	85,238	89,294	**85,238**	89,502	93,766	**89,502**	93,974	98,446
Project Manager	**70,117**	73,632	77,147	**73,632**	77,314	80,995	**77,314**	81,182	85,051	**81,182**	85,238	89,294	**85,238**	89,502	93,766	**89,502**	93,974	98,446
Purchasing Manager	**89,190**	93,642	98,093	**93,642**	98,322	103,002	**98,322**	103,230	108,139	**103,230**	108,389	113,547	**108,389**	113,818	119,246	**113,818**	119,517	125,216
*Customer Service Manager	**72,550**	76,170	79,789	**76,170**	79,976	83,782	**79,976**	83,970	87,963	**83,970**	88,171	92,373	**88,171**	92,581	96,990	**92,581**	97,219	101,858
**Revenue Account Program Manager	**70,117**	73,632	77,147	**73,632**	77,314	80,995	**77,314**	81,182	85,051	**81,182**	85,238	89,294	**85,238**	89,502	93,766	**89,502**	93,974	98,446
*** Capital Planning and Grants Programs Manager	**102,253**	107,370	112,486	**107,370**	112,736	118,102	**112,736**	118,373	124,010	**118,373**	124,301	130,229	**124,301**	130,520	136,739	**130,520**	137,051	143,582
Executive Assistant	**68,224**	71,635	75,046	**71,635**	75,213	78,790	**75,213**	78,978	82,742	**78,978**	82,930	86,882	**82,930**	87,069	91,208	**87,069**	91,416	95,763

L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)

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Longevity Pay is based only on length of service.

* Position added and adopted by the Board on 11-20-2020

* New position proposed to be added and adopted by the Board on 09-24-2021

* Updated Schedule : CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022

*** New position added and adopted by the Board on 05-20-2022

16B.2

Attachment B

MANAGEMENT

Effective 06/23/22 (FY23) / *Adopted by the Board as of May 20, 2022*

MONTHLY SALARY SCHEDULE

Title	Step 1	Step 1 L	Step 1 LL	Step 2	Step 2 L	Step 2 LL	Step 3	Step 3 L	Step 3 LL	Step 4	Step 4 L	Step 4 LL	Step 5	Step 5 L	Step 5 LL	Step 6	Step 6 L	Step 6 LL
Chief Operating Officer	**12,678**	13,312	13,946	**13,312**	**13,978**	**14,643**	**13,978**	14,676	15,375	**14,676**	15,409	16,143	**15,409**	16,181	16,952	**16,181**	16,990	17,800
Maintenance Manager	**9,908**	10,404	10,899	**10,404**	10,924	11,444	**10,924**	11,470	12,016	**11,470**	12,043	12,617	**12,043**	12,645	13,246	**12,645**	13,277	13,910
Chief Financial Officer (CFO)	**12,678**	13,312	13,946	**13,312**	13,978	14,643	**13,978**	14,676	15,375	**14,676**	15,409	16,143	**15,409**	16,181	16,952	**16,181**	16,990	17,800
Planning and Development Director	**10,807**	11,348	11,889	**11,348**	11,915	12,482	**11,915**	12,511	13,108	**12,511**	13,137	13,763	**13,137**	13,794	14,451	**13,794**	14,484	15,174
Human Resources Director	**11,891**	12,485	13,080	**12,485**	13,109	13,733	**13,109**	13,764	14,420	**13,764**	14,453	15,141	**14,453**	15,175	15,898	**15,175**	15,935	16,694
Information Technology and Intelligent Transportation Systems Director	**11,891**	12,485	13,080	**12,485**	13,109	13,733	**13,109**	13,764	14,420	**13,764**	14,453	15,141	**14,453**	15,175	15,898	**15,175**	15,935	16,694
Marketing, Communications and Customer Service Director	**8,696**	9,131	9,566	**9,131**	9,587	10,043	**9,587**	10,067	10,547	**10,067**	10,570	11,073	**10,570**	11,099	11,627	**11,099**	11,653	12,208
Purchasing and Special Projects Director	**8,696**	9,131	9,566	**9,131**	9,587	10,043	**9,587**	10,067	10,547	**10,067**	10,570	11,073	**10,570**	11,099	11,627	**11,099**	11,653	12,208
Senior Database Administrator	**9,478**	9,951	10,424	**9,951**	10,449	10,946	**10,449**	10,970	11,492	**10,970**	11,518	12,066	**11,518**	12,094	12,669	**12,094**	12,698	13,303
Finance Deputy Director	**9,506**	9,981	10,456	**9,981**	10,480	10,979	**10,480**	11,003	11,527	**11,003**	11,553	12,102	**11,553**	12,130	12,707	**12,130**	12,737	13,343
Human Resources Deputy Director	**8,922**	9,367	9,812	**9,367**	9,835	10,303	**9,835**	10,327	10,820	**10,327**	10,844	11,360	**10,844**	11,386	11,929	**11,386**	11,955	12,523
Operations Manager - Fixed Route Division	**7,790**	8,180	8,570	**8,180**	8,589	8,998	**8,589**	9,019	9,448	**9,019**	9,469	9,920	**9,469**	9,942	10,416	**9,942**	10,440	10,937
Operations Manager - Paratransit Division	**7,790**	8,180	8,570	**8,180**	8,589	8,998	**8,589**	9,019	9,448	**9,019**	9,469	9,920	**9,469**	9,942	10,416	**9,942**	10,440	10,937
Assistant Maintenance Manager	**7,433**	7,804	8,174	**7,804**	8,194	8,584	**8,194**	8,603	9,012	**8,603**	9,032	9,462	**9,032**	9,485	9,937	**9,485**	9,960	10,435
Facilities Maintenance Manager	**8,422**	8,844	9,265	**8,844**	9,286	9,728	**9,286**	9,750	10,215	**9,750**	10,237	10,724	**10,237**	10,748	11,260	**10,748**	11,286	11,823
Database Administrator	**8,242**	8,655	9,067	**8,655**	9,088	9,521	**9,088**	9,542	9,996	**9,542**	10,019	10,495	**10,019**	10,520	11,021	**10,520**	11,045	11,570
Safety, Security and Risk Management Director	**9,332**	9,799	10,265	**9,799**	10,289	10,780	**10,289**	10,804	11,319	**10,804**	11,345	11,886	**11,345**	11,912	12,478	**11,912**	12,508	13,104
Assistant Operations Manager	**5,843**	6,136	6,429	**6,136**	6,443	6,750	**6,443**	6,765	7,088	**6,765**	7,103	7,441	**7,103**	7,459	7,814	**7,459**	7,831	8,204
Project Manager	**5,843**	6,136	6,429	**6,136**	6,443	6,750	**6,443**	6,765	7,088	**6,765**	7,103	7,441	**7,103**	7,459	7,814	**7,459**	7,831	8,204
Purchasing Manager	**7,433**	7,804	8,174	**7,804**	8,194	8,584	**8,194**	8,603	9,012	**8,603**	9,032	9,462	**9,032**	9,485	9,937	**9,485**	9,960	10,435
*Customer Service Manager	**6,046**	6,348	6,649	**6,348**	6,665	6,982	**6,665**	6,998	7,330	**6,998**	7,348	7,698	**7,348**	7,715	8,083	**7,715**	8,102	8,488
**Revenue Account Program Manager	**5,843**	6,136	6,429	**6,136**	6,443	6,750	**6,443**	6,765	7,088	**6,765**	7,103	7,441	**7,103**	7,459	7,814	**7,459**	7,831	8,204
*** Capital Planning and Grants Programs Manager	**8,521**	8,948	9,374	**8,948**	9,395	9,842	**9,395**	9,864	10,334	**9,864**	10,358	10,852	**10,358**	10,877	11,395	**10,877**	11,421	11,965
Executive Assistant	**5,685**	5,970	6,254	**5,970**	6,268	6,566	**6,268**	6,582	6,895	**6,582**	6,911	7,240	**6,911**	7,256	7,601	**7,256**	7,618	7,980

L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)

****

Longevity Pay is based only on length of service.

* Position added and adopted by the Board on 11-20-2020

* New position proposed to be added and adopted by the Board on 09-24-2021

* Updated Schedule : CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022

*** New position added and adopted by the Board on 05-20-2022

16B.3

Attachment B

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