SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA
REGULAR MEETING
JUNE 24, 2022 – 9:00 AM

DUE TO COVID-19, THE JUNE 24, 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 893 7555 4610

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 May 17, 2022 from Congresswoman Anna Eshoo

6 LABOR ORGANIZATION COMMUNICATION

7 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.

8.1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF MAY 2022

Chuck Farmer, CFO

8.2 ACCEPT AND FILE MINUTES OF THE:

A. MAY 13, 2022 FINANCE, BUDGET & AUDIT STANDING COMMITTEE MEETING

B. MAY 20, 2022 BOARD OF DIRECTORS MEETING

C. JUNE 10, 2022 FINANCE, BUDGET & AUDIT STANDING COMMITTEE MEETING

D. JUNE 10, 2022 PERSONNEL/HR STANDING COMMITTEE MEETING

Michael Tree, CEO/General Manager

8.3 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF MAY 31, 2022

Chuck Farmer, CFO

8.4 APPROVE: RECOMMENDED ACTION ON TORT CLAIMS

Curtis Moses, Safety, Security & Risk Management Director

8.5 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

8.6 APPROVE: CONSIDERATION OF AWARDING CONTRACT TO CLEAN ENERGY FOR LCNG FUEL STATION MAINTENANCE NOT TO EXCEED $2,989,938 WHICH INCLUDES A CONTINGENCY AMOUNT OF $251,532
Freddy Rocha, Facilities Maintenance Manager

8.7 APPROVE: REVIEW REQUEST TO AUTHORIZE FUNDING THE MOBILITY TRAINING COORDINATOR POSITION AND DEFUNDING AN ACCESSIBILITY COORDINATOR POSITION
Danielle Glagola, Marketing, Communications and Customer Service Director

8.8 ACCEPT AND FILE THE QUARTERLY PROCUREMENT REPORT FOR 1ST QUARTER OF FY23
Joan Jeffries, Purchasing Manager

8.9 APPROVE: CONSIDER AUTHORIZING THE CEO/GM TO EXECUTE THE MASTER FUNDING AGREEMENT BETWEEN THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION AND THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FOR MEASURE D FUNDING
Wondimu Mengistu, Capital Planning and Grants Program Manager

8.10 ACCEPT AND FILE: RENEWAL OF LIABILITY AND VEHICLE PHYSICAL DAMAGE INSURANCE PROGRAM COVERAGE WITH CALTIP FOR FY23
Curtis Moses, Safety, Security & Risk Management

8.11 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 1ST CONTRACT AMENDMENT WITH EAST BAY TIRE CO. TO INCREASE THE CONTRACT TOTAL BY $181,000 FOR PURCHASE, DELIVERY AND SERVICING OF REVENUE AND NON-REVENUE TIRES
Eddie Benson, Maintenance Manager

8.12 APPROVE: RENEWAL OF AGREEMENT WITH COUNTY OF SANTA CRUZ FOR PAYROLL SERVICES
Chuck Farmer, CFO

REGULAR AGENDA

9 RETIREE RESOLUTIONS OF APPRECIATION: JANE NG
Larry Pageler, Board Chair

10 METRO ADVISORY COMMITTEE (MAC) SEMI-ANNUAL ORAL UPDATE
James Von Hendy, MAC Chair

11 PUBLIC HEARING: FINAL ADOPTION OF SANTA CRUZ METRO'S FY23 AND FY24 BUDGET – TO COMMENCE AT 9:00 AM OR AS SOON THEREAFTER AS POSSIBLE
Chuck Farmer, CFO

12 CONSIDERATION OF ADOPTION OF SANTA CRUZ METRO'S AMENDED CONFLICT OF INTEREST CODE AND APPROVAL OF THE RESOLUTION CONFIRMING THIS ACTION
Julie Sherman, Legal Counsel

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

14 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, AUGUST 26, 2022 AT 9:00 AM VIA TELECONFERENCE
Larry Pageler, Board Chair

15 ADJOURNMENT
Larry Pageler, Board Chair

Accessibility for Individuals with Disabilities

This document has been created with accessibility in mind. With the exception of certain 3rd party and other attachments, it passes the Adobe Acrobat XI Accessibility Full Check. If you have any questions about the accessibility of this document, please email your inquiry to accessibility@scmtd.com. Upon request, Santa Cruz METRO will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be emailed to boardinquiries@scmtd.com or submitted by phone to the Executive Assistant at 831.426.6080. Requests made by mail (sent to the Executive Assistant, Santa Cruz METRO, 110 Vernon Street, Santa Cruz, CA 95060) must be received at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility.

Public Comment

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

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

Anna G. Eshoo
Eighteenth District
California

May 17, 2022

Mr. Larry Pageler, Board Chairman
Santa Cruz Metropolitan Transit District
110 Vernon Street
Santa Cruz, California 95060

Dear Chairman Pageler,

I've written to Nuria Fernandez, Administrator of the Federal Transit Administration, in support of Santa Cruz METRO's request for funding from the Bus and Bus Facilities Grant Program, and a copy of my letter is enclosed for you.

I hope this will be helpful to METRO, and should you have any questions or comments, you can contact Eric Henshall in my Washington, D.C. office at (202) 225-8104.

Always my best,

Anna Eshoo

Anna G. Eshoo
Member of Congress

Enclosure

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

Anna G. Eshoo
Eighteenth District
California

May 17, 2022

The Honorable Nuria Fernandez, Administrator
Federal Transit Administration
1200 New Jersey Avenue, S.E.
Washington, D.C. 20590

Dear Administrator Fernandez,

I write in support of the Santa Cruz Metropolitan Transit District's (METRO's) application for funding under the Bus and Bus Facilities Program for its Zero-Emission Buses and Hydrogen Infrastructure project.

METRO is seeking $33.5 million to purchase 20 hydrogen fuel cell electric buses to replace diesel and compressed natural gas buses that have reached the end of their useful lives. METRO currently has 41 buses that it has scheduled for retirement in Fiscal Year 2023 and intends to use this opportunity to replace them with zero-emission alternatives. The California Air Resources Board has mandated all transit operators in California transition their bus fleets to zero-emission vehicles by 2040, but the cost of replacing buses is particularly burdensome at a time when many transit operators face pressures on their operating budgets from reduced ridership and lost fare revenue due to Covid.

The requested funding will also cover the cost of designing and constructing a new hydrogen fueling station capable of fueling up to 75 buses, maintenance and facilities upgrades to accommodate the new buses, and training and workforce develop for METRO bus operators.

This project is critical to reducing greenhouse gas emissions and meeting California's environmental goals. For all these reasons, I ask that you give METRO's application your full and fair consideration according to all applicable laws and regulations and I thank you in advance for your consideration of my important request.

Most gratefully,

Anna G. Eshoo
Member of Congress

DATE: June 24, 2022

TO: Board of Directors

FROM: Chuck Farmer, CFO

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

I. RECOMMENDED ACTION

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

II. SUMMARY

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

Prepared by: Holly Alcorn, Accounting Specialist

IX. APPROVALS

Chuck Farmer, CFO ______________________

Michael Tree CEO/General Manager ______________________

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Attachment A

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

DATE: 05/01/22 THRU 05/31/22

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
77731	05/02/22	101.91	002929	72 HOUR LLC		114018	VEH# 401 PARTS	101.91	
77732	05/02/22	449.96	003151	ABC BUS INC		114029	INVENTORY ORDER	449.96	
77733	05/02/22	85.00	E1094	AGUILLON, YVONNE		114071	COMM DRIVERS PERMIT	85.00	
77734	05/02/22	5,695.04	382	AIRTEC SERVICE INC.		114053	PREV MAINT OPS	3,593.32	
						114054	PULLEY REPLACE VER	904.97	
						114055	PREV MAINT VER	976.75	
						114056	PREV MAINT FUEL SVC	220.00	
77735	05/02/22	200.00	E1096	ALVAREZ, CESAR		114074	MED CERT PHYSICAL	200.00	
77736	05/02/22	408.89	003596	AMAZON CAPITAL SERVICES, INC.		113947	OFFICE SUPPLIES	70.27	
						113971	RETAINER CLIP KIT	30.14	
						113974	SOLDERING SHOP TOOL	186.80	
						114020	INVENTORY ORDER	121.68	
77737	05/02/22	1,615.62	001230	CAPITOL CLUTCH & BRAKE, INC.		114019	INVENTORY ORDER	1,615.62	
77738	05/02/22	5,648.23	001159	CATTO'S GRAPHICS, INC.		113980	EARTH DAY CAMPAIGN	742.90	
						113981	PRINTED BANNER	589.95	
						114042	BUS SHELTER SIGNS	4,315.38	
77739	05/02/22	2,724.66	909	CLASSIC GRAPHICS		114003	VEH# 2601 RPR/PAINT	2,724.66	
77740	05/02/22	36,287.39	001124	CLEAN ENERGY		113999	3/22 LNG CHARGES	9,158.98	
						114000	3/25 LNG CHARGES	7,681.35	
						114001	4/12 LNG CHARGES	9,939.00	
						114002	4/15 LNG CHARGES	9,508.06	
77741	05/02/22	576.16	163	COMMUNITY PRINTERS, INC.		113978	SPLASH PASS CARDS	576.16	
77742	05/02/22	416.00	367	COMMUNITY TELEVISION OF		114059	2/25 BOD MEETING	416.00	
77743	05/02/22	1,286.85	E1022	CRUMMIE, DAWN		113988	TRAVEL REIMBURSEMENT	1,104.64	
						114065	PRE-BOARD/STAFF MTG	182.21	
77744	05/02/22	13,209.63	003116	CUMMINS,INC		113954	VEH# 1210 PARTS	271.19	
						113955	INVENTORY ORDER	5,276.78	
						113956	VEH# 1302 PARTS	1,957.02	
						113957	INVENTORY ORDER	2,990.17	
						113958	INVENTORY ORDER	1,641.15	
						113968	INVENTORY ORDER	1,046.03	
						113998	VEH# 2806 PARTS	27.29	
77745	05/02/22	88.17	E986	DELFIN, MONIK		114064	SUPPLIES	88.17	
77746	05/02/22	128.00	002567	DEPARTMENT OF JUSTICE		113976	MAR 22 FINGERPRINTS	128.00	
77747	05/02/22	85.00	E1093	DIEGO, JESSE		114070	COMM DRIVERS PERMIT	85.00	VOIDED
77747	05/10/22	-85.00	E1093	DIEGO, JESSE		114070	COMM DRIVERS PERMIT	-85.00	**VOID
77748	05/02/22	4,761.58	003485	EMPLOYNET, INC		113985	TEMP W/E 4/17/22	871.20	
						113986	TEMP W/E 4/10/22	712.80	
						114030	TEMP W/E 1/23	1,372.80	
						114033	TEMP W/E 4/10	1,398.78	
						114049	TEMP W/E 04/10	406.00	
77749	05/02/22	1,620.00	003324	EXPRESS FENCE LLC		114057	11/21-5/7/22 RENTAL	1,080.00	
						114078	FENCING 8/7-11/7/21	540.00	
77750	05/02/22	2,517.25	432	EXPRESS SERVICES INC.		114031	12/19-2/20 TEMP	2,517.25	
77751	05/02/22	1,231.02	001297	FASTENAL COMPANY INC		114045	INV/NON INV ORDER	365.62	
						114046	INV/NON INV ORDER	198.59	

Attachment A

CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 05/01/22 THRU 05/31/22

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						114048	INV/NON INV ORDER	666.81	
77752	05/02/22	50,025.19	002295	FIRST ALARM SECURITY & PATROL		114026	MAR 22 SECURITY	50,025.19	
77753	05/02/22	150.00	E1092	FREEMAN, BRANDON		114068	DMV PHYSICAL EXAM	150.00	
77754	05/02/22	85.00	E1095	GARCIA, BELEN		114072	COMM DRIVERS PERMIT	85.00	
77755	05/02/22	7,350.97	001302	GARDA CL WEST, INC.		113989	APR 22 VAULT SERVICE	7,350.97	
77756	05/02/22	2,035.73	647	GENFARE A DIV OF SPX CORP		113963	INVENTORY ORDER	2,035.73	
77757	05/02/22	4,905.73	117	GILLIG LLC		113959	INVENTORY ORDER	2,175.94	
						113964	INVENTORY ORDER	295.68	
						113965	INVENTORY ORDER	407.42	
						113966	INVENTORY ORDER	194.85	
						113967	VEH# 2001 PARTS	271.64	
						113997	INVENTORY ORDER	1,560.20	
77758	05/02/22	475.98	282	GRAINGER		113960	NON INVENTORY ORDER	7.33	VOIDED
						114047	NON INVENTORY ORDER	468.65	
77758	05/02/22	-475.98	282	GRAINGER		113960	NON INVENTORY ORDER	-7.33	**VOID
						114047	NON INVENTORY ORDER	-468.65	
77759	05/02/22	150.00	E604	GUTIERREZ, PEDRO		114066	DMV PHYSICAL EXAM	150.00	
77760	05/02/22	10,142.41	003577	HEREDIA, KEN R.		114004	VEH#PC1708 RPR/PAINT	10,142.41	
77761	05/02/22	2,756.81	002979	HUNT & SONS, INC.		113953	INVENTORY ORDER	2,756.81	
77762	05/02/22	1,211.04	003442	JOHNSON CONTROLS INC		114061	5/1-7/22 ALARM OPS	796.39	
						114062	4/1-6/30/22ALARM SMC	414.65	
77763	05/02/22	1,049.60	1117	KELLEY'S SERVICE INC.		113961	INVENTORY ORDER	554.91	
						113962	INVENTORY ORDER	268.34	
						114040	VEH# PC1127 PARTS	226.35	
						114043	NON INVENTORY ORDER	1,595.77	
						114044	CREDIT INV# 1674471	-1,595.77	
77764	05/02/22	23,627.41	003366	KEY GOVERNMENT FINANCE INC		114032	APR 22 LEASE PAYMENT	23,627.41	
77765	05/02/22	66.88	002816	M & M PARTY RENTALS		114051	TRANSIT APPR DAY	66.88	
77766	05/02/22	575.10	003628	MACAMBRIDGE, MARTHA		114073	DUMPTHEPUMPPOSTCARDS	575.10	
77767	05/02/22	22,602.17	003017	MANSFIELD OIL CO OF GAINSVILLE		114005	4/15 DIESEL FUEL	22,602.17	
77768	05/02/22	2,606.25	003361	MILLER MAXFIELD INC		113982	MARCH 22 OUTREACH	2,606.25	
77769	05/02/22	575.94	041	MISSION UNIFORM		113973	TOWELS/MATS	10.50	
						113975	LAUNDRY/CUSTODIAL	37.34	
						114006	FUEL STATION TOWELS	156.00	
						114007	VMU/VSW UNIFORMS SUP	328.85	
						114028	TOWELS/MOPS/MATS	43.25	
77770	05/02/22	769.38	E1081	MOSES, CURTIS		114067	4/13-4/15 CALTIP	769.38	
77771	05/02/22	200.00	003542	NATALIE NIEMAN		113979	SPLASH PASS CARDS	200.00	
77772	05/02/22	257.90	004	NORTH BAY FORD LINC-MERCURY		114037	VEH# PC1107 PARTS	70.55	
						114038	INVENTORY ORDER	187.35	
77773	05/02/22	1,954.68	002940	OJO TECHNOLOGY, INC.		113972	REPLACE CAMERA #5 FM	1,954.68	
77774	05/02/22	1,015.04	009	PACIFIC GAS & ELECTRIC		113969	3/15-4/13 PARACRUZ	1,015.04	
77775	05/02/22	200.00	E1097	PEREZ, ERIC		114075	MED CERT PHYSICAL	200.00	
77776	05/02/22	65.00	481	PIED PIPER EXTERMINATORS, INC.		114025	4/19 PEST WTC	65.00	
77777	05/02/22	139.54	107A	PROBUILD COMPANY LLC		113943	REPLACE SINK FAUCET	74.28	
						113944	REPLACE SINK FAUCET	17.98	

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
CHECK JOURNAL DETAIL BY CHECK NUMBER
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						113945	SUPPLIES MMF	14.40	
						113946	SEAL WALL BACK DOOR	32.88	
77778	05/02/22	287.31	003146	QUADIENT,INC.		114021	POSTAGE MACHINE SUPP	287.31	
77779	05/02/22	69.92	882	RANDY & LARAE WEST	7	114052	BUSINESS CARDS	69.92	
77780	05/02/22	267.66	215	RICOH USA, INC. TX		113977	5/3-6/2 LEASE C/S	267.66	
77781	05/02/22	229.04	135	SANTA CRUZ AUTO PARTS, INC.		113993	INVENTORY ORDER	60.52	
						114034	INVENTORY ORDER	142.23	
						114036	INVENTORY ORDER	26.29	
77782	05/02/22	94.26	079	SANTA CRUZ MUNICIPAL UTILITIES		114024	3/1-3/31 IRRIG VER	83.00	
						114027	3/1-3/31 IRRIG SBF	11.26	
77783	05/02/22	45.00	001292	SANTA CRUZ RECORDS MNGMT INC		113987	APR 22 SHREDDING PC	45.00	
77784	05/02/22	373.73	002459	SCOTTS VALLEY WATER DISTRICT		114022	3/1-3/31 SVT	253.70	
						114023	3/1-3/31 SVT	120.03	
77785	05/02/22	2,907.24	003292	SLINGSHOT CONNECTIONS LLC		113983	TEMP W/E 4/17/22	705.60	
						113984	TEMP W/E 4/10/22	867.30	
						113991	TEMP W/E 4/10	1,122.00	
						113992	TEMP W/E 4/10	212.34	
77786	05/02/22	396.30	115	SNAP-ON INDUSTRIAL		113994	EE TOOL REPLACEMENT	396.30	
77787	05/02/22	1,086.62	003621	SPORTWORKS GLOBAL LLC		113995	INVENTORY ORDER	1,086.62	
77788	05/02/22	269.46	003595	STAPLES INC		114060	ENVELOPES	269.46	
77789	05/02/22	1,819.00	002812	STRONGHOLD SECURITY INC.		114041	FIREWALL SUPPORT	1,819.00	
77790	05/02/22	270.95	366	TENNANT COMPANY		114058	TENNANT INSPECTION	270.95	
77791	05/02/22	10,629.14	003285	THE AFTERMARKET PARTS CO LLC		113941	INVENTORY ORDER	429.39	
						113942	VEH 9816 PARTS	95.42	
						113948	CREDIT INV 82656535	-21.32	
						113949	INVENTORY ORDER	1,146.87	
						113950	INVENTORY ORDER	2,928.99	
						113951	INVENTORY ORDER	21.32	
						113952	VEH# 1612 PARTS	972.91	
						114008	INVENTORY ORDER	125.75	
						114009	INVENTORY ORDER	159.33	
						114010	INVENTORY ORDER	326.59	
						114011	INVENTORY ORDER	567.57	
						114012	VEH# 1306 PARTS	1,418.81	
						114013	VEH# 1302 PARTS	676.41	
						114014	VEH# 1302 PARTS	676.41	
						114015	INVENTORY ORDER	415.66	
						114016	INVENTORY ORDER	17.28	
						114017	INVENTORY ORDER	521.16	
						114039	VEH# 1610-1612 PARTS	150.59	
77792	05/02/22	217.07	043	TROWBRIDGE ENTERPRISES		113970	OFFICE SUPPLIES	6.60	
						114050	OFFICE SUPPLIES	210.47	
77793	05/02/22	281.33	007	UNITED PARCEL SERVICE		113996	FREIGHT	281.33	
77794	05/02/22	5,250.00	884	UNITED STATES POSTAL SERVICE		114069	POSTCARDS POSTAGE	5,250.00	
77795	05/02/22	2,000.00	002873	USPS-HASLER		114063	POSTAGE TMS# 191952	2,000.00	
77796	05/02/22	9.31	002829	VALLEY POWER SYSTEMS, INC.		114035	INVENTORY ORDER	9.31	

Attachment A

CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 05/01/22 THRU 05/31/22

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
77797	05/02/22	3,724.98	434	VERIZON WIRELESS	0	113990	3/13-4/12 BUS WIFI	3,724.98	
77799	05/03/22	83.21	M148	ABACHERLI, ARLETTE		9005287	MEDICAL SUPPLIMENTAL	83.21	
77800	05/03/22	19.10	M149	ADAMS, ELLEN		9005288	MEDICAL SUPPLEMENTAL	19.10	
77801	05/03/22	15.13	M381	AGUIRRE, CIRO		9005494	MEDICAL SUPPLEMENTAL	15.13	
77802	05/03/22	145.08	M382	AITKEN, ANGELA		9005495	MEDICAL SUPPLEMENTAL	145.08	
77803	05/03/22	14.73	M150	ALLEN, ROBERT		9005289	MEDICAL SUPPLIMENTAL	14.73	
77804	05/03/22	19.10	M333	ANDERSON, WILLIAM		9005453	MEDICAL SUPPLIMENTAL	19.10	
77805	05/03/22	36.02	M151	ANDRADE, GERALD		9005290	MEDICAL SUPPLIMENTAL	36.02	
77806	05/03/22	19.10	M334	ANDRADE, OSCAR		9005454	MEDICAL SUPPLIMENTAL	19.10	
77807	05/03/22	18.01	M152	ANN, DORICE		9005291	MEDICAL SUPPLIMENTAL	18.01	
77808	05/03/22	14.73	M153	ARCHIBEQUE, ELEANOR		9005292	MEDICAL SUPPLIMENTAL	14.73	
77809	05/03/22	38.19	M154	ARCHIBEQUE, JUANITA		9005293	MEDICAL SUPPLIMENTAL	38.19	
77810	05/03/22	38.19	M155	ASPESI, JOHN		9005294	MEDICAL SUPPLIMENTAL	38.19	
77811	05/03/22	19.10	M383	AVILES, PATRICIA		9005496	MEDICAL SUPPLEMENTAL	19.10	
77812	05/03/22	38.19	M156	BAILEY, EDWIN		9005295	MEDICAL SUPPLIMENTAL	38.19	
77813	05/03/22	36.02	M158	BAN, MARK		9005296	MEDICAL SUPPLIMENTAL	36.02	
77814	05/03/22	137.41	M159	BARNES, SCOTT		9005297	MEDICAL SUPPLIMENTAL	137.41	
77815	05/03/22	14.73	M335	BARRY, BARTHOLOMEW		9005455	MEDICAL SUPPLIMENTAL	14.73	
77816	05/03/22	19.10	M336	BARTZ, GLENN		9005456	MEDICAL SUPPLIMENTAL	19.10	
77817	05/03/22	19.10	M160	BASS, BETTY		9005298	MEDICAL SUPPLIMENTAL	19.10	
77818	05/03/22	88.22	M161	BAUER, FRANK		9005299	MEDICAL SUPPLIMENTAL	88.22	
77819	05/03/22	14.73	M162	BLAIR, GARY		9005300	MEDICAL SUPPLIMENTAL	14.73	
77820	05/03/22	19.10	M164	BLAKE, GENEVA		9005301	MEDICAL SUPPLIMENTAL	19.10	
77821	05/03/22	38.19	M165	BLIGHT, KAREN		9005302	MEDICAL SUPPLIMENTAL	38.19	
77822	05/03/22	52.85	M166	BOOTON, EMMA		9005303	MEDICAL SUPPLIMENTAL	52.85	
77823	05/03/22	38.19	M167	BOYD, MICHAEL		9005304	MEDICAL SUPPLIMENTAL	38.19	
77824	05/03/22	14.73	M169	BREGANTE, BATTISTA		9005305	MEDICAL SUPPLIMENTAL	14.73	
77825	05/03/22	19.10	M337	BRONDSTATTER, CHERYL		9005457	MEDICAL SUPPLIMENTAL	19.10	
77826	05/03/22	38.19	M384	BRONDSTATTER, WALLACE		9005497	MEDICAL SUPPLEMENTAL	38.19	
77827	05/03/22	71.95	M170	BROWN, ERNEST		9005306	MEDICAL SUPPLIMENTAL	71.95	
77828	05/03/22	71.95	M171	BROWN, KENNETH		9005307	MEDICAL SUPPLIMENTAL	71.95	
77829	05/03/22	19.10	M338	BRYANT, KATHLEEN		9005458	MEDICAL SUPPLIMENTAL	19.10	
77830	05/03/22	19.10	M172	BURKET, JANET		9005308	MEDICAL SUPPLIMENTAL	19.10	
77831	05/03/22	84.77	M385	BUSH, DEBBIE		9005498	MEDICAL SUPPLEMENTAL	84.77	
77832	05/03/22	14.73	M173	BYTHEWAY, MARY		9005309	MEDICAL SUPPLIMENTAL	14.73	
77833	05/03/22	30.25	M339	CANALES, DONNA		9005459	MEDICAL SUPPLIMENTAL	30.25	
77834	05/03/22	83.21	M174	CAPELLA, KATHLEEN		9005310	MEDICAL SUPPLIMENTAL	83.21	
77835	05/03/22	14.73	M175	CARLSON, MERRYL		9005311	MEDICAL SUPPLIMENTAL	14.73	
77836	05/03/22	19.10	M176	CARR, DALE		9005312	MEDICAL SUPPLIMENTAL	19.10	
77837	05/03/22	14.73	M177	CASANEGA, RICHARD		9005313	MEDICAL SUPPLIMENTAL	14.73	
77838	05/03/22	34.72	M178	CAVATAIO, PASQUALE		9005314	MEDICAL SUPPLIMENTAL	34.72	
77839	05/03/22	14.73	M340	CENTER, DOUGLAS		9005460	MEDICAL SUPPLIMENTAL	14.73	
77840	05/03/22	14.73	M179	CERVANTES, GLORIA		9005315	MEDICAL SUPPLIMENTAL	14.73	
77841	05/03/22	14.73	M386	CHANDLEY, PAUL		9005499	MEDICAL SUPPLEMENTAL	14.73	
77842	05/03/22	14.73	M341	CHAVARRIA, JOHNNY		9005461	MEDICAL SUPPLIMENTAL	14.73	
77843	05/03/22	38.19	M342	CILIBERTO, ANTHONY		9005462	MEDICAL SUPPLIMENTAL	38.19	

Attachment A

CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 05/01/22 THRU 05/31/22

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
77844	05/03/22	19.10	M343	CLARKE, PATRICIA		9005463	MEDICAL SUPPLIMENTAL	19.10	
77845	05/03/22	14.73	M180	CLAYTON, MICHAEL		9005316	MEDICAL SUPPLIMENTAL	14.73	
77846	05/03/22	317.10	M419	CLIFFORD, ALEXANDER		9005530	MEDICAL SUPPLEMENTAL	317.10	
77847	05/03/22	25.19	M344	CODD, FREDERICK		9005464	MEDICAL SUPPLIMENTAL	25.19	
77848	05/03/22	84.77	M181	COLWELL, ARLAN		9005317	MEDICAL SUPPLIMENTAL	84.77	
77849	05/03/22	19.10	M182	CONTRERAS-NAVARRO, FRANCISCO		9005318	MEDICAL SUPPLIMENTAL	19.10	
77850	05/03/22	42.39	M183	COON, RICHARD		9005319	MEDICAL SUPPLIMENTAL	42.39	
77851	05/03/22	38.19	M387	COTTER, ROBERT		9005500	MEDICAL SUPPLEMENTAL	38.19	
77852	05/03/22	19.10	M346	COUSINS, DOROTHY		9005465	MEDICAL SUPPLIMENTAL	19.10	
77853	05/03/22	45.01	M185	COWELL, RICHARD		9005320	MEDICAL SUPPLIMENTAL	45.01	
77854	05/03/22	19.10	M186	CRAMBLETT, LAWRENCE		9005321	MEDICAL SUPPLIMENTAL	19.10	
77855	05/03/22	42.39	M376	CRANDELL, DANA		9005491	MEDICAL SUPPLEMENTAL	42.39	
77856	05/03/22	19.10	M187	CRAWFORD, FLOYD		9005322	MEDICAL SUPPLIMENTAL	19.10	
77857	05/03/22	19.10	M348	CRAWFORD, TERRI		9005466	MEDICAL SUPPLIMENTAL	19.10	
77858	05/03/22	19.10	M188	CRUISE, RICHARD		9005323	MEDICAL SUPPLIMENTAL	19.10	
77859	05/03/22	38.19	M190	CRUTCH, SHELTON		9005324	MEDICAL SUPPLIMENTAL	38.19	
77860	05/03/22	14.73	M349	CUMMINGS, CYNTHIA		9005467	MEDICAL SUPPLIMENTAL	14.73	
77861	05/03/22	36.02	M191	CUMMINGS, PATRICIA		9005325	MEDICAL SUPPLIMENTAL	36.02	
77862	05/03/22	38.19	M192	CUMMINS, MAJOR		9005326	MEDICAL SUPPLIMENTAL	38.19	
77863	05/03/22	52.85	M193	DAKIWAG, FRED		9005327	MEDICAL SUPPLIMENTAL	52.85	
77864	05/03/22	52.85	M194	DANIEL, REBECCA		9005328	MEDICAL SUPPLIMENTAL	52.85	
77865	05/03/22	36.02	M195	DAVIDOSKI, PATTI		9005329	MEDICAL SUPPLIMENTAL	36.02	
77866	05/03/22	14.73	M196	DAVILLA, ANA		9005330	MEDICAL SUPPLIMENTAL	14.73	
77867	05/03/22	19.10	M351	DEAN, RONALD		9005468	MEDICAL SUPPLIMENTAL	19.10	
77868	05/03/22	14.73	M373	DEL PO, CAROLYN		9005488	RETIREE SUPPLEMENTAL	14.73	
77869	05/03/22	45.01	M197	DEVIVO, WILLIAM		9005331	MEDICAL SUPPLIMENTAL	45.01	
77870	05/03/22	29.46	M198	DOBBS, GLENN		9005332	MEDICAL SUPPLIMENTAL	29.46	
77871	05/03/22	19.10	M389	DORFMAN, IRIS		9005501	MEDICAL SUPPLEMENTAL	19.10	
77872	05/03/22	14.73	M199	DRAKE, JUDITH		9005333	MEDICAL SUPPLIMENTAL	14.73	
77873	05/03/22	14.73	M200	ELIA, LARRY		9005334	MEDICAL SUPPLIMENTAL	14.73	
77874	05/03/22	38.19	M390	EMERSON, WILLIAM		9005502	MEDICAL SUPPLEMENTAL	38.19	
77875	05/03/22	38.19	M201	ESCARCEGA, MIGUEL		9005335	MEDICAL SUPPLIMENTAL	38.19	
77876	05/03/22	42.85	M202	FALLAU, NICHOLAS		9005336	MEDICAL SUPPLIMENTAL	42.85	
77877	05/03/22	19.10	M391	FENN, MARILYN		9005503	MEDICAL SUPPLEMENTAL	19.10	
77878	05/03/22	15.13	M203	FLAGG, PAULA		9005337	MEDICAL SUPPLIMENTAL	15.13	
77879	05/03/22	17.66	M393	FLORES, JUAN		9005504	MEDICAL SUPPLEMENTAL	17.66	
77880	05/03/22	14.73	M352	FLOREZ, ROSIE		9005469	MEDICAL SUPPLIMENTAL	14.73	
77881	05/03/22	30.25	M394	FRANCIS, RUFUS		9005505	MEDICAL SUPPLEMENTAL	30.25	
77882	05/03/22	19.10	M204	FREEMAN, MARY		9005338	MEDICAL SUPPLEMENTAL	19.10	
77883	05/03/22	52.85	M205	GABRIEL, RICHARD		9005339	MEDICAL SUPPLIMENTAL	52.85	
77884	05/03/22	14.78	M354	GABRIELE, BERNARD		9005470	MEDICAL SUPPLIMENTAL	14.78	
77885	05/03/22	14.78	M355	GABRIELE, CATHLEEN		9005471	MEDICAL SUPPLIMENTAL	14.78	
77886	05/03/22	38.19	M395	GALE, TERRY		9005506	MEDICAL SUPPLEMENTAL	38.19	
77887	05/03/22	14.73	M396	GALLOWAY, SCOTT		9005507	MEDICAL SUPPLEMENTAL	14.73	
77888	05/03/22	14.73	M206	GARBEZ, LINDA		9005340	MEDICAL SUPPLIMENTAL	14.73	
77889	05/03/22	14.73	M207	GARBEZ, MANNY		9005341	MEDICAL SUPPLIMENTAL	14.73	

Attachment A

CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 05/01/22 THRU 05/31/22

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
77890	05/03/22	42.39	M208	GARCIA, DANIEL		9005342	MEDICAL SUPPLIMENTAL	42.39	
77891	05/03/22	14.73	M209	GARCIA, HELEN		9005343	MEDICAL SUPPLIMENTAL	14.73	
77892	05/03/22	88.22	M210	GARCIA, SAMUEL		9005344	MEDICAL SUPPLIMENTAL	88.22	
77893	05/03/22	14.73	M211	GOSE, JOHN		9005345	MEDICAL SUPPLIMENTAL	14.73	
77894	05/03/22	55.80	M041	GOUVEIA, ROBERT	0	9005285	MEDICAL SUPPLIMENTAL	55.80	
77895	05/03/22	83.21	M213	GRANADOS-BOYCE, MARIA		9005346	MEDICAL SUPPLIMENTAL	83.21	
77896	05/03/22	14.73	M214	GROBMAN, BRUCE		9005347	MEDICAL SUPPLIMENTAL	14.73	
77897	05/03/22	29.46	M215	GROSJEAN, DOUGLAS		9005348	MEDICAL SUPPLIMENTAL	29.46	
77898	05/03/22	14.73	M216	HALL, SHIRLEY		9005349	MEDICAL SUPPLIMENTAL	14.73	
77899	05/03/22	14.73	M217	HAMM, CAROLYN		9005350	MEDICAL SUPPLIMENTAL	14.73	
77900	05/03/22	19.10	M218	HAMMER, ALLYNE		9005351	MEDICAL SUPPLIMENTAL	19.10	
77901	05/03/22	36.02	M219	HERNANDEZ, JUAN		9005352	MEDICAL SUPPLIMENTAL	36.02	
77902	05/03/22	14.73	M220	HERNANDEZ, MARGARITO		9005353	MEDICAL SUPPLIMENTAL	14.73	
77903	05/03/22	45.01	M221	HERSHEY, ANDREA		9005354	MEDICAL SUPPLIMENTAL	45.01	
77904	05/03/22	19.10	M397	HETH, KATHRYN		9005508	MEDICAL SUPPLEMENTAL	19.10	
77905	05/03/22	19.10	M398	HICKLIN, LUCILLE		9005509	MEDICAL SUPPLEMENTAL	19.10	
77906	05/03/22	19.10	M222	HILL, ANDREW		9005355	MEDICAL SUPPLIMENTAL	19.10	
77907	05/03/22	103.66	M380	HILTNER, THOMAS		9005493	MEDICAL SUPPLEMENTAL	103.66	
77908	05/03/22	14.73	M223	HINDIN, LENORE		9005356	MEDICAL SUPPLIMENTAL	14.73	
77909	05/03/22	38.19	M224	HOBBS, JAMES		9005357	MEDICAL SUPPLIMENTAL	38.19	
77910	05/03/22	61.48	M225	HOLCOMB, MICHAEL		9005358	MEDICAL SUPPLIMENTAL	61.48	
77911	05/03/22	86.91	M226	HOLODNICK, JAMES		9005359	MEDICAL SUPPLIMENTAL	86.91	
77912	05/03/22	19.10	M356	HOWARD, CAROL		9005472	MEDICAL SUPPLIMENTAL	19.10	
77913	05/03/22	71.95	M228	HOWARD, WARD		9005360	MEDICAL SUPPLIMENTAL	71.95	
77914	05/03/22	38.19	M229	HYMAN, JOE		9005361	MEDICAL SUPPLIMENTAL	38.19	
77915	05/03/22	19.10	M231	JAHNKE, EILEEN		9005362	MEDICAL SUPPLIMENTAL	19.10	
77916	05/03/22	29.46	M232	JENSEN, MERAL		9005363	MEDICAL SUPPLIMENTAL	29.46	
77917	05/03/22	14.73	M357	JUSSEL, PETE		9005473	MEDICAL SUPPLIMENTAL	14.73	
77918	05/03/22	38.19	M233	KALE, RICKEY		9005364	MEDICAL SUPPLIMENTAL	38.19	
77919	05/03/22	14.73	M235	KELLY, ELOISE		9005365	MEDICAL SUPPLIMENTAL	14.73	
77920	05/03/22	50.43	M399	KONNO, DAVID		9005510	MEDICAL SUPPLEMENTAL	50.43	
77921	05/03/22	38.19	M236	KORBA, PATRICIA		9005366	MEDICAL SUPPLIMENTAL	38.19	
77922	05/03/22	19.10	M237	LANTHIER, BURT		9005367	MEDICAL SUPPLIMENTAL	19.10	
77923	05/03/22	19.10	M238	LAWHON, JACK		9005368	MEDICAL SUPPLIMENTAL	19.10	
77924	05/03/22	19.10	M239	LAWSON, LOIS		9005369	MEDICAL SUPPLIMENTAL	19.10	
77925	05/03/22	71.95	M240	LEE, HENRY		9005370	MEDICAL SUPPLIMENTAL	71.95	
77926	05/03/22	19.10	M241	LEFFLER, JEAN		9005371	MEDICAL SUPPLIMENTAL	19.10	
77927	05/03/22	85.71	M242	LEGORRETA, PETE		9005372	MEDICAL SUPPLIMENTAL	85.71	
77928	05/03/22	19.10	M243	LOGIUDICE, FRED		9005373	MEDICAL SUPPLIMENTAL	19.10	
77929	05/03/22	38.19	M244	LONGNECKER, LLOYD		9005374	MEDICAL SUPPLIMENTAL	38.19	
77930	05/03/22	71.95	M379	LORENZANO, JAMES		9005492	MEDICAL SUPPLEMENTAL	71.95	
77931	05/03/22	14.73	M245	LUCIER,MARILYN		9005375	MEDICAL SUPPLIMENTAL	14.73	
77932	05/03/22	38.19	M246	LYNCH, GLENN		9005376	MEDICAL SUPPLIMENTAL	38.19	
77933	05/03/22	14.73	M400	MACHADO, MARGARET		9005511	MEDICAL SUPPLEMENTAL	14.73	
77934	05/03/22	18.01	M248	MALPHRUS, BRENDA		9005377	MEDICAL SUPPLIMENTAL	18.01	
77935	05/03/22	42.39	M249	MARCUS, STEVEN		9005378	MEDICAL SUPPLIMENTAL	42.39	

CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 05/01/22 THRU 05/31/22

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
77936	05/03/22	38.19	M250	MARTIN, DAWN		9005379	MEDICAL SUPPLIMENTAL	38.19	
77937	05/03/22	122.33	M251	MARTINEZ, MANUEL		9005380	MEDICAL SUPPLIMENTAL	122.33	
77938	05/03/22	68.80	M252	MARTINEZ, MARK		9005381	MEDICAL SUPPLIMENTAL	68.80	
77939	05/03/22	35.06	M254	MCDONALD, JANIE		9005382	MEDICAL SUPPLIMENTAL	35.06	
77940	05/03/22	14.73	M255	MCDONALD, KEVIN		9005383	MEDICAL SUPPLIMENTAL	14.73	
77941	05/03/22	19.10	M358	MCFADDEN, IAN		9005474	MEDICAL SUPPLIMENTAL	19.10	
77942	05/03/22	29.46	M359	MCGINNIS, POLLY		9005475	MEDICAL SUPPLIMENTAL	29.46	
77943	05/03/22	38.19	M374	MCHALE, BRIAN		9005489	MEDICAL SUPPLEMENTAL	38.19	
77944	05/03/22	19.10	M360	MEJIA, INDELISA		9005476	MEDICAL SUPPLIMENTAL	19.10	
77945	05/03/22	14.73	M361	MELLON, JOHN		9005477	MEDICAL SUPPLIMENTAL	14.73	
77946	05/03/22	14.73	M256	MESECK, MARGARITA		9005384	MEDICAL SUPPLIMENTAL	14.73	
77947	05/03/22	14.73	M362	MILLER, FOREST		9005478	MEDICAL SUPPLIMENTAL	14.73	
77948	05/03/22	50.79	M257	MILLER, MARY		9005385	MEDICAL SUPPLIMENTAL	50.79	
77949	05/03/22	83.21	M401	MOREAU, DAVID		9005512	MEDICAL SUPPLEMENTAL	83.21	
77950	05/03/22	19.10	M261	MORGAN, JEANETTE		9005386	MEDICAL SUPPLIMENTAL	19.10	
77951	05/03/22	36.02	M262	MORR, BONNIE		9005387	MEDICAL SUPPLIMENTAL	36.02	
77952	05/03/22	103.66	M263	MULLIS, MICHAEL		9005388	MEDICAL SUPPLIMENTAL	103.66	
77953	05/03/22	19.10	M264	MUNGIOLI, LARRY		9005389	MEDICAL SUPPLIMENTAL	19.10	
77954	05/03/22	29.46	M265	MUNGUIA, GUSTAVO		9005390	MEDICAL SUPPLIMENTAL	29.46	
77955	05/03/22	52.85	M402	NABOR, GLEN		9005513	MEDICAL SUPPLEMENTAL	52.85	
77956	05/03/22	19.10	M266	NAUKKARINEN, JUKKA		9005391	MEDICAL SUPPLIMENTAL	19.10	
77957	05/03/22	14.73	M267	NELSON, EDWARD		9005392	MEDICAL SUPPLIMENTAL	14.73	
77958	05/03/22	38.19	M268	NELSON, RICHARD		9005393	MEDICAL SUPPLIMENTAL	38.19	
77959	05/03/22	29.46	M269	NIETO, MANUEL		9005394	MEDICAL SUPPLIMENTAL	29.46	
77960	05/03/22	105.70	M270	NJAA, N		9005395	MEDICAL SUPPLIMENTAL	105.70	
77961	05/03/22	83.21	M271	NORTH, JEFFREY		9005396	MEDICAL SUPPLIMENTAL	83.21	
77962	05/03/22	56.95	M272	NORTHON, M		9005397	MEDICAL SUPPLIMENTAL	56.95	
77963	05/03/22	38.19	M273	O'DONNELL, SHAWN		9005398	MEDICAL SUPPLIMENTAL	38.19	
77964	05/03/22	19.10	M274	O'HAGIN, JUSTINA		9005399	MEDICAL SUPPLIMENTAL	19.10	
77965	05/03/22	19.10	M277	O'MARA, KATHLEEN		9005401	MEDICAL SUPPLIMENTAL	19.10	
77966	05/03/22	38.19	M275	OJEDA, ROBERTO		9005400	MEDICAL SUPPLIMENTAL	38.19	
77967	05/03/22	19.10	M278	ORTEGA, MANUELA		9005402	MEDICAL SUPPLIMENTAL	19.10	
77968	05/03/22	83.21	M279	OWENS, ROLAND		9005403	MEDICAL SUPPLIMENTAL	83.21	
77969	05/03/22	19.10	M280	PARHAM, WALLACE		9005404	MEDICAL SUPPLIMENTAL	19.10	
77970	05/03/22	61.48	M403	PAULSON, STEVEN		9005514	MEDICAL SUPPLEMENTAL	61.48	
77971	05/03/22	38.19	M281	PENDRAGON, LINDA		9005405	MEDICAL SUPPLIMENTAL	38.19	
77972	05/03/22	29.46	M282	PEREZ, ANTONIO		9005406	MEDICAL SUPPLIMENTAL	29.46	
77973	05/03/22	55.80	M109	PEREZ, CHERYL		9005286	MEDICAL SUPPLIMENTAL	55.80	
77974	05/03/22	19.10	M284	PETERS, TERRIE		9005407	MEDICAL SUPPLIMENTAL	19.10	
77975	05/03/22	14.73	M285	PHILLIPS, THOMAS		9005408	MEDICAL SUPPLIMENTAL	14.73	
77976	05/03/22	14.73	M404	PHILLIPS, TYRONE		9005515	MEDICAL SUPPLEMENTAL	14.73	
77977	05/03/22	14.73	M286	PICARELLA, FRANCIS		9005409	MEDICAL SUPPLIMENTAL	14.73	
77978	05/03/22	57.98	M287	POLANCO, JOSE		9005410	MEDICAL SUPPLIMENTAL	57.98	
77979	05/03/22	42.39	M288	PONS, JUAN		9005411	MEDICAL SUPPLIMENTAL	42.39	
77980	05/03/22	14.73	M363	PRECIADO, MARY LOU		9005479	MEDICAL SUPPLIMENTAL	14.73	
77981	05/03/22	38.19	M290	PRICE, HARRY		9005412	MEDICAL SUPPLIMENTAL	38.19	

CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 05/01/22 THRU 05/31/22

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77982	05/03/22	19.10	M291	PRINCE, DEBRA		9005413	MEDICAL SUPPLIMENTAL	19.10	
77983	05/03/22	83.21	M292	PRINCE, PETER		9005414	MEDICAL SUPPLIMENTAL	83.21	
77984	05/03/22	38.19	M293	PRUDDEN, RICHARD		9005415	MEDICAL SUPPLIMENTAL	38.19	
77985	05/03/22	38.19	M418	PYE, GINA		9005529	MEDICAL SUPPLEMENTAL	38.19	
77986	05/03/22	19.10	M294	RACKLEY, BOBBIE		9005416	MEDICAL SUPPLIMENTAL	19.10	
77987	05/03/22	15.13	M295	RAMIREZ, MANUEL		9005417	MEDICAL SUPPLIMENTAL	15.13	
77988	05/03/22	110.20	M296	RAMOS, ROSALIO		9005418	MEDICAL SUPPLIMENTAL	110.20	
77989	05/03/22	14.73	M364	READ, TIMON		9005480	MEDICAL SUPPLIMENTAL	14.73	
77990	05/03/22	36.02	M297	REGAN, MICHAEL		9005419	MEDICAL SUPPLEMENTAL	36.02	
77991	05/03/22	38.19	M298	RHODES, BRUCE		9005420	MEDICAL SUPPLIMENTAL	38.19	
77992	05/03/22	18.01	M299	ROCHA, SHERRI		9005421	MEDICAL SUPPLEMENTAL	18.01	
77993	05/03/22	19.10	M300	RODGERS,MARILYN		9005422	MEDICAL SUPPLIMENTAL	19.10	
77994	05/03/22	19.10	M365	ROGERS, SYLVIA		9005481	MEDICAL SUPPLIMENTAL	19.10	
77995	05/03/22	19.10	M405	ROSS, ELISABETH		9005516	MEDICAL SUPPLEMENTAL	19.10	
77996	05/03/22	19.10	M406	ROSS, EMERY		9005517	MEDICAL SUPPLEMENTAL	19.10	
77997	05/03/22	36.02	M301	ROSSI, DENISE		9005423	MEDICAL SUPPLIMENTAL	36.02	
77998	05/03/22	52.85	M302	ROWE, RUBY		9005424	MEDICAL SUPPLIMENTAL	52.85	
77999	05/03/22	19.10	M303	ROY, ARLEN		9005425	MEDICAL SUPPLIMENTAL	19.10	
78000	05/03/22	83.21	M304	RUIZ, ESTEVAN		9005426	MEDICAL SUPPLIMENTAL	83.21	
78001	05/03/22	34.72	M305	RYLANDER, REED		9005427	MEDICAL SUPPLIMENTAL	34.72	
78002	05/03/22	36.02	M306	SALGUEIRO, MICHAEL		9005428	MEDICAL SUPPLIMENTAL	36.02	
78003	05/03/22	71.95	M407	SANCHEZ, ASCENCION		9005518	MEDICAL SUPPLEMENTAL	71.95	
78004	05/03/22	19.10	M366	SANDOVAL, ANGEL		9005482	MEDICAL SUPPLIMENTAL	19.10	
78005	05/03/22	101.58	M307	SCARGILL, RAYMOND		9005429	MEDICAL SUPPLIMENTAL	101.58	
78006	05/03/22	29.46	M408	SCHRAEDER, PAUL		9005519	MEDICAL SUPPLEMENTAL	29.46	
78007	05/03/22	19.10	M308	SCILLA, JOSEPH		9005430	MEDICAL SUPPLIMENTAL	19.10	
78008	05/03/22	83.21	M309	SERRATO, JUAN		9005431	MEDICAL SUPPLIMENTAL	83.21	
78009	05/03/22	14.73	M367	SILVA, EDWARDO		9005483	MEDICAL SUPPLIMENTAL	14.73	
78010	05/03/22	99.27	M409	SLATER, ROBYN		9005520	MEDICAL SUPPLEMENTAL	99.27	
78011	05/03/22	14.73	M310	SLOAN, SUZANNE		9005432	MEDICAL SUPPLIMENTAL	14.73	
78012	05/03/22	44.11	M311	SMITH, DONNA		9005433	MEDICAL SUPPLIMENTAL	44.11	
78013	05/03/22	18.01	M410	STARKEY, THOMAS		9005521	MEDICAL SUPPLEMENTAL	18.01	
78014	05/03/22	29.46	M411	STICKEL, THOMAS		9005522	MEDICAL SUPPLEMENTAL	29.46	
78015	05/03/22	38.19	M368	STRICKLAND, JAMES		9005484	MEDICAL SUPPLIMENTAL	38.19	
78016	05/03/22	29.46	M369	SWART, RANDY		9005485	MEDICAL SUPPLIMENTAL	29.46	
78017	05/03/22	68.01	M412	SYREN, LESLYN		9005523	MEDICAL SUPPLEMENTAL	68.01	
78018	05/03/22	38.19	M312	TAYLOR, JAMES		9005434	MEDICAL SUPPLIMENTAL	38.19	
78019	05/03/22	14.73	M370	TAYLOR, THOMAS		9005486	MEDICAL SUPPLIMENTAL	14.73	
78020	05/03/22	38.19	M313	THOMAS, RUSSELL		9005435	MEDICAL SUPPLIMENTAL	38.19	
78021	05/03/22	75.14	M314	TICHENOR, KENNETH		9005436	MEDICAL SUPPLIMENTAL	75.14	
78022	05/03/22	14.73	M315	TOLINE, DONALD		9005437	MEDICAL SUPPLIMENTAL	14.73	
78023	05/03/22	19.10	M316	TOVAR, SERENA		9005438	MEDICAL SUPPLIMENTAL	19.10	
78024	05/03/22	18.01	M317	TRENT, VICKI		9005439	MEDICAL SUPPLIMENTAL	18.01	
78025	05/03/22	71.95	M318	TUTTLE CALLIS, CHERI		9005440	MEDICAL SUPPLIMENTAL	71.95	
78026	05/03/22	36.02	M319	VALDEZ, JOSE		9005441	MEDICAL SUPPLIMENTAL	36.02	
78027	05/03/22	103.66	M320	VAN DE VEER, JOHN		9005442	MEDICAL SUPPLIMENTAL	103.66	

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DATE: 05/01/22 THRU 05/31/22

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78028	05/03/22	42.39	M321	VAN DYKE, CURTIS		9005443	MEDICAL SUPPLIMENTAL	42.39	
78029	05/03/22	38.19	M413	VANDERZANDE, ED		9005524	MEDICAL SUPPLEMENTAL	38.19	
78030	05/03/22	19.10	M375	VEST, SHELLY		9005490	MEDICAL SUPPLEMENTAL	19.10	
78031	05/03/22	19.10	M323	VONWAL, YVETTE		9005444	MEDICAL SUPPLIMENTAL	19.10	
78032	05/03/22	17.36	M324	WADSWORTH, RITA		9005445	MEDICAL SUPPLIMENTAL	17.36	
78033	05/03/22	29.46	M325	WALTER, KEVIN		9005446	MEDICAL SUPPLIMENTAL	29.46	
78034	05/03/22	55.80	M414	WARNOCK, APRIL		9005525	MEDICAL SUPPLEMENTAL	55.80	
78035	05/03/22	19.10	M415	WHITE, LESLIE		9005526	MEDICAL SUPPLEMENTAL	19.10	
78036	05/03/22	38.19	M326	WHITNEY, LUCERE		9005447	MEDICAL SUPPLIMENTAL	38.19	
78037	05/03/22	145.08	M416	WILLIS, GREGORY		9005527	MEDICAL SUPPLEMENTAL	145.08	
78038	05/03/22	38.19	M372	WILSON, BONNIE		9005487	MEDICAL SUPPLEMENTAL	38.19	
78039	05/03/22	83.21	M328	WOODBRIDGE, ELIZABETH		9005448	MEDICAL SUPPLIMENTAL	83.21	
78040	05/03/22	50.79	M329	WU, PETER		9005449	MEDICAL SUPPLIMENTAL	50.79	
78041	05/03/22	19.10	M417	WYANT, JUDI		9005528	MEDICAL SUPPLEMENTAL	19.10	
78042	05/03/22	14.73	M330	YAGI, RANDY		9005450	MEDICAL SUPPLIMENTAL	14.73	
78043	05/03/22	19.10	M331	YANCY, TERRY		9005451	MEDICAL SUPPLIMENTAL	19.10	
78044	05/03/22	42.85	M332	ZENKER, JEFFREY		9005452	MEDICAL SUPPLIMENTAL	42.85	
78045	05/09/22	294.63	003596	AMAZON CAPITAL SERVICES, INC.		114113	INVENTORY ORDER	12.99	
						114131	WALL FILE HOLDER WTC	50.24	
						114193	INVENTORY ORDER	231.40	
78046	05/09/22	67.90	002861	AMERICAN MESSAGING SVCS, LLC		114167	APR 22 PAGERS	33.14	
						114168	MAY 22 PAGERS	34.76	
78047	05/09/22	1,865.52	001D	AT&T		114152	3/13-4/12 VER/SMC	1,865.52	
78048	05/09/22	1,655.62	130	CITY OF WATSONVILLE UTILITIES		114132	3/21-4/18 WTC	39.79	
						114133	4/20/22 WASTE WTC	1,113.34	
						114134	3/21-4/18 WTC	103.22	
						114135	3/21-4/18 WTC	71.80	
						114148	3/21-4/18 WTC	327.47	
78049	05/09/22	670.24	733	CLAREMONT EAP		114095	MAY 22 EAP PREMIUM	670.24	
78050	05/09/22	9,875.68	001124	CLEAN ENERGY		114192	LNG 4/19/22	9,875.68	
78051	05/09/22	94,648.39	003102	CLEVER DEVICES LTD		114165	1927 AVL PROJECT	61,704.26	
						114166	1927 AVL PROJECT	32,944.13	
78052	05/09/22	999.17	075	COAST PAPER & SUPPLY INC.		114112	SANITIZING SUPPLIES	999.17	
78053	05/09/22	5,780.00	003034	COASTAL LANDSCAPING INC.		114136	APR 22 LANDSCAPING	2,890.00	
						114137	MAY 22 LANDSCAPING	2,890.00	
78054	05/09/22	442.00	367	COMMUNITY TELEVISION OF		114154	3/25 BOD MEETING	442.00	
78055	05/09/22	3,497.06	003116	CUMMINS,INC		114093	VEH1903TRANS COOLER	3,449.04	
						114102	VEH# 4203 PARTS	9.35	
						114191	INVENTORY ORDER	38.67	
78056	05/09/22	4,736.00	916	DOCTORS ON DUTY MEDICAL		114170	DMV PHYSICAL	150.00	
						114173	DMV PHYSICAL	150.00	
						114175	DMV PHYSICAL	150.00	
						114182	DMV PHYSICAL	150.00	
						114184	DMV PHYSICAL	150.00	
						114186	DMV PHYSICAL	150.00	
						114199	DMV PHYSICALS OPS	600.00	

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ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 05/01/22 THRU 05/31/22

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						114200	DMV PHYSICALS OPS 2	1,200.00	
						114201	DMV PHYSICALS HR	942.50	
						114202	DMV PHYSICALS HR 2	1,093.50	
78057	05/09/22	368.00	003636	DUNCAN PLUMBING		114179	OPS WATER HEATER RPR	368.00	
78058	05/09/22	3,184.01	003274	EAST BAY TIRE CO.		114183	TIRES REVENUE	1,081.92	
						114185	TIRE MOUNTNG	230.00	
						114188	TIRES REVENUE	1,257.95	
						114190	TIRES REVENUE	614.14	
78059	05/09/22	1,001.00	003485	EMPLOYNET, INC		114111	TEMP W/E 4/24	1,001.00	
78060	05/09/22	472.00	432	EXPRESS SERVICES INC.		114110	TEMP W/E 10/24	312.00	
						114115	PAYROLL SPEC TESTING	160.00	
78061	05/09/22	2,444.64	001297	FASTENAL COMPANY INC		114098	NON INVENTORY ORDER	468.65	
						114163	NON INVENTORY ORDER	475.78	
						114164	NON INVENTORY ORDER	1,500.21	
78062	05/09/22	51.84	002295	FIRST ALARM SECURITY & PATROL		114177	APR 22 FUEL CHARGE	51.84	
78063	05/09/22	16,640.76	002952	FLYERS ENERGY LLC		114180	4/16-4/30 FUEL REVPC	13,811.39	
						114181	4/16-4/30FUEL NONREV	2,829.37	
78064	05/09/22	58.12	003279	FRONTIER COMMUNICATIONS - 3025		114138	4/16-5/15 SKY-RIVER	58.12	
78065	05/09/22	58.12	003418	FRONTIER COMMUNICATIONS - 6145		114153	4/13-5/12 SKYLINE	58.12	
78066	05/09/22	430.28	001302	GARDA CL WEST, INC.		114149	APR 22 SERVICES	430.28	
78067	05/09/22	57.27	117	GILLIG LLC		114094	VEH# 1202 PARTS	57.27	
78068	05/09/22	138.86	E1073	GLAGOLA, DANIELLE		114194	STUFF THE BUS EVENT	138.86	
78069	05/09/22	885.49	282	GRAINGER		114092	FACILITIES PARTS	43.04	
						114097	INVENTORY ORDER	842.45	
78070	05/09/22	5.47	1117	KELLEY'S SERVICE INC.		114162	VEH# PC714 PARTS	5.47	
78071	05/09/22	1,468.56	036	KELLY-MOORE PAINT CO., INC.		114155	PAINT FOR BUS STOPS	586.62	
						114156	PAINT FOR BUS STOPS	881.94	
78072	05/09/22	1,514.00	003540	MCCAMPBELL ANALYTICAL, INC.		114174	OPS WATER TEST	757.00	
						114176	MMF WATER SAMPLING	757.00	
78073	05/09/22	5,987.99	003617	MEDZON		114171	PPE SUPPLIES	1,950.11	
						114172	PPE SUPPLIES	4,037.88	
78074	05/09/22	52.25	041	MISSION UNIFORM		114119	TOWELS,MOPS,MATS MMF	41.75	
						114151	TOWELS/MATS PRC	10.50	
78075	05/09/22	52,406.25	003584	P&M HOLDING GROUP, LLP		114109	PROF SVC NOV21-MAR22	52,406.25	
78076	05/09/22	36.85	009	PACIFIC GAS & ELECTRIC		114127	3/23-4/15 MANGOTANGO	36.85	
78077	05/09/22	1,660.66	023	PACIFIC TRUCK PARTS, INC.		114096	INVENTORY ORDER	584.57	
						114108	INVENTORY ORDER	1,076.09	
78078	05/09/22	305.00	481	PIED PIPER EXTERMINATORS, INC.		114120	APR 22 PEST WTC MKT	79.50	
						114121	APR 22 PEST SMC TAQ	40.00	
						114122	APR 22 PEST SMC CTR	65.00	
						114123	APR 22 PEST VER	65.00	
						114124	APR22 PEST SMC MKT	55.50	
78079	05/09/22	16.29	107A	PROBUILD COMPANY LLC		114128	COOLANT PUMP MMF	4.50	
						114129	REPLACE DOOR STOPPER	11.79	
78080	05/09/22	418.00	003502	RICHARD IRISH		114125	1906 MAR22 MAINT FAC	418.00	
78081	05/09/22	4,258.25	001379	SAFETY-KLEEN SYSTEMS INC		114130	SOLVENT PARTS MMF	4,258.25	

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ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 05/01/22 THRU 05/31/22

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78082	05/09/22	101.15	E897	SANCHEZ, MARIA V		114195	OPERATOR APPRECIATIO	63.01	
						114196	EMPLOYEE REIMBURSEME	38.14	
78083	05/09/22	68.22	135	SANTA CRUZ AUTO PARTS, INC.		114106	INVENTORY ORDER	60.92	
						114107	INVENTORY ORDER	7.30	
78084	05/09/22	8,878.48	079	SANTA CRUZ MUNICIPAL UTILITIES		114139	3/9-4/7 SMC/BETTYS	53.87	
						114140	3/9-4/7 IRRIG MMF	26.30	
						114141	3/9-4/7 BUS STOP 26	1,050.60	
						114142	3/9-4/7 PACIFIC	2,294.09	
						114143	3/9-4/7 PACIFIC ISL	129.76	
						114144	3/9-4/7 VERNON	373.99	
						114145	3/9-4/7 GOLF CLUB	1,473.82	
						114146	3/9-4/7 1200 RIVER A	360.09	
						114147	3/9-4/7 1200 RIVER B	3,115.96	
78085	05/09/22	4,344.95	001307	SANTA CRUZ STAFFING, LLC		114099	TEMP W/E 4/17	1,316.25	
						114100	TEMP W/E 4/17	1,674.00	
						114101	TEMP W/E 4/24	1,354.70	
78086	05/09/22	43.27	003570	SCARBOROUGH LBR & BLDG SUPPLY		114150	OPS SOAP DISPENSERS	43.27	
78087	05/09/22	507.17	003595	STAPLES INC		114157	INVENTORY ORDER	461.30	
						114187	OFFICE SUPPLIES	45.87	
78088	05/09/22	9,212.31	003285	THE AFTERMARKET PARTS CO LLC		114080	INVENTORY ORDER	851.37	
						114081	INVENTORY ORDER	54.01	
						114082	INVENTORY ORDER	557.59	
						114083	INVENTORY ORDER	107.30	
						114084	INVENTORY ORDER	114.42	
						114085	INVENTORY ORDER	56.81	
						114086	INVENTORY ORDER	1,145.22	
						114087	INVENTORY ORDER	24.86	
						114088	INVENTORY ORDER	503.48	
						114089	INVENTORY ORDER	1,073.05	
						114090	INVENTORY ORDER	2,987.09	
						114091	INVENTORY ORDER	133.85	
						114105	VEH# 1305 PARTS	946.22	
						114160	VEH# 1306 PARTS	606.85	
						114161	INVENTORY ORDER	50.19	
78089	05/09/22	894.70	166	THE HOSE SHOP, INC		114103	NON INVENTORY ORDER	99.93	
						114104	NON INVENTORY ORDER	305.80	
						114114	STEAM CLEANER MMF	77.92	
						114116	DEF FLUID SBF	67.15	
						114117	STEAM RACK MMF	301.42	
						114118	PRESSUREWASHBUSSTOPS	42.48	
78090	05/09/22	3,796.82	003500	TREETOP PRODUCTS INC		114158	REFLECTIVECOVERS SBF	3,796.82	
78091	05/09/22	53.04	043	TROWBRIDGE ENTERPRISES		114126	OFFICE SUPPLIES	53.04	
78092	05/09/22	59.78	007	UNITED PARCEL SERVICE		114169	FREIGHT	59.78	
78093	05/09/22	52.00	003290	WORKFORCEQA LLC		114159	MAR22 DOT DRUG TESTS	52.00	
78094	05/09/22	18.01	M230	JACINTO, FRANK		114203	MEDICAL SUPPLEMENTAL	18.01	
78095	05/16/22	140.96	003151	ABC BUS INC		114284	INVENTORY ORDER	140.96	

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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DATE: 05/01/22 THRU 05/31/22

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78096	05/16/22	675.00	003089	ACTION AUTO GLASS DBA FOR		114243	PC1704WINDSHIELD RPR	675.00	
78097	05/16/22	1,169.62	382	AIRTEC SERVICE INC.		114292	WATER LEAK REPAIR	830.09	
						114346	CAPACITOR SVC SVT	339.53	
78098	05/16/22	92.85	002828	ALLIED ELECTRONICS		114330	INVENTORY ORDER	92.85	
78099	05/16/22	1,867.67	003596	AMAZON CAPITAL SERVICES, INC.		114235	OFFICE SUPPLIES	170.64	
						114236	BROCHURE HOLDERS	611.72	
						114241	SPRAY BOTTLE HOLDER	52.43	
						114283	POLYETHLENE	27.16	
						114289	USB ADAPTERS	125.60	
						114290	LAMINATOR	287.85	
						114296	KEYBOARD TRAY	49.14	
						114310	OFFICE SUPPLIES	259.19	
						114311	DATE/TIME STAMP OPS	217.41	
						114331	OFFICE SUPPLIES	66.53	
78100	05/16/22	6,497.05	001D	AT&T		114247	3/19-4/18 MAIN ACCT	5,087.71	
						114248	3/19-4/18 OPS ELEV	155.12	
						114249	3/19-4/18 OCEAN LG	1,087.14	
						114285	3/19-4/18 DAVENPORT	167.08	
78101	05/16/22	997.02	003105	AT&T MOBILITY		114337	3/24-4/23 BUS WIFI	997.02	
78102	05/16/22	4,218.91	001348	ATHENS INSURANCE SERVICE, INC.		114237	MAY 22 MONTHLY FEES	4,218.91	
78103	05/16/22	191.33	001676	AUTOMOTIVE RESOURCES, INC.		114254	NITROGEN GAS SPRING	191.33	VOIDED
78103	05/16/22	-191.33	001676	AUTOMOTIVE RESOURCES, INC.		114254	NITROGEN GAS SPRING	-191.33	**VOID
78104	05/16/22	129.42	E1083	BAUER, DONNA		114297	MEETING SUPPLIES	129.42	
78105	05/16/22	176.00	149	CALIFORNIA NEWSPAPERS P'SHIP	0	114319	UNCLAIMED PROP ADS	176.00	
78106	05/16/22	1,900.00	E1034	CAMPOS, ARACELI		114345	TSI BUS COLLISION	1,900.00	
78107	05/16/22	1,900.00	E975	CASTILLO, JUAN		114343	TSI BUS COLLISION	1,900.00	
78108	05/16/22	1,365.63	001159	CATTO'S GRAPHICS, INC.		114291	PRINTING STICKERS	1,365.63	
78109	05/16/22	2,313.83	909	CLASSIC GRAPHICS		114245	VEH# 2212 RPR/PAINT	2,313.83	
78110	05/16/22	287.39	075	COAST PAPER & SUPPLY INC.		114242	INVENTORY ORDER	287.39	
78111	05/16/22	3,971.50	003601	COMCAST HOLDINGS CORPORATION		114302	APR 22 ADVERTISING	3,971.50	
78112	05/16/22	4,415.42	163	COMMUNITY PRINTERS, INC.		114238	DUMPTHEPUMPPOSTCARDS	4,415.42	
78113	05/16/22	595.31	002814	CREATIVE BUS SALES, INC.		114342	VEH# PC 1715 RPR	595.31	
78114	05/16/22	48,981.37	003116	CUMMINS,INC		114214	INVENTORY ORDER	36.12	
						114215	INSITEPROSOFTWARELIC	770.00	
						114216	TRANSMISSION COOLER	2,744.90	
						114277	VEH#2811ECM PROG/REP	3,908.13	
						114278	VEH#2813ECM REPL/PRO	3,908.13	
						114279	VEH#2807 PARTS	181.61	
						114280	VEH# 1004 PARTS	1,665.34	
						114281	INVENTORY ORDER	1,665.34	
						114282	VEH# 2809 PARTS	1,665.34	
						114306	INVENTORY ORDER	1,665.34	
						114312	INVENTORY ORDER	373.25	
						114313	INVENTORY ORDER	298.60	
						114314	INVENTORY ORDER	316.52	
						114315	INVENTORY ORDER	79.13	

Attachment A

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						114316	INVENTORY ORDER	1,316.81	
						114328	VEH# 2318 PARTS	6,896.91	
						114341	VEH2810ENGINEREBUILD	21,489.90	
78115	05/16/22	4,475.00	003636	DUNCAN PLUMBING		114318	WATER HEATER RPR OPS	4,475.00	
78116	05/16/22	39,169.42	003274	EAST BAY TIRE CO.		114264	REVENUE TIRES	1,232.64	
						114265	REVENUE TIRES	1,449.99	
						114266	REVENUE TIRES	2,515.84	
						114267	REVENUE TIRES	4,349.95	
						114268	REVENUE TIRES	4,349.95	
						114269	REVENUE TIRES	3,249.39	
						114270	REVENUE TIRES	3,249.39	
						114271	REVENUE TIRES	4,402.72	
						114272	REVENUE TIRES	4,402.72	
						114273	REVENUE TIRES	4,402.72	
						114274	REVENUE TIRES	4,402.72	
						114275	REVENUE TIRES	960.28	
						114276	REVENUE TIRES	201.11	
78117	05/16/22	910.80	003485	EMPLOYNET, INC		114205	TEMP W/E 4/24	910.80	
78118	05/16/22	418.50	003605	EYECATCHLIGHT, LLC		114307	WALL ART/RETOUCHING	418.50	
78119	05/16/22	343.24	001297	FASTENAL COMPANY INC		114263	NON INVENTORY ORDER	343.24	
78120	05/16/22	2,357.96	117	GILLIG LLC		114325	INVENTORY ORDER	2,155.88	
						114327	INVENTORY ORDER	202.08	
78121	05/16/22	296.35	282	GRAINGER		114209	INVENTORY ORDER	2.91	
						114210	NON INVENTORY ORDER	203.43	
						114222	MAINTENANCE MMF	90.01	
78122	05/16/22	1,277.66	003220	INFINISOURCE, INC		114300	MONTHLY TIMEKEEPING	1,277.66	
78123	05/16/22	107.08	914	J.J.R ENTERPRISES,INC.		114293	PRINTER SUPPLIES	107.08	
78124	05/16/22	604.01	1117	KELLEY'S SERVICE INC.		114211	INVENTORY ORDER	221.24	
						114212	INVENTORY ORDER	268.34	
						114261	INVENTORY ORDER	20.30	
						114298	INVENTORY ORDER	94.13	
78125	05/16/22	22.13	036	KELLY-MOORE PAINT CO., INC.		114234	BUS STOP PAINT	22.13	
78126	05/16/22	23,627.38	003366	KEY GOVERNMENT FINANCE INC		114301	MAY 22 LEASE PAYMENT	23,627.38	
78127	05/16/22	100.00	003450	LANGUAGE LINE SERVICES INC		114221	APR 22 TRANSLATE SVC	100.00	
78128	05/16/22	3,195.15	003617	MEDZON		114287	PPE SUPPLIES	595.00	
						114288	PPE SUPPLIES	2,600.15	
78129	05/16/22	890.24	041	MISSION UNIFORM		114258	VMU/VSW UNIFORM SUPP	331.85	
						114259	VMU/VSW UNIFORM SUPP	328.85	
						114260	FUEL ST TOWELS	156.00	
						114286	TOWELS/MATS PRC	10.50	
						114317	LAUNDRY/CUSTODIAL	31.52	
						114335	LAUNDRY/CUSTODIAL	31.52	
78130	05/16/22	71,738.51	001178	N/S CORPORATION		114303	1912 BUS REHAB PROJ	71,738.51	
78131	05/16/22	66.75	002721	NEXTEL COMMUNICATIONS/SPRINT		114246	3/26-4/25 OPS	66.75	
78132	05/16/22	3,094.79	004	NORTH BAY FORD LINC-MERCURY		114239	INVENTORY ORDER	64.99	
						114240	VEH# PC 1709 REPAIRS	2,883.92	

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ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 05/01/22 THRU 05/31/22

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						114256	INVENTORY ORDER	109.17	
						114257	INVENTORY ORDER	36.71	
78133	05/16/22	11,358.75	003584	P&M HOLDING GROUP, LLP		114244	PROF SVC OCTOBER 21	11,358.75	
78134	05/16/22	27,504.49	009	PACIFIC GAS & ELECTRIC		114252	3/29-4/27 CHARGING	5,001.87	
						114347	3/24-4/24 1122 RIVER	3,304.45	
						114348	3/29-4/27 OPS	4,032.39	
						114349	3/25-4/25 SBF/RIVER	349.18	
						114350	3/29-4/27 SMC	3,973.24	
						114351	3/24-4/24 MMF/GOLF	5,790.75	
						114352	3/24-4/24 VERNON	5,052.61	
78135	05/16/22	1,835.00	002947	PEDX COURIER AND CARGO	7	114229	APR 22 COURIER SVC	1,835.00	
78136	05/16/22	148.42	107A	PROBUILD COMPANY LLC		114217	WTC RESTROOM REPAIR	19.73	
						114218	REPAIR SUPPLIES MMF	14.73	
						114219	RPR SUPPLIES MMF	4.41	
						114220	SUPP BUSSTOP BENCHES	44.51	
						114232	WATER LINE RPR SBF	65.04	
78137	05/16/22	60.26	003443	PROTERRA INC		114336	CAMPAIGN PROTERRA'S	60.26	
78138	05/16/22	244.27	003061	QUADIENT FINANCE USA INC		114231	APR22 POSTAGE 1598	244.27	
78139	05/16/22	474.70	003059	QUADIENT LEASING USA, INC.		114295	5/28-8/27/22 Q LEASE	474.70	
78140	05/16/22	135.60	135	SANTA CRUZ AUTO PARTS, INC.		114255	INVENTORY ORDER	135.60	
78141	05/16/22	3,108.00	002700	SANTA CRUZ COUNTY ENVIROMENTAL		114299	6/1PERMIT 1200 RIVER	3,108.00	
78142	05/16/22	8,935.04	001307	SANTA CRUZ STAFFING, LLC		114204	TEMP W/E 5/1	1,336.88	
						114308	TEMP W/E 5/1	1,485.00	
						114309	TEMP W/E 5/1	1,674.00	
						114333	TEMP W/E 4/24	1,674.00	
						114334	TEMP W/E 4/24	1,350.00	
						114344	TEMP W/E 5/8	1,194.28	
						114353	TEMP W/E 2/27	220.88	
78143	05/16/22	78.01	003570	SCARBOROUGH LBR & BLDG SUPPLY		114304	SUPPLIES FOR REPAIRS	62.32	
						114305	SUPPLIES FOR REPAIRS	15.69	
78144	05/16/22	481.68	122	SCMTD PETTY CASH - OPS		114213	PETTY CASH REIMB OPS	481.68	
78145	05/16/22	3,702.64	003292	SLINGSHOT CONNECTIONS LLC		114250	TEMP W/E 5/1	1,122.00	
						114251	TEMP W/E 4/17	1,458.64	
						114329	TEMP W/E 4/24	1,122.00	
78146	05/16/22	627.38	001040	TERRYBERRY CO., LLC		114230	ANNIVERSARY AWARDS	480.24	
						114294	ANNIVERSARY AWARD	147.14	
78147	05/16/22	8,197.84	003285	THE AFTERMARKET PARTS CO LLC		114206	VEH# 1002 PARTS	130.30	
						114207	INVENTORY ORDER	62.93	
						114208	INVENTORY ORDER	8.61	
						114320	INVENTORY ORDER	592.14	
						114321	INVENTORY ORDER	23.79	
						114322	VEH# 1002 PARTS	172.46	
						114323	INVENTORY ORDER	1,813.73	
						114324	INVENTORY ORDER	2,395.09	
						114326	INVENTORY ORDER	290.79	
						114332	INVENTORY ORDER	1,003.09	

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DATE: 05/01/22 THRU 05/31/22

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						114339	INVENTORY ORDER	1,650.08	
						114340	INVENTORY ORDER	54.83	
78148	05/16/22	491.99	166	THE HOSE SHOP, INC		114233	WATER LINE REPAIR	22.87	
						114262	NON INVENTORY ORDER	469.12	
78149	05/16/22	2,988.02	003242	THE JANEK CORPORATION		114338	RPR ELECTRONIC ITEMS	2,988.02	
78150	05/16/22	1,432.25	043	TROWBRIDGE ENTERPRISES		114224	OFFICE SUPPLIES	46.97	
						114225	OFFICE SUPPLIES PRC	14.42	
						114226	OFFICE SUPPLIES	20.15	
						114227	OFFICE SUPPLIES	1,267.13	
						114228	OFFICE SUPPLIES	83.58	
78151	05/16/22	47.78	007	UNITED PARCEL SERVICE		114253	FREIGHT	47.78	
78152	05/16/22	36.40	003525	WCDJR, LLC		114223	VEH# PC1127 PARTS	36.40	
78153	05/16/22	191.33	003370	ARI PHOENIX INC		114354	NITROGEN GAS SPRING	191.33	
78154	05/16/22	21,400.00	001303	MAINTSTAR		114356	4/6/22-4/5/23SUPPORT	21,400.00	
78155	05/16/22	33,517.48	002917	SANTA CRUZ METRO TRANSIT W/C		114357	APR 22 W/C REPLENISH	33,517.48	
78156	05/16/22	1,176.00	003292	SLINGSHOT CONNECTIONS LLC		114355	TEMP W/E 2/13	1,176.00	
78157	05/18/22	22,384.76	057	U.S. BANK		114418	****-****-****-5971	22,384.76	
78158	05/23/22	997.34	003151	ABC BUS INC		114400	INVENTORY ORDER	997.34	
78159	05/23/22	44.21	003596	AMAZON CAPITAL SERVICES, INC.		114396	COVID SUPPLIES	44.21	
78160	05/23/22	3,377.40	001D	AT&T		114452	4/13-5/12 PT 2 PT1	1,865.52	
						114454	APR 22 MAIN ACCT	589.20	
						114457	4/10-5/9 INTERNET	922.68	
78161	05/23/22	82.81	002689	B & B SMALL ENGINE CORP		114461	BUS STOP RT MAINT	82.81	
78162	05/23/22	165.82	002363	BATTERIES PLUS #314		114458	BATTERY	82.91	
						114460	BATTERY	82.91	
78163	05/23/22	321.35	003393	BRASS KEY LOCKSMITH INC		114441	KEYS VEH #1202	321.35	
78164	05/23/22	16,314.00	588	CALTIP		114532	APR 22 CODE=5100	16,314.00	
78165	05/23/22	5,250.00	001324	CAPITALEDGE ADVOCACY, INC.		114398	APR 22 LEGISLATE SVC	5,250.00	
78166	05/23/22	1,090.00	002109	CITY OF SANTA CRUZ/PARKING		114414	JUN 22 PARK PERMITS	1,090.00	
78167	05/23/22	76.02	003373	CITY OF SANTA CRUZ FINANCE RRF		114467	APR 22 LANDFILL	76.02	
78168	05/23/22	2,004.40	909	CLASSIC GRAPHICS		114420	VEH# PC2405 REPAIRS	2,004.40	
78169	05/23/22	79,285.64	001124	CLEAN ENERGY		114436	RPR NOZZEL	1,891.98	
						114437	RPR NEEDLE VALVE	2,503.38	
						114438	APR 22 MAINTINANCE	14,842.00	
						114484	4/22/22 LNG	9,408.83	
						114485	4/26/22 LNG	8,636.73	
						114486	4/29/22 LNG	8,667.92	
						114487	5/3/22 LNG	11,400.31	
						114531	CORRECTIVE SVC SBF	6,771.86	
						114540	5/2 CORRECTIVE SVC	320.63	
						114541	MAY 22 MAINT	14,842.00	
78170	05/23/22	232.55	075	COAST PAPER & SUPPLY INC.		114473	CLEANING SUPPLIES	103.79	
						114534	INVENTORY ORDER	128.76	
78171	05/23/22	76.64	E1022	CRUMMIE, DAWN		114369	PRE BOARD MEETING	76.64	
78172	05/23/22	23,935.68	003116	CUMMINS,INC		114387	VEH# 1210 ENGINE RPR	22,668.47	
						114388	INVENTORY ORDER	8.92	

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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						114389	INVENTORY ORDER	8.92	
						114390	INVENTORY ORDER	79.13	
						114399	INVENTORY ORDER	830.74	
						114421	VEH# 2318 PARTS	241.78	
						114422	VEH# 2318 PARTS	61.64	
						114423	VEH# 2318 PARTS	36.08	
78173	05/23/22	108.34	798	D&D COMPRESSOR, INC		114451	INVENTORY ORDER	108.34	
78174	05/23/22	288.00	002567	DEPARTMENT OF JUSTICE		114397	APR 22 FINGERPRINTS	288.00	
78175	05/23/22	212.93	003274	EAST BAY TIRE CO.		114424	REVENUE TIRES	33.87	
						114425	NON REV TIRES VEH801	143.00	
						114426	REVENUE TIRES	36.06	
78176	05/23/22	7,753.80	003485	EMPLOYNET, INC		114358	TEMP W/E 3/13	1,003.20	
						114361	TEMP W/E 4/3	1,043.00	
						114362	TEMP W/E 5/1	838.20	
						114364	TEMP W/E 5/8	699.60	
						114365	TEMP W/E 3/20	660.00	
						114419	TEMP W/E 5/8	1,191.40	
						114512	TEMP W/E 4/24	1,288.00	
						114518	TEMP W/E 5/1	1,030.40	
78177	05/23/22	1,904.00	432	EXPRESS SERVICES INC.		114363	TEMP W/E 4/24	640.00	
						114366	TEMP W/E 4/17	640.00	
						114367	TEMP W/E 4/10	624.00	
78178	05/23/22	467.11	001297	FASTENAL COMPANY INC		114427	NON INVENTORY ORDER	159.65	
						114428	INV/NON INV SUPPLIES	307.46	
78179	05/23/22	171.64	001172	FERGUSON ENTERPRISES INC. #795		114448	APR 22 SVC CHARGE	2.14	
						114449	RPR PLUMBING SMC	142.54	
						114450	RPR WATER LINE	26.96	
78180	05/23/22	58.41	002952	FLYERS ENERGY LLC		114542	PROPANE	58.41	
78181	05/23/22	7,350.97	001302	GARDA CL WEST, INC.		114395	MAY 22 VAULT SERVICE	7,350.97	
78182	05/23/22	1,838.30	117	GILLIG LLC		114378	INVENTORY ORDER	1,562.51	
						114404	VEH# 4209 PARTS	72.87	
						114429	VEH# 0321 PARTS	145.65	
						114430	VEH# 2811 PARTS	57.27	
78183	05/23/22	945.79	E1073	GLAGOLA, DANIELLE		114413	4/19-4/22 CALACT	945.79	
78184	05/23/22	275.00	003316	GLOBAL WATER TECHNOLOGY INC		114446	MTHLY WATER TREATMEN	275.00	
78185	05/23/22	1,208.50	282	GRAINGER		114474	ALL BUS STOPS FLD	43.04	
						114476	ROLLER COVERS	18.65	
						114477	PLUG-IN CFL BULBS	53.10	
						114488	NON INV ORDER	25.50	
						114489	NON INV ORDER	102.77	
						114490	NON INV ORDER	149.66	
						114491	SHOP TOOL	553.24	
						114492	SAFETY SUPPLIES	193.81	
						114499	VACUUM CLEANER BELT	68.73	
78186	05/23/22	81.46	546	GRANITEROCK COMPANY		114516	VER BUS STOP BENCHES	81.46	
78187	05/23/22	1,190.39	001097	GREENWASTE RECOVERY, INC.		114380	APR 22 FREED/AIRPORT	61.28	

Attachment A

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						114381	APR 22 GREEN VALLEY	61.28	
						114382	APR 22 PRC	382.97	
						114383	APR 22 SVT	378.46	
						114384	APR 22 FREEDOM	61.28	
						114385	APR 22 FREED/BOWKR	61.28	
						114386	APR 22 HWY1/BOULDER	183.84	
78188	05/23/22	41,272.40	003109	HANSON BRIDGETT LLP		114370	M#032117.004002	537.00	
						114371	M# 032117.005001	185.00	
						114372	M# 032117.006001	2,346.00	
						114373	M# 032117.006003	926.40	
						114374	M# 032117.006012	2,625.00	
						114375	M#032117.006036	592.00	
						114376	M# 032117.006037	7,561.00	
						114377	APR 22 RETAINER	26,500.00	
78189	05/23/22	27,286.48	001745	HARTFORD LIFE AND ACCIDENT INS		114554	APR 22 LTD	10,788.62	
						114555	APR 22 LIFE AD&D	1,937.51	
						114556	MAY 22 LTD	10,640.17	
						114557	MAY 22 LIFE AD&D	3,920.18	
78190	05/23/22	668.33	003442	JOHNSON CONTROLS INC		114444	6/1-8/31/22 1200RIVE	668.33	
78191	05/23/22	144.48	1117	KELLEY'S SERVICE INC.		114432	INV/NON INV ORDER	124.17	
						114530	VEH# PC 1127 PARTS	20.31	
78192	05/23/22	504.00	003271	KJRB, INC.		114504	VEH# 2811 TOW	504.00	
78193	05/23/22	544.00	852	LAW OFFICES OF MARIE F. SANG	7	114405	CL# 22000500	544.00	
78194	05/23/22	523.80	003607	LIGHTNING PRESS		114409	PRINT OPS FORM 067	523.80	
78195	05/23/22	3,680.00	003293	MAKAI SOLUTIONS		114443	QTRLY LIFT INSPECTIO	3,680.00	
78196	05/23/22	216.10	003391	MARK THOMAS & COMPANY INC		114417	1941 RIVER ST CHARGE	119.72	
						114528	1901 PROFSCVTHRU1/30	96.38	
78197	05/23/22	496.25	003249	MAXIMUM OIL SERVICE LLC		114442	NON HAZARDOUS WASTE	496.25	
78198	05/23/22	2,340.38	003273	MGP XI REIT,LLC		114415	JUN 22 RENT CAPITOLA	2,340.38	
78199	05/23/22	531.25	003361	MILLER MAXFIELD INC		114411	SUMMER HEADWAYS	531.25	
78200	05/23/22	1,315.24	041	MISSION UNIFORM		114394	TOWELS/MATS	10.50	
						114401	FUEL STATION TOWELS	156.00	
						114402	TOWELS/MOPS/MATS MMF	41.75	
						114407	TOWELS/MATS PARACRUZ	10.50	
						114439	CUSTODIAL SUPPLIES	26.02	
						114440	CUSTODIAL SUPPLIES	26.02	
						114479	TWOELS FUELING STATI	156.00	
						114480	UNIFORM SUPPLIES	331.85	
						114481	UNIFORM SUPPLIES	331.85	
						114482	TOWELS FUELING STAT	156.00	
						114483	UNIFORM RPR J CURREA	27.00	
						114509	TOWELS/MOPS/MATS MMF	41.75	
78201	05/23/22	400.00	003542	NATALIE NIEMAN		114393	4TH OF JULY LOGO	400.00	
78202	05/23/22	81.55	004	NORTH BAY FORD LINC-MERCURY		114533	VEH# 603 PARTS	81.55	
78203	05/23/22	3,540.35	009	PACIFIC GAS & ELECTRIC		114539	4/4-5/3 SVT/WTC/PS	2,594.93	
						114553	4/14-5/12 PARACRUZ	945.42	

Attachment A

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78204	05/23/22	355.50	481	PIED PIPER EXTERMINATORS, INC.		114547	MAY 22 PEST SMC MKT	55.50	
						114548	MAY 22 PEST SVT	65.00	
						114549	MAY 22 PEST WTC	65.00	
						114550	MAY 22 PEST SMC TAQ	40.00	
						114551	MAY 22 PEST VERNON	65.00	
						114552	MAY 22 SMC CTR	65.00	
78205	05/23/22	649.28	107A	PROBUILD COMPANY LLC		114434	INVENTORY ORDER	16.19	
						114464	BUS WASH CAHIN RPR	10.60	
						114536	SEAL BACK DOOR MMF	10.15	
						114537	LOBBY FENCE WTC	18.22	
						114538	INSTALLCABLE FEE VER	48.95	
						114543	RPR RESTROOM FAN SMC	30.94	
						114544	BUS BENCH REPLBS1442	258.63	
						114545	PLANTS CEO OFFICE	245.79	
						114546	PLANTS CEO OFFICE	9.81	
78206	05/23/22	9,832.50	003443	PROTERRA INC		114391	1926 DIAGNOSTIC TOOL	9,832.50	
78207	05/23/22	536.55	003020	QUEST DIAGNOSTIC INC.		114412	4/26 DOT DRUG TESTS	536.55	
78208	05/23/22	399.20	536	RIVERSIDE LIGHTING, INC.		114470	RPR BROKEN SIGN	236.96	
						114472	PCR LIGHTING-FIXTURE	162.24	
78209	05/23/22	399.94	003154	ROMAINE ELECTRIC CORP		114433	INVENTORY ORDER	399.94	
78210	05/23/22	376.36	135	SANTA CRUZ AUTO PARTS, INC.		114435	INVENTORY ORDER	110.93	
						114445	VEH# 1213 PARTS	191.30	
						114447	NON INVENTORY ORDER	47.27	
						114453	NON INVENTORY ORDER	26.86	
78211	05/23/22	108.12	079	SANTA CRUZ MUNICIPAL UTILITIES		114466	APR 22 RIVER IRRIG	11.26	
						114468	APR 22 VERNON IRRIG	96.86	
78212	05/23/22	260.00	001292	SANTA CRUZ RECORDS MNGMT INC		114469	4/13 SHREDDING MULTI	260.00	
78213	05/23/22	3,732.75	001307	SANTA CRUZ STAFFING, LLC		114519	TEMP W/E 5/8	2,058.75	
						114535	TEMP W/E 5/8	1,674.00	
78214	05/23/22	725.69	003545	SCHINDLER ELEVATOR CORPORATION		114475	PRICE ADJ INVOICE	37.83	
						114478	MAY 22 ELEVATOR INSP	687.86	
78215	05/23/22	5,000.00	002267	SHAW YODER ANTWIH		114359	APR 22 LEGISLATE SVC	2,500.00	
						114360	MAY 22 LEGISLATE SVC	2,500.00	
78216	05/23/22	1,458.64	003292	SLINGSHOT CONNECTIONS LLC		114455	TEMP W/E 5/8	1,458.64	
78217	05/23/22	9,640.74	001075	SOQUEL III ASSOCIATES	7	114416	JUN 22 RENT RESEARCH	9,640.74	
78218	05/23/22	9,826.77	002871	STATE ELECTRIC GENERATOR		114465	RPR RADIATOR 1200B	9,826.77	VOIDED
78218	05/23/22	-9,826.77	002871	STATE ELECTRIC GENERATOR		114465	RPR RADIATOR 1200B	-9,826.77	**VOID
78219	05/23/22	135.91	366	TENNANT COMPANY		114456	FLEET BLADE KIT	135.91	
78220	05/23/22	18,593.29	003285	THE AFTERMARKET PARTS CO LLC		114462	INVENTORY ORDER	413.76	
						114493	INVENTORY ORDER	16.49	
						114494	RPR VEH #2811	369.41	
						114495	RPR VEH #2811	222.85	
						114496	RPR VEH #2809	232.66	
						114497	RPR VEH #1611	544.76	
						114498	INVENTORY ORDER	1,120.05	
						114500	RPR VEH #1203	1,038.36	

CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 05/01/22 THRU 05/31/22

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						114501	INVENTORY ORDER	1,213.10	
						114502	INVENTORY ORDER	56.81	
						114503	RPR VEH #9810	1,442.58	
						114505	INVENTORY ORDER	251.08	
						114506	INVENTORY ORDER	130.30	
						114507	INVENTORY ORDER	2,807.81	
						114508	RPR VEH #9817	1,442.58	
						114510	RPR VEH #1206	291.01	
						114511	INVENTORY ORDER	834.86	
						114513	INVENTORY ORDER	471.58	
						114514	INVENTORY ORDER	834.86	
						114515	RPR VEH #1305	2,154.20	
						114517	VEH# 2214 PARTS	30.28	
						114520	VEH# 1301 PARTS	125.54	
						114521	INVENTORY ORDER	124.88	
						114522	INVENTORY ORDER	254.99	
						114523	INVENTORY ORDER	155.58	
						114524	INVENTORY ORDER	114.88	
						114525	VEH# 1610,1611,1612	340.99	
						114526	INVENTORY ORDER	620.66	
						114527	INVENTORY ORDER	986.57	
						114529	CREDIT INV 82665837	-50.19	
78221	05/23/22	2.07	166	THE HOSE SHOP, INC		114431	VEH# 1211 PARTS	2.07	
78222	05/23/22	634.81	001800	THERMO KING OF SALINAS, INC		114403	VEH# PC4019 RPRS	634.81	
78223	05/23/22	3,078.02	043	TROWBRIDGE ENTERPRISES		114379	STACKABLE CHAIRS	2,722.51	
						114392	OFFICE SUPPLIES	178.54	
						114410	OFFICE SUPPLIES	176.97	
78224	05/23/22	49.28	007	UNITED PARCEL SERVICE		114459	FREIGHT	49.28	
78225	05/23/22	1,138.21	434	VERIZON WIRELESS	0	114368	4/2-5/1 PARACRUZ	308.88	
						114406	4/2-5/1 PARACRUZ	714.39	
						114408	4/2-5/1 CS	50.94	
						114471	4/2-5/1 PAGERS MMF	64.00	
78226	05/30/22	100.84	003151	ABC BUS INC		114630	INVENTORY ORDER	100.84	
78227	05/30/22	114.97	003596	AMAZON CAPITAL SERVICES, INC.		114572	OFFICE SUPPLIES	114.97	
78228	05/30/22	39,250.00	497B	AMERICAN PUBLIC TRANSPORTATION		114576	7/1/22-6/30/23 MEM	39,250.00	
78229	05/30/22	1,015.49	001D	AT&T		114570	4/19-5/18 OCEAN LG	848.41	
						114571	4/19-5/18 DAVENPORT	167.08	
78230	05/30/22	87.39	003199	B & H FOTO & ELECTRONICS CORP		114577	MECHANICAL KEYBOARD	87.39	
78231	05/30/22	1,617.64	002802	BATTERY SYSTEMS INC.		114631	INVENTORY ORDER	1,617.64	
78232	05/30/22	990.90	001159	CATTO'S GRAPHICS, INC.		114568	3RD Q EMP REWARDS	990.90	
78233	05/30/22	21,273.78	001124	CLEAN ENERGY		114633	5/6 LNG CHARGES	10,089.53	
						114634	5/10 LNG CHARGES	11,184.25	
78234	05/30/22	214.78	003116	CUMMINS,INC		114584	INVENTORY ORDER	398.55	
						114585	VEH# 2811 REPAIRS	197.33	
						114586	INVENTORY ORDER	366.46	
						114587	CREDIT VEH#2811PARTS	-747.56	

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DATE: 05/01/22 THRU 05/31/22

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78235	05/30/22	2,099.63	003274	EAST BAY TIRE CO.		114588	REVENUE TIRES	218.24	
						114589	REVENUE TIRES	804.36	
						114590	NON REVENUE TIRES	124.62	
						114591	REVENUE TIRES	649.16	
						114592	REVENUE TIRES	303.25	
78236	05/30/22	1,288.00	003485	EMPLOYNET, INC		114581	TEMP W/E 5/15	1,288.00	
78237	05/30/22	856.33	432	EXPRESS SERVICES INC.		114632	TEMP W/E 5/1	856.33	
78238	05/30/22	73.02	001297	FASTENAL COMPANY INC		114593	INVENTORY ORDER	73.02	
78239	05/30/22	1,037.02	039	FEDEX OFFICE		114629	EMERGENCY MAP	647.86	
						114635	LAMINATED NOTICES	389.16	
78240	05/30/22	910.63	002962	FIS		114641	APR 22 MERCHANT FEES	910.63	
78241	05/30/22	17,917.46	002952	FLYERS ENERGY LLC		114594	5/1-5/15NON REV FUEL	3,745.89	
						114595	5/1-5/15 REV FUEL	14,171.57	
78242	05/30/22	430.28	001302	GARDA CL WEST, INC.		114574	MAY 22 SERVICES	430.28	
78243	05/30/22	899.88	647	GENFARE A DIV OF SPX CORP		114649	INVENTORY ORDER	899.88	
78244	05/30/22	2,755.08	117	GILLIG LLC		114596	VEH# 1612/1306 PARTS	1,560.20	
						114597	INVENTORY ORDER	904.70	
						114598	INVENTORY ORDER	2,912.18	
						114650	CREDIT INV# 40868344	-655.50	
						114651	CREDIT4233,2851,7097	-1,311.00	
						114652	CREDIT INV 40857679	-655.50	
78245	05/30/22	862.99	282	GRAINGER		114562	SAFETY SUPPLIES	154.76	
						114563	SOAP DISPENSER MMF	13.45	
						114564	ALUMINUM DOOR CLOSER	283.92	
						114565	CTR WHEEL/PAINT SUPP	71.89	
						114566	HALFMASK RESPIRATORS	248.05	
						114599	VEH# 2318 PARTS	16.12	
						114600	INVENTORY/SAFETY SUP	74.80	
78246	05/30/22	5,121.50	003106	GROUP 4 ARCHITECTURE, RESEARCH		114660	PROF SVC THRU 4/30	5,121.50	
78247	05/30/22	55.03	E984	HILL, CAYLA		114642	CABLE TIES	55.03	
78248	05/30/22	505.09	003230	JOBBERS EQUIPMENT WAREHOUSE		114648	DIAPHRAGM PUMP KITS	505.09	
78249	05/30/22	9,826.77	003552	JOHNSON & CODY ELECTRIC,INC.		114628	GENERATOR RADIATOR	9,826.77	
78250	05/30/22	1,302.78	003442	JOHNSON CONTROLS INC		114647	5/1-7/31 Q INSP MMF	1,302.78	
78251	05/30/22	857.53	1117	KELLEY'S SERVICE INC.		114601	INVENTORY ORDER	438.00	
						114602	INVENTORY ORDER	419.53	
78252	05/30/22	48,573.98	003017	MANSFIELD OIL CO OF GAINSVILLE		114603	4/28 DIESEL FUEL	22,880.20	
						114604	5/11 DIESEL FUEL	25,693.78	
78253	05/30/22	192.75	003391	MARK THOMAS & COMPANY INC		114640	1903 PAC ST PROJECT	192.75	
78254	05/30/22	4,369.32	001052	MID VALLEY SUPPLY INC.		114655	INVENTORY ORDER	167.81	
						114656	INVENTORY ORDER	42.61	
						114657	INVENTORY ORDER	4,158.90	
78255	05/30/22	566.12	041	MISSION UNIFORM		114560	TOWELS/MOPS/MATS MMF	41.75	
						114580	LAUNDRY/CUSTODIAL	26.02	
						114605	VMU/VSW UNIFORM SUPP	331.85	
						114606	FUEL ST TOWELS	156.00	
						114639	TOWELS/MATS PARACRUZ	10.50	

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
CHECK JOURNAL DETAIL BY CHECK NUMBER
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78256	05/30/22	2,700.72	004	NORTH BAY FORD LINC-MERCURY		114637	VEH#PC1708 LEAK RPR	1,443.50	
						114638	VEH PC 1713 REPAIRS	1,257.22	
78257	05/30/22	4,304.36	023	PACIFIC TRUCK PARTS, INC.		114653	INVENTORY ORDER	4,304.36	
78258	05/30/22	685.00	481	PIED PIPER EXTERMINATORS, INC.		114645	APR22 PEST SBF CREEK	255.00	
						114646	APR 22 PEST OPS PARK	212.50	
						114661	APR 22 PEST MMF	217.50	
78259	05/30/22	136.96	107A	PROBUILD COMPANY LLC		114558	BUS SHELTER BS 1806	39.80	
						114559	LIGHTING SBF	45.01	
						114567	LIGHTING/FIXTURES	15.52	
						114644	BETCO FASTDRAW PRO	36.63	
78260	05/30/22	4,071.65	001307	SANTA CRUZ STAFFING, LLC		114569	TEMP W/E 5/15	608.90	
						114578	TEMP W/E 5/15	1,788.75	
						114579	TEMP W/E 5/15	1,674.00	
78261	05/30/22	265.00	003631	SCHOOL BUS SAFETY COMPANY, INC		114636	OPERATOR STUDY GUIDE	265.00	
78262	05/30/22	495.46	002459	SCOTTS VALLEY WATER DISTRICT		114658	4/1-4/30 SVT	269.13	
						114659	4/1-4/30 SVT	226.33	
78263	05/30/22	1,458.64	003292	SLINGSHOT CONNECTIONS LLC		114583	TEMP W/E 5/15	1,458.64	
78264	05/30/22	337.46	003621	SPORTWORKS GLOBAL LLC		114654	INVENTORY ORDER	337.46	
78265	05/30/22	9,194.47	003285	THE AFTERMARKET PARTS CO LLC		114607	INVENTORY ORDER	2,632.33	
						114608	INVENTORY ORDER	127.49	
						114609	INVENTORY ORDER	245.50	
						114610	VEH# 2322 PARTS	1,121.01	
						114611	INVENTORY ORDER	254.99	
						114612	INVENTORY ORDER	59.96	
						114613	VEH# 2318 PARTS	311.17	
						114614	INVENTORY ORDER	8.98	
						114615	INVENTORY ORDER	60.26	
						114616	CREDIT INV# 82674166	-63.17	
						114617	INVENTORY ORDER	420.86	
						114618	INVENTORY ORDER	77.49	
						114619	INVENTORY ORDER	280.57	
						114620	INVENTORY ORDER	2,332.72	
						114621	INVENTORY ORDER	250.77	
						114622	VEH# 1611 PARTS	480.84	
						114623	VEH# 1611 PARTS	42.58	
						114624	VEH# 1611 PARTS	84.80	
						114625	INVENTORY ORDER	465.32	
78266	05/30/22	40.97	166	THE HOSE SHOP, INC		114561	VALVE LEVERS MMF	40.97	
78267	05/30/22	187.87	043	TROWBRIDGE ENTERPRISES		114573	OFFICE SUPPLIES	105.16	
						114626	OFFICE SUPPL FLEET	82.71	
78268	05/30/22	57.74	007	UNITED PARCEL SERVICE		114627	FREIGHT	57.74	
78269	05/30/22	2,223.40	E903	VALDIVIA, ROBERT		114575	TSI FUNDAMENTALS	2,223.40	
78270	05/30/22	3,724.98	434	VERIZON WIRELESS	0	114582	4/13-5/12 BUS WIFI	3,724.98	
78271	05/30/22	100.50	003544	ZOOM VIDEO COMMUNICATIONS,INC		114643	ZOOM ROOM LIC RENEW	100.50	
78272	05/26/22	124,102.60	003625	SELF INSURED SERVICES COMPANY		114662	APR 22 DENTAL	34,162.80	
						114663	APR 22 VSP	7,852.50	

DATE: 05/01/22 THRU 05/31/22

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						114664	MAY 22 DENTAL	33,810.30	
						114665	MAY 22 VSP	7,740.00	
						114666	JUNE 22 DENTAL	32,977.00	
						114667	JUNE 22 VSP	7,560.00	
78273	05/26/22	83.21	M148	ABACHERLI, ARLETTE		9005533	MEDICAL SUPPLIMENTAL	83.21	
78274	05/26/22	19.10	M149	ADAMS, ELLEN		9005534	MEDICAL SUPPLEMENTAL	19.10	
78275	05/26/22	15.13	M381	AGUIRRE, CIRO		9005741	MEDICAL SUPPLEMENTAL	15.13	
78276	05/26/22	145.08	M382	AITKEN, ANGELA		9005742	MEDICAL SUPPLEMENTAL	145.08	
78277	05/26/22	14.73	M150	ALLEN, ROBERT		9005535	MEDICAL SUPPLIMENTAL	14.73	
78278	05/26/22	19.10	M333	ANDERSON, WILLIAM		9005699	MEDICAL SUPPLIMENTAL	19.10	
78279	05/26/22	36.02	M151	ANDRADE, GERALD		9005536	MEDICAL SUPPLIMENTAL	36.02	
78280	05/26/22	19.10	M334	ANDRADE, OSCAR		9005700	MEDICAL SUPPLIMENTAL	19.10	
78281	05/26/22	18.01	M152	ANN, DORICE		9005537	MEDICAL SUPPLIMENTAL	18.01	
78282	05/26/22	14.73	M153	ARCHIBEQUE, ELEANOR		9005538	MEDICAL SUPPLIMENTAL	14.73	
78283	05/26/22	38.19	M154	ARCHIBEQUE, JUANITA		9005539	MEDICAL SUPPLIMENTAL	38.19	
78284	05/26/22	38.19	M155	ASPESI, JOHN		9005540	MEDICAL SUPPLIMENTAL	38.19	
78285	05/26/22	19.10	M383	AVILES, PATRICIA		9005743	MEDICAL SUPPLEMENTAL	19.10	
78286	05/26/22	38.19	M156	BAILEY, EDWIN		9005541	MEDICAL SUPPLIMENTAL	38.19	
78287	05/26/22	36.02	M158	BAN, MARK		9005542	MEDICAL SUPPLIMENTAL	36.02	
78288	05/26/22	137.41	M159	BARNES, SCOTT		9005543	MEDICAL SUPPLIMENTAL	137.41	
78289	05/26/22	14.73	M335	BARRY, BARTHOLOMEW		9005701	MEDICAL SUPPLIMENTAL	14.73	
78290	05/26/22	19.10	M336	BARTZ, GLENN		9005702	MEDICAL SUPPLIMENTAL	19.10	
78291	05/26/22	19.10	M160	BASS, BETTY		9005544	MEDICAL SUPPLIMENTAL	19.10	
78292	05/26/22	88.22	M161	BAUER, FRANK		9005545	MEDICAL SUPPLIMENTAL	88.22	
78293	05/26/22	14.73	M162	BLAIR, GARY		9005546	MEDICAL SUPPLIMENTAL	14.73	
78294	05/26/22	19.10	M164	BLAKE, GENEVA		9005547	MEDICAL SUPPLIMENTAL	19.10	
78295	05/26/22	38.19	M165	BLIGHT, KAREN		9005548	MEDICAL SUPPLIMENTAL	38.19	
78296	05/26/22	52.85	M166	BOOTON, EMMA		9005549	MEDICAL SUPPLIMENTAL	52.85	
78297	05/26/22	38.19	M167	BOYD, MICHAEL		9005550	MEDICAL SUPPLIMENTAL	38.19	
78298	05/26/22	14.73	M169	BREGANTE, BATTISTA		9005551	MEDICAL SUPPLIMENTAL	14.73	
78299	05/26/22	19.10	M337	BRONDSTATTER, CHERYL		9005703	MEDICAL SUPPLIMENTAL	19.10	
78300	05/26/22	38.19	M384	BRONDSTATTER, WALLACE		9005744	MEDICAL SUPPLEMENTAL	38.19	
78301	05/26/22	71.95	M170	BROWN, ERNEST		9005552	MEDICAL SUPPLIMENTAL	71.95	
78302	05/26/22	71.95	M171	BROWN, KENNETH		9005553	MEDICAL SUPPLIMENTAL	71.95	
78303	05/26/22	19.10	M338	BRYANT, KATHLEEN		9005704	MEDICAL SUPPLIMENTAL	19.10	
78304	05/26/22	19.10	M172	BURKET, JANET		9005554	MEDICAL SUPPLIMENTAL	19.10	
78305	05/26/22	84.77	M385	BUSH, DEBBIE		9005745	MEDICAL SUPPLEMENTAL	84.77	
78306	05/26/22	14.73	M173	BYTHEWAY, MARY		9005555	MEDICAL SUPPLIMENTAL	14.73	
78307	05/26/22	30.25	M339	CANALES, DONNA		9005705	MEDICAL SUPPLIMENTAL	30.25	
78308	05/26/22	83.21	M174	CAPELLA, KATHLEEN		9005556	MEDICAL SUPPLIMENTAL	83.21	
78309	05/26/22	14.73	M175	CARLSON, MERRYL		9005557	MEDICAL SUPPLIMENTAL	14.73	
78310	05/26/22	19.10	M176	CARR, DALE		9005558	MEDICAL SUPPLIMENTAL	19.10	
78311	05/26/22	14.73	M177	CASANEGA, RICHARD		9005559	MEDICAL SUPPLIMENTAL	14.73	
78312	05/26/22	34.72	M178	CAVATAIO, PASQUALE		9005560	MEDICAL SUPPLIMENTAL	34.72	
78313	05/26/22	14.73	M340	CENTER, DOUGLAS		9005706	MEDICAL SUPPLIMENTAL	14.73	
78314	05/26/22	14.73	M179	CERVANTES, GLORIA		9005561	MEDICAL SUPPLIMENTAL	14.73	

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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78315	05/26/22	14.73	M386	CHANDLEY, PAUL		9005746	MEDICAL SUPPLEMENTAL	14.73	
78316	05/26/22	14.73	M341	CHAVARRIA, JOHNNY		9005707	MEDICAL SUPPLIMENTAL	14.73	
78317	05/26/22	21.61	M420	CHAVEZ, JESSE		9005777	MEDICAL SUPPLEMENTAL	21.61	
78318	05/26/22	38.19	M342	CILIBERTO, ANTHONY		9005708	MEDICAL SUPPLIMENTAL	38.19	
78319	05/26/22	19.10	M343	CLARKE, PATRICIA		9005709	MEDICAL SUPPLIMENTAL	19.10	
78320	05/26/22	14.73	M180	CLAYTON, MICHAEL		9005562	MEDICAL SUPPLIMENTAL	14.73	
78321	05/26/22	25.19	M344	CODD, FREDERICK		9005710	MEDICAL SUPPLIMENTAL	25.19	
78322	05/26/22	84.77	M181	COLWELL, ARLAN		9005563	MEDICAL SUPPLIMENTAL	84.77	
78323	05/26/22	19.10	M345	CONKLIN, CAROLYN		9005711	MEDICAL SUPPLEMENTAL	19.10	
78324	05/26/22	19.10	M182	CONTRERAS-NAVARRO, FRANCISCO		9005564	MEDICAL SUPPLIMENTAL	19.10	
78325	05/26/22	42.39	M183	COON, RICHARD		9005565	MEDICAL SUPPLIMENTAL	42.39	
78326	05/26/22	38.19	M387	COTTER, ROBERT		9005747	MEDICAL SUPPLEMENTAL	38.19	
78327	05/26/22	19.10	M346	COUSINS, DOROTHY		9005712	MEDICAL SUPPLIMENTAL	19.10	
78328	05/26/22	45.01	M185	COWELL, RICHARD		9005566	MEDICAL SUPPLIMENTAL	45.01	
78329	05/26/22	19.10	M186	CRAMBLETT, LAWRENCE		9005567	MEDICAL SUPPLIMENTAL	19.10	
78330	05/26/22	42.39	M376	CRANDELL, DANA		9005738	MEDICAL SUPPLEMENTAL	42.39	
78331	05/26/22	19.10	M187	CRAWFORD, FLOYD		9005568	MEDICAL SUPPLIMENTAL	19.10	
78332	05/26/22	19.10	M348	CRAWFORD, TERRI		9005713	MEDICAL SUPPLIMENTAL	19.10	
78333	05/26/22	19.10	M188	CRUISE, RICHARD		9005569	MEDICAL SUPPLIMENTAL	19.10	
78334	05/26/22	38.19	M190	CRUTCH, SHELTON		9005570	MEDICAL SUPPLIMENTAL	38.19	
78335	05/26/22	14.73	M349	CUMMINGS, CYNTHIA		9005714	MEDICAL SUPPLIMENTAL	14.73	
78336	05/26/22	36.02	M191	CUMMINGS, PATRICIA		9005571	MEDICAL SUPPLIMENTAL	36.02	
78337	05/26/22	38.19	M192	CUMMINS, MAJOR		9005572	MEDICAL SUPPLIMENTAL	38.19	
78338	05/26/22	52.85	M193	DAKIWAG, FRED		9005573	MEDICAL SUPPLIMENTAL	52.85	
78339	05/26/22	52.85	M194	DANIEL, REBECCA		9005574	MEDICAL SUPPLIMENTAL	52.85	
78340	05/26/22	36.02	M195	DAVIDOSKI, PATTI		9005575	MEDICAL SUPPLIMENTAL	36.02	
78341	05/26/22	14.73	M196	DAVILLA, ANA		9005576	MEDICAL SUPPLIMENTAL	14.73	
78342	05/26/22	19.10	M351	DEAN, RONALD		9005715	MEDICAL SUPPLIMENTAL	19.10	
78343	05/26/22	14.73	M373	DEL PO, CAROLYN		9005735	RETIREE SUPPLEMENTAL	14.73	
78344	05/26/22	45.01	M197	DEVIVO, WILLIAM		9005577	MEDICAL SUPPLIMENTAL	45.01	
78345	05/26/22	29.46	M198	DOBBS, GLENN		9005578	MEDICAL SUPPLIMENTAL	29.46	
78346	05/26/22	19.10	M389	DORFMAN, IRIS		9005748	MEDICAL SUPPLEMENTAL	19.10	
78347	05/26/22	87.05	M421	DOVE, WILLIAM		9005778	MEDICAL SUPPLEMENTAL	87.05	
78348	05/26/22	14.73	M199	DRAKE, JUDITH		9005579	MEDICAL SUPPLIMENTAL	14.73	
78349	05/26/22	14.73	M200	ELIA, LARRY		9005580	MEDICAL SUPPLIMENTAL	14.73	
78350	05/26/22	38.19	M390	EMERSON, WILLIAM		9005749	MEDICAL SUPPLEMENTAL	38.19	
78351	05/26/22	38.19	M201	ESCARCEGA, MIGUEL		9005581	MEDICAL SUPPLIMENTAL	38.19	
78352	05/26/22	42.85	M202	FALLAU, NICHOLAS		9005582	MEDICAL SUPPLIMENTAL	42.85	
78353	05/26/22	19.10	M391	FENN, MARILYN		9005750	MEDICAL SUPPLEMENTAL	19.10	
78354	05/26/22	15.13	M203	FLAGG, PAULA		9005583	MEDICAL SUPPLIMENTAL	15.13	
78355	05/26/22	17.66	M393	FLORES, JUAN		9005751	MEDICAL SUPPLEMENTAL	17.66	
78356	05/26/22	14.73	M352	FLOREZ, ROSIE		9005716	MEDICAL SUPPLIMENTAL	14.73	
78357	05/26/22	30.25	M394	FRANCIS, RUFUS		9005752	MEDICAL SUPPLEMENTAL	30.25	
78358	05/26/22	19.10	M204	FREEMAN, MARY		9005584	MEDICAL SUPPLEMENTAL	19.10	
78359	05/26/22	52.85	M205	GABRIEL, RICHARD		9005585	MEDICAL SUPPLIMENTAL	52.85	
78360	05/26/22	14.78	M354	GABRIELE, BERNARD		9005717	MEDICAL SUPPLIMENTAL	14.78	

CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 05/01/22 THRU 05/31/22

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
78361	05/26/22	14.78	M355	GABRIELE, CATHLEEN		9005718	MEDICAL SUPPLIMENTAL	14.78	
78362	05/26/22	38.19	M395	GALE, TERRY		9005753	MEDICAL SUPPLEMENTAL	38.19	
78363	05/26/22	14.73	M396	GALLOWAY, SCOTT		9005754	MEDICAL SUPPLEMENTAL	14.73	
78364	05/26/22	14.73	M206	GARBEZ, LINDA		9005586	MEDICAL SUPPLIMENTAL	14.73	
78365	05/26/22	14.73	M207	GARBEZ, MANNY		9005587	MEDICAL SUPPLIMENTAL	14.73	
78366	05/26/22	42.39	M208	GARCIA, DANIEL		9005588	MEDICAL SUPPLIMENTAL	42.39	
78367	05/26/22	14.73	M209	GARCIA, HELEN		9005589	MEDICAL SUPPLIMENTAL	14.73	
78368	05/26/22	88.22	M210	GARCIA, SAMUEL		9005590	MEDICAL SUPPLIMENTAL	88.22	
78369	05/26/22	14.73	M211	GOSE, JOHN		9005591	MEDICAL SUPPLIMENTAL	14.73	
78370	05/26/22	55.80	M041	GOUVEIA, ROBERT	0	9005531	MEDICAL SUPPLIMENTAL	55.80	
78371	05/26/22	83.21	M213	GRANADOS-BOYCE, MARIA		9005592	MEDICAL SUPPLIMENTAL	83.21	
78372	05/26/22	14.73	M214	GROBMAN, BRUCE		9005593	MEDICAL SUPPLIMENTAL	14.73	
78373	05/26/22	29.46	M215	GROSJEAN, DOUGLAS		9005594	MEDICAL SUPPLIMENTAL	29.46	
78374	05/26/22	14.73	M216	HALL, SHIRLEY		9005595	MEDICAL SUPPLIMENTAL	14.73	
78375	05/26/22	14.73	M217	HAMM, CAROLYN		9005596	MEDICAL SUPPLIMENTAL	14.73	
78376	05/26/22	19.10	M218	HAMMER, ALLYNE		9005597	MEDICAL SUPPLIMENTAL	19.10	
78377	05/26/22	33.48	M422	HERNANDEZ, ALICIA		9005779	MEDICAL SUPPLEMENTAL	33.48	
78378	05/26/22	36.02	M219	HERNANDEZ, JUAN		9005598	MEDICAL SUPPLIMENTAL	36.02	
78379	05/26/22	14.73	M220	HERNANDEZ, MARGARITO		9005599	MEDICAL SUPPLIMENTAL	14.73	
78380	05/26/22	45.01	M221	HERSHEY, ANDREA		9005600	MEDICAL SUPPLIMENTAL	45.01	
78381	05/26/22	19.10	M397	HETH, KATHRYN		9005755	MEDICAL SUPPLEMENTAL	19.10	
78382	05/26/22	19.10	M398	HICKLIN, LUCILLE		9005756	MEDICAL SUPPLEMENTAL	19.10	
78383	05/26/22	19.10	M222	HILL, ANDREW		9005601	MEDICAL SUPPLIMENTAL	19.10	
78384	05/26/22	103.66	M380	HILTNER, THOMAS		9005740	MEDICAL SUPPLEMENTAL	103.66	
78385	05/26/22	14.73	M223	HINDIN, LENORE		9005602	MEDICAL SUPPLIMENTAL	14.73	
78386	05/26/22	38.19	M224	HOBBS, JAMES		9005603	MEDICAL SUPPLIMENTAL	38.19	
78387	05/26/22	61.48	M225	HOLCOMB, MICHAEL		9005604	MEDICAL SUPPLIMENTAL	61.48	
78388	05/26/22	86.91	M226	HOLODNICK, JAMES		9005605	MEDICAL SUPPLIMENTAL	86.91	
78389	05/26/22	19.10	M356	HOWARD, CAROL		9005719	MEDICAL SUPPLIMENTAL	19.10	
78390	05/26/22	71.95	M228	HOWARD, WARD		9005606	MEDICAL SUPPLIMENTAL	71.95	
78391	05/26/22	38.19	M229	HYMAN, JOE		9005607	MEDICAL SUPPLIMENTAL	38.19	
78392	05/26/22	54.03	M230	JACINTO, FRANK		9005608	MEDICAL SUPPLEMENTAL	54.03	
78393	05/26/22	19.10	M231	JAHNKE, EILEEN		9005609	MEDICAL SUPPLIMENTAL	19.10	
78394	05/26/22	29.46	M232	JENSEN, MERAL		9005610	MEDICAL SUPPLIMENTAL	29.46	
78395	05/26/22	14.73	M357	JUSSEL, PETE		9005720	MEDICAL SUPPLIMENTAL	14.73	
78396	05/26/22	38.19	M233	KALE, RICKEY		9005611	MEDICAL SUPPLIMENTAL	38.19	
78397	05/26/22	14.73	M235	KELLY, ELOISE		9005612	MEDICAL SUPPLIMENTAL	14.73	
78398	05/26/22	50.43	M399	KONNO, DAVID		9005757	MEDICAL SUPPLEMENTAL	50.43	
78399	05/26/22	38.19	M236	KORBA, PATRICIA		9005613	MEDICAL SUPPLIMENTAL	38.19	
78400	05/26/22	8.84	M423	LAM, JAMES		9005780	MEDICAL SUPPLEMENTAL	8.84	
78401	05/26/22	19.10	M237	LANTHIER, BURT		9005614	MEDICAL SUPPLIMENTAL	19.10	
78402	05/26/22	19.10	M238	LAWHON, JACK		9005615	MEDICAL SUPPLIMENTAL	19.10	
78403	05/26/22	19.10	M239	LAWSON, LOIS		9005616	MEDICAL SUPPLIMENTAL	19.10	
78404	05/26/22	71.95	M240	LEE, HENRY		9005617	MEDICAL SUPPLIMENTAL	71.95	
78405	05/26/22	19.10	M241	LEFFLER, JEAN		9005618	MEDICAL SUPPLIMENTAL	19.10	
78406	05/26/22	85.71	M242	LEGORRETA, PETE		9005619	MEDICAL SUPPLIMENTAL	85.71	

Attachment A

CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 05/01/22 THRU 05/31/22

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
78407	05/26/22	19.10	M243	LOGIUDICE, FRED		9005620	MEDICAL SUPPLIMENTAL	19.10	
78408	05/26/22	38.19	M244	LONGNECKER, LLOYD		9005621	MEDICAL SUPPLIMENTAL	38.19	
78409	05/26/22	71.95	M379	LORENZANO, JAMES		9005739	MEDICAL SUPPLEMENTAL	71.95	
78410	05/26/22	14.73	M245	LUCIER,MARILYN		9005622	MEDICAL SUPPLIMENTAL	14.73	
78411	05/26/22	38.19	M246	LYNCH, GLENN		9005623	MEDICAL SUPPLIMENTAL	38.19	
78412	05/26/22	14.73	M400	MACHADO, MARGARET		9005758	MEDICAL SUPPLEMENTAL	14.73	
78413	05/26/22	18.01	M248	MALPHRUS, BRENDA		9005624	MEDICAL SUPPLIMENTAL	18.01	
78414	05/26/22	42.39	M249	MARCUS, STEVEN		9005625	MEDICAL SUPPLIMENTAL	42.39	
78415	05/26/22	38.19	M250	MARTIN, DAWN		9005626	MEDICAL SUPPLIMENTAL	38.19	
78416	05/26/22	122.33	M251	MARTINEZ, MANUEL		9005627	MEDICAL SUPPLIMENTAL	122.33	
78417	05/26/22	36.02	M252	MARTINEZ, MARK		9005628	MEDICAL SUPPLIMENTAL	36.02	
78418	05/26/22	35.06	M254	MCDONALD, JANIE		9005629	MEDICAL SUPPLIMENTAL	35.06	
78419	05/26/22	14.73	M255	MCDONALD, KEVIN		9005630	MEDICAL SUPPLIMENTAL	14.73	
78420	05/26/22	19.10	M358	MCFADDEN, IAN		9005721	MEDICAL SUPPLIMENTAL	19.10	
78421	05/26/22	29.46	M359	MCGINNIS, POLLY		9005722	MEDICAL SUPPLIMENTAL	29.46	
78422	05/26/22	38.19	M374	MCHALE, BRIAN		9005736	MEDICAL SUPPLEMENTAL	38.19	
78423	05/26/22	19.10	M360	MEJIA, INDELISA		9005723	MEDICAL SUPPLIMENTAL	19.10	
78424	05/26/22	14.73	M361	MELLON, JOHN		9005724	MEDICAL SUPPLIMENTAL	14.73	
78425	05/26/22	14.73	M256	MESECK, MARGARITA		9005631	MEDICAL SUPPLIMENTAL	14.73	
78426	05/26/22	14.73	M362	MILLER, FOREST		9005725	MEDICAL SUPPLIMENTAL	14.73	
78427	05/26/22	50.79	M257	MILLER, MARY		9005632	MEDICAL SUPPLIMENTAL	50.79	
78428	05/26/22	83.21	M401	MOREAU, DAVID		9005759	MEDICAL SUPPLEMENTAL	83.21	
78429	05/26/22	19.10	M261	MORGAN, JEANETTE		9005633	MEDICAL SUPPLIMENTAL	19.10	
78430	05/26/22	36.02	M262	MORR, BONNIE		9005634	MEDICAL SUPPLIMENTAL	36.02	
78431	05/26/22	103.66	M263	MULLIS, MICHAEL		9005635	MEDICAL SUPPLIMENTAL	103.66	
78432	05/26/22	19.10	M264	MUNGIOLI, LARRY		9005636	MEDICAL SUPPLIMENTAL	19.10	
78433	05/26/22	29.46	M265	MUNGUIA, GUSTAVO		9005637	MEDICAL SUPPLIMENTAL	29.46	
78434	05/26/22	52.85	M402	NABOR, GLEN		9005760	MEDICAL SUPPLEMENTAL	52.85	
78435	05/26/22	8.84	M424	NANCE, RAMONA		9005781	MEDICAL SUPPLEMENTAL	8.84	
78436	05/26/22	19.10	M266	NAUKKARINEN, JUKKA		9005638	MEDICAL SUPPLIMENTAL	19.10	
78437	05/26/22	14.73	M267	NELSON, EDWARD		9005639	MEDICAL SUPPLIMENTAL	14.73	
78438	05/26/22	38.19	M268	NELSON, RICHARD		9005640	MEDICAL SUPPLIMENTAL	38.19	
78439	05/26/22	29.46	M269	NIETO, MANUEL		9005641	MEDICAL SUPPLIMENTAL	29.46	
78440	05/26/22	105.70	M270	NJAA, N		9005642	MEDICAL SUPPLIMENTAL	105.70	
78441	05/26/22	83.21	M271	NORTH, JEFFREY		9005643	MEDICAL SUPPLIMENTAL	83.21	
78442	05/26/22	56.95	M272	NORTHON, M		9005644	MEDICAL SUPPLIMENTAL	56.95	
78443	05/26/22	38.19	M273	O'DONNELL, SHAWN		9005645	MEDICAL SUPPLIMENTAL	38.19	
78444	05/26/22	19.10	M274	O'HAGIN, JUSTINA		9005646	MEDICAL SUPPLIMENTAL	19.10	
78445	05/26/22	19.10	M277	O'MARA, KATHLEEN		9005648	MEDICAL SUPPLIMENTAL	19.10	
78446	05/26/22	38.19	M275	OJEDA, ROBERTO		9005647	MEDICAL SUPPLIMENTAL	38.19	
78447	05/26/22	19.10	M278	ORTEGA, MANUELA		9005649	MEDICAL SUPPLIMENTAL	19.10	
78448	05/26/22	83.21	M279	OWENS, ROLAND		9005650	MEDICAL SUPPLIMENTAL	83.21	
78449	05/26/22	19.10	M280	PARHAM, WALLACE		9005651	MEDICAL SUPPLIMENTAL	19.10	
78450	05/26/22	61.48	M403	PAULSON, STEVEN		9005761	MEDICAL SUPPLEMENTAL	61.48	
78451	05/26/22	38.19	M281	PENDRAGON, LINDA		9005652	MEDICAL SUPPLIMENTAL	38.19	
78452	05/26/22	29.46	M282	PEREZ, ANTONIO		9005653	MEDICAL SUPPLIMENTAL	29.46	

CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 05/01/22 THRU 05/31/22

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
78453	05/26/22	55.80	M109	PEREZ, CHERYL		9005532	MEDICAL SUPPLIMENTAL	55.80	
78454	05/26/22	19.10	M284	PETERS, TERRIE		9005654	MEDICAL SUPPLIMENTAL	19.10	
78455	05/26/22	14.73	M285	PHILLIPS, THOMAS		9005655	MEDICAL SUPPLIMENTAL	14.73	
78456	05/26/22	14.73	M404	PHILLIPS, TYRONE		9005762	MEDICAL SUPPLEMENTAL	14.73	
78457	05/26/22	14.73	M286	PICARELLA, FRANCIS		9005656	MEDICAL SUPPLIMENTAL	14.73	
78458	05/26/22	57.98	M287	POLANCO, JOSE		9005657	MEDICAL SUPPLIMENTAL	57.98	
78459	05/26/22	42.39	M288	PONS, JUAN		9005658	MEDICAL SUPPLIMENTAL	42.39	
78460	05/26/22	14.73	M363	PRECIADO, MARY LOU		9005726	MEDICAL SUPPLIMENTAL	14.73	
78461	05/26/22	38.19	M290	PRICE, HARRY		9005659	MEDICAL SUPPLIMENTAL	38.19	
78462	05/26/22	19.10	M291	PRINCE, DEBRA		9005660	MEDICAL SUPPLIMENTAL	19.10	
78463	05/26/22	83.21	M292	PRINCE, PETER		9005661	MEDICAL SUPPLIMENTAL	83.21	
78464	05/26/22	38.19	M293	PRUDDEN, RICHARD		9005662	MEDICAL SUPPLIMENTAL	38.19	
78465	05/26/22	38.19	M418	PYE, GINA		9005776	MEDICAL SUPPLEMENTAL	38.19	
78466	05/26/22	19.10	M294	RACKLEY, BOBBIE		9005663	MEDICAL SUPPLIMENTAL	19.10	
78467	05/26/22	15.13	M295	RAMIREZ, MANUEL		9005664	MEDICAL SUPPLIMENTAL	15.13	
78468	05/26/22	110.20	M296	RAMOS, ROSALIO		9005665	MEDICAL SUPPLIMENTAL	110.20	
78469	05/26/22	14.73	M364	READ, TIMON		9005727	MEDICAL SUPPLIMENTAL	14.73	
78470	05/26/22	36.02	M297	REGAN, MICHAEL		9005666	MEDICAL SUPPLEMENTAL	36.02	
78471	05/26/22	38.19	M298	RHODES, BRUCE		9005667	MEDICAL SUPPLIMENTAL	38.19	
78472	05/26/22	18.01	M299	ROCHA, SHERRI		9005668	MEDICAL SUPPLEMENTAL	18.01	
78473	05/26/22	19.10	M300	RODGERS,MARILYN		9005669	MEDICAL SUPPLIMENTAL	19.10	
78474	05/26/22	19.10	M365	ROGERS, SYLVIA		9005728	MEDICAL SUPPLIMENTAL	19.10	
78475	05/26/22	19.10	M405	ROSS, ELISABETH		9005763	MEDICAL SUPPLEMENTAL	19.10	
78476	05/26/22	19.10	M406	ROSS, EMERY		9005764	MEDICAL SUPPLEMENTAL	19.10	
78477	05/26/22	36.02	M301	ROSSI, DENISE		9005670	MEDICAL SUPPLIMENTAL	36.02	
78478	05/26/22	52.85	M302	ROWE, RUBY		9005671	MEDICAL SUPPLIMENTAL	52.85	
78479	05/26/22	19.10	M303	ROY, ARLEN		9005672	MEDICAL SUPPLIMENTAL	19.10	
78480	05/26/22	83.21	M304	RUIZ, ESTEVAN		9005673	MEDICAL SUPPLIMENTAL	83.21	
78481	05/26/22	34.72	M305	RYLANDER, REED		9005674	MEDICAL SUPPLIMENTAL	34.72	
78482	05/26/22	36.02	M306	SALGUEIRO, MICHAEL		9005675	MEDICAL SUPPLIMENTAL	36.02	
78483	05/26/22	71.95	M407	SANCHEZ, ASCENCION		9005765	MEDICAL SUPPLEMENTAL	71.95	
78484	05/26/22	19.10	M366	SANDOVAL, ANGEL		9005729	MEDICAL SUPPLIMENTAL	19.10	
78485	05/26/22	101.58	M307	SCARGILL, RAYMOND		9005676	MEDICAL SUPPLIMENTAL	101.58	
78486	05/26/22	29.46	M408	SCHRAEDER, PAUL		9005766	MEDICAL SUPPLEMENTAL	29.46	
78487	05/26/22	19.10	M308	SCILLA, JOSEPH		9005677	MEDICAL SUPPLIMENTAL	19.10	
78488	05/26/22	83.21	M309	SERRATO, JUAN		9005678	MEDICAL SUPPLIMENTAL	83.21	
78489	05/26/22	14.73	M367	SILVA, EDWARDO		9005730	MEDICAL SUPPLIMENTAL	14.73	
78490	05/26/22	99.27	M409	SLATER, ROBYN		9005767	MEDICAL SUPPLEMENTAL	99.27	
78491	05/26/22	14.73	M310	SLOAN, SUZANNE		9005679	MEDICAL SUPPLIMENTAL	14.73	
78492	05/26/22	44.11	M311	SMITH, DONNA		9005680	MEDICAL SUPPLIMENTAL	44.11	
78493	05/26/22	18.01	M410	STARKEY, THOMAS		9005768	MEDICAL SUPPLEMENTAL	18.01	
78494	05/26/22	29.46	M411	STICKEL, THOMAS		9005769	MEDICAL SUPPLEMENTAL	29.46	
78495	05/26/22	38.19	M368	STRICKLAND, JAMES		9005731	MEDICAL SUPPLIMENTAL	38.19	
78496	05/26/22	8.84	M425	SWAIN, LAWRENCE		9005782	MEDICAL SUPPLEMENTAL	8.84	
78497	05/26/22	29.46	M369	SWART, RANDY		9005732	MEDICAL SUPPLIMENTAL	29.46	
78498	05/26/22	68.01	M412	SYREN, LESLYN		9005770	MEDICAL SUPPLEMENTAL	68.01	

Attachment A

CHECK JOURNAL DETAIL BY CHECK NUMBER
ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 05/01/22 THRU 05/31/22

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
78499	05/26/22	14.73	M370	TAYLOR, THOMAS		9005733	MEDICAL SUPPLIMENTAL	14.73	
78500	05/26/22	38.19	M313	THOMAS, RUSSELL		9005681	MEDICAL SUPPLIMENTAL	38.19	
78501	05/26/22	75.14	M314	TICHENOR, KENNETH		9005682	MEDICAL SUPPLIMENTAL	75.14	
78502	05/26/22	14.73	M315	TOLINE, DONALD		9005683	MEDICAL SUPPLIMENTAL	14.73	
78503	05/26/22	19.10	M316	TOVAR, SERENA		9005684	MEDICAL SUPPLIMENTAL	19.10	
78504	05/26/22	18.01	M317	TRENT, VICKI		9005685	MEDICAL SUPPLIMENTAL	18.01	
78505	05/26/22	8.84	M426	TRINIDAD, AURORA		9005783	MEDICAL SUPPLEMENTAL	8.84	
78506	05/26/22	71.95	M318	TUTTLE CALLIS, CHERI		9005686	MEDICAL SUPPLIMENTAL	71.95	
78507	05/26/22	36.02	M319	VALDEZ, JOSE		9005687	MEDICAL SUPPLIMENTAL	36.02	
78508	05/26/22	103.66	M320	VAN DE VEER, JOHN		9005688	MEDICAL SUPPLIMENTAL	103.66	
78509	05/26/22	42.39	M321	VAN DYKE, CURTIS		9005689	MEDICAL SUPPLIMENTAL	42.39	
78510	05/26/22	38.19	M413	VANDERZANDE, ED		9005771	MEDICAL SUPPLEMENTAL	38.19	
78511	05/26/22	19.10	M375	VEST, SHELLY		9005737	MEDICAL SUPPLEMENTAL	19.10	
78512	05/26/22	19.10	M323	VONWAL, YVETTE		9005690	MEDICAL SUPPLIMENTAL	19.10	
78513	05/26/22	17.36	M324	WADSWORTH, RITA		9005691	MEDICAL SUPPLIMENTAL	17.36	
78514	05/26/22	29.46	M325	WALTER, KEVIN		9005692	MEDICAL SUPPLIMENTAL	29.46	
78515	05/26/22	55.80	M414	WARNOCK, APRIL		9005772	MEDICAL SUPPLEMENTAL	55.80	
78516	05/26/22	19.10	M415	WHITE, LESLIE		9005773	MEDICAL SUPPLEMENTAL	19.10	
78517	05/26/22	38.19	M326	WHITNEY, LUCERE		9005693	MEDICAL SUPPLIMENTAL	38.19	
78518	05/26/22	145.08	M416	WILLIS, GREGORY		9005774	MEDICAL SUPPLEMENTAL	145.08	
78519	05/26/22	38.19	M372	WILSON, BONNIE		9005734	MEDICAL SUPPLIMENTAL	38.19	
78520	05/26/22	83.21	M328	WOODBRIDGE, ELIZABETH		9005694	MEDICAL SUPPLIMENTAL	83.21	
78521	05/26/22	50.79	M329	WU, PETER		9005695	MEDICAL SUPPLIMENTAL	50.79	
78522	05/26/22	19.10	M417	WYANT, JUDI		9005775	MEDICAL SUPPLEMENTAL	19.10	
78523	05/26/22	14.73	M330	YAGI, RANDY		9005696	MEDICAL SUPPLIMENTAL	14.73	
78524	05/26/22	19.10	M331	YANCY, TERRY		9005697	MEDICAL SUPPLIMENTAL	19.10	
78525	05/26/22	42.85	M332	ZENKER, JEFFREY		9005698	MEDICAL SUPPLIMENTAL	42.85	
78526	05/31/22	2,959.66	003599	NOTT-PEREZ, DAWN		114668	JUN22 SURVIVOR COBRA	2,959.66	
TOTAL		1,513,625.62		ACCOUNTS PAYABLE			TOTAL CHECKS 799	1,513,625.62	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
FINANCE, BUDGET, AND AUDIT STANDING COMMITTEE MEETING MINUTES*
MAY 13, 2022 – 8:00 AM

MEETING HELD VIA TELECONFERENCE

A regular meeting of the Finance, Budget, and Audit Standing Committee of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, May 13, 2022, via teleconference.

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

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1 **CALLED TO ORDER** by Director Lind at 8:03 AM.

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

Director Shebreh Kalantari-Johnson	**City of Santa Cruz**
Director Manu Koenig	**County of Santa Cruz**
Director Donna Lind	**City of Scotts Valley**
Director Mike Rotkin	**County of Santa Cruz**
Michael Tree	METRO CEO/General Manager
Julie Sherman	METRO General Counsel

3 **ORAL AND WRITTEN COMMUNICATIONS TO THE FINANCE, BUDGET AND AUDIT STANDING COMMITTEE**
Hearing none, Director Lind moved to the next agenda item.

4 **ADDITIONS OR DELETIONS FROM AGENDA/ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**
Having none, Director Lind moved to the next agenda item.

5 **KEY PERFORMANCE INDICATORS (KPI) REPORT FOR 3RD QUARTER THROUGH MARCH 31, 2022**
Kristina Mihaylova, Deputy Finance Director, spoke to the presentation providing targets, average numbers, trends, and National Transit Database (NTD) peer data. She began with METRO's financial performance.

John Urgo, Planning and Development Director, reviewed the ridership statistics. Director Kalantari-Johnson expressed concern over the Hwy. 17 ridership levels and asked what the future expectation is for this route. Mr. Urgo said we expect the San Jose State University (SJSU) numbers to return but the tech sector ridership will probably not rebound. Director Rotkin asked if all of the routes are being reviewed for possible service cuts. Mr. Urgo replied that METRO adjusted its targets down since COVID. However, METRO still provides service to all areas even if the productivity has not fully recovered.

Curtis Moses, Safety, Security & Risk Management Director, reviewed traffic and passenger accidents. Director Rotkin asked if METRO does any advertising to the public to help prevent some of these accidents. Mr. Moses said he would reach out to the Marketing Director on a preventative measures campaign.

Eddie Benson, Maintenance Manager, gave an overview on the reliability of METRO's vehicles.

Margo Ross, Chief Operations Officer, discussed dependability with regards to cancelled trips and pass-ups. Discussion followed on reliability issues at the University of California Santa Cruz (UCSC) campus and the strategy behind determining which routes get cancelled and the impacts of those cancellations. COO Ross said METRO is actively working on a plan to address our staff shortages which is at the root of the cancellations.

Deputy Finance Director Mihaylova wrapped up the presentation with the peer comparisons.

There were no public comments.

Due to time constraints, Item 7 was moved before Item 6.

6 MONTHLY FINANCIAL UPDATE

Chuck Farmer, CFO, provided a brief overview of the year-to-date key financial highlights as of April 30, 2022.

Director Rotkin asked if METRO is doing mandatory overtime. COO Ross said no; it is all voluntary.

There were no public comments.

7 REVIEW AND RECOMMEND APPROVAL OF SANTA CRUZ METRO'S DRAFT FY23 AND FY24 OPERATING BUDGETS AND FY23 CAPITAL BUDGET

Chuck Farmer, CFO, reviewed the FY23 operating/non-operating revenue and expense assumptions, FY23 capital budget, and FY24 budget assumptions.

Director Koenig asked what the (UCSC) and Cabrillo College ridership numbers are based on. Mr. Urgo said UCSC is based on passenger boardings and pre-COVID numbers. UCSC is committed to renewing its contract at pre-COVID levels. Cabrillo is based on the service METRO provides. Because of its lower enrollment numbers, it didn't get as much service and as a result, is collecting less fees from students.

Director Rotkin asked about the PG&E increase of 9.5%. CFO Farmer said it is an all-inclusive fee from charging the buses to maintaining our facilities. Director Kalantari-Johnson noted the overtime increase of 16.9% and was concerned on the impacts to the Bus Operators and their retention. CFO Farmer explained that when the budget is prepared, we budget as though we are fully staffed; but currently, we have a staff shortage and that results in the overtime increase.

Director Rotkin questioned moving the money from the American Rescue Plan Act (ARPA) to the capital budget and how this will affect METRO down the road (e.g., fiscal crisis sooner rather than later). CFO Farmer said the crisis has been pushed out past 2030 giving us more relief than we initially expected.

There were no public comments.

MOTION: RECOMMEND APPROVAL OF SANTA CRUZ METRO'S DRAFT FY23 AND FY24 OPERATING BUDGETS AND FY23 CAPITAL BUDGET TO THE FULL BOARD AS PRESENTED

MOTION: DIRECTOR ROTKIN **SECOND: DIRECTOR KOENIG**

Motion passed unanimously.

Director Lind left after Item 7 at 9:14 AM.

8 ADJOURNMENT

Director Rotkin adjourned the meeting at 9:21 AM.

Respectfully submitted,

Donna Bauer
Executive Assistant

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS MEETING MINUTES*
MAY 20, 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, May 20, 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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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 ***AR 9:02***	**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 ***AR 9:02***	**County of Santa Cruz**
Ex-Officio Director Dan Henderson	**UC Santa Cruz**
Ex-Officio Director Alta Northcutt ***AR 9:03***	**Cabrillo College**
Michael Tree	CEO/General Manager
Julie Sherman	General Counsel

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

4 **BOARD OF DIRECTORS COMMENTS**
Director Downing reminded the Board of Directors of a letter and petition received in February 2022 from the La Selva Beach Improvement Association asking for the

return of transit service to their community. Second District Supervisor Zach Friend and John Urgo, Planning and Development Director at METRO, hosted a zoom meeting to discuss the situation with the La Selva Beach residents. Mr. Urgo described the challenges METRO is currently facing with staff shortages of Bus Operators and that the service could be reviewed again once the staffing levels improve. Director Downing requested METRO establish threshold criteria for returning services to La Selva Beach, as well as other communities, that are underserved by transit.

She also thanked Michael Tree, CEO/General Manager, for sharing his previous work experiences and felt some of his ideas could be implemented at METRO.

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

5 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

Chair Pageler announced there were two additional communications received after the agenda was posted and they will be uploaded to the online agenda.

Tate Baugh, member of the public, thanked the Board for allowing Route 17 to operate every day, including holidays, from Santa Cruz to San Jose. He expressed concern about the staff shortages and will continue to encourage people he knows to apply at METRO to fill these openings.

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

6 LABOR ORGANIZATION COMMUNICATIONS

Brandon Freeman, Vice Chair for SMART, Local 0023, expressed gratitude to CEO Tree for spending time with him and stopping by Operations to introduce himself to the Bus Operators. He feels CEO Tree is focused on recruitment and retention, has a firm understanding of what daily life is like as a Bus Operator, and has a genuine interest in improving our daily work lives. Morale has already begun to improve. Mr. Freeman thanked everyone involved in the recruitment process and for listening to the union's concerns and choosing someone who has fresh ideas and a willingness to work with us.

He thanked Dawn Crummié for the work she has done and for meeting to discuss some changes and new promotional materials to help with the recruitment process.

Lastly, he expressed concern about the quality of the new Proterra buses. While they have the range METRO wants and are fairly quick, there are safety and reliability issues to address (e.g., screws failing on hand stanchions during normal operation and buses in the yard being unresponsive where access cannot be gained) not only for our Bus Operators but for our riders.

Jordan Vascones, SEA Chapter President, commented that working with CEO Tree so far has been great and appreciates his positive attitude and willingness to meet and make changes to improve morale. He gave credit to the Board for hiring him.

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

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 APRIL 2022
Chuck Farmer, CFO

9.2 ACCEPT AND FILE MINUTES OF:
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 MARCH 31, 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 DESIGNATING 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 OPERATIOINS 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

There were no public comments.

ACTION: MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED

MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR LIND

MOTION PASSED WITH 8 AYES (Directors Brown, Downing, Dutra, Lind, McPherson, Pageler, Parker, and Rotkin). Directors Kalantari-Johnson, Koenig and Meyers were absent.

REGULAR AGENDA

10 PRESENTATION OF EMPLOYEE 10 YEAR LONGEVITY AWARD: DELEE BRUBECK

Larry Pageler, Board Chair, read Ms. Brubeck's bio and thanked her for her service at METRO.

There were no public comments.

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, spoke to Items 11, 12 and 13. METRO was scheduled to negotiate all three labor contracts in June 2022. With a new CEO coming on board, staff decided to work with the unions to negotiate a percentage to rollover the contract for one year. The unions agreed and staff is asking the Board to approve a wage increase of 3.5% with a one-time payout of $1,500 for each employee.

There were no public comments.

ACTION: APPROVE 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.

MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR MCPHERSON

MOTION PASSED WITH 8 AYES (Directors Brown, Downing, Dutra, Lind, McPherson, Pageler, Parker, and Rotkin). Directors Kalantari-Johnson, Koenig and Meyers were absent.

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

There were no public comments.

ACTION: APPROVE 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.

MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR MCPHERSON

MOTION PASSED WITH 8 AYES (Directors Brown, Downing, Dutra, Lind, McPherson, Pageler, Parker, and Rotkin). Directors Kalantari-Johnson, Koenig and Meyers were absent.

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

There were no public comments.

ACTION: APPROVE 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.

MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR MCPHERSON

MOTION PASSED WITH 8 AYES (Directors Brown, Downing, Dutra, Lind, McPherson, Pageler, Parker, and Rotkin). Directors Kalantari-Johnson, Koenig and Meyers were absent.

1**4 DISTRICT BALLOT FOR PAJARO REGIONAL FLOOD MANAGEMENT AGENCY BENEFIT ASSESSMENT FOR LEVEE OPERATIONS AND MAINTENANCE**

Chuck Farmer, CFO, provided a brief background on the formation of the Pajaro Regional Flood Management Agency (PRFMA) and the reason for the assessment. PRFMA has secured the funding to fix and enhance the Pajaro River levee but there is ongoing maintenance that needs to be paid for by stakeholders owning land in the flood zone. METRO owns two parcels in the flood zone. PRFMA is asking METRO to vote on an annual assessment for this maintenance. Staff is recommending the Board give approval to CEO Tree to vote in an affirmative manner.

Director McPherson said that Second District Supervisor Zach Friend and Fourth District Supervisor Greg Caput have worked diligently on this much needed improvement and strongly urged supporting this recommendation.

Director Parker added that this project not only protects the City of Watsonville but the township of Pajaro and all of the agricultural land surrounding the Pajaro flood plain. Our state and federal representatives have secured funding for this project to be completed; all we have to do is maintain it and that can be accomplished with the annual assessment.

Director Dutra expressed gratitude to Congressman Panetta who helped secure funding on this project. The levee is along one of the most vulnerable parts of our community and it's important that we protect them and make sure they feel safe. I definitely support this and am hopeful that the rest of the voters will support it as well.

Director Rotkin added that the Pajaro River is a beautiful recreational asset to the community and expressed support for the recommendation.

There were no public comments.

ACTION: APPROVE AFFIRMATIVE VOTE ON BALLOTS FOR TWO PARCELS OF SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AND PUBLICIZE THE DISTRICT'S POSITION

MOTION: DIRECTOR DUTRA SECOND: DIRECTOR PARKER

MOTION PASSED WITH 8 AYES (Directors Brown, Downing, Dutra, Lind, McPherson, Pageler, Parker, and Rotkin). Directors Kalantari-Johnson, Koenig and Meyers were absent.

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, spoke to the presentation and asked the Board to set the public hearing at the next Board meeting on June 24, 2022 for the final adoption of the FY23 and FY24 operating budgets and FY23 capital budget.

Director Rotkin requested clarification on the labor figures. He asked if METRO is assuming that all of the Bus Operator positions are filled in the proposed budget even though those positions are down and METRO will have more overtime in the interim? CFO Farmer confirmed that Labor and Fringe Benefits will go down but the overtime will go up until those positions are filled.

Director Rotkin asked for a brief explanation for the public's benefit on the ERP System costing $2 million. CFO Farmer responded that ERP refers to Enterprise Resource Planning and is a replacement of our current accounting, finance, procurement, human resources, and payroll systems. Our current systems are antiquated and can't communicate with each other. We need an upgrade to improve the functionality between our departments. Mr. Holly, IT and ITS Director, added that the ERP System will provide better reporting capabilities.

Director Rotkin inquired about workers' compensation claims and whether steps are being taken to reduce injuries. Ms. Crummié responded that when we see repetitive injuries happening in the same department or same group of people, we get Curtis Moses, Safety, Security and Risk Management Director, involved. He assesses the situation and makes suggestions for improvements. Getting Mr. Moses involved in the beginning has tremendously helped our claims go down. Mr. Moses added that the agency has had professional contractors come out and do ergonomic and environmental evaluations to avoid future claims to the agency.

Director Downing asked about the incentives for the employees and if that includes employee referral bonuses. CFO Farmer said that it does not at this time since that program is still being developed.

Director Lind thanked CFO Farmer and team for their outstanding work on the budget. She also was grateful for the research and quick action on the bonds to take care of the unfunded pension liability and saving METRO millions of dollars.

Director McPherson agreed and asked about the reserve accounts. CFO Farmer said METRO's good for now and that information will be presented at the next Board meeting

There were no public comments.

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

MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR MCPHERSON

MOTION PASSED WITH 8 AYES (Directors Brown, Downing, Dutra, Lind, McPherson, Pageler, Parker, and Rotkin). Directors Kalantari-Johnson, Koenig and Meyers were absent.

16 CONSIDERATION OF APPROVING THE AUTHORIZATION AND FUNDING OF A CAPITAL PLANNING AND GRANTS PROGRAMS MANAGER

Dawn Crummié, HR Director, said this would be a reclassification of our current Grants and Legislative Analyst position held by Wondimu Mengistu. A reclassification study was done and a new job description was written that better describes Mr. Mengistu's duties. The union and Mr. Mengistu are in agreement with it. Staff is requesting the Board to allow us to proceed with the reclassification of this position. We would move the funding from the current position to the new position. There would be an increase in that move but we are only reclassifying and not creating a new position. Director Rotkin added that Mr. Mengistu has done a wonderful job for METRO in securing grants. Not only has the job changed but we have someone doing the job well for the agency.

There were no public comments.

ACTION: APPROVE THE AUTHORIZATION AND FUNDING OF A CAPITAL PLANNING AND GRANTS PROGRAMS MANAGER

MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR LIND

MOTION PASSED WITH 8 AYES (Directors Brown, Downing, Dutra, Lind, McPherson, Pageler, Parker, and Rotkin). Directors Kalantari-Johnson, Koenig and Meyers were absent.

17 CEO ORAL REPORT / COVID-19 UPDATE

Michael Tree, CEO/General Manager, expressed that he's excited to be on board at METRO and his initial impressions have been positive. He has had the opportunity to meet with several Board Members, Senator Laird, Congressman Panetta, Guy Preston, and Capitola city representatives.

He gave a brief overview of Governor Newsom's proposed relief package:

- $2 billion in relief for free public transportation for three months. This is evolving into a grants program where transit and rail agencies can apply for those funds.
- AB1919 is proposed legislation to provide riders 25 and younger to ride free. That bill recently had major amendments added to it where it is turning into a grants program and would not obligate transit agencies to participate.

COVID update:

- Operations is exiting out of their minor outbreak period today.

Recruitment:

- A snapshot of the last 12 months shows that for every one Bus Operator hired and retained, three have left the agency. We are concerned about fatigue and burnout with current staffing levels.

He recommended a strategic workshop for Board Members and staff to discuss the impacts of several capital projects (e.g., battery versus hydrogen fleet, South County Maintenance Facility, and the ParaCruz Facility) to the budget.

Director Rotkin asked staff, should we have to provide free-fare service, to consider putting into place procedures on how to handle people who are not looking for a transit destination but a place to spend the day inside a bus. CEO Tree responded that staff is already working on this and he will report back to the Board.

Director Rotkin asked CEO Tree to share his plans on the operator shortage. CEO Tree said a multi-prong approach is needed. We've been talking about changing the introductory wage, marketing materials, a referral bonus that is substantial to get the operators and others motivated to go out and talk to like-minded people who would be a great referral to the agency. I want METRO to be known as a choice employer in Santa Cruz County.

Director Lind mentioned that the City of Scotts Valley had success in recruiting when their referral bonus program was implemented. She recently attended the City Leaders Summit in Sacramento and met with Senator Laird and other representatives. She used that time to bring up assembly and senate bills that would impact METRO and how that would affect programs we have in place with UCSC and Cabrillo College.

Ex-Officio Director Henderson asked if it is possible to provide an archive of digital Headways on the website for reference.

18 ANNOUNCEMENT OF NEXT MEETING

Larry Pageler, Board Chair, announced the next Board of Directors Meeting will be held on Friday, June 24, 2022, at 9:00 AM via teleconference.

RECESSED TO CLOSED SESSION AT 10:28 AM

19 CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO GOVERNMENT CODE SECTION 54957.6

RECONVENED TO OPEN SESSION AT 11:03 AM

20 REPORT OF CLOSED SESSION ITEM

Julie Sherman, General Counsel, said there was no reportable action taken.

21 ADJOURNMENT

Larry Pageler, Board Chair, adjourned the meeting at 11:04 AM.

Respectfully submitted,

Donna Bauer
Executive Assistant

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
FINANCE, BUDGET, AND AUDIT STANDING COMMITTEE MEETING MINUTES*
JUNE 10, 2022 – 8:00 AM

MEETING HELD VIA TELECONFERENCE

A regular meeting of the Finance, Budget, and Audit Standing Committee of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, June 10, 2022, via teleconference.

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

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1 **CALLED TO ORDER** by Director Lind at 8:00 AM.

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

Director Shebreh Kalantari-Johnson	City of Santa Cruz
Director Manu Koenig	**County of Santa Cruz**
Director Donna Lind	**City of Scotts Valley**
Director Mike Rotkin	**County of Santa Cruz**
Michael Tree	METRO CEO/General Manager
Julie Sherman	METRO General Counsel

3 **ORAL AND WRITTEN COMMUNICATIONS TO THE FINANCE, BUDGET AND AUDIT STANDING COMMITTEE**

Director Lind announced Scotts Valley’s Fourth of July celebration will be held on Sunday, July 3rd, and will include a parade and fireworks. She encouraged METRO to participate in the parade.

Hearing nothing further, Director Lind moved to the next agenda item.

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

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

5 **MONTHLY FINANCIAL UPDATE**

Chuck Farmer, CFO, provided a brief overview of the year-to-date key financial highlights as of May 31, 2022 as well as the monthly and year-to-date operating revenues/expenses and capital budget spends.

There were no public comments.

6 ADOPTION OF THE FINAL FY23 AND FY24 BUDGET

Chuck Farmer, CFO, spoke to the presentation and focused on what has changed from the budget presented at the May 20, 2022, Board Meeting to what is in the budget today. Discussion followed on the headcount adjustments, Bus Operator vacancies and the current training class. Ms. Crummié emphasized an open recruitment will begin on Monday, June 13, 2022 and the new salary scale will be incorporated for a trial period.

Director Lind asked about the pension bonds with the volatile markets. CFO Farmer gave a recap of how CALPERS is performing, but it will be a while before we know what impact the economy has had on their investments and how it will impact METRO.

Director Rotkin asked for additional details on the hydrogen fueling station and buses in the capital budget. Margo Ross, COO, commented that the new buses would be located at our Operations facility and METRO will use a temporary hydrogen fuel tank until the CNG tanks are decommissioned.

There were no public comments.

MOTION: RECOMMEND APPROVAL OF SANTA CRUZ METRO'S FINAL FY23 AND FY24 OPERATING BUDGETS AND FY23 CAPITAL BUDGET TO THE FULL BOARD AS PRESENTED

MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR KOENIG

MOTION PASSED WITH 3 AYES (Directors Koenig, Lind and Rotkin). Director Kalantari-Johnson was absent.

7 ADJOURNMENT

Director Lind adjourned the meeting at 8:26 AM.

Respectfully submitted,

Donna Bauer
Executive Assistant

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
PERSONNEL/HR STANDING COMMITTEE MEETING MINUTES*
JUNE 10, 2022 – 10:30 AM
MEETING HELD VIA TELECONFERENCE

A regular meeting of the Personnel/HR Standing Committee of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, June 10, 2022, via teleconference.

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

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

1 CALLED TO ORDER by Director Pageler at 10:30 AM.

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

Director Larry Pageler, 2022 Board Chair	**County of Santa Cruz**
Director Jimmy Dutra, 2022 Board Vice Chair ***AR 10:31***	City of Watsonville
Director Donna Lind, Immediate Past Board Chair	**City of Scotts Valley**
Director Kristen Brown	**City of Capitola**
Director Rebecca Downing	**County of Santa Cruz.**
Michael Tree	METRO CEO/General Manager

3 ADDITIONS OR DELETIONS FROM AGENDA/ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS
Having none, Director Pageler moved to the next agenda item.

4 ORAL AND WRITTEN COMMUNICATIONS TO THE PERSONNEL/HR STANDING COMMITTEE
Hearing none, Director Pageler moved to the next agenda item.

5 REVIEW REQUEST FOR AUTHORIZATION OF MOBILITY TRAINING COORDINATOR POSITION IN THE CUSTOMER SERVICE DEPARTMENT
Dawn Crummié, Human Resources Director, spoke to this item. When the Accessible Services Coordinator retired, METRO reassessed the position and determined it needed to encompass a broader training component for all of METRO's services, not just paratransit. The job description was rewritten to be in line with METRO's current needs and will now report to the Customer Service Department. We are defunding the Accessible Services Coordinator position to fund the Mobility Training Coordinator position.

Director Downing asked for more details supporting the rewrite of the job description. Danielle Glagola, Marketing, Communications and Customer Service Director, explained that the previous position only trained on our ParaCruz services and METRO needs to broaden the training to include our fixed route services which could be a viable option for some of our ParaCruz clients. We also want the Mobility Training Coordinator to develop an ambassador training program where more community outreach is performed (e.g., schools, youth centers, and community centers) and training the public on how to use METRO's services.

No public comment.

MOTION: REQUEST THE FULL BOARD TO AUTHORIZE A MOBILITY TRAINING COORDINATOR POSITION IN THE CUSTOMER SERVICE DEPARTMENT

MOTION: DIRECTOR LIND **SECOND: DIRECTOR DOWNING**

MOTION PASSED WITH 5 AYES (Directors Pageler, Dutra, Lind, Brown, and Downing).

6 ADJOURNMENT

Director Pageler adjourned the meeting at 10:36 AM.

Respectfully submitted,

Donna Bauer
Executive Assistant

DATE: June 24, 2022

TO: Board of Directors

FROM: Chuck Farmer, Chief Financial Officer

SUBJECT: **ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF MAY 31, 2022**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the Year to Date Monthly Financial Report as of May 31, 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 May 31, 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 May 31, 2022. The fiscal year has elapsed 92%.

<u>Slide 1</u>

(Cover) Year to Date Monthly Financial Report as of May 31, 2022

<u>Slide 2</u>

May 2022 Key Financial Highlights

- Service
  - o Fixed Route (inc Hwy 17) Cost per Revenue Service Hour is $216 vs Budget of $355
    - ▪ 190 canceled trips, all due to no Bus Operators
  - o ParaCruz Cost per Trip is $68 vs Budget of $109
  - o Non-Student/Hwy 17 Passengers is 132,679 vs Budget of 131,725
- Financials
  - o Operating Surplus/(Deficit) is favorable $0.4M driven by higher Passenger Fares of $20K, lower non-personnel costs of $0.1M, wages of $0.2M, and fringe of $0.3M; partially offset by higher OT of $0.1M

- o Non-Operating Revenues of $2.6M are $0.8M favorable vs budget of $1.9M driven primarily by higher sales tax revenues

- Capital
  - o Capital spend of $23K is $129K lower than budget of $152K primarily due to the delay of demo for structures and sinkhole repair as a result of permitting issues
- Personnel
  - o 276 Active Personnel vs 321 Funded Personnel
  - o 47 Vacancies at end of May, 31 related to Paratransit and Bus Operators
  - o Recruitment of Purchasing Buyer has been completed

Slide 3

(Cover) May 2022, YTD Pre-Close Financials

Slide 4

May 31, 2022 Monthly Operating Revenue and Expenses

- Operating Revenue, net favorable by $20K
  - o Passenger Fares - favorable by $21K
  - o Special Transit Fares – unfavorable by $1K
- Operating Expense, net favorable by $426K – Favorable wages and fringe driven by shortage of bus drivers and other vacant positions
  - o Labor Regular – favorable by $150K
  - o Labor OT – unfavorable by $149K
  - o Fringe Benefits – favorable by $311K, excludes UAL related costs
  - o Non-Personnel – favorable by $115K, excludes all COVID and Bond payment related costs
- Operating Surplus of $447K
  - o Farebox Recovery – 17.8% vs 15.6% budget
- Non-Operating Revenue/(Expense), net favorable by $752K - Sales tax of $3.0M is 30.3% higher than budget
  - o Sales Tax/including Measure D – favorable by $693K
  - o COVID Related costs – favorable by $3K
  - o Pension UAL/Bond Payment costs – favorable by $58K
  - o All Other Revenues – unfavorable by $3K

- Operating Surplus before Transfers of $1,198K
- Bus Replacement Fund – higher by $97K 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 $1,101K

<u>Slide 5</u>

May 31, 2022 YTD Operating Revenue and Expenses

- Operating Revenue, net unfavorable by $43K
  - Passenger Fares - favorable by $79K
  - Special Transit Fares – unfavorable by $122K
- Operating Expense, net favorable by $2,941K– Favorable wages and fringe driven by shortage of bus drivers and other vacant positions; partially offset by increased OT
  - Labor Regular – favorable by $2,580K
  - Labor OT – unfavorable by $1,520K
  - Fringe Benefits – favorable by $1,901K, excludes UAL related costs
  - Non-Personnel – unfavorable by $20K, excludes all COVID and Bond payment related costs
- Operating Surplus of $2,898K
  - Farebox Recovery – 16.9% vs 15.9% budget
- Non-Operating Revenue/(Expense), net favorable by $16,335K - $10.2M in COVID Relief funding driven by $2.9M in ARPA funding and $7.3M of the CRRSAA COVID funding**,** Sales tax of $29.7M is 23.4% higher than budget
  - Sales Tax/including Measure D – favorable by $5,628K
  - COVID Relief Grants – favorable by $10,189K
  - COVID Related costs – unfavorable by $162K
  - Pension UAL/Bond Payment costs – favorable by $637K
  - All Other Revenues – favorable by $75K
- Operating Surplus before Transfers of $19,233K
- Bus Replacement Fund – higher by $733K 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 $18,500K

Slide 6

May 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 $43K, Ridership is still below pre-pandemic levels, but is slowly recovering
    - Labor, Regular – favorable by $2,580K, due to funded/vacant positions
    - Labor, OT – unfavorable by $1,520K, increased overtime for Bus Operators
    - Fringe Benefits – favorable by $1,902K due to retirement and medical insurance savings from funded/vacant positions
    - Non-Personnel – unfavorable by $20K

Slide 7

(Cover) Capital Spending

Slide 8

May 31, 2022 Capital Budget Spend

Total Capital Projects spending month to date is $23K against budget of $152K

- Construction Related Projects – no spending, against budget of $10K
- IT Projects – no spending, no budget
- Facilities Repair & Improvements – no spending, against budget of $120K
- Revenue Vehicle Replacement – spending of $23K, 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 $5,030K against budget of $5,609K, which is 54.9% of $9,154K revised/approved annual budget from April 2022

- Construction Related Projects – spending of $43K against budget of $52K, 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 $405K against budget of $847K, which is 43.5% of $932K annual budget
- Revenue Vehicle Replacement – spending of $4,247K against budget of $4,378K, which is 57.2% of $7,427K annual budget

- Revenue Vehicle Electrification Projects – spending of $83K against budget of $72K, which is 50.3% 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

YTD Spending of $5,030K is behind budget of $5,609 due to delay of demo of buildings, repair of sink hole, and ancillary costs associated with the 6 Gillig CNG bus purchase.

<u>Slide 9</u>

(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 May 31, 2022.

VI. CHANGES FROM COMMITTEE

Updating of Key Financial Highlights slide with May Service 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 May 31, 2022 Presentation

Prepared by: Cathy Downes, Sr. Financial Analyst

IX. APPROVALS

Chuck Farmer, Chief Financial Officer ______________________

Michael S. Tree, CEO/General Manager ______________________

Year to Date Monthly Financial Report as of May 31, 2022

Board of Directors

June 24, 2022

Chuck Farmer, Chief Financial Officer

May 2022 Key Financial Highlights

Service

- Fixed Route (including Hwy 17) Cost per Revenue Service Hour is $216 vs Budget of $355
  - 190 canceled trips, all due to no Bus Operators
- ParaCruz Cost per Trip is $68 vs Budget of $109
- Non-Student/Hwy 17 Passengers is 132,679 vs Budget of 131,725

Financials

- Total Operating Surplus/(Deficit) is favorable $0.4M driven by higher Passenger Fares of $20K, lower non-personnel of $0.1M, wages of $0.2M, and fringe of $0.3M; partially offset by higher OT of $0.1M
- Non-Operating Revenues of $2.6M are $0.8M favorable vs budget of $1.9M driven primarily by higher sales tax revenues

Capital

- Capital spend of $23K is $129K lower than budget of $152K primarily due to delay of demo of structures and sinkhole repair as a result of permitting issues

Personnel

- 276 Active Personnel vs 321 Funded Personnel
- 47 Vacancies at end of May, 31 related to Paratransit and Bus Operators
- Recruitment completed for Purchasing Buyer

May 2022,
Pre-Close Financials

Attachment A

May 31, 2022
Monthly Operating Revenue and Expenses

$ 000's	Actual*	Budget	Fav / (Unfav)
Operating Revenue			
Passenger Fares	$ 250	$ 229	$ 21
Special Transit Fares	439	440	(1)
Total Operating Revenue	**$ 689**	**$ 668**	**$ 20**
Operating Expense			
Labor - Regular	$ 1,427	$ 1,577	$ 150
Labor - OT	258	109	(149)
Fringe	1,385	1,696	311
Non-Personnel *(excludes COVID costs)*	800	914	115
Total OpEx	**$ 3,870**	**$ 4,297**	**$ 426**
Operating Surplus/(Deficit)	**($ 3,182)**	**($ 3,628)**	**$ 447**
Farebox Recovery	***17.8%***	***15.6%***	***2.2%***
Non-Operating Revenue/(Expense)			
Sales Tax/including Measure D	$ 2,973	$ 2,280	$ 693
COVID Related Costs	(7)	(10)	3
Pension UAL/Bond Interest Payment	(413)	(471)	58
All Other	60	62	(3)
Total Non-Operating Revenue/(Expense)	**$ 2,613**	**$ 1,861**	**$ 752**
Operating Surplus/(Deficit) before Transfers	**($ 568)**	**($ 1,767)**	**$ 1,198**
Transfers and Other			
Transfers to Bus Replacement Fund	($ 281)	($ 184)	($ 97)
Operating Surplus/(Deficit) after Transfers	**($ 850)**	**($ 1,951)**	**$ 1,101**

8.3A.4

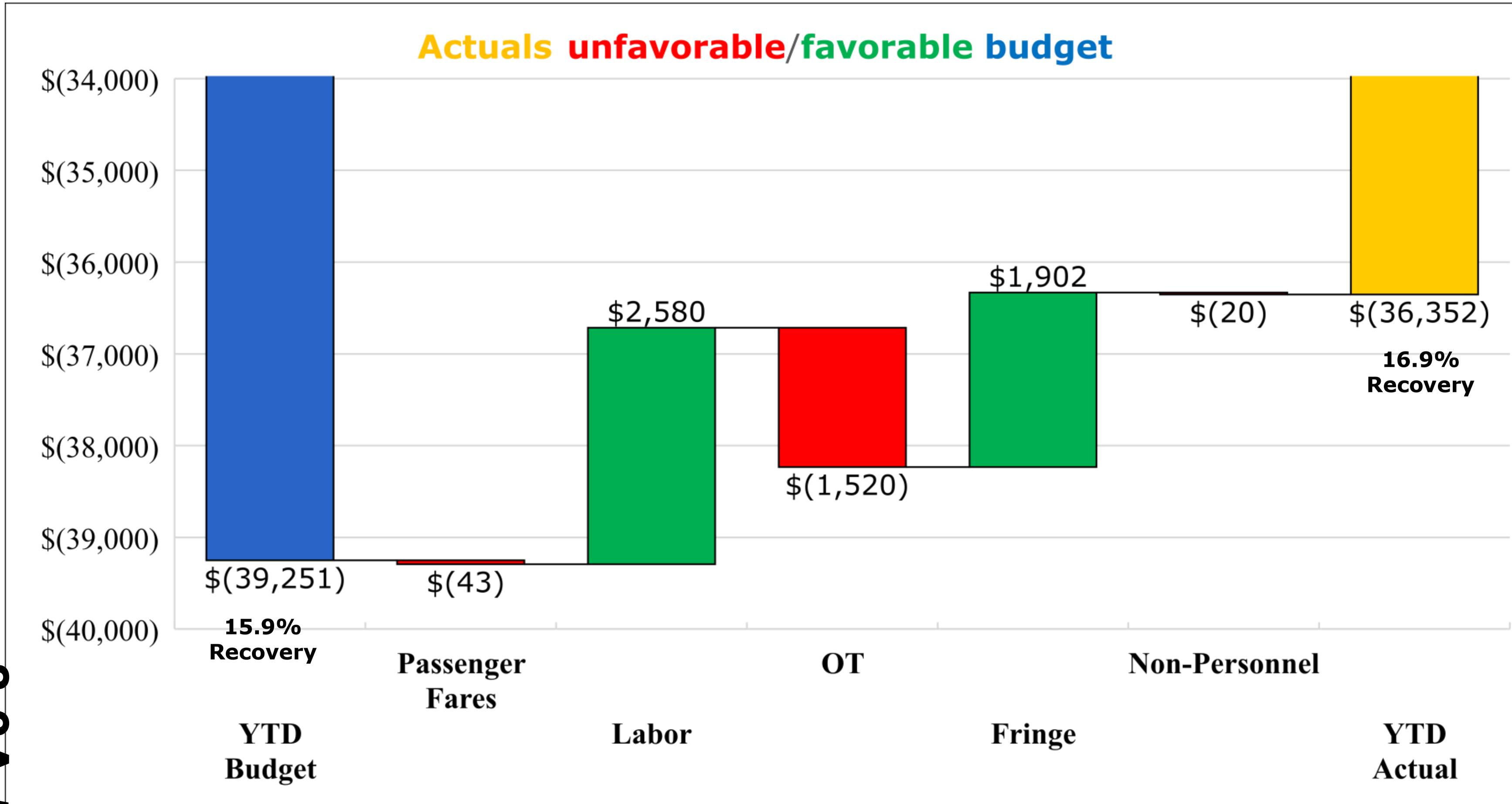
* Pre-close financials, subject to adjustments post close

Attachment A

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

$000's

Overall $2.9M favorable



* Excludes Transfers, may not foot due to rounding

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

8.3A.5

Attachment A

May 31, 2022
YTD Operating Revenue and Expenses

$ 000's	Actual*	Budget	Fav / (Unfav)
Operating Revenue			
Passenger Fares	$ 2,162	$ 2,083	$ 79
Special Transit Fares	5,214	5,335	(122)
Total Operating Revenue	**$ 7,376**	**$ 7,419**	**($ 43)**
Operating Expense			
Labor - Regular	$ 14,765	$ 17,345	$ 2,580
Labor - OT	2,562	1,042	(1,520)
Fringe	16,881	18,782	1,901
Non-Personnel *(excludes COVID costs)*	9,521	9,501	(20)
Total OpEx	**$ 43,729**	**$ 46,670**	**$ 2,941**
Operating Surplus/(Deficit)	**($ 36,353)**	**($ 39,251)**	**$ 2,898**
Farebox Recovery	***16.9%***	***15.9%***	***1.0%***
Non-Operating Revenue/(Expense)			
Sales Tax/including Measure D	$ 29,654	$ 24,027	$ 5,628
Federal/State Grants	14,959	14,991	(32)
COVID Relief Grants	10,189	-	10,189
COVID Related Costs	(273)	(111)	(162)
Pension UAL/Bond Interest Payment	(4,543)	(5,179)	637
All Other	689	615	75
Total Non-Operating Revenue/(Expense)	**$ 50,677**	**$ 34,342**	**$ 16,335**
Operating Surplus/(Deficit) before Transfers	**$ 14,324**	**($ 4,909)**	**$ 19,233**
Transfers and Other			
Transfers to Bus Replacement Fund **	($ 2,691)	($ 1,959)	($ 733)
Operating Surplus/(Deficit) after Transfers	**$ 11,633**	**($ 6,868)**	**$ 18,500**

- $2.9M Operating Surplus driven by shortage of bus drivers; partially offset by increased OT
- Sales tax of $29.7M is 23.4% higher than budget
- $10.2M in COVID Relief funding driven by the final draw of CRRSAA of $7.3M and initial draws of ARPA of $2.9M

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

8.3A.6

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

Capital Spending & Project Completion

Attachment A

May 31, 2022 Capital Budget Spend

$000's	Month to Date		Year to Date		Full Year	
Project Category:	Actuals*	Budget	Actuals*	Budget	Budget**	% Spend
Construction Related Projects	$ -	$ 10	$ 43	$ 52	$ 207	20.8%
IT Projects	-	-	49	49	49	100.0%
Facilities Repair & Improvements	-	120	405	847	932	43.5%
Revenue Vehicle Replacement	23	22	4,247	4,378	7,427	57.2%
Revenue Vehicle Electrification Projects	-	-	83	72	165	50.3%
Non-Revenue Vehicle Replacement	-	-	32	96	100	32.0%
Fleet & Maintenance Equipment	-	-	48	48	48	100.0%
Misc.	-	-	123	67	226	54.4%
Total	**$ 23**	**$ 152**	**$ 5,030**	**$ 5,609**	**$ 9,154**	**54.9%**

- ✓ YTD spending of $5,030K is behind budget of $5,609K due to delay of demo of buildings, repair of sink hole and ancillary costs associated with the 6 Gillig CNG bus purchases

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

8.3A.8

Questions?

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Santa Cruz Metropolitan Transit District

DATE: June 24, 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 June 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 June 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
Amaya, Pedro	22-0008	Claimant alleges that a METRO bus hit their parked vehicle. Amount of claim: $2,941.35	Reject
Hiett, Marden A.	22-0009	Claimant alleges that a METRO bus hit their vehicle. Amount of claim: Over $25,000.	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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DATE: June 24, 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 24th Day of June 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: June 24, 2022

TO: Board of Directors

FROM: Freddy Rocha, Facilities Maintenance Manager

SUBJECT: CONSIDERATION OF AWARDING CONTRACT TO CLEAN ENERGY FOR LCNG FUEL STATION MAINTENANCE NOT TO EXCEED $2,989,938 WHICH INCLUDES A CONTINGENCY AMOUNT OF $251,532

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO/General Manager to:

1) Execute a contract with Clean Energy for LCNG Fuel Station Maintenance in an amount not to exceed $2,738,406 for the eight year term of July 1, 2022 through June 30, 2030

2) Exercise contract contingency authority up to an additional $251,532

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) requires the professional services of a technically skilled and licensed contractor to provide comprehensive maintenance services for our LCNG Fuel Station.
- METRO's current contract with Clean Energy for these services will expire on June 30, 2022, with no options to renew.
- A formal Request for Proposals (RFP) was issued to solicit proposals from qualified firms.
- One firm submitted a proposal for METRO's consideration.
- Staff has reviewed and evaluated the proposal and is recommending that the Board of Directors award a contract to Clean Energy.

III. DISCUSSION/BACKGROUND

METRO requires the professional services of a technically skilled and licensed LCNG Contractor to maintain its LCNG fueling station. Clean Energy has been providing these services for the last 14 years; however, their current contract will expire on June 30, 2022 with no further options to renew.

On January 31, 2022, METRO legally advertised RFP No. 22-02, distributed notice via Bonfire (METRO's e-procurement portal) to 48 firms, including Disadvantaged Business Enterprises, and notified all GovDelivery subscribers. On March 1, 2022, a single proposal was received and opened from Clean Energy. Staff has reviewed and evaluated the proposal submitted by Clean Energy, and has determined that it is responsive to all the requirements of the RFP, with pricing that has been determined to be fair and reasonable.

Due to the fact that only one proposal was received for the maintenance of the LCNG Fuel Station, a detailed cost proposal was requested and received from Clean Energy for this work. During the review of the cost elements, the maintenance work was separated into two categories: 1) Weekly Maintenance Items, and 2) Non-weekly Maintenance Items. The weekly maintenance items consisted of the normal routine work that Clean Energy has been performing over the past 14 years. The non-weekly maintenance items are performed based on run times and are higher cost items. The prices vary on some of the non-weekly maintenance items depending on availability of parts. After numerous discussions and negotiations with Clean Energy, it was agreed to separate the non-routine maintenance items as Time and Material work and the routine weekly items as Firm Fixed Price.

- Firm Fixed Price (FFP): Weekly Maintenance Work Total Price is $19,931 per month for 96 months with a total price of $1,913,376.
- Time and Material (T&M): Total 8 year Not to Exceed price is $825,030.
    - Clean Energy initially proposed parts at cost plus 20% markup but agreed to reduce markup to 15%, which is what was agreed to on current contract which expires this month.

Staff is recommending that the Board authorize the CEO/General Manager to execute an eight-year contract on behalf of METRO with Clean Energy for Maintenance Services for METRO's LCNG Fueling Station in an amount not to exceed $2,738,406. Staff is also recommending that the Board authorize the CEO/General Manager to execute future contract amendments as needed to account for labor rate adjustments up to an additional $251,532. Total anticipated contract value for the eight-year term would not exceed $2,989,938.

Clean Energy will provide all services meeting METRO's specifications and requirements of the contract. Freddy Rocha, Facilities Maintenance Manager, will serve as the Contract Administrator and will ensure contract compliance.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

The award of this contract would align with the following strategic priorities: Service Quality and Delivery, and State of Good Repair.

V. FINANCIAL CONSIDERATIONS/IMPACT

Funds to support this contract are included in the Facilities Maintenance FY23 Outside Repair - Equipment (503352) operating budget, and planned for the FY24 and FY25 operating budgets. Since this is a multi-year contract, the Department Manager will be responsible for budgeting this expense each fiscal year.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

None. METRO does not have in-house staff certified to perform these services, and Clean Energy is the only vendor that responded to this RFP.

VIII. ATTACHMENTS

Attachment A: Contract No. 22-02 with Clean Energy & Exhibit C Price Agreement

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

Prepared by: Carolee Curtin, Purchasing Department

IX. APPROVALS

Freddy Rocha
Facilities Maintenance Manager

Approved as to fiscal impact:
Chuck Farmer, CFO

Michael Tree, CEO/General Manager

PROFESSIONAL SERVICES CONTRACT

FOR MAINTENANCE OF LCNG FUEL STATION (22-02)

THIS CONTRACT is made effective on July 1, 2022 between the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (“Santa Cruz METRO”), a political subdivision of the State of California, and CLEAN ENERGY, a State of California corporation (“Contractor”).

1. RECITALS

1.1 Santa Cruz METRO’s Primary Objective

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

1.2 Santa Cruz METRO’s Need for Maintenance of LCNG Fuel Station

Santa Cruz METRO has the need for Maintenance of the LCNG Fuel Station. In order to obtain these services, Santa Cruz METRO issued a Request for Proposals, dated January 31, 2022, setting forth specifications for such services. The Request for Proposals, including Addendum 1, dated February 22, 2022, is attached hereto and incorporated herein by reference as Exhibit A.

1.3 Contractor’s Proposal

Contractor is a firm qualified to provide Maintenance of the LCNG Fuel Station and whose principal place of business is 4675 MacArthur Court, Suite 800, Newport Beach, California 92660. Pursuant to the Request for Proposals issued by Santa Cruz METRO, Contractor submitted a proposal for Maintenance of LCNG Fuel Station, which is attached hereto and incorporated herein by reference as Exhibit B.

1.4 Selection of Contractor and Intent of Contract

On March 7, 2022, Santa Cruz METRO selected Contractor as the Proposer whose proposal was most advantageous to Santa Cruz METRO to provide the Maintenance of LCNG Fuel Station described herein. This Contract is intended to fix the provisions of these services.

Santa Cruz METRO and Contractor agree as follows:

2. INCORPORATED DOCUMENTS AND APPLICABLE LAW

2.1 Documents Incorporated in this Contract

The documents listed below are attached to this Contract and by reference made a part hereof. This is an integrated Contract. This writing constitutes the final expression of the parties’ Contract, and it is a complete and exclusive statement of the provisions of that Contract, except for written amendments, if any, made after the date of this Contract in accordance with Section 12.15 of the General Conditions to the Contract.

A. Exhibit A

Santa Cruz METRO's "Request for Proposals" dated January 31, 2022, including Addenda No. 1 dated February 22, 2022.

B. Exhibit B (Contractor's Proposal)

Contractor's Proposal to Santa Cruz METRO for Maintenance of LCNG Fuel Station, signed by Contractor and dated March 1, 2022.

C. Exhibit C

The negotiated and agreed upon pricing agreement between Santa Cruz METRO and Clean Energy for Maintenance of LCNG Fuel Station.

2.2 Conflicts

Where in conflict, the provisions of this writing supersede those of the above-referenced documents, Exhibits A, B, and C. Where in conflict, the provisions of Exhibit A supersede Exhibit B. The provisions of Exhibit C supersede Exhibits A and B.

2.3 Recitals

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

3. DEFINITIONS

3.1 General

The terms below (or pronouns in place of them) have the following meaning in the Contract:

3.1.1 CONTRACT – The Contract consists of this document, the attachments incorporated herein in accordance with Article 2, and any written amendments made in accordance with Part IV, Section 12.15 of the General Conditions to the Contract.

3.1.2 CONTRACTOR – The Proposer selected by Santa Cruz METRO for this project in accordance with the Request for Proposals issued January 31, 2022.

3.1.3 CONTRACTOR'S STAFF – Employees of Contractor.

3.1.4 DAYS – Calendar days.

3.1.5 PROPOSER – Contractor whose proposal was accepted under the terms and conditions of the Request for Proposals issued January 31, 2022.

3.1.6 PROVISION – Any term, agreement, covenant, condition, clause, qualification, restriction, reservation, or other stipulation in the Contract that defines or otherwise controls, establishes, or limits the performance required or permitted by either party.

3.1.7 SCOPE OF WORK (OR "WORK") – The entire obligation under the Contract, including, without limitation, all labor, equipment, materials, supplies, transportation, services, and other work products and expenses, express or implied, in the Contract.

4. TIME OF PERFORMANCE

4.1 Term

The term of this Contract will be for a period not to exceed eight (8) years and shall commence upon the execution of the Contract by Santa Cruz METRO.

5. COMPENSATION

5.1 Terms of Payment

Santa Cruz METRO shall compensate Contractor at the monthly fixed price or the hourly rate, as applicable, described in Exhibit C. All replacement parts and equipment will be provided by the Contractor at the cost for the parts or equipment plus Contractor's percentage markup described in Exhibit C. The total compensation under the Contract will not exceed $2,738,406.00, which will include all labor, materials, taxes, profit, overhead, insurance, subcontractor/subconsultant costs and all other costs and expenses incurred by Santa Cruz METRO.

Beginning in year 2 of the Contract and on an annual basis, no later than 60 days before the start of a succeeding Contract year, Contractor may, upon written request, adjust prospectively its labor rates. Increases in future labor rates shall be limited, if requested, to the most recent Consumer Price Index for All Urban Consumers (CPI-U) for the San Francisco/Oakland/Hayward, CA area (series CUURS49BSA0) available to Santa Cruz METRO, or up to a maximum of 3.5 percent escalation, whichever is lower. The effective date of the CPI-U adjustment, if any, will commence either (1) the first day of the second and/or subsequent year(s) of the Contract, or (2) the date of the Contractor's request, whichever event is later. Upon written approval by Santa Cruz METRO, the new CPI-U adjusted rate shall remain in effect for the subsequent Contract year. If the Contractor does not submit a request at least 60 days before the start of the succeeding Contract year, the Contractor waives any CPI-U increase for that year.

Santa Cruz METRO shall reasonably determine whether work has been successfully performed for purposes of payment. Compensation shall be made within thirty (30) days of Santa Cruz METRO's written approval of Contractor's written invoice for said work.

The maximum compensation that Santa Cruz METRO has authorized to be expended for this Contract will not exceed $2,738,406.00. Contractor understands and agrees that if it exceeds the total not-to-exceed compensation amount payable under this Contract, it does so at its own risk.

5.2 Invoices

Contractor shall submit invoices with a purchase order number provided by Santa Cruz METRO on a monthly basis. Contractor's invoices shall include detailed records showing actual time devoted, work accomplished, date work accomplished, personnel used, and amount billed per hour. Expenses shall only be billed if allowed under the Contract.

Said invoice records shall be kept up-to-date at all times and shall be available for inspection by Santa Cruz METRO (or any grantor of Santa Cruz METRO, including, without limitation, any State or Federal agency providing project funding or reimbursement) at any time for any reason upon demand for not less than four (4) years after the date of expiration or termination of the Contract. Under penalty of law, Contractor represents that all amounts billed to Santa Cruz METRO are (1) actually incurred; (2) reasonable in amount; (3) related to this Contract; and (4) necessary for performance of the project.

6. CONTRACT EXCEPTIONS

6.1 Exceptions to Exhibit A

A. In Part III – Specifications for Maintenance of LCNG Fuel Station, subsection 9.4 of Section 9 (Technical Requirements) is replaced in its entirety with the following:

"9.4 Intentionally deleted."

B. In Part III – Specifications for Maintenance of LCNG Fuel Station, subsection 12.2(a) of Section 12.2 (Force Majeure) is replaced in its entirety with the following:

"a) When it is beyond the control of Contractor to provide the service requirements contained in this contract (including but not limited to force majeure events), Liquidated Damages will not apply."

C. In Part III – Specifications for Maintenance of LCNG Fuel Station, subsection 12.3 of Section 12 (Liquidated Damages) is replaced in its entirety with the following:

"12.3 Specific Daily Liquidated Damages Amount

Specific daily Liquidated Damages will equal $250 per bus that did not make that day's roll-out."

D. In Part IV - General Conditions to the Contract, subsection 2.2.1 of Section 2.2 (Termination for Default) is replaced in its entirety with the following:

"2.2.1 Santa Cruz METRO may, upon written notice of default to the Contractor, terminate the whole or any part of this Contract if the Contractor: (1) fails to complete the Scope of Work within the time period stated in the Specifications section of the RFP; (2) fails to perform any of the other provisions of the Contract; or (3) fails to make progress as to endanger performance of this Contract in accordance with its provisions. Notwithstanding the foregoing, upon the Contractor's receipt of such written notice of default, the Contractor shall have thirty (30) days to cure such default prior to Santa Cruz METRO terminating the whole or any part of this Contract."

E. In Part IV - General Conditions to the Contract, subsection 2.2.2 of Section 2.2 (Termination for Default) is replaced in its entirety with the following:

"If the Contract is terminated in whole or in part for default, Santa Cruz METRO may procure, upon such terms and in such manner as Santa Cruz METRO may deem appropriate, supplies or services similar to those so terminated. Without limitation to any other remedy available to Santa Cruz METRO, the Contractor shall be liable to Santa Cruz METRO for any excess costs for such similar supplies or services, and shall continue the performance of this Contract to the extent not terminated under the provisions of this clause. Notwithstanding the foregoing, the Contractor shall not be liable for any unreasonable costs in excess of the Contractor's price rates set forth in Exhibit C."

F. In Part IV - General Conditions to the Contract, subsection 12.11.4 of Section 12.11 (Cal OSHA/Hazardous Substances) is replaced in its entirety with the following:

"Contractor will not be legally liable or financially responsible for and will not be required to excavate, contain, haul, transport, handle, dispose of, remediate or remedy any pre-existing hazardous substances on the job site or any hazardous substances that migrate onto the job site from a third party site.

Contractor shall be solely responsible for all clean-up efforts and costs when any hazardous material, substance or chemical was brought onto the job site by Contractor or its employees, agents or subcontractors. Nothing in this Section will limit the Contractor's responsibility under Part III, Section 7."

G. In Part IV – General Conditions to the Contract, a new Section 12.22 is added, which shall contain the following language:

"12.22 Notwithstanding anything to the contrary, neither party shall have any liability to the other party for special, consequential, or incidental damages, except however in connection with a third-party claim within the scope of the indemnity obligations of the Contractor under this Contract."

H. In Part IV – General Conditions to the Contract, a new Section 12.23 is added, which shall contain the following language:

"12.23 With respect to services performed by the Contractor pursuant to this Contract, for a period of one (1) month from the date of performance of such services (the "Warranty Period"), the Contractor warrants to Santa Cruz METRO that the services shall be free from defects in workmanship, that the services meet the requirements of the Contract, and that workmanship will be at least equivalent to acceptable standards practiced within the cryogenic industry for similar service stations (the "Warranty"). If Santa Cruz METRO gives the Contractor prompt written notice of breach of this Warranty during the Warranty Period, the Contractor shall either re-perform the service or refund the purchase price therefor, at Metro's sole discretion.

With respect to equipment, part(s) or material(s) provided by the Contractor to Santa Cruz METRO pursuant to this Contract, the Contractor hereby assigns to Santa Cruz METRO, to the extent assignable, any warranties made to the Contractor by the applicable manufacturer or supplier, and the Contractor shall have no other liability to

Santa Cruz METRO related to the supplied equipment, part or material under warranty, tort or any other legal theory."

7. NOTICES

All notices under this Contract shall be deemed duly given upon delivery, if delivered by hand, or three (3) days after posting if sent by registered mail, receipt requested, to a party hereto at the address hereinunder set forth, or to such other address as a party may designate by notice pursuant hereto.

Santa Cruz METRO

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

Attention: Michael Tree, CEO

CONTRACTOR

Clean Energy
4675 MacArthur Court, Suite 800
Newport Beach, CA 92660

Attention: Robert M. Vreeland, CFO
With a copy to: Associate General Counsel

8. ACCEPTANCE OF ELECTRONIC SIGNATURES AND COUNTERPARTS

The parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into this Contract will be considered executed when the signature of a party is delivered by facsimile or other electronic method by either of the parties, and each party agrees that the electronic signatures, whether digital or encrypted, of the parties included in this Contract are intended to authenticate this writing and to have the same force and effect as manual signatures. Each party further agrees that this Contract may be executed in two or more counterparts, each of which will be deemed an original, and all of which constitute one and the same instrument.

9. AUTHORITY

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

Signed on ________________________________

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Michael Tree, CEO/General Manager ________________________________

Contractor –
CLEAN ENERGY

Robert M. Vreeland, CFO ________________________________

Approved as to Form:

Julie A. Sherman, General Counsel ________________________________

Clean Energy LCNG Fuel Station Maintenance

Price Agreement

1. **Weekly Maintenance Items – Monthly Fixed Price Elements**
   A. **Task Description**
      i. Warm End Oil. Purchase and delivery of oil, replacement in equipment, and disposal of used oil.
      ii. Touch Up Painting. To be performed as recommended by Clean Energy for equipment and HP piping.
      iii. PRV Recertification. Replacement and testing of pressure relief valves according to regulations.
      iv. LCNG System Inspection. Weekly, quarterly, annual safety and scheduled maintenance inspections, including travel to and from the site.
      v. Vapor Compressor Maintenance – Following a detailed Preventative Maintenance Schedule whereby various components are replaced 1000, 2000, 4000 and 8000-hour intervals based on expected run hours per year. New compressor was installed in 2021.
      vi. Vapor Compressor PRV Re-certification includes replacement of pressure relief valves according to regulations

   B. **Element Prices**

Monthly Price for Weekly Maintenance Items	**$19,931 per month***

*The Monthly Price may be adjusted on an annual basis beginning in year 2 of the Contract term, as described in Section 5.1 (Terms of Payment) of the Contract.

2. **Non-Weekly Maintenance Items – Time and Material Price Elements**

   A. **Task Descriptions**
      i. Cold Ends (3 Sets). Replace every 1,000 hours run time. Based on current run hours and typical run hours per year, it is anticipated a total of 5 Warm End Replacements will be required.
      ii. Warm Ends (3 Sets). Replace every 5,000 hours of run time. Based on current run hours and typical run hours per year, it is anticipated a total of 5 warm end replacements will be required.
      iii. LNG Pumps (4 sets). Replace every 8,000 hours run time. Based on current run hours and typical run hours per year, it is anticipated a total of 2 pump replacements will be required.
      iv. Dispenser Calibration – as required
      v. All Weather Placard – $400 per instance the placard needs to be replaced. Placard contains Clean Energy 24-hour emergency contact information
      vi. Analysis, plans, schedule and guide for LCNG equipment and maintenance, including one year look ahead each year.

B. **Element Pricing**

Non-Weekly Maintenance Items – Time and Material Price Elements will be performed on a time & materials basis at the rates set forth below. The Contractor and Santa Cruz Metro will coordinate in advance to schedule the Non-Weekly Maintenance Items– Time and Material Price Elements work at a time acceptable to Santa Cruz METRO.

Hourly Rates and Parts & Materials Prices	
Weekdays 8:00am – 5:00pm	$160 per hour*
Weekdays 5:01pm – 7:59am	$240 per hour*
Weekends & Holidays	$240 per hour*
Travel Time	Charged at rates shown above
Parts & Materials	Net Cost + 15%**

*The hourly rates may be adjusted on an annual basis beginning in year 2 of the contract term, as described in Section 5.1 (Terms of Payment) of the Contract.
** Sales tax will be added to the cost of all repair parts and equipment purchased by Santa Cruz METRO.

3. **Scope Of Work**

The scope of work set forth in this Section 3 of this Exhibit C supersedes and replaces, in its entirety:

- Article 10 (Scope of Work) and Article 11(LCNG Fuel Station Equipment) of Part III (Specifications for Maintenance of LCNG Fuel Station) of Exhibit A; and
- Pages 10 to 13 of Exhibit B (up to, but not including, the subsection titled “Access to Reports and Invoices” on page 13 of Exhibit B).

The Contractor shall provide comprehensive maintenance services for the existing LCNG fueling station at Santa Cruz METRO. The Contractor shall be responsible for monitoring, repairing and otherwise keeping the LCNG equipment operational, including related electrical systems, fuel hoses and nozzles, and the methane gas monitoring system. The Contractor shall provide all repair parts, overhaul services, and consumables necessary to maintain the facility in proper working order, including compressor oils and all other lubricants.

A. Overview of Scope of Work - Weekly Review, Planned Preventive Maintenance and Unplanned Repairs

- Weekly review of daily inspections and preventive maintenance activities
- Periodic (weekly, monthly, quarterly, elapsed run hours, etc.) maintenance based on the manufacturer’s recommended requirements
- Breakdown non-critical repairs & Emergency call-out capability so as to respond to system problems without delay

B. Methane detection system maintenance

- Periodic inspection and calibration of the detectors
- Periodic testing of the overall system including the transmitters and controls to ensure that the overall system is operating correctly

C. The Contractor will include one (1) full time technician with truck and tools to be on call twenty-four (24) hours per day and seven (7) days per week.

D. The Contractor shall provide one all-weather placard for posting at the station indicating a telephone number providing 24-hour access by telephone to contact Contractor to obtain assistance as may be required.

E. On all call outs, the Contractor agrees the emergency callout repair service shall include a maximum one (1)-hour call back guarantee and the dispatch of a properly trained and equipped technician(s) with truck and tools to be on-site and working on the problem within four (4) hours of notification, weather and traffic permitting. As part of this requirement, the Contractor shall respond to any and all alarm conditions and will be designated as a primary or secondary contact for automated dial-out alarm notifications. Operation of the LCNG station is critical to supporting Santa Cruz METRO services and it is essential that the callout requirements be adhered to. Contractor will defer all non-emergency service calls to normal business hours, provided such delays will not result in an unsafe condition or the inability to fuel buses. The Contractor will then provide service at the beginning of the next business day.

F. The Contractor shall develop a Schedule and Service Plan for the LCNG station indicating planned and recommended future maintenance and repair activities required to keep the facility in proper working order,
At a minimum, the Service and Maintenance Plan shall include the following:

G. A one-year look-ahead planned work schedule to assist Santa Cruz METRO in preparation for the maintenance of the facility.

H. An analysis and report of the estimated useful lifespan of the LCNG Station equipment. Planned major inspections shall be included in the maintenance service plan with a timeline showing the expected date of each within the entire duration of the contract term.

I. Forms to be used to monitor and report maintenance activities including log forms, inspection report forms, other inspection forms, maintenance repair records, and similar forms to be used by the Contractor.

J. The Contractor will conduct weekly safety walk-through inspections on all LNG and LCNG equipment and components; document inspections and any deficiencies found; and immediately eliminate or repair deficiencies as needed to keep the equipment in proper working order and document. Copies of the documentation are to be sent to the Santa Cruz METRO Contract Administrator.

K. The Contractor will conduct weekly leak inspections on process piping. Any deficiencies found will be eliminated or repaired as soon as possible and documented. Copies of the documentation are to be sent to the Santa Cruz METRO Contract Administrator.

L. The Contractor will perform bi-annual calibration of the Gas Monitor systems and document. Calibration will be performed in accordance with manufacturer guidelines and recommendations. Copies of the documentation are to be sent to the Santa Cruz METRO Contract Administrator.

M. The Contractor will perform calibrations of the differential pressure, pressure and temperature transmitters as needed, or in accordance with manufacturer guidelines and recommendations.

N. The Contractor will schedule, perform, certify and document annual relief valve testing for all relief devices at the site per all applicable regulations, and in accordance with manufacturer guidelines and recommendations. Copies of the documentation are to be sent to the Santa Cruz METRO Contract Administrator.

O. The Contractor will perform maintenance on LNG and LCNG pumps in accordance with manufacturer guidelines and recommendations.

P. The Contractor will perform annual vacuum integrity tests on all storage tanks and document. Copies of the documentation are to be sent to the Santa Cruz METRO Contract Administrator.

Q. The Contractor will service and repair LCNG vessels, buffer tanks and buffer cabinets as needed in order to keep the equipment in proper working order and in accordance with manufacturer guidelines and recommendations.

R. The Contractor will repaint as needed all equipment that requires corrosion protection. The high pressure piping will be repainted as needed.

S. The Contractor will perform the preventative maintenance work Monday through Friday between the hours of 8 A.M. and 5 P.M.

   Santa Cruz METRO performs fueling activities from 5:00 P.M. to 2:30 A.M. Monday through Sunday, with incidental fueling at other times. The City of Santa Cruz also refuels their sanitation vehicles on site at various times between 10:00 A.M. to 2:00 P.M. One of either two pumps on site must be operational during these times.

T. The Contractor will send reports to the Santa Cruz METRO Contract Administrator for every activity that is performed on the station and/or support equipment.

4. LCNG Fuel Station Equipment List

The following is a partial list of LCNG equipment and/or systems to be maintained.

A. LCNG Pressure Vessel Storage Assemblies comprised of two each 3-pack storage assemblies, for a total of 6 pressure storage vessels, manufactured by CP Industries. Capacity per assembly: 17,133 scf of LCNG @ 5000 psig.

B. Two (2) LNG Vertical Storage Tanks, 15,000 Gallon capacity each, manufactured by Chart Storage Systems

C. Bauer Model C15.2 II Duplex

D. CS&P LCNG Pumps

E. LCNG Vaporizers, Cryoquip Model VAI806F

F. CS & P Offload LNG Pump

G. Priority Valve Panel

H. CNG Dispensers

I. Odorizer

J. Vapor Recovery System

K. Oil Injection System

L. Safety Systems:
    i. Flame Detection System
    ii. Combustible Gas Detection System

M. Fuel Management System

N. Remote System Monitoring

O. Electrical Panels

P. LCNG Instrumentation

Q. Piping/Tubing/Tube Fittings, Valves and Gauges

DATE: June 24, 2022

TO: Board of Directors

FROM: Danielle Glagolla, Marketing, Communications and Customer Service Director.

SUBJECT: **APPROVE REQUEST FOR AUTHORIZATION OF MOBILITY TRANING COORDINATOR POSITION IN THE CUSTOMER SERVICE DEPARTMENT**

I. RECOMMENDED ACTION

That the Board of Directors approve the funding of a Mobility Training Coordinator in the Customer Service Department and defunding the Accessible Services Coordinator position from the Paratransit Department.

II. SUMMARY

- In order to address the needs of the Customer Service Department, staff have determined the need for a Mobility Training Coordinator position. The position will take the place of the current vacant Accessible Services Coordinator position.
- On January 20, 2022, Service Employees International Union Local 521 (SEIU) and Human Resources (HR) staff agreed to the creation of Mobility Training Coordinator to better address the needs of the Santa Cruz Metropolitan Transit District (METRO).
- METRO contracted with Koff & Associates (hereinafter “K&A”) to conduct a total classification and compensation study in January 2022.
- HR staff worked with K&A to create the Mobility Training Coordinator position description and its wage scale.
- HR staff presented the classification and compensation study to SEIU. SEIU is in agreement with the findings and this recommendation.
- Staff is recommending Board approval to create the Mobility Training Coordinator position.
- On June 10, 2022, the HR staff presented this item to the Personnel/Human Resources Standing Committee.

III. DISCUSSION/BACKGROUND

In order to address the needs of the department, a Mobility Training Coordinator position was created through a total classification and compensation study performed by K&A. This position will perform a wider variety and complex tasks in the department including community outreach, fixed-route training and ParaCruz training. This position will take the place of the current vacant Accessible Services Coordinator position. The Accessible Services Coordinator will be defunded and removed from the ParaCruz Division and funds moved to fund the new Mobility Training Coordinator position in the Customer Service Department.

Human Resources staff have worked with Koff & Associates, an outside agency, to create a new Mobility Training Coordinator position description and corresponding wage scale. Upon approval, an open recruitment will be undertaken to fill this position.

Koff & Associates presented a Total Compensation Study which reflected the comparison agency salaries and benefits. The seven established labor market comparable agencies were:

- Alameda- Contra Costa Transit District
- Central Contra Costa County Transit Authority
- City of Santa Cruz
- County of Santa Cruz
- Golden Gate Bridge, Highway and Transportation District
- Monterey- Salinas Transit District
- Riverside Transit Agency
- San Joaquin Regional Transit District
- Santa Barbara Metropolitan Transit District
- Santa Clara Valley Transportation Authority

Koff & Associates was not able to find a sufficient number of comparable matches. Internal alignment was considered for the purpose of this study.

Going forward, staff has determined that METRO is in need of a Mobility Training Coordinator who can focus on planning, training, developing, coordinating, and providing Santa Cruz METRO services to current and potential customers including youth, elderly, disabled, and underserved communities and for promoting such services through targeted community outreach and education.

This position will provide the above items, as well as conduct in-person assessments of passengers seeking training and instruct program participants to travel safely and independently by accessing public transportation throughout Santa Cruz County; represents the Agency to the public through a planned program utilizing public presentations; plans, coordinates, develops, and implements Santa Cruz METRO's Travel Program; and serves as a liaison and information source to customers, community agencies, and schools.

Staff requests the Board approve the creation of Mobility Training Coordinator position for final adoption on June 24, 2022 at the Public Hearing.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report ties to the following strategic priorities:

- Service Quality and Delivery
- Employee Engagement: Attract, Retain and Develop
- Strategic Alliances and Community Outreach

V. FINANCIAL CONSIDERATIONS/IMPACT

The adoption of the recommendations contained in this report will require defunding the Accessible Services Coordinator position from Paratransit Department (currently vacant) and moving funds to the new Mobility Training Coordinator position in Customer Service Department and $ 7,282 increase in the FY 23 operating budget.

VI. CHANGES FROM COMMITTEE

None. On June 10, 2022 the Personnel/Human Resources Committee met to review this request. The Committee recommends the full Board approve the creation of Mobility Training Coordinator in the Customer Service Department as presented.

VII. 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 class specification and its wage survey were researched and developed based on the developing needs of METRO.

VIII. ATTACHMENTS

Attachment A: Mobility Training Coordinator Job Description

Attachment B: Mobility Training Coordinator Wage Scale

Prepared by: Danielle Glagolla, Marketing, Communications and Customer Service Director and Monik Delfin, Deputy HR Director

IX. APPROVALS

Dawn Crummié, HR Director — Dawn Crummié

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: AS121
FLSA Status: Non-exempt

Mobility Training Coordinator
Bargaining Unit: SEA

DEFINITION:

Under direction, the Mobility Training Coordinator conducts in-person assessments of passengers seeking training and instructs program participants to travel safely and independently by accessing public transportation throughout Santa Cruz County as appropriate; represents the Agency to the public through a planned program utilizing public presentations, providing outreach and education to current and potential customers; plans, coordinates, develops, and implements Santa Cruz METRO's Travel Program; serves as a liaison and information source to customers, community agencies, and schools; and performs other related work as required.

DISTINGUISHING CHARACTERISTICS:

Mobility Training Coordinator is a journey-level class responsible for planning, training, developing, coordinating, and providing Santa Cruz METRO services to current and potential customers including youth, elderly, disabled, and underserved communities and for promoting such services through targeted community outreach and education. The incumbent uses discretion and independent judgment in performing assigned work. Assignments are given with general guidelines and positions are responsible for establishing objectives, timelines, and methods to deliver work products or services. Work is typically reviewed upon completion for soundness, appropriateness, and conformity to policy and requirements.

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, develops, organizes, and conducts training and outreach services for current and potential customers on all METRO services including but not limited to fixed-route, paratransit, commuter service, microtransit, and other services/programs as needed.
- Plans and implements Santa Cruz METRO's Mobility Training Program; completes in person one-on-one intake assessment on individuals and determines which method of training (group, peer, specialized instruction [mobility], etc.) and support services are appropriate; teaches, demonstrates, and assists program participants and/or their supporters on the safe and proper use of the Santa Cruz METRO transportation system; provides individualized, one-on-one field training to participants referred for travel training.
- Recruits and sets goals, objectives, and policies for Mobility Ambassadors/volunteers to assist with Travel Training for fixed-route, paratransit, commuter service, and microtransit.
- Develops, maintains, distributes, and/or modifies a variety of training procedures, methods, materials, and forms to facilitate the effective training of Mobility Training Program participants.
- Promotes and provides outreach services to the older adult and disabled communities, youth, and underserved communities; attends classrooms, events, and a variety of public or private meetings to present to individuals and organizations about Santa Cruz METRO's services.

- Evaluates and monitors service delivery of Santa Cruz METRO's Mobility Training Program and Mobility Ambassadors/volunteer program and communicates findings to upper management; implements changes to improve efficiency and service quality; maximizes effectiveness of program services and ensures alignment with Santa Cruz METRO's mission; recommends and implements program goals and objectives, procedures, and work standards for assigned services.
- Collaborates with staff and management from customer service, transit, and marketing to coordinate assigned services and programs.
- Creates teaching materials and presents to Santa Cruz METRO staff as assigned.
- Serves as a liaison and information source to customers, students, community agencies, and the public for Santa Cruz METRO's Mobility Training Program.
- Prepares regular and periodic reports for management as requested; maintains various logs, records, lists, files, and program data and reports per Santa Cruz METRO retention policy; updates and maintains information in a database.
- Performs Paratransit Eligibility Coordinator tasks related to Americans with Disabilities Act (ADA) paratransit eligibility functions as needed.
- Promotes safety awareness and follows safety procedures in an effort to reduce or eliminate accidents.
- Maintains a working knowledge of all Santa Cruz METRO's public transportation systems, policies, and programs.
- Attends and participates in committee meetings; may serve and/or report on committees, commissions, and task forces; conducts presentations; attends and plans outreach events as directed by the department Manager/Director.
- Operates standard office equipment; utilizes computer software in performing job tasks; may utilize specialized Santa Cruz METRO software.
- Assist with discount card process including applications, issuing of cards, and fee collection.
- Drive a Santa Cruz METRO vehicle to perform assignments.
- Performs related work as required.

EMPLOYMENT STANDARDS:

<u>Knowledge of:</u>

- Principles of program organization, administration, coordination, and evaluation.
- Common transit agency policies and procedures associated with standard bus operations.
- Current practices, procedures, and philosophies pertaining to mobility training.
- Special equipment, procedures, and opportunities available to improve the accessibility of transit services for the older adult and disabled communities, youth, and underserved communities.
- Current instructional methods and practices, as well as effective curriculum development.
- Customer safety and health-related considerations related to transit services.
- Business correspondence, formatting, and report writing.
- Manual and automated record-keeping and filing systems.
- Methods of researching, gathering, organizing, and reporting data.
- Methods of prioritizing, planning, and organizing work and time management techniques.
- Customer service techniques including public speaking, community outreach, and events.
- Modern office practices and procedures and the effective use of modern office equipment, personal computers, and standard business software, including audio/visual equipment.

Ability to:

- Plan, develop, organize, and conduct an effective mobility training program serving older adults, disabled individuals, underserved communities, and youth/students.
- Conduct field work to provide direct services to customers.
- Teach ideas, concepts, and skills to all community members effectively.
- Research, analyze, and evaluate new teaching methods and techniques.
- Formulate specific objectives to compare and evaluate program results.
- Define problem areas and evaluate, recommend, and implement alternative solutions to issues and problems.
- Engage successfully with both internal and external contacts and the public
- Demonstrate a high level of discretion, confidentiality, and judgement in execution of duties and dealing with the public and program participants.
- Instruct others in the safe utilization of Santa Cruz METRO vehicles and services and adapt training procedures to the needs of the individual.
- Act as liaison between Santa Cruz METRO, community groups, other transit districts, transit customers, schools, and the public with regard to Santa Cruz METRO services.
- Develop and write plans, procedures, reports, and forms.
- Adhere to established work schedules and timelines.
- Balance multiple assignments simultaneously and effectively.
- Utilize standard office equipment and computer software and learn to use specialized Santa Cruz METRO software if assigned.
- Communicate clearly and effectively in both oral and written form.
- Establish and maintain effective working relationships within the department and with other divisions, departments, agencies, suppliers, 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:

Two (2) years course work from an accredited college in business administration, public administration, marketing, social services, or a related field.

AND

Four (4) years of experience in program, project, or administrative support including providing community outreach and/or training services to people of diverse backgrounds and experience and/or working with volunteer or ambassador programs and non-profit organizations.

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 often required to reach with hands and arms; sit, push and pull; use finger dexterity, and talk and hear. Work often requires the repetitive use of both hands to grasp and feel objects and use a keyboard. The employee is regularly required to stoop at the waist and crouch. Occasional lifting up to 20 pounds unaided may be required. 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; 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 moderate. Field work is also required.

OTHER CONDITIONS OF EMPLOYMENT:

- Must pass a requisite background check.
- Weekend work and hours of work outside the regular schedule may be required.
- Fluency in English and Spanish is desirable.

*Adopted:	00-00-00
*BOD Approved:	00-00-00
*Revised:	00-00-00
*Job Family:	Customer Service
*Job Series:	Mobility Training Series
*Job Series Level:	Journey
*Confidential:	No

Attachment B

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	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	Mobility Training Coordinator	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
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

8.7B.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. Adding Mobility Training Coordinator. Position and wage approved on BOD 06.24.2022.

8.7B.2

Santa Cruz Metropolitan Transit District

DATE: June 24, 2022

TO: Board of Directors

FROM: Joan Jeffries, Purchasing Manager

SUBJECT: ACCEPT AND FILE THE QUARTERLY PROCUREMENT REPORT FOR 1ST QUARTER OF FY23

I. RECOMMENDED ACTION

That the Board of Directors accept and file the Quarterly Procurement Report for the 1st quarter of FY23

II. SUMMARY

- This staff report provides the Board of Directors (Board) with a Quarterly Procurement Report for the 1st quarter of FY23, covering the months of July through September.
- Each quarter staff will provide a Quarterly Procurement Report listing anticipated formal procurements within the upcoming quarter that are not being presented to the Board separately.

III. DISCUSSION/BACKGROUND

The purpose of this report is to provide the Board an opportunity to review and comment on upcoming formal procurements before they are ready for award.

Formal procurements are defined as construction valued at $10,000 or more, and goods, materials and professional services valued at $50,000 or more. Formal procurements related to major projects will be presented to the Board separately in stand-alone Staff Reports.

Attachment A details the regular formal procurements the Purchasing Department is planning on issuing during the 1st quarter of FY23 (July through September).

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report pertains to Financial Stability, Stewardship & Accountability.

V. FINANCIAL CONSIDERATIONS/IMPACT

See Attachment A.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

N/A

VIII. ATTACHMENTS

Attachment A: FY23 1st Quarter Anticipated Procurements Listing

IX. APPROVALS

Joan Jeffries, Purchasing Manager ______________________

Approved as to fiscal impact:
Chuck Farmer, CFO ______________________

Michael Tree, CEO/General Manager ______________________

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Attachment A

Anticipated Procurement Listing

FY23: 1st Quarter

Month Anticipated to be Issued	Description	Purpose	Department	Funding Source	Anticipated Value	Project No.
One-Off Contracts						
July	Automated Passenger Counters (APC) for buses	To add APC as part of the Intelligent Transportation System (ITS) deployment currently underway	IT & ITS	FTA 5339a FY21	$ 640,000	19-0027

8.8A.1

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DATE: June 24, 2022

TO: Board of Directors

FROM: Wondimu Mengistu, Capital Planning and Grants Program Manager

SUBJECT: **CONSIDER AUTHORIZING THE CEO/GM TO EXECUTE THE MASTER FUNDING AGREEMENT BETWEEN THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION AND THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FOR MEASURE D FUNDING**

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to execute the Measure D Master Funding Agreement between the Santa Cruz County Regional Transportation Commission and the Santa Cruz Metropolitan Transit District.

II. SUMMARY

- Santa Cruz County Regional Transportation Commission (RTC), in conjunction with the Santa Cruz Metropolitan Transit District (METRO) and other stakeholders, has developed a Measure D Master Funding Agreement, which provides procedures related to allocation of Measure D funding.
- All Master Agreements require a Board of Directors' (Board) adopted resolution to authorize the CEO to administer each transportation related project.
- The current Master Funding Agreement had an initial 5-year term, expiring on June 30, 2022. The new Master Agreement will expire in June 2047.
- METRO will submit a 5-year program of projects to RTC, identifying how the funds will be used over the upcoming five years. The 5-year project list will be updated annually and must be approved following a public hearing.
- METRO will submit an annual report to RTC detailing the prior year's expenditures.
- Measure D funding received by METRO will be used to increase fixed-route service, sustain ParaCruz service, maintain service reliability, and allow for the purchase of new fixed-route buses and ParaCruz vans. Measure D funds are responsible for the following:
  - Maintain 4 Fixed-route Bus Operator positions and an increase of 3 Fixed-route Bus Operator positions to increase frequency, span of service; and
  - Maintain 4 Fixed-route Bus Operators to maintain sufficient extra board staffing, which will improve service reliability; and

- o Per Board action on May 19, 2017, maintain one additional Fixed-route Bus Operator position to provide additional trips on key routes; and
- o Sustain current level of ParaCruz service, which exceeds that required by the Americans with Disabilities Act (ADA); and
- o Purchase new Fixed-route buses and ParaCruz vans to increase service reliability and decrease maintenance costs.

- Authorizing the attached Resolution will allow the CEO to sign the necessary new Master Agreement with the RTC for Measure D funds.

III. DISCUSSION/BACKGROUND

Measure D Funding Agreement for Formula Funds for Direct Allocations

Measure D funds are allocated to the applicable cities, Santa Cruz County, METRO, and Community Bridge/Lift Line on a formula basis, as set forth in the Measure D ballot measure. RTC, in conjunction with METRO and other stakeholders, has developed a Measure D Master Funding Agreement, which provides procedures related to allocation of Measure D funding (Attachment A is the METRO Master Funding Agreement.) The Master Funding Agreement is intended to ensure that funds are spent in accordance with the Measure D Ordinance and Expenditure Plan and ensure that standardized procedures are applied to each recipient of Measure D revenues. The Master Funding Agreement also clarifies roles and responsibilities, provides guidance on eligible uses and expenditures of each fund type, and outlines the obligations of RTC in distributing the funds and the recipient agencies in expending the funds.

The Master Funding Agreement, and its implementing guidelines, also include funding allocation, payment and expenditure provisions, direct local distribution summary, reporting provisions, and liability and indemnification responsibilities.

In 2017, the METRO Board approved a master agreement between the RTC and METRO for Measure D so that METRO may receive funding to operate the METRO system. The current Master Funding Agreement had an initial 5-year term, expiring on June30, 2022. The new Master Agreement will expire in June 2047.

5-Year Program of Projects

As established in the Measure D Ordinance, all entities receiving Measure D funds are required to develop a 5-year program of projects, identifying how each agency plans to use Measure D funds in the upcoming 5 years. The 5-year project list will be updated annually and must be approved following a public hearing.

Starting in 2022 (by December 31), recipient agencies must submit an annual report to RTC, which must include:

- An updated 5-year program of projects;
- A report on prior fiscal year expenditures;
- Progress made to improve the transportation system;
- How maintenance of effort requirements have been met to ensure Measure D revenues are supplementing (not supplanting) other revenues; and

- The degree to which Measure D funds were used to secure additional funding from other sources (leveraging other funds).

The Measure D Oversight Committee and annual fiscal audit will review the annual report of expenditures to ensure funds were expended consistent with the requirements of Measure D.

METRO Use of Measure D Funding

Measure D funding received by METRO will be used to increase Fixed-route service, sustain ParaCruz service, maintain service reliability, and to allow for the purchase of new Fixed-route buses and ParaCruz vans. Details with background include:

- As part of the reduced annual budget adopted in June 2016 for FY17, METRO funded 4 Fixed-route Bus Operator positions using reserve funds to save some services until FY18, in hopes that Measure D would be successful. If Measure D had not been successful, these services would have been eliminated. As a direct result of the passage of Measure D, these 4 Fixed-route Bus Operator positions will continue to be funded. In addition, METRO will add 3 Fixed-route Bus Operator positions to increase frequency and span of service.
- Measure D funds will also continue to provide an increase of 4 Fixed-route Bus Operators to maintain sufficient extra board staffing in order to improve service reliability and delivery.
- Per request by the METRO Board on May 19, 2017, additional Measure D funds will be continued to be committed to fund 1 additional Fixed-route Bus Operator position and associated operating costs, which will provide additional trips to provide 30 minute frequency on Route 71 inbound/outbound for 8 hours.
- Measure D funds will also allow METRO to sustain its current level of ParaCruz service, which exceeds the service level required by ADA.
- The new funding from Measure D will also allow METRO to purchase Fixed-route buses and ParaCruz vans, which in turn, will increase the service reliability and decrease maintenance costs. In 2018, the Board committed to a policy of allocating $3 million annually to a Bus Replacement Fund, primarily funded by Measure D and Senate Bill 1, the Road Repair and Accountability Act of 2017. However, 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 if no new bus purchases are made. At an average cost of $700,000 per CNG bus or $1.25 million per ZEB, it will cost between $28.7 million and $51.3 million to simply address the backlog in bus replacement needs in FY23, rising to $46.9 million to $83.75 million by FY28. Because of the significant cost of buses, transit agencies primarily acquire buses through grants which generally require local matches in the 15-20% range. Unfortunately these grants are highly competitive and significantly oversubscribed. METRO will leverage the Measure D funding against these competitive grants, to acquire as many vehicles as possible, to increase service reliability and decrease maintenance costs.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

Measure D funding is forecast to provide METRO with almost $4 million annually, which will allow METRO to increase Fixed-route service, sustain ParaCruz service, maintain service reliability, and to allow for the purchase of new Fixed-route buses and ParaCruz vans.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

There are no recommended alternatives at this time. Staff recommends that the Board authorize the CEO/GM authority to execute the Measure D Master Funding Agreement so that METRO may receive funding to operate the METRO system.

VIII. ATTACHMENTS

Attachment A: Resolution Authorizing the CEO to Sign the RTC Master Agreements for Measure D Funds

Attachment B: Measure D Master Funding Agreement between the RTC and METRO

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

IX. APPROVALS

John Urgo, Planning
and Development Director

Approved as to fiscal impact:
Chuck Farmer, CFO

Approved as to form:
Julie Sherman, District Counsel

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:

AUTHORIZATION FOR THE EXECUTION OF MEASURE D MASTER FUNDING AGREEMENT BETWEEN THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION AND THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

WHEREAS, Measure D is a ½-cent transactions and use tax for 30 years to fund five transportation improvement categories; and

WHEREAS, the Measure D Ordinance included direct allocation of funding to the Santa Cruz Metropolitan Transit District (METRO); and

WHEREAS Santa Cruz County Regional Transportation Commission (RTC), in conjunction with METRO and other stakeholders, has developed a Measure D Master Funding Agreement, which provides procedures related to allocation of Measure D funding; and

WHEREAS, all Master Agreements require a Board of Directors (Board) adopted resolution to authorize the CEO to administer each transportation related project; and

WHEREAS, the current Master Funding Agreement had an initial 5-year term, expiring on June 30, 2022, and the new Master Agreement will expire in June 2047; and

WHEREAS, METRO wishes to delegate authorization to execute these agreements and any amendments thereto to Michael Tree, CEO/General Manager.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of METRO that the fund recipient agrees to comply with all conditions and requirements set forth in this agreement, which provides procedures related to allocation of Measure D funding.

NOW THEREFORE, BE IT FURTHER RESOLVED that Michael Tree, CEO/General Manager be authorized to execute the Master Agreement and any Amendments thereto with the RTC.

Attachment A

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Metropolitan Transit District this 24th Day of June 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

Attachment B

AMENDMENT TO
MEASURE D
MASTER FUNDING AGREEMENT
Between the
SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
and the
Santa Cruz Metropolitan Transit District (METRO)

The parties hereto agree to amend that certain Agreement dated June 30, 2017 by and between the SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION and [Insert Recipient] by changing Article IV.D.1. (TERM) of the amended Contract as follows:

D. TERM
1. The term of this AGREEMENT shall be from April 1, 2017 to December 31, ~~2022~~ 2047, unless amended in writing or a new Master Funding Agreement is executed between RTC and RECIPIENT for Measure D revenues.

All other provisions of said Agreement shall remain the same.

Dated: ______________

(Santa Cruz Metropolitan Transit District (METRO)		**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION (RTC)**	
Name Michael Tree Title CEO/General Manager	Date	Guy Preston Executive Director	Date
Approved as to Form:		Approved as to Form:	
By: ______________________ Name Legal Counsel to METRO	Date	By: ______________________ Legal Counsel to SCCRTC	Date

Distribution: Recipient
SCCRTC Fiscal

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MEASURE D
MASTER FUNDING AGREEMENT
between the
SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
AND THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)

This Master Funding Agreement ("AGREEMENT"), effective the 30th of June, 2017, is entered into by and between the Santa Cruz County Regional Transportation Commission ("RTC") and the [Santa Cruz Metropolitan Transit District (METRO)] ("RECIPIENT").

RECITALS

A. On November 8, 2016, the voters of Santa Cruz County, pursuant to the provisions of the Local Transportation Authority and Improvement Act, California Public Utilities Code, Division 19, Section 180000 et seq. (the "Act"), adopted an ordinance approving the Santa Cruz County Transportation Improvement Plan Measure ("Measure D"), thereby authorizing Santa Cruz County Regional Transportation Commission ("RTC") to administer the proceeds from a retail transaction and use tax of one-half of one-percent (0.5%).

B. The duration of the Measure D sales tax will be 30 years from the initial date of collection, which is April 1, 2017, with said tax to terminate/expire on March 31, 2047. The tax proceeds will be used to pay for the programs and projects outlined in the Measure D Expenditure Plan and Ordinance, as it may be amended.

C. The Measure D Ordinance authorizes the RTC to allocate, administer, and oversee the expenditure of all Measure D revenues and to distribute revenues no less than quarterly to local jurisdictions, Santa Cruz Metropolitan Transit District (METRO), and the Consolidated Transportation Service Agency (CTSA): Community Bridges Lift Line, consistent with the formulas and provisions set forth in the Expenditure Plan;

D. This Agreement delineates the requirements of the Measure D funds that are directly allocated to local jurisdictions, METRO and Community Bridges, as authorized by the Measure D Expenditure Plan. Funds for projects identified in the expenditure plan to be funded from the highway corridors, rail corridor, and/or Monterey Bay Sanctuary Scenic Trail (Coastal Rail Trail) categories are not the subject of this AGREEMENT, and RECIPIENT will be required to enter into a separate agreement for any funds from those investment categories.

E. This AGREEMENT was approved by the governing body of the RTC on May 18, 2017.

NOW, THEREFORE, it is mutually agreed by and between the parties as follows:

ARTICLE I: FUNDING ALLOCATIONS

1. This AGREEMENT authorizes the RTC to allocate the direct allocation funds derived from Measure D receipts as described in the voter-approved Ordinance and Expenditure Plan for the following:
   - Neighborhood Projects: Direct Allocation to Cities and County
   - Transportation for Seniors and People with Disabilities: Direct Allocation to Service Providers

2. All Measure D distributions pursuant to this AGREEMENT shall be effective as of July 1, 2017.

A. Neighborhood Projects Program: Direct Allocation to Local Jurisdictions

1. Consistent with the Measure D Expenditure Plan, RTC will distribute Measure D Neighborhood Projects direct allocation funds at least quarterly to incorporated cities and the County of Santa Cruz pursuant to a formula weighted based on each jurisdiction's proportional share of the countywide population (29%), lane miles of roadway (39%) and site in Santa Cruz County where revenue from the Measure D transaction and use tax is generated (32%). RECIPIENT's allocations are subject to change based on variations in annual population, road mile, and tax site generation figures. Data will be updated each year based on the latest available data.

2. The *Measure D: Guidelines for Direct Allocations* ("Guidelines") provide program eligibility and fund usage guidelines, definitions, additional requirements, and guideline adoption details. Said guidelines are hereby incorporated into this AGREEMENT by reference.

3. Neighborhood Projects to be funded with Measure Revenues may include: fixing potholes, local roadway repairs, rehabilitation, reconstruction and intersection improvements; new and improved sidewalks, crosswalks and bicycle lanes and paths, especially near schools; and other transportation projects as necessary for the benefit of residents in those jurisdictions. The County of Santa Cruz and the cities of Capitola, Santa Cruz, Scotts Valley and Watsonville, who are best able to determine their current and future local transportation needs, shall each prepare an annual report through a public process, in accordance with the requirements of this AGREEMENT, to identify how they plan to spend their share of measure funds and how measure funds were spent in the prior year.

B. Transportation for Seniors and People with Disabilities Program: Direct Allocation to METRO and Community Bridges

1. RTC will distribute Measure D direct allocation funds pursuant to set percentages detailed in the Measure D Expenditure Plan.

2. As noted in the Measure D Expenditure Plan: 16% of net Measure Revenues will be distributed to Santa Cruz Metropolitan Transit District (METRO) to provide transit and paratransit service for Seniors and people with disabilities. 4% of net Measure Revenues will be allocated to the Consolidated Transportation Services Agency for Santa Cruz County (Community Bridges-Lift Line) for paratransit service. Paratransit works with social service agencies to increase transportation options for Seniors, individuals with disabilities, and persons with low incomes.

3. The *Measure D: Guidelines for Direct Allocations* ("Guidelines") provide program eligibility and fund usage guidelines, definitions, additional requirements, and guideline adoption details. Said guidelines are hereby incorporated into this AGREEMENT by reference.

ARTICLE II: PAYMENTS AND EXPENDITURES

A. RTC'S DUTIES AND OBLIGATIONS

1. Within thirty working days of actual receipt of the Measure D sales tax revenues from the State Board of Equalization ("BOE") RTC shall remit to the RECIPIENT its designated amount of available direct allocation funds. Funds shall be disbursed on a no less than quarterly basis by the formulas described in Article I Section A or B, as applicable, above. As noted in the Measure D Expenditure Plan: distribution percentages are net after costs required for administration, implementation and oversight of the measure, including RTC administrative salaries and benefits *(limited to 1% of total measure*

revenues), annual independent fiscal audits, reports to the public, preparation and implementation of state-mandated reports, oversight committee, Board of Equalization fees, and other administration, implementation and oversight responsibilities as may be necessary to administer and implement the Ordinance and the Expenditure Plan. These costs are estimated in the RTC's annual budget.

2. RTC shall annually update the Measure D fund revenue projections and the resulting fund allocation formulas to reflect the most current data available. RTC shall use the updated Measure D program allocation formulas in the allocations beginning July 1 of each new fiscal year, which is from July 1 to June 30.

3. RTC shall report quarterly to the public the amount of Measure D revenues distributed to RECIPIENT quarterly and for the fiscal year.

4. RTC shall provide for an independent annual audit of its financial statements including revenues and expenditures and also of its calculation of the allocation formula for distributing Measure D revenues to various recipients and render an annual report to the RTC within 180 days following the close of the fiscal year. The RTC may consider extensions to this deadline on a case-by-case basis.

5. RTC shall provide at least 45 days' notice to RECIPIENT prior to conducting an audit of expenditures made by RECIPIENT to ensure that expenditures are in compliance with this AGREEMENT and the Measure D Ordinance and Expenditure Plan.

B. RECIPIENT'S DUTIES AND OBLIGATIONS

1. RECIPIENT shall expend all Measure D funds received in compliance with applicable policies, guidelines and plans, including the Guidelines, the Measure D Ordinance, Expenditure Plan, 30-year Implementation Plan, and consistency with the Regional Transportation Plan and performance measures, as they may be adopted or amended by RTC from time to time.

2. RECIPIENT shall set up and maintain an appropriate system of accounts to report on Measure D funds received. RECIPIENT must account for Measure D funds, including any interest received or accrued, separately for each program, and from any other funds received from the RTC. The accounting system shall provide adequate internal controls and audit trails to facilitate an annual compliance audit for Measure D funds and the respective usage and application of said funds. RTC and its representatives, agents and nominees shall have the absolute right at any reasonable time to inspect and copy any accounting records related to such funds, except to the extent specifically prohibited by applicable law.

3. RECIPIENT shall expend Measure D allocations as quickly as possible for cost-effective eligible projects, but may reserve annual allocations for a maximum of no more than five fiscal years for larger projects that are identified in the Five-Year Program of Projects. If funds are not obligated and expended within five years, funds may be redirected after sixty (60) days of the end of the fifth fiscal year, at RTC's discretion, to other Measure D recipient agencies for projects that can be immediately implemented, unless a corrective action plan has been submitted to and approved by the RTC, an exception due to extenuating circumstances has been approved by the RTC board, or a "cooperative fund agreement" *(described in Section II.C)* has been approved by the RTC.

4. RECIPIENT hereby agrees to and accepts the formulas used in the allocation of Measure D revenues as reflected in the voter-approved Measure D Ordinance and Expenditure Plan, as it may be amended as provided therein, and agrees to accept the annual update of the sales tax allocation formulas, as reported by the RTC in its annual budget.

5. RECIPIENT hereby agrees that prior to commencement of any specific project or activity which will be funded with Measure D revenues, requirements of the California Environmental Quality Act (CEQA) and/or the National Environmental Policy Act (NEPA) shall be met, if applicable. The RTC shall not be the lead agency for any project or activity undertaken by RECIPIENT using Measure D revenues.

6. RECIPIENT hereby agrees to actively work to leverage or secure matching outside funding sources. Any additional Measure D revenues made available through their replacement by matching funds will be spent based on the principles outlined for fund allocations described in the Ordinance and Expenditure Plan.

C. OTHER EXPENDITURE CONDITIONS AND RESTRICTIONS

1. **Transportation Purposes Only:** RECIPIENT shall use all Measure D funds solely for transportation purposes as defined by the authorizing ballot measure. If RECIPIENT violates this provision, all further allocations shall be suspended until RECIPIENT fully reimburses all misspent funds, including all interest which would have been earned thereon. If RECIPIENT does not reimburse misspent funds, further allocations will be redistributed to other projects in the Neighborhood Projects or Transit categories of Measure D.

2. **Interest Earnings:** As set forth in the Measure D Ordinance, agencies implementing the Expenditure Plan projects may accumulate revenue over multiple years so that sufficient funding is available for larger and long-term projects. Any interest income earned on funds allocated pursuant to the Measure D ordinance or this AGREEMENT shall be expended only for the purposes for which the funds were allocated.
   a. Interest earnings on must be spent on the eligible uses defined in the Measure D Expenditure Plan, Ordinance, and “Guidelines.”
   b. Beginning in FY 18/19, each recipient agency shall estimate annual interest earnings and reflect these earnings in their 5-Year Program of Projects.
   c. The expenditure of interest earnings according to this policy will be included in the annual audit required by the Measure D Ordinance.

3. **Maintenance of Effort/Non-Substitution of Funds:** Pursuant to California Public Utilities Code Section 180001(e), RECIPIENT shall use Measure D funds to supplement and not replace existing local revenues used for transportation purposes. Measure D revenues also shall not be used to replace revenues used for existing agency indirect costs or overhead. As set forth in the Measure D Ordinance: Existing funds, revenues and other resources being used for transportation purposes include but are not limited to federal and state funding, the collection of traffic impact mitigation fees, other local impact fees, and dedications of property. The funds generated by the Transportation Tax shall not be used to replace existing transportation funding or to replace requirements for new development to provide for its own transportation needs. The entities receiving Measure D Revenues shall maintain their existing commitment of discretionary local transportation-related expenditures for transportation purposes pursuant to the ordinance, and the RTC shall enforce this requirement by appropriate actions, including fiscal audits of the local agencies. RECIPIENTS shall report on their compliance in the annual report. The *Measure D: Guidelines for Direct Allocations* (“Guidelines”) provide additional guidance.

4. **Cooperative Fund Agreements:** To maximize the effective use of funds, revenues may be transferred or exchanged between or among jurisdictions receiving funds from this measure. Jurisdictions receiving funds may, by annual or multi-year agreement, exchange funds provided that the percentage of funds allocated as provided in the Expenditure Plan is maintained over the duration of the period of time the tax is imposed. Agreements to exchange funds, including fund repayment provisions, must be approved by the RTC and shall be consistent with all rules adopted or approved by the RTC relating to

such exchanges. Subject to concurrence of RECIPIENT, the RTC may exchange Measure D revenues for State or federal funds allocated or granted to any public agency within or outside the area or jurisdiction of the RTC to maximize effectiveness in the use of the Measure D revenues. Such federal or State funds shall be distributed in the same manner as Measure D revenues. The RTC shall maintain for public review an accounting of all balances that are subject to cooperative agreements approved pursuant to this section.

5. **Staff Cost Limitations:** Direct costs associated with the delivery of programs and projects associated with Measure D programs, including direct staff costs and consultant costs, are eligible uses of Measure D funds. The intent of the measure is to expand and improve the transportation network through the construction, maintenance and operation of transportation projects and services. RTC does not allow indirect costs, unless the RECIPIENT submits an independently audited/approved Indirect Cost Allocation Plan (ICAP). This may include, but not be limited to, the ICAP prepared for other state or federal programs.

ARTICLE III: REPORTING REQUIREMENTS

A. REQUIREMENTS AND WITHHOLDING

1. RECIPIENT shall comply with each of the reporting requirements set forth below. If RECIPIENT fails to comply with one or more of these requirements, RTC may withhold payment of further Measure D funds to RECIPIENT until full compliance is achieved.

2. RECIPIENT shall, by December 31st of each year, submit to RTC separate independently audited financial statements for the prior fiscal year ending June 30 of Measure D funds received and used. The RTC may consider extensions of the due date on a case-by-case basis. The audit, which shall be made available to the public, shall report on evidence that the expenditure of funds is in accordance with the Expenditure Plan adopted by the voters. The RTC will prepare a publicly available annual report on past and upcoming activities and publish an annual financial statement on the RTC website.

3. RECIPIENT shall actively conduct public outreach, in partnership with RTC and/or its advisory committees, as a means of ensuring that the public has the ability to access information about which projects and programs are funded with Measure D funds.

4. RECIPIENT shall, by December 31st of each year, submit to RTC an annual report (covering the prior fiscal year) regarding programs and projects on which RECIPIENT expended Measure D funds. The RECIPIENT agency board shall annually adopt the annual report, after holding a public hearing. The annual report shall include 1) a five-year program of projects including information about each of the projects to be funded with Measure D revenues. RECIPIENT shall submit the program of projects to the RTC in a format that can be easily understood by members of the public; and 2) Description of expenditures of Measure Revenues from the most recently completed fiscal year. Some agencies may adopt the five-year program of projects as part of their annual budget, capital improvement programs, or other process earlier in the year, but must submit the list no later than December 31.

5. RECIPIENT shall document expenditure activities and report on the performance of Measure D funded activities through the annual report process, or through other RTC performance and reporting processes as they may be requested, including but not limited to the annual Five-Year Program of Projects, planning and monitoring reports. The RTC shall utilize information from RECIPIENT on expenditures to prepare a comprehensive report to the public on the expenditure of Measure D revenues.

6. RECIPIENT shall install or mount signage adjacent to Measure D funded construction projects and/or on vehicles funded with Measure D funds where practical, so Santa Cruz County taxpayers are

informed as to how RECIPIENT is using Measure D funds. See separate "*Measure D: Sign Specifications*" *[under development]* for additional signage guidance.

7. RECIPIENT shall provide current and accurate information on RECIPIENT's website, to inform the public about how RECIPIENT plans to use and is using Measure D funds. RECIPIENT shall notify RTC staff once the draft 5-year program of projects is available for public review and at least two weeks in advance of the anticipated date of the public hearing and board action on the annual 5-Year Program of Projects.

8. RECIPIENT shall, at least annually, publish an article highlighting a project or program funded by Measure D funds. This could be in a local newspaper, agency newsletters, or via internet-based platforms, including but not limited to blogs, websites, and social media sites.

9. RECIPIENT shall make its administrative officer or designated staff available upon request to render a report or answer any and all inquiries in regard to RECIPIENT's receipt, usage, and/or compliance audit findings regarding Measure D funds before the RTC and/or the Independent Oversight Committee or RTC advisory committees, as applicable.

10. RECIPIENT agrees that RTC may review and/or evaluate all project(s) or program(s) funded pursuant to this AGREEMENT. This may include visits by representatives, agents or nominees of RTC to observe RECIPIENT's project or program operations, to review project or program data and financial records, and to discuss the project with RECIPIENT's staff or governing board.

ARTICLE IV: OTHER PROVISIONS

A. INDEMNITY BY RECIPIENT

1. Neither RTC, nor its governing body, elected officials, any officer, consultant, agent, or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by RECIPIENT in connection with the Measure D funds distributed to RECIPIENT pursuant to this AGREEMENT. It is also understood and agreed, pursuant to Government Code Section 895.4, RECIPIENT shall fully defend, indemnify and hold harmless RTC, its governing body, and all its officers, agents, and employees, from any claims or liability imposed on RTC for injury (as defined in Government Code Section 810.8) occurring by reason of anything done or omitted to be done by RECIPIENT in connection with the Measure D funds distributed to RECIPIENT pursuant to this AGREEMENT.

B. INDEMNITY BY RTC

1. Neither RECIPIENT, nor its governing body, elected officials, any officer, consultant, agent, or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by RTC under or in connection with any work, authority or jurisdiction delegated to RTC under this AGREEMENT. It is also understood and agreed, pursuant to Government Code Section 895.4, RTC shall fully defend, indemnify, and hold harmless RECIPIENT, and its governing body, elected officials, all its officers, agents, and employees from any claims or liability imposed on RECIPIENT for injury (as defined in Government Code Section 810.8) occurring by reason of anything done or omitted to be done by RTC under or in connection with any work, authority or jurisdiction delegated to RTC under this AGREEMENT.

C. JURISDICTION AND VENUE

1. The laws of the State of California will govern the validity of this AGREEMENT, its interpretation and performance, and any other claims to which it relates. All legal actions arising out of this AGREEMENT shall be brought in a court of competent jurisdiction in Santa Cruz County, California and the parties hereto hereby waive inconvenience of forum as an objection or defense to such venue.

D. TERM

1. The term of this AGREEMENT shall be from April 1, 2017 to June 30, 2022, unless amended in writing or a new Master Funding Agreement is executed between RTC and RECIPIENT for Measure D revenues.

E. SEVERABILITY

1. If any provision of this AGREEMENT is found by a court of competent jurisdiction or, if applicable, an arbitrator, to be unenforceable, such provision shall not affect the other provisions of the AGREEMENT, but such unenforceable provisions shall be deemed modified to the extent necessary to render it enforceable, preserving to the fullest extent permissible the intent of the parties set forth in this AGREEMENT.

F. MODIFICATION

1. This AGREEMENT, as well as the referenced Guidelines, Measure D Ordinance and Expenditure Plan, constitutes the entire AGREEMENT, supersedes all prior written or oral understandings regarding Measure D program funds (but not project funding agreements). This AGREEMENT may only be changed by a written amendment executed by both parties. Notwithstanding the foregoing, the Guidelines, performance measures, and other policies related to Measure D funds may be changed from time to time by the RTC, and any such changes shall be incorporated herein to the same extent as the underlying policy so amended.

IN WITNESS WHEREOF, the parties have executed this AGREEMENT by their duly authorized officers as of the date first written below.

ENTER NAME (RECIPIENT)	SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION (RTC)
Name Date Title	George Dondero Date Executive Director
Approved as to Form:	Approved as to Form:
By: ______ Name Date	By: ______ Legal Counsel to SCCRTC Date

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Measure D: Guidelines for Direct Allocations for
Neighborhood Projects and Transportation for Seniors and People with Disabilities
Approved by SCCRTC 5/18/17

Section 1. Purpose

A. To specify the eligible uses of and requirements for funds authorized under Measure D (2016) that local jurisdictions, Santa Cruz Metropolitan Transit District (METRO), and the Consolidated Transportation Services Agency (CTSA) for Santa Cruz County: Community Bridges Lift Line must follow in their use of Measure D funds authorized under the "Neighborhood Projects" and "Transportation for Seniors and People with Disabilities" categories. These guidelines are incorporated by reference into the *Measure D Master Funding Agreement*. Additional terms and conditions are contained in the agreements themselves, the Measure D Ordinance and Expenditure Plan. The intent of these guidelines is to:

1. Provide guidance on eligible uses and expenditures of Measure D "Neighborhood Projects" and "Transportation for Seniors and People with Disabilities" direct allocation funds.
2. Guide implementation of the Measure D Ordinance and Expenditure Plan, as it relates to these direct allocations.

B. These guidelines only apply to the ongoing formula allocations of net revenues to cities, the County of Santa Cruz, and transit/paratransit operators (RECIPIENTS) pursuant to Measure D and the Expenditure Plan associated therewith. Separate Guidelines apply to "Neighborhood Projects" investments which are allocated specific dollar amounts (Highway 9 Corridor in San Lorenzo Valley and Highway 17 Wildlife Crossing) and other Measure D investments categories (Highway Corridors, Active Transportation, and Rail Corridor).

Section 2. Authority

A. The Santa Cruz County Regional Transportation Commission (RTC) is responsible for implementation of Measure D. These guidelines, adopted by the RTC board, set forth eligible uses and expenditures of Measure D revenues designated to the "Neighborhood Projects" and "Transportation for Seniors and People with Disabilities" categories. The RTC may update these guidelines on an as-needed basis, effective upon approval of the RTC board, and will do so with involvement of Measure D revenue recipients, and the RTC's technical, bicycle, and elderly/disabled advisory committees, as applicable. Exceptions to these guidelines must be requested in writing and be approved by the RTC board.

Section 3. Background

A. On November 8, 2016, voters approved the 2016 Santa Cruz County Transportation Improvement Plan - Expenditure Plan: Measure D, which allocates 30% of net Measure D revenues to a "Neighborhood Projects" program and 20% to a "Transportation for Seniors and People with Disabilities" program. Section 5 of these guidelines clarifies eligible fund uses and expenditures in association with these Direct Allocation funds (also referred to as formula funds, direct distributions, direct allocations).

B. **Neighborhood Projects – Direct Allocation to Cities and County:** As set forth in the voter- approved Expenditure Plan, all but $15 million (total over 30 years) of funds allocated to Neighborhood Projects (30% of net Measure D revenues) will be distributed to the cities of Capitola, Santa Cruz, Scotts Valley, and Watsonville and the County of Santa Cruz for eligible transportation projects based on the formula set forth in the Measure D Expenditure Plan.

C. **Transportation for Seniors and People with Disabilities:** Direct Allocation to Service Providers funds will be distributed as follows:

1. 16% of net Measure D Revenues will be distributed to Santa Cruz Metropolitan Transit District

(METRO) to provide transit and paratransit service for seniors and people with disabilities.

2. 4% of net Measure D Revenues will be allocated to Community Bridges Lift Line, as the Consolidated Transportation Services Agency (CTSA) for Santa Cruz County for paratransit services that increase transportation options for seniors, individuals with disabilities, and persons with low incomes.

D. In the event that any agency that is designated to receive direct allocation funds through the Expenditure Plan is dissolved, the RTC may redistribute funds based on the same formulas minus the dissolved agency. New or successor entities that come into existence in Santa Cruz County during the life of the Expenditure Plan, such as incorporation of a new city, merging of agencies, or designation of a new agency as the county Consolidated Transportation Services Agency or transit agency, may be considered as eligible recipients of funds through the amendment process as set forth in the Ordinance.

Section 4. Definition of Terms

A. **Authority/RTC:** The Santa Cruz County Regional Transportation Commission (RTC) is the state-designated regional transportation planning agency and is the Local Transportation Authority (Authority) for Santa Cruz County which performs long-range planning and funding for countywide transportation projects and programs, and administers the Measure D half-cent transportation sales tax programs, approved by voters on November 8, 2016.

B. **Capital project:** A capital investment that typically requires the following phases: planning/feasibility, scoping, environmental clearance, design, right-of-way, construction, and completion.

C. **Complete Street:** A transportation facility that is planned, designed, operated, and maintained to provide safe mobility for all users, including bicyclists, pedestrians, transit vehicles, truckers, and motorists, appropriate to the function and context of the facility. Complete street concepts apply to rural, suburban, and urban areas. (Caltrans definition)

D. **Complete Streets Act of 2008:** The California Complete Streets Act (Assembly Bill 1358) was signed into law in September 2008. It requires that local jurisdictions modify their general plans as follows:

1. Commencing January 1, 2011, upon any substantial revision of the circulation element, the legislative body shall modify the circulation element to plan for a balanced, multimodal transportation network that meets the needs of all users of the streets, roads, and highways for safe and convenient travel in a manner that is suitable to the rural, suburban, or urban context of the general plan.

2. For the purposes of this paragraph, "users of streets, roads, and highways" means bicyclists, children, persons with disabilities, motorists, movers of commercial goods, pedestrians, skaters, users of public transportation, seniors, and other users of transportation facilities.

E. **Cost Allocation Plans (CAPs):** CAPs and indirect cost (IDC) rate proposals are plans that provide a systematic manner to identify, accumulate, and distribute allowable direct and indirect costs to programs funded through the RTC Master Funding Agreements.

F. **Direct cost (DC):** A cost completely attributed to the provision of a service, operations, a program, a capital cost, or a product. These costs include documented hourly project staff labor charges (salaries, wages, and benefits) that are directly and solely related to the implementation of Measure D-funded projects, consultants, contractors, and materials. These funds may be used for travel or training if they are directly related to the implementation of the "Neighborhood Projects" and "Transportation for Seniors and People with Disabilities" funds.

G. **Direct Local Allocation (or Distribution) Funds:** Funds allocated based upon a funding formula defined in a voter approved measure and allocated to eligible agencies on a regularly schedule basis (no less than quarterly).

H. **Education and promotion:** Marketing, education, information, outreach, and promotional campaigns and programs funded by Measure D.

I. **Environmental documents**: Preparation of environmental documents, such as those related to the California Environmental Quality Act (CEQA) and/or the National Environmental Policy Act (NEPA), or permits required by state or federal permitting agencies.

J. **Equipment and vehicles:** Purchase or lease of vehicles and equipment for Measure D-funded transportation services, information dissemination, fare collection, maintenance, etc.

K. **Grants**: Funding for plans, programs, or projects based on a competitive call for projects; evaluated based on applicable evaluation criteria; and allocated based on a reimbursement basis.

L. **Indirect cost:** Also known as "overhead," any cost of doing business other than direct costs. These costs include utilities, rent, administrative staff, officers' salaries, accounting department costs, and personnel department costs, which are requisite for general operation of the organization but are not directly allocable to a particular service or product.

M. **Maintenance:** Repairs, renovation, or upgrade of existing facility or infrastructure.

N. **Net Measure D Revenues:** The net amount of Measure D sales tax revenues remaining after costs required for administration, implementation and oversight of the measure. These expenses include annual independent fiscal audits, reports to the public, preparation and implementation of state-mandated reports, oversight committee, and other administration, implementation and oversight responsibilities as may be necessary to administer and implement the Ordinance and the Expenditure Plan. Net revenues are distributed by formula to the investment categories identified in the Expenditure Plan.

O. **Operations:** Provision of services that operate transportation facilities and programs. Operations costs do not include the costs to operate community outreach or other programs not directly related to a specific transportation service, program, or product.

P. **Pedestrian crossing improvements:** Pedestrian crossing improvements such as crosswalks, roadway/geometric changes, or reconfiguration specifically benefiting pedestrians.

Q. **Planning:** Identification of project and program current conditions and needs and development of strategies and plans to address the identified needs.

R. **Project completion/closeout:** Inspection/project acceptance, final invoicing, final reporting, and the processes for closing out a project.

S. **Recipient:** Agencies receiving direct allocations of funds from the "Neighborhood Projects" and "Transportation for Seniors and People with Disabilities" Expenditure Plan categories.

T. **Scoping and project feasibility:** Early capital project phases that identify project needs, costs, and implementation feasibility.

U. **Sidewalks and ramps:** New sidewalks, sidewalk maintenance, curb ramps, and stairs/ramps for pedestrian and Americans with Disabilities Act access.

V. **Signage:** Warning, regulatory, wayfinding, or informational signage.

W. **Signals:** New traffic signals or crossing signals, signal upgrades, countdown signals, audible signals, or signal timing improvements.

X. **Street resurfacing and maintenance:** Repaving and resurfacing of on-street surfaces, including striping.

Y. **Traffic calming:** Infrastructure primarily aimed at slowing down motor vehicle traffic.

Section 5. Fund Allocations

A. "Neighborhood Projects" Direct Allocation Funds

1. *General:* RTC distributes Measure D "Neighborhood Projects" funds to incorporated cities in the county and to the County of Santa Cruz to be spent on transportation capital improvements intended to directly maintain and improve the multimodal local streets and roads network in Santa Cruz County. Each city and Santa Cruz County will receive their proportional share (which share shall be adjusted annually as described in the Master Funding Agreement) of the direct allocation Neighborhood Projects funds based on the formula specified in the Measure D Expenditure Plan, as it may be amended from time to time as provided therein. These funds are allocated on a no less than quarterly basis directly to each city and the County. Recipient agencies must place all such funds in a separate account for the Measure D program and will require annual audits. Agencies will maintain all interest accrued from the Measure D funds within the program.

2. *Formula:* Neighborhood Project Funds to cities and the County of Santa Cruz shall be distributed by the following formula: Proportional share of the countywide population (29%), lane miles of roadway (39%) and site where the Measure Revenue from the transaction and use tax is generated (32%). Population, road mile, and tax site generation figures will be updated each year based on the latest available data.

3. *Eligible Project Types:* These funds may be used for any local transportation need based on local priorities identified in the recipient agency's annually updated 5-Year Program of Projects. Neighborhood Projects to be funded with Measure D revenues may include the items below under Eligible Uses (5) which are determined as necessary for the benefit of residents in those jurisdictions and approved through a public process by the jurisdiction.

4. The County of Santa Cruz and the cities of Capitola, Santa Cruz, Scotts Valley and Watsonville, who are best able to determine their local transportation needs, shall each prepare an annual report through a public process to identify how they plan to spend their share of measure funds in the next five years and how measure funds were spent in the prior year.

5. *Eligible Uses:* The Measure D "Neighborhood Projects" funds allocated to cities and the County of Santa Cruz may be used for capital projects, programs, maintenance, and operations that directly improve local streets and roads and local transportation. These include streets and roads projects, local transit projects, bicycle and pedestrian projects, projects (sponsored by others) that require local agency support, and other transportation projects, as approved through a public process by the jurisdiction. Where applicable, projects will also incorporate complete streets practices that make local roads safe for all modes, including bicyclists and pedestrians, and accommodate transit. Eligible uses for these funds include, but are not necessarily limited to:

a. Capital projects, including:

   i. All phases of capital projects, including feasibility studies, planning, environmental, right-of-way acquisition, construction, construction management

   ii. Transportation infrastructure maintenance and preservation including fixing potholes, repaving, resurfacing, rehabilitation, and reconstruction of local streets, roads, pathways, and maintenance of curbs, gutters and drains.

   iii. Intersection improvements, including signals, turn lanes, etc.

   iv. Signage and striping on roadways, including crosswalks, traffic and bicycle lanes

   v. Improvements or upgrades to transportation bridges and tunnels

   vi. Installation of or upgrades to sidewalks and curb ramps

   vii. Americans with Disabilities Act (ADA) on-street improvements, including sidewalk upgrades and curb ramp installations

   viii. Purchase or lease of equipment or new vehicles dedicated for local streets and roads projects

   ix. Crossing projects including traffic signals, signage, traffic lights, and striping (at intersections, interchanges, railroads, freeways, etc.), including bicyclist and pedestrian treatments

   x. Pedestrian facility installation and maintenance, including sidewalk repair and installation, curb ramps, countdown signals, accessible signals, at-grade crossings

   xi. Bicycle facility installation and maintenance, including bikeways, bicycle routes, boulevards, lanes, multi-use pathways, green lanes, sharrows, bicycle boxes

   xii. Improvements to roadways at rail crossings, including grade separations and safety protection devices

   xiii. Pedestrian and bicycle access to, from and at transit facilities

   xiv. Traffic calming projects

   xv. Upgrades to or installation of new local streets and roads infrastructure including installation of streets, roads, and highways

   xvi. Bus stop improvements, including bus pads, turnouts and striping

   xvii. Improvements to roadways for truck or transit routing.

b. Transportation system operations including:

   i. Operations of traffic signal system controls and interconnections, corridor monitoring and management, signal synchronization and transit prioritization.

   ii. Public transit operations including bus, shuttle, rail, and paratransit services

   iii. Safe routes to schools programs.

c. Direct staff and consultant costs that support eligible activities, including the annual report and audit for Measure D revenues.

d. Direct staff training costs directly related to implementation of projects or programs implemented with the Measure D “Neighborhood Projects” Funds.

6. *Ineligible Uses:* The following is a list of ineligible uses of Measure D “Neighborhood Projects” funds:

a. Non-transportation projects such as fees charged to capital construction projects for services or amenities not related to transportation;

b. Capital projects, programs, maintenance, operations, or purchases that do not directly improve local transportation facilities;

c. Projects or programs that exclusively serve city/county staff;

d. Supplanting existing funds designated for transportation programs and projects;

e. Indirect costs, unless the RECIPIENT submits an independently audited/approved Indirect Cost Allocation Plan and Measure D funds are not supplanting other funds used to cover existing overhead and indirect costs. Indirect costs shall only be applied to direct agency staff costs.

f. Mark-up to costs for services, materials, equipment, contracts, etc.

B. “Transportation for Seniors and People with Disabilities” Funds

1. *General:* RTC distributes Measure D “Transportation for Seniors and People with Disabilities” funds to Santa Cruz METRO and CTSA to be spent on transportation capital improvements, services, and operations that provide transportation services to seniors or people with disabilities, with the intent to maximize the number of rides provided. METRO and CTSA will receive direct allocations of net Measure D funds based on the formulas specified in the Measure D Expenditure Plan, as it may be amended from time to time as provided therein. These funds are allocated on a no less than quarterly basis directly to each service provider. Recipient agencies must place these funds in a separate account for the Measure D program and annual audits are required. Agencies will maintain all interest accrued from the Measure D funds within the program.

2. *Formulas and Purpose:* As described in the voter-approved Measure D Expenditure Plan:

a. 16% of net Measure Revenues will be distributed to Santa Cruz Metropolitan Transit District (METRO) to provide transit and paratransit service for seniors and people with disabilities.

b. 4% of net Measure Revenues will be allocated to the Consolidated Transportation Services Agency (CTSA) for Santa Cruz County, Community Bridges Lift Line, for paratransit services that increase transportation options for seniors, individuals with disabilities, and persons with low incomes.

3. The METRO and CTSA are best able to determine their transportation needs, shall each prepare a five-year plan through a public process to identify how they plan to spend their share of measure funds in the next five years and an annual report detailing how measure funds were spent in the prior year. Reports prepared by the CTSA are subject to review and concurrence

from the RTC's Elderly and Disabled Transportation Advisory Committee (E&D TAC).

4. *Eligible Uses:* The Measure D funds allocated to Santa Cruz Metropolitan Transit District (METRO) and Community Bridges Lift Line (CTSA) may be used for capital projects, programs, maintenance, or operations that directly improve transportation for seniors and people with disabilities. Eligible uses for these funds include, but are not necessarily limited to:

   a. Capital projects, including:

      i. All phases of capital projects, including feasibility studies, planning, environmental, right-of-way acquisition, construction, construction management

      ii. Upgrades to or expansions to bus, paratransit, and shuttle infrastructure

      iii. Purchase or lease of equipment or new vehicles for transit services

   b. Maintain or increase METRO public transit and paratransit system operations and services, including express, local, and feeder buses, shuttles, and paratransit services that serve seniors and people with disabilities

   c. Maintain or increase Paratransit services operated by the CTSA.

   d. Safety or security improvements for operators, passengers, service users, facilities, and infrastructure or property.

   e. Direct staff and consultant costs to develop, plan, implement, manage, operate and maintain transit and paratransit projects and programs that serve seniors and people with disabilities.

   f. Direct staff and consultant costs to provide customer service and outreach for transit and paratransit projects and programs

   g. Direct staff and consultant costs that support eligible activities, including the annual report and audit for Measure D revenues

   h. Direct staff training costs directly related to implementation of projects or programs implemented with the Measure D "Transportation for Seniors and People with Disabilities" funds

5. *Ineligible Uses:* The following is a list of ineligible uses of Measure D "Transportation for Seniors and People with Disabilities" funds:

   a. Non-transportation projects such as fees charged to capital construction projects for services or amenities not related to transportation;

   b. Capital projects, programs, maintenance, or operations that do not directly improve local transit or paratransit facilities or services;

   c. Projects or programs that exclusively serve recipient agency staff;

   d. Supplanting existing funds designated for transportation programs and projects;

   e. Indirect costs, unless the RECIPIENT submits an independently audited/approved Indirect Cost Allocation Plan and Measure D funds are not supplanting other funds used to cover existing overhead and indirect costs.

C. **Approval of Projects/Program – The 5-Year Program of Projects:** Prior to the agency expending the Measure D funding on any projects or programs, all projects and programs that use Measure D "Neighborhood Projects" and "Transportation for Seniors and People with Disabilities" direct allocation funds must be approved by the recipient-agency governing board following a public hearing. This approval allows the opportunity for the public to provide input on planning for Measure D-funded projects. These projects and programs must be included in the Five Year Program of Projects. Project sponsors are encouraged to use the Five Year Program of Projects template included as Attachment A. In the case of the CTSA, the 5-Year Program of Projects must be reviewed by the RTC's Elderly and Disabled Transportation Advisory Committee (E&D TAC) and approved by the RTC, following a public hearing at an RTC board meeting.

Section 6. Performance Metrics

A. Recipients of Measure D revenues shall report on the performance of Measure D funded activities as part of the annual report process, or through other RTC performance and reporting processes as they may be requested, including but not limited to the annual report of prior year expenditures and Five-Year Program of Projects and the annual audit. Attachment B provides a list of performance measures that shall be used, unless substitute measures are approved by the RTC.

Section 7. Maintenance of Effort

A. Recipient shall use Measure D funds to supplement and not replace existing revenues used for transportation purposes, including agency indirect costs and overhead. A maintenance of effort formula ensures that Measure D results in an increased or sustained level of transportation-related activities than would otherwise have been possible. Existing funds, revenues and other resources being used for transportation purposes include but are not limited to federal and state funding, the collection of traffic impact mitigation fees, other local impact fees, and dedications of property. The funds generated by the Transportation Tax shall not be used to replace existing transportation funding or to replace requirements for new development to provide for its own transportation needs. While Measure D funds shall not be used to directly replace and/or reduce those charges, Recipient may reduce or provide subsidies to development for their transportation needs and/or charges using other non-transportation sources to offset those charges. The entities receiving Measure D Revenues shall maintain their existing commitment of discretionary local transportation-related expenditures for transportation purposes pursuant to the ordinance, and the RTC shall enforce this requirement by appropriate actions, including fiscal audits of the local agencies.

B. An agency's baseline "maintenance of effort" shall be calculated based on the average of revenues and expenditures for transportation purposes in the three to five fiscal years prior to the start of Measure D allocations to recipient agencies (FY16/17, FY15/16, FY14/15, and optionally FY13/14 and FY12/13).

C. The baseline calculation shall include the following revenues: local discretionary revenues, formula funds received for transportation purposes (e.g. gas tax, state transit assistance, FTA5311, etc).

1. Local agency discretionary revenues (general funds, sales and property taxes and other fees) designated for transportation purposes which were calculated for the baseline shall be adjusted annually in proportion to growth or decline of gross Measure D sales tax revenues. Dedicated

funds for transportation which are not locally generated, such as state gas tax and other state and federal formula funds shall not be subject to this adjustment.

2. Revenues from special, non-formula, competitive grants, and/or past revenues carried over into FY14/15-16/17 (and optionally FY12/13 and 13/14) for special projects and/or emergencies will not be part of MOE baseline calculation but shall still be identified in the baseline report. This includes, but is not limited to, one-time grants such as Regional Surface Transportation Program (RSTP)/Surface Transportation Block Grant Program (STBG), State Transportation Improvement Program (STIP), Active Transportation Program (ATP), American Recovery and Reinvestment Act (ARRA), Highway Safety Improvement Program (HSIP), Highway Bridge Program (HBP), FTA5310, and FEMA grants. While these are not part of the baseline calculation, agencies will be expected to continue to seek and secure grants from other sources, use some Measure D funds to leverage other grants, and not depend on Measure D formula funds to supplant those efforts.

D. *Expenditures:* In the baseline report, Recipients shall also show how revenues were used in FY14/15-16/17 (and optionally FY12/13 and 13/14). This includes a breakdown by transportation purpose, such as ongoing operations, maintenance, transit service type, major projects, street sweeping, pavement, bicycle projects, walkways, as well as outside transportation programs your agency has contributed funds to (such as safe route to school, transportation demand management, and paratransit programs), and agency staffing, overhead and indirect costs.

E. *Exceptions:* The RTC recognizes that there will be instances where other and sometimes longstanding local, state, or federal revenues, formula funds, and grants will fluctuate or no longer be available. There also may be instances where a recipient agency reserves several years of funds, then spends several years of banked revenues in one fiscal year. If there are past revenues or expenditures which an agency proposes to exclude from the baseline maintenance of effort calculations, or if an agency is unable to meet the baseline maintenance of effort in a given year, the agency must provide a written justification for such exclusion for consideration by the RTC and the Measure D Oversight Committee. The written justification must include evidence for the need for any lower base amount.

F. If extraordinary storm damage or other emergencies occur in a given year, an agency may request an exception to maintenance of effort requirements that year.

G. Recipient agencies have up to three fiscal years to meet the adjusted minimum local revenue expenditure requirement, outlined in Section 7.C.1. If an agency fails to submit annual reports or within three fiscal years the adjusted average annual expenditures of local discretionary revenues over the past three years do not meet the adjusted minimum local expenditure maintenance of effort requirements, the Measure D allocations amount to the RECIPIENT will be reduced by the amount that the agency did not meet the baseline level of expenditures of the agency discretionary revenues and the remaining Measure D will be reserved until any and all maintenance of effort expenditures are fulfilled or a plan to meet the maintenance of effort amount moving forward has been approved by the RTC.

H. Recipients shall submit their baseline calculation to the RTC by August 1, 2017. Recipients shall demonstrate and certify their maintenance of effort through the annual report and audit, and provide supporting documentation of how they calculated their maintenance of effort, which may include annual fiscal expenditure reports or ledgers and/or State Controllers reports used to comply with Senate Bill 1 (2017) or the California Streets and Highways Code.

Section 8. Complete Streets Policy Requirement

A. To receive Measure D "Neighborhood Projects" funds, local jurisdictions must do both of the following with respect to Complete Streets policies:

1. Have an adopted Complete Streets policy or adopt a Complete Street policy by April 1, 2018, and
2. Comply with the California Complete Streets Act of 2008, including any amendments. The California Complete Streets Act (AB1358) requires that local general plans do the following:

   a. Commencing January 1, 2011, upon any substantial revision of the circulation element, the legislative body shall modify the circulation element to plan for a balanced, multimodal transportation network that meets the needs of all users of the streets, roads, and highways for safe and convenient travel in a manner that is suitable to the rural, suburban, or urban context of the general plan.

      i. For the purposes of this paragraph, "users of streets, roads, and highways" means bicyclists, children, persons with disabilities, motorists, movers of commercial goods, pedestrians, users of public transportation, and seniors.

      ii. The Governor's Office of Planning and Research has developed detailed guidance for meeting this law: *Update to the General Plan Guidelines: Complete Streets and the Circulation Element*
      https://www.opr.ca.gov/docs/Update_GP_Guidelines_Complete_Streets.pdf

B. Agencies shall utilize the *Monterey Bay Area Complete Streets Guidebook* checklist or another complete streets checklist when defining project scope and design.

Section 9. Signage

A. *Background:* The display of project signs is regularly utilized by public agencies to provide members of the public with information about the construction and operation of transportation projects. Project signs are posted near the location of the project, or on the vehicle in the case of bus transit projects, and typically display the project name, the project cost, funding source, project sponsor and estimated completion date. Project signs also are used to help inform the public of what programs help fund projects, like the Measure D transportation sales tax.

B. *Project Signage Provisions:* RTC, in coordination with local project sponsors, will utilize project signs to provide members of the public with information on projects and programs that the Measure D program is helping deliver. Project sign guidelines will help provide uniformity for project sponsors in the implementation of the Measure D program. Projects that meet the thresholds identified in the guidelines will follow the appropriate display schedules and project signage type. While specifications for Measure D project signs have been developed by types of projects, if the prescribed sign type obstructs user accessibility or causes a potential safety hazard, project sponsors have the discretion to install alternative signage that displays the Measure D logo at a minimum.

C. *Measure D Contribution Thresholds, Display Schedules, and Sign Specifications:* Measure D project sign installation will follow the Measure D contribution thresholds, display schedules, and sign specifications summarized in Attachment C. RTC will provide templates of sign specifications, developed in consultation with project sponsors.

Section 10. Advancement of Direct Local Allocation Distribution Funds

A. The RTC may consider advancing future year direct allocation funds, with the goal of seeing improvements made in the near term, if sufficient funding is available for short term loans from other Measure D programs. If a jurisdiction is interested in this option, a written request to the RTC Executive Director indicating the amount of funds requested and the projects on which the funds will be spent is required. Requests will be considered on an individual basis and will be approved by the RTC only if they do not delay implementation of other projects.

Section 11. Adoption of Guidelines

A. Measure D guidelines are adopted by the RTC on an as-needed basis. Changes to Guidelines will be brought through the RTC's Interagency Technical Advisory Committee for review and comment, as well as any other RTC committees as necessary, before changes are adopted by the RTC Commission.

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Santa Cruz Metropolitan Transit District

DATE: June 24, 2022

TO: Board of Directors

FROM: Curtis Moses, Safety, Security and Risk Management Director

SUBJECT: **RENEWAL OF LIABILITY AND VEHICLE PHYSICAL DAMAGE INSURANCE PROGRAM COVERAGE WITH CALTIP FOR FY23**

I. RECOMMENDED ACTION

That the Board of Directors authorizes payment to the California Transit Indemnity Pool (CalTIP) in the amount of $756,794 for participation in the FY23 liability and vehicle physical damage insurance coverage programs

II. SUMMARY

- Santa Cruz Metropolitan Transit District (METRO) carries liability and vehicle physical damage insurance through CalTIP, a pool of California public transit agencies established in 1987.
- The Liability Program Contribution Deposit for FY23 in the amount of $663,604 provides for general liability, and public officials' errors and omissions.
- The Vehicle Physical Damage Program Contribution Deposit for FY23 is $93,190 for vehicle physical damage insurance coverage.
- Staff recommends that the Board of Directors (Board) authorize payment to the California Transit Indemnity Pool (CalTIP) in the amount of $756,794 for participation in the FY23 liability and vehicle physical damage insurance coverage programs.

III. DISCUSSION/BACKGROUND

METRO has been a member of CalTIP since its inception in 1987. Each member agency has a representative on CalTIP's Board of Directors. Michael Tree, CEO/GM is METRO's appointed Director to the CALTIP Board and Curtis Moses, Safety, Security and Risk Management Director, is METRO's appointed alternate director to the Board.

In 2016 METRO moved to CalTIP's full service program as there were no internal resources available within METRO to handle the liability and vehicle physical damage insurance coverage program.

<u>Liability</u>: CalTIP's Liability Program provides protection against covered losses for bodily injury or physical damage caused by METRO or a METRO-owned vehicle. The pooled and excess coverage provides general liability, public officials' errors and omissions, and vehicle liability. CalTIP self-funds or "pools" the first $2.0M of

liability coverage for any claim. The $2.0M is inclusive of METRO's Self-Insured Retention (SIR), which is $250K. CalTIP purchases reinsurance and excess insurance applying to losses that exceed the $2.0M pooled layer. The general liability coverage limit is now $25M.

The premium for liability coverage for FY23 is $663,604, a decrease of $35,073 or 13% over FY22. This decrease in premium is primarily due to a reduction in the pool layers, reduction in hazard exposures, reduction in revenue service miles, reduction in tort claims, and coupled with increased investment earnings.

Vehicle Physical Damage (VPD): The VPD Program provides comprehensive and collision coverage to transit, staff and maintenance vehicles. CalTIP currently self-funds, or "pools", the first $100K of coverage over the member agency's deductible. METRO's per vehicle deductible is $500 for non-revenue vehicles and $5K for buses and paratransit vehicles. CalTIP purchases excess insurance for losses exceeding $100K and provides currently METRO with coverage up to $20M per occurrence.

The premium for vehicle physical damage coverage for FY23 is $93,190, an increase of $46,591 or 17% from FY22. This increase is attributable one pool layer increased rates.

Below is the table reflecting five years of experience broken out by Liability and Vehicle Physical Damage insurance coverage program:

Liability Program

Program Year	2018/19	2019/20	2021/21	2021/22	2022/23
Net Contribution	$571,604	$578,199	$686,114	$698,677	$663,604

Vehicle Physical Damage Program

Program Year	2018/19	2019/20	2020/21	2021/22	2022/23
Net Contribution	$42,389	$101,438	$64,647	$46,599	$93,190

Staff recommends that the Board authorize payment to the California Transit Indemnity Pool (CalTIP) in the amount of $756,794 for participation in the FY22 liability and vehicle physical damage insurance coverage programs.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report aligns with the following METRO Strategic Priorities:

1. Financial Stability, Stewardship & Accountability
2. Service Quality and Delivery

V. FINANCIAL CONSIDERATIONS/IMPACT

The following outlines the elements of the above recommendation:

1. Amount of recommendation: $756,794

2. Source of Funding: $756,794 from the FY23 Operating Budget – Finance & ParaCruz Departments' budgets, and the use of $100,000 in retrospective premium adjustments (credit) from METRO's RORF. CalTIP holds the RORFs and members may elect to retain their entire RORF balances on deposit with CalTIP or apply any portion thereof toward the respective gross contribution deposit.

3. Expense accounts to charge: Insurance Property - 506011 / Insurance PL&PD - 506015

VI. CHANGES FROM COMMITTEE

N/A.

VII. ALTERNATIVES CONSIDERED

- Using an alternate insurance carrier would cause METRO to lose many of the other important services provided by CalTIP, including safety and risk control programs: the Field Service Program, A-Check (Electronic Employee Pull Notice) and the Bus Operator Selection Survey (BOSS), to name a few.
- METRO could self-insure – but does not currently have the cash reserves to support such a program.

VIII. ATTACHMENTS

None

Prepared by: Curtis Moses, Safety, Security and Risk Management Director

IX. APPROVALS

Curtis Moses, Safety, Security, and Risk Management Director ______________________

Approved as to fiscal impact:
Chuck Farmer, CFO ______________________

Michael Tree, CEO/General Manager ______________________

Santa Cruz Metropolitan Transit District

DATE: June 24, 2022

TO: Board of Directors

FROM: Eddie Benson, Maintenance Manager

SUBJECT: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 1ST CONTRACT AMENDMENT WITH EAST BAY TIRE CO. TO INCREASE THE CONTRACT TOTAL BY $181,000 FOR PURCHASE, DELIVERY AND SERVICING OF REVENUE AND NON-REVENUE TIRES

I. RECOMMENDED ACTION

That the Board of Directors:

1) **Authorize the CEO/General Manager to execute a 1st contract amendment with East Bay Tire Co. to increase the contract total by $181,000 for purchase, delivery and servicing of revenue and non-revenue tires, thereby increasing the total contract authority from $200,000 to $381,000 for the initial two-year term of May 21, 2021 to May 20, 2023**
2) **Increase the authority previously granted to the CEO/General Manager to execute future amendments with East Bay Tire Co. for the options to extend from $400,000 to $800,000, for a total not to exceed value of $1,181,000 for the full six years**

II. SUMMARY

- On May 21, 2021 the Santa Cruz Metropolitan Transit District (METRO) Board of Directors (Board) awarded a contract to East Bay Tire Co. for a variety of tires for METRO's revenue and non-revenue vehicles.
- Due to a calculation error, the amount of funding requested, which is based on METRO's estimated needs during the contract term, was only half of what it should have been.
- The contract authority for the initial two-year term with East Bay Tire Co. has already been expended, and staff recommends that a contract amendment to increase the contract authority, thereby correcting the calculation error, be executed at this time.

III. DISCUSSION/BACKGROUND

METRO's fleet of buses, ParaCruz and non-revenue vehicles utilize approximately 250 tires of various sizes per year. Last year, METRO conducted a new procurement for these services, and the Board awarded the resulting contract to East Bay Tire Co.

Approximately ten months later, the contract authority for the initial two-year term was close to being expended, and staff realized there had been a calculation error when determining METRO's needs and funding for this contract. After reviewing fiscal year expenditures for the previous six years, staff concluded METRO had spent a total of $1,108,238 for revenue and non-revenue tires, at an average of $185,000 per year. Staff anticipate that future tire expenditures will continue at approximately this same rate.

The funding originally requested for the contract with East Bay Tire Co. was mistakenly based on a calculation of only $100,000 per year. Staff recommends that the Board authorize the CEO to execute a first contract amendment on behalf of METRO at this time, to increase the NTE value of the contract for the initial two-year term by $181,000. Staff also recommends that the Board increase the authority previously granted to the CEO/General Manager to execute future contract extensions with East Bay Tire Co. (up to four additional years) from $400,000 to $800,000, for a total anticipated contract NTE value of $1,181,000 and a total term of no more than six years. Eddie Benson, Maintenance Manager, will continue to serve as the Contract Administrator and will ensure contract compliance.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This contract aligns to the following strategic priorities:

- Service Quality and Delivery
- State of Good Repair

V. FINANCIAL CONSIDERATIONS/IMPACT

This contract currently has a total NTE of $200,000. Additional funds in an amount of $181,000 are requested for approval at this time. The new contract total NTE would be $381,000. Should all options be exercised, the total six-year value of the contract is anticipated to be approximately $1,181,000.

Funds to support this contract are included in each fiscal year's Fleet Maintenance Operating budget, within the Tires & Tubes (504021) account. Since this is a multi-year contract, the Department Manager will be accountable for budgeting the cost in future years, including any option years exercised.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

None. METRO requires these tires to operate its services.

VIII. ATTACHMENTS

Attachment A: First Amendment to the Contract with East Bay Tire Co.

Prepared by: Carolee Curtin, Purchasing Agent
Joan Jeffries, Purchasing Manager

IX. APPROVALS

Eddie Benson, Maintenance Manager ______________________

Approved as to fiscal impact:
Chuck Farmer, CFO ______________________

Michael Tree, CEO/General Manager ______________________

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FIRST AMENDMENT TO CONTRACT NO. 21-13
FOR PURCHASE, DELIVERY AND SERVICING OF METRO'S REVENUE AND NON-REVENUE TIRES

This First Amendment to Contract No. 21-13 for Purchase, Delivery and Servicing of METRO's Revenue and Non-Revenue Tires is made effective June 24, 2022 between the Santa Cruz Metropolitan Transit District ("Santa Cruz METRO"), a political subdivision of the State of California, and East Bay Tires ("Contractor").

I. RECITALS

1.1 Santa Cruz METRO and Contractor entered into a Contract for Purchase, Delivery and Servicing of METRO's Revenue and Non-Revenue Tires ("Contract") on May 21, 2021.

1.2 After contract execution, the parties learned that the maximum compensation authorized under the Contract had been miscalculated.

1.3 The Contract allows for amendment upon mutual written consent.

1.4 Santa Cruz METRO and Contractor desire to amend the Contract to increase the Contract maximum compensation authorized under the Contract.

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

II. COMPENSATION

The second paragraph of Article 5.1 is deleted and replaced in its entirety with the following language:

> It is understood that execution of this Contract does not guarantee any amount of services and/or dollar expenditure to be provided under the Contract to Contractor. However, the maximum compensation that Santa Cruz METRO has authorized to be expended for this Contract will not exceed $381,000. Contractor understands and agrees that if it exceeds the maximum amount payable under this Contract, it does so at its own risk.

III. REMAINING TERMS AND CONDITIONS

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

IV. AUTHORITY

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

Signed on ____

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT

Michael Tree, CEO/General Manager ____

Contractor –
EAST BAY TIRE CO.

John Hulsey, General Manager ____

Approved as to Form:

Julie Sherman, General Counsel ____

Santa Cruz Metropolitan Transit District

DATE: June 24, 2022

TO: Board of Directors

FROM: Chuck Farmer, CFO

SUBJECT: RENEWAL OF AGREEMENT WITH COUNTY OF SANTA CRUZ FOR PAYROLL SERVICES

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO/General Manager to execute a first amendment to the agreement with the County of Santa Cruz for payroll services, extending the agreement through June 30, 2023, not to exceed $55,000 annually

II. SUMMARY

- The current agreement with the County of Santa Cruz (County) for payroll services will expire June 30, 2022. Santa Cruz Metropolitan Transit District (METRO) has contracted with the County to provide payroll services for approximately forty-seven years.
- Due to the specialized needs of METRO, including over thirty different types of pay, and approximately fifteen deductions, only the County can economically provide these payroll services at this time.
- The County has adapted its computer system to provide specialized services and reports exclusive to METRO, and has established computer links to facilitate the data transfer process. The County has been very responsive to METRO's payroll needs, especially when changes are made as a result of re-negotiated labor agreements with the labor organizations, and changes to processes related to CalPERS reporting.
- Staff requests the Board approve the execution of a first amendment to the agreement with the County, extending the agreement for one year for a not to exceed amount of $55,000.

III. DISCUSSION/BACKGROUND

METRO's current agreement with the County for payroll services will expire June 30, 2022.

METRO is responsible for providing the County with accurate documentation of hours worked by each employee, while the County actually processes the bi-weekly payroll for approximately 330 employees which includes the following services and deductions:

- Process bi-weekly payroll including approximately thirty types of pay such as straight time, overtime, double-time, bilingual, shift differential, uniform allowance, instructor pay, union non-work pay, sick pay, vacation pay, personal leave pay, administrative leave pay, out-of-class pay, accrual payoffs, accident pay, jury duty, etc.
- File all payments for Federal and State taxes within prescribed time limits
- Remittance to the appropriate payees, for deductions such as insurance, garnishments, deferred compensation, retirement, direct deposit to banks, union dues, etc.
- CalPERS retirement deductions, deferred compensation, monthly medical benefit payments, mandatory monthly/annual Unfunded Accrued Liability (UAL) payments, and other related CalPERS reporting
- Issue paychecks and year-end W-2's, etc.

The County has provided payroll services to METRO for approximately forty-seven (47) years in a satisfactory manner, at a cost significantly lower than private service bureaus for similar services and deductions.

Over the years, the County has adapted its computer system to provide specialized services and reports exclusive to METRO, and has established computer links to facilitate the data transfer process. They have been very responsive to METRO's payroll needs, especially when changes are made as a result of re-negotiated labor agreements with the labor organizations.

Staff requests that the Board of Directors authorize the CEO/General Manager to execute a first amendment to the agreement with the County of Santa Cruz for payroll services, extending the services through June 30, 2023, for a not to exceed amount of $55,000.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The following outlines the elements of the recommendation:

1. <u>Amount of Recommendation:</u>
    - Not to Exceed $55,000 per fiscal year for one (1) year with the option of an additional one (1) year
2. <u>Source Of Funding:</u>
    - Operating Budget – Operating Revenue
        - In FY21, $49,986 was charged for the fiscal year; we won't have the FY22 invoices until the end of June

3. Expense Accounts:
    - Accounting/Audit Fees (503011-1200)
4. Fiscal Impact:
    - The cost for the recommendation of the renewal of the County Payroll Services Agreement is included in the Finance Department Operating Budget.

V. CHANGES FROM COMMITTEE

N/A

VI. ALTERNATIVES CONSIDERED

- METRO could go out to bid for payroll services.

The above alternative is not recommended due to the complexities of the METRO payroll and the forty-seven (47) years of experience the County has with processing METRO payroll.

VII. ATTACHMENTS

Attachment A: First Amendment to Payroll Services Contract with the County of Santa Cruz

Prepared By: Chuck Farmer, CFO

VIII. APPROVALS:

Approved as to fiscal impact:
Chuck Farmer, CFO

Michael Tree, CEO/General Manager

FIRST AMENDMENT TO INDEPENDENT CONTRACTOR AGREEMENT

WHEREAS, the COUNTY OF SANTA CRUZ (“COUNTY”) currently provides payroll services for the SANTACRUZ METROPOLITAN TRANSIT DISTRICT (“METRO”) pursuant to an Independent Contractor Agreement that expires on June 30, 2022; and

WHEREAS, the COUNTY and METRO desire to extend the term of the Independent Contractor Agreement for one year;

NOW, THEREFORE, the COUNTY and METRO agree to amend Paragraph 4 of the Independent Contractor Agreement to extend the term of the Agreement to June 30, 2023.

All other provisions of said Agreement shall remain the same.

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first above written.

SANTACRUZ METROPOLITAN TRANSIT DISTRICT	COUNTY OF SANTA CRUZ
By:______________________________	By:______________________________
Michael Tree, CEO / General Manager	Edith Driscoll, Auditor-Controller / Treasurer-Tax Collector
Approved as to form:	Approved as to form:
By:______________________________	By:______________________________
Julie Sherman, District Counsel	Jason M. Heath, County Counsel

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

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

RESOLUTION OF APPRECIATION FOR THE SERVICES OF JANE NG AS IT SUPPORT ANALYST II FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

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

WHEREAS, METRO, requiring an employee with expertise and dedication, appointed Jane Ng to serve in the position of IT Support Analyst II, and

WHEREAS, served as a member of the Information Technology Department of METRO for the time period of December 17, 2012 to May 15, 2022, and

WHEREAS, Jane Ng provided METRO with dedicated service and commitment during the time of employment, and

WHEREAS, Jane Ng served METRO with distinction, and

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

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

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

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

BE IT FURTHER RESOLVED, that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

PASSED AND ADOPTED this 24th Day of June 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 Sherman, General Counsel ____

VERBAL PRESENTATION

METRO ADVISORY COMMITTEE (MAC)
SEMI-ANNUAL UPDATE

James Von Hendy

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Santa Cruz Metropolitan Transit District

DATE: June 24, 2022

TO: Board of Directors

FROM: Chuck Farmer, Chief Financial Officer

SUBJECT: ADOPTION OF THE FINAL FY23 AND FY24 BUDGET

I. RECOMMENDED ACTION

That the Board of Directors approve the adoption of the 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 $60,959,938 and $60,533,609 respectively.
- In addition, METRO will be transferring:
  - $2.4M in FY23 and 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 Operations Sustainability Reserve Replenishment
  - $0.9M in FY24 to the COVID-19 Recovery Fund
- These results match the total Operating Revenue Budget of $69,813,238, in FY23 and $70,146,745 in FY24. This is a Final Budget, which reflects available data regarding revenues and expenses.

- The year over year Operating Budget growth of approximately $4,345K 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.
- At its June 10th meeting the Finance, Budget, and Audit Standing Committee received this staff recommendations and endorsed forwarding it to the June 24th Board meetings for action.
- The Authorized and Funded Personnel lists are presented in Attachment D.
- Board Member Travel, Employee Incentive Programs, Board-Authorized METRO Support Activities, and Memberships (Dues & Subscriptions) budgeted in FY23 and FY24 are presented in Attachments F – I.
- The preliminary Schedule of Reserve Balances is presented in Attachment J.
- The Measure D: 5-Year Program of Projects (FY22/23 – FY26/27), presented in Attachment K, includes funding for preserving and maintaining existing infrastructure and maintaining fixed-route and Paratransit (ParaCruz) services for seniors and people with disabilities. The Santa Cruz County Regional Transportation Commission (RTC) requires this Five-Year Plan to be updated and adopted annually following a public hearing, which in the case of METRO is the public hearing held annually at the June Board meeting for the agency's fiscal year budget.
- The revised salary schedules (Pay Tables) for employees covered by the District's Management Compensation Policy reflecting the proposed 3.5% wage increase for FY23 and the new position in Planning are presented in Attachment L and included in the FY23 & FY24 Budget Packet for Board review and adoption in June 2022.
- Staff recommends that the Finance, Budget, and Audit Standing Committee receive input on the FY23 and FY24 Operating Budgets and FY23 Capital Budget and provide additional direction to staff as necessary regarding the contents of the Operating and Capital Budgets, for final adoption on June 24, 2022.

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 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, or as soon thereafter as possible, during the 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 Operating Budget.

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

At its June 10th the Finance, Budget, and Audit Standing Committee received this staff recommendations and endorsed forwarding it to the June 24th Board meetings for action.

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.

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 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 1.2%; 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 $55,019K in FY23 and $56,071K in FY24. Operating Expenses assumptions in the FY23 Budget over the FY22 Final Budget, adopted in June 2021, include:

<u>Personnel Expenses</u> (Labor and Fringe Benefits) increased overall by $2,376K, or 5.9%, vs. FY22 Budget

- Regular Labor Costs – increase $1,493K, or 7.9%
  - 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 $691K, or 3.4%
  - Medical assumes 5.6% year over year increase due to CPI

<u>Non-Personnel Expenses</u> increased by $1,801K, or 17.5%, vs. FY22 Budget; excluding COVID related costs

- Services – increase $1,228K, or 27.3%, 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 $37K, or 3.6%, related to the increase of insurance premiums.

- 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.

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

Personnel Expenses (Wages, Overtime, and Fringe Benefits) increased overall by $891K, or 2.1%, excluding the Pension UAL costs

- Wages – decrease $51K, or 0.3%
    - Only contractual items of step and longevity increases;
    - Offset by non-recurring bonus payout from FY23
- Overtime - increase of $28K, or 2.1%
- Fringe Benefits – increase $914K, or 4.3%
    - Anticipated increase in Medical insurance premiums, effective in January 2024, partially offset by;
    - 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 $55,510K in FY23 and $57,149K in FY24. Non-Operating Revenue/(Expense) assumptions in the 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 $15,477K 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 increase of 3.0% in Non-Operating Revenue/(Expense) sources are budgeted in FY24, driven by:

- ARPA COVID funding – decrease of 79.5% with the final draw down of $3,172K

Partially offset by increases:

- Sales Tax, including Measure D – increase of $615K, 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%

D. Transfers & Operating Balance

Transfers total ($8,853K) in FY23 and ($9,613K) in FY24. Assumptions in the FY23 Budget over the FY22 Final Budget, adopted in June 2021, include:

- Transfers to Capital Budget (Bus Replacement Fund) of $2,353K is an increase of $114K, or 5.1%
  - Available Measure D revenues are $208K, or 9.7% higher than FY22
  - TDA-STA-SGR grant is $11K, or 1.4% higher than FY22

- Total Transfer to Bus Replacement Fund is $3,124K 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) regulation requires all public transit agencies adopt a ZEB Rollout Plan describing how the agency will transition to a zero-emission fleet. Starting in 2026, 25% of all METRO bus purchases must be ZEBs, and in 2029 100% of all bus purchases must be ZEBs. At an average cost of $1.3M per ZEB, it will cost $51.3M to simply address the backlog in bus replacement needs in FY23, rising to $83.8M by FY28.

METRO sees this significant vehicle replacement challenge as an opportunity to advance its transition to a fully ZEB fleet. Given the current pressure on METRO's operating budget to sustain transit service, it is essential that METRO find every available avenue to transition to aid its transition to a fully ZEB fleet. Furthermore, the Unmet Capital Need – Hydrogen Fueling Infrastructure and Maintenance Upgrades: includes the design and construction of a permanent hydrogen fueling station and required maintenance facility upgrades, which are vital pieces of METRO's plan to meet California's clean energy mandates and convert its fleet to 100% ZEBs. The refueling facility will be based on a modular design that will allow it to expand its refueling capacity to meet METRO's future needs.

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 \$272K, or 4.2%
  - Financial Management Software (ERP) decrease \$2,000K partially offset by,
  - Local match for Capital grants increase \$1,500K
  - Operations Sustainability
  - Reserves Replenishment increase \$228K (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 FY23 Capital Budget/Portfolio as shown in Attachment E totals \$87,031K.

The current FY23 Capital Budget consists of ongoing projects rolled forward from FY22 along with new projects which 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 – \$2,038K 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.
- New – Hydrogen Fueling Station - $8,120K for the design and construction of a permanent hydrogen fueling station; this project will be funded by a $7.3M Federal grant and $0.9M from the Operating & Capital Reserve fund.
- Ongoing – Financial Management Software (ERP) – The current financial system was purchased 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.
- New and Ongoing – Facilities Upgrades and Improvements
    - Maintenance Yard – Security Hardening and Expanded Parking - $856K from the Operating & Capital Reserve Fund. This will cover Phase 2 and 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, demolition of two structures, sink hole repair, 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
    - Maintenance Facility – infrastructure improvement and modifications need to maintain and support the addition of hydrogen cell buses
- 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 $5,846K
        - 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 $15,204K
        - CNG Bus Replacements (20)

    - CNG Bus Replacements (3): Capital Lease
  - Five Articulated (ARTICS) buses to be used for the UCSC routes $5,000K
  - ParaCruz Van Replacements (7) $605K
  - Replacement of aging Non-revenue vehicles including a service truck ($150K) and six staff vehicles ($721K)
  - Automatic Vehicle Locator (AVL/ITS) and Auto Passenger Counter (APC) $1,737K.
- 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 $60,959,938 and $60,533,609 respectively. In addition, METRO will be transferring $2.4M 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 $0.9M in FY24 to the COVID-19 Recovery Fund and is fully offset by the total Operating Revenue Budget of $69,813,238 in FY23 and $70,146,745 in FY24.

This is a Final 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 FY23 Capital Budget/Portfolio– Attachment E totals $87,030,558

VI. CHANGES FROM COMMITTEE

Shift of funding in accounts and/or departments for both years; net zero impact to total Non-personnel spending.

VII. ALTERNATIVES CONSIDERED

There are no recommended alternatives at this time. Staff recommends that the Board of Directors adopt a resolution approving the FY23 and FY24 Operating Budget and FY23 Capital Budget.

VIII. ATTACHMENTS

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

Attachment B: 5 – Year Budget Plan

Attachment C: FY23 and FY24 Operating Budgets

Attachment D:	Authorized and Funded Personnel
Attachment E:	FY23 Capital Budget/Portfolio
Attachment F:	FY23 Board Member Travel
Attachment G:	FY23 & FY24 Employee Incentive Program
Attachment H:	FY23 & FY24 Board Authorized METRO Support Activities
Attachment I:	FY23 & FY24 Memberships
Attachment J:	Preliminary Schedule of Reserve Balances
Attachment K:	Measure D: 5-Year Program of Projects (FY22/23 – FY26/27)
Attachment L:	Management Pay Tables
Attachment M:	Resolution Acceptance of Budget

Prepared By: Cathy Downes, Sr. Financial Analyst

IX. APPROVALS:

Approved as to fiscal impact:
Chuck Farmer, Chief Financial Officer ______________________________

Michael S. Tree, CEO/General Manager ______________________________

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Attachment A

FY23 & FY24 Operating and FY23 Capital Budget

Board of Directors

June 24, 2022

Chuck Farmer, Chief Financial Officer

Attachment A

Overview of Today's Presentation

- **FY23 Operating Budget**
  - Changes from May – June presentation
  - FY22 – FY23 Budget Summary
  - Operating Revenue Assumptions
  - Operating Expense Assumptions
  - Non-Operating Revenue/Expense Assumptions
  - Transfers
  - FTE Changes
- **FY23 – FY24 Operating Budget**
  - FY23 – FY24 Budget Summary
  - FY24 Budget Assumptions
- **Non-Controllable Budget Risks**
- **FY23 Capital Budget / Portfolio**
  - Changes from May – June presentation
- **Projected Operating Reserve Balances**
- **5 – Year Budget Plan**
- **FY23 & FY24 Additional Information**
- **Budget Timeline**
- **Appendix**

Attachment A

FY23 Operating Budget

11A.3

Attachment A

FY22 – FY23 Budget Summary

$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	$ 20,415	7.9%
Labor - OT	1,133	1,325	16.9%
Fringe	20,481	21,172	3.4%
Non-Personnel	10,308	12,108	17.5%
Total OpEx	**$ 50,843**	**$ 55,019**	**8.2%**
Operating Surplus/(Deficit)	**($ 42,524)**	**($ 46,657)**	**9.7%**
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	-	15,477	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**	**$ 55,510**	**36.5%**
Operating Surplus/(Deficit) before Transfers	**($ 1,864)**	**$ 8,853**	**N/A**
Transfers and Other			
Transfers to Capital/Bus Replacement/Sustainability Funds	($ 4,415)	($ 8,853)	100.5%
Operating Surplus/(Deficit) after Transfers	**($ 6,279)**	**-**	**N/A**

*Bond Payment started in FY23

Numbers may not foot due to rounding

11A.4

Attachment A

Operating Surplus / (Deficit) Budget Changes
May 20, 2022 – June 24, 2022

$000's	FY23	FY24	Comment
May 20 Board Meeting Operating Surplus	**$ 293**	**$ 482**	
Changes to Budget			
Revenue			
COVID ARPA Grant	(375)	375	Movement to FY24
Total Revenue Changes	(375)	375	
Expenses			
Headcount	(54)	(59)	Capital Planning/Grants Program Manager (net impact) Mobility Training Coordinator (pay scale adjustment)
Total Expense Changes	(54)	(59)	
Transfers			
Transfers to the Capital/Bus Fund	28	29	Updated calculation
Total Transfer Changes	28	29	
Total Changes to Budget	**($ 293)**	**$ 463**	
Final Operating Surplus Budget	**$ 0**	**$ 945**	

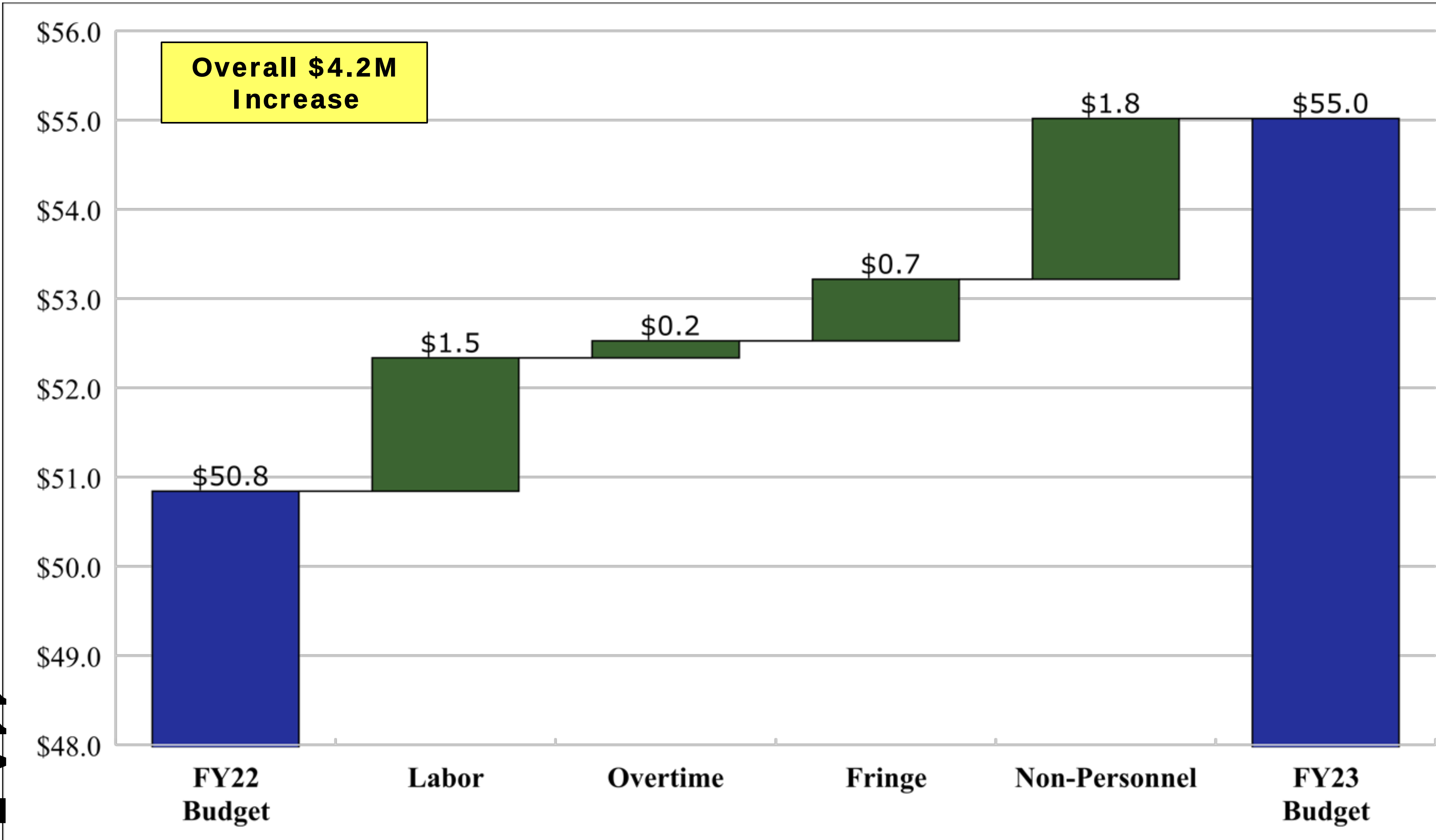
11A.5

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 almost at pre-COVID levels (10% increase)
  - Highway 17 remains below FY22 Budget due to assumed FY22 ridership return to pre-COVID levels that 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



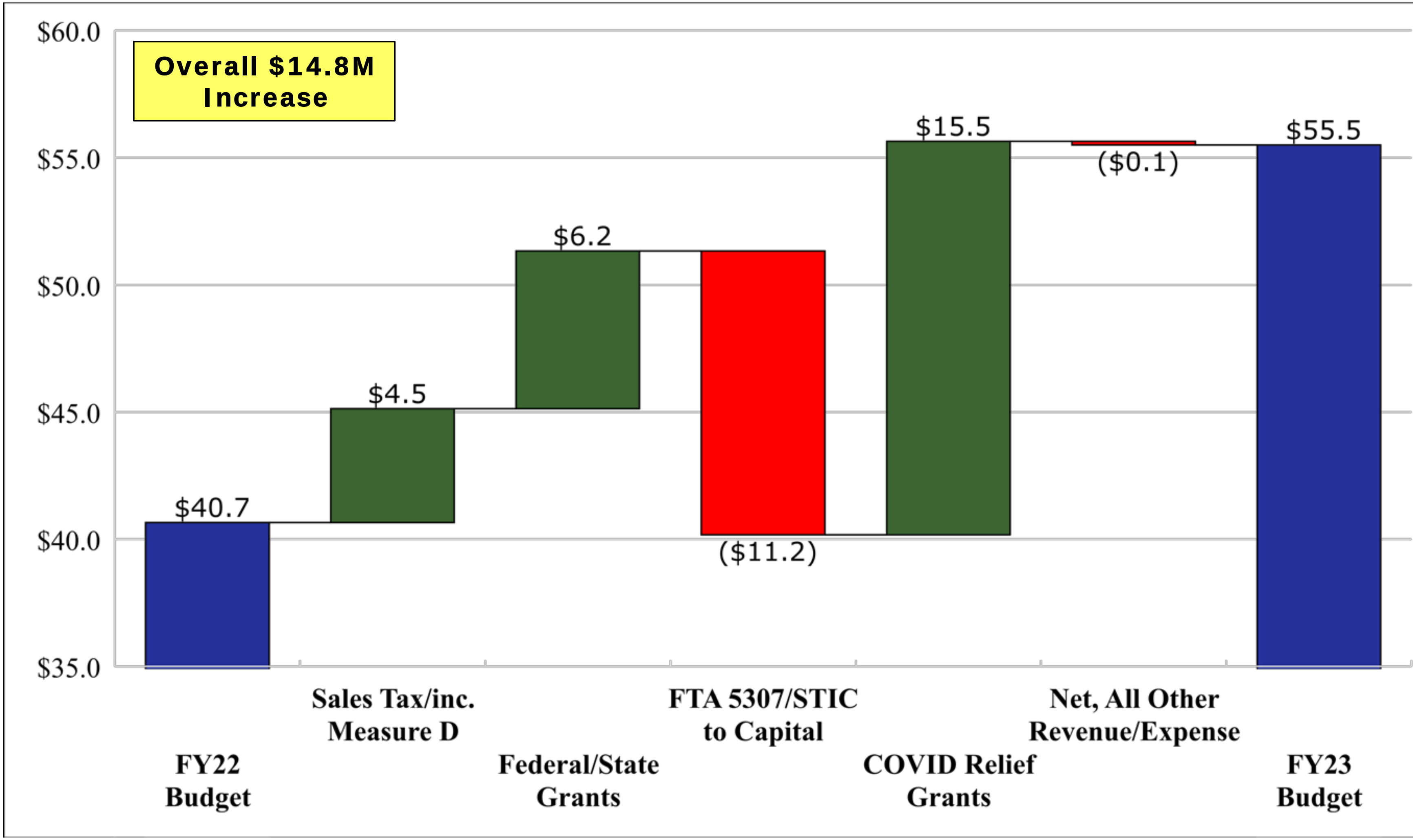
Operating Expense Assumptions

- **Personnel –** Overall increase $2,375K, or 5.9%
  - Labor increase of $1,493K, or 7.9%
    - 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

FY22-FY23 Drivers of Non-Operating Revenue / Expense

$ *in millions*



11A.9

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 $15.5M 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	$ 2,353	$ 114
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 OPERATING/CAPITAL TRANSFERS	**$ 4,415**	**$ 8,853**	**$ 4,439**

FTE Changes

Funded – 9 FTE

- Mobility Training Coordinator
- Marketing Assistant
- Capital Planning and Grants Program Manager
- Accountant III
- IT Project Coordinator
- 3 Bus Drivers*
- 1 ParaCruz Van Driver*

De-Funded – 3 FTE

- Accessibility Coordinator
- CS Coordinator
- Grants/Legislative Analyst

Notes:

✓ Net 6 positions in Budget

✓ Only Accountant III, Capital Planning/Grants Program Manager, and IT Project Coordinator (provisional) impact Budget

*Funded by Measure D revenues

FY23 – FY24 Operating Budget

FY23 – FY24 Budget Summary

$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	$ 20,415	$ 20,363	(0.3%)
Labor - OT	1,325	1,353	2.1%
Fringe	21,172	22,086	4.3%
Non-Personnel	12,108	12,269	1.3%
Total OpEx	**$ 55,019**	**$ 56,071**	**1.9%**
Operating Surplus/(Deficit)	**($ 46,657)**	**($ 47,536)**	**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	15,477	3,172	(79.5%)
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	**$ 55,510**	**$ 57,149**	**3.0%**
Operating Surplus/(Deficit) before Transfers	**$ 8,853**	**$ 9,613**	**8.6%**
Transfers and Other			
Transfers to Capital/Bus Replacement/Sustainability Funds	($ 8,853)	($ 8,669)	(2.1%)
Operating Surplus/(Deficit) after Transfers	**-**	**$ 945**	**N/A**

*Bond Payment started in FY23

11A.14

Numbers may not foot due to rounding

FY24 Budget Operating Assumptions

- **Operating Revenue**
  - Passenger Fares increase $54K, or 2.2%, 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

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 79.5% driven by the final drawdown of remaining available funds
- **Non-Operating Expenses**
  - COVID related costs, decrease 2.6%
  - Sales Tax Revenue Bond Payment, decrease 26.1%

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

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

FY23 Capital Budget

Attachment A

Capital Spend Portfolio / Budget Changes May 20, 2022 – June 24, 2022

$000's	FY23	FY24 & Beyond	Comments
May 20 Board Meeting Budget	**$ 15,836**	**$ 18,012**	
Construction Related Projects	812	7,308	Hydrogen Fueling Station
Facilities Upgrades & Improvements	937	1,000	Demolition of structures/repair of sink hole
Revenue Vehicle Purchases	6,206	(29)	7 additional CNG's, 1 ARTIC
Fleet Electrification Projects	1,250	34,977	20 Hydrogen fuel cell buses
Non-Revenue Vehicle Purchases	360	361	6 non-revenue vehicle replacements
Fleet & Maintenance Equipment	100	-	Refinement of costs on parts washer
Miscellaneous	-	(100)	Movement to cover cost for parts washer
Final Capital Budget	**$ 25,501**	**$ 61,530**	

Attachment A

FY23 Capital Budget / Portfolio – Projects*

$000's Project Category:	FY23 Budget	FY24 Plan	FY25 & Beyond Plan	Remaining Portfolio Spend
Construction Related Projects	$ 2,050	$ 7,800	$ 4,308	$ 14,158
IT Projects	1,650	2,000	-	3,650
Facilities Repair & Improvements	1,525	1,319	-	2,844
Revenue Vehicle Replacement	13,127	5,414	3,500	22,041
Revenue Vehicle Electrification Projects	6,159	2,455	33,773	42,387
Non-Revenue Vehicle Replacement	510	361	-	871
Fleet & Maintenance Equipment	180	-	-	180
Misc.	300	300	300	900
Total	**$ 25,501**	**$ 19,649**	**$ 41,881**	**$ 87,031**

Number of Buses to be purchased				
CNG/ARTIC	15	5	5	25
Electric	5	-	-	5
Hydrogen	-	1	19	20

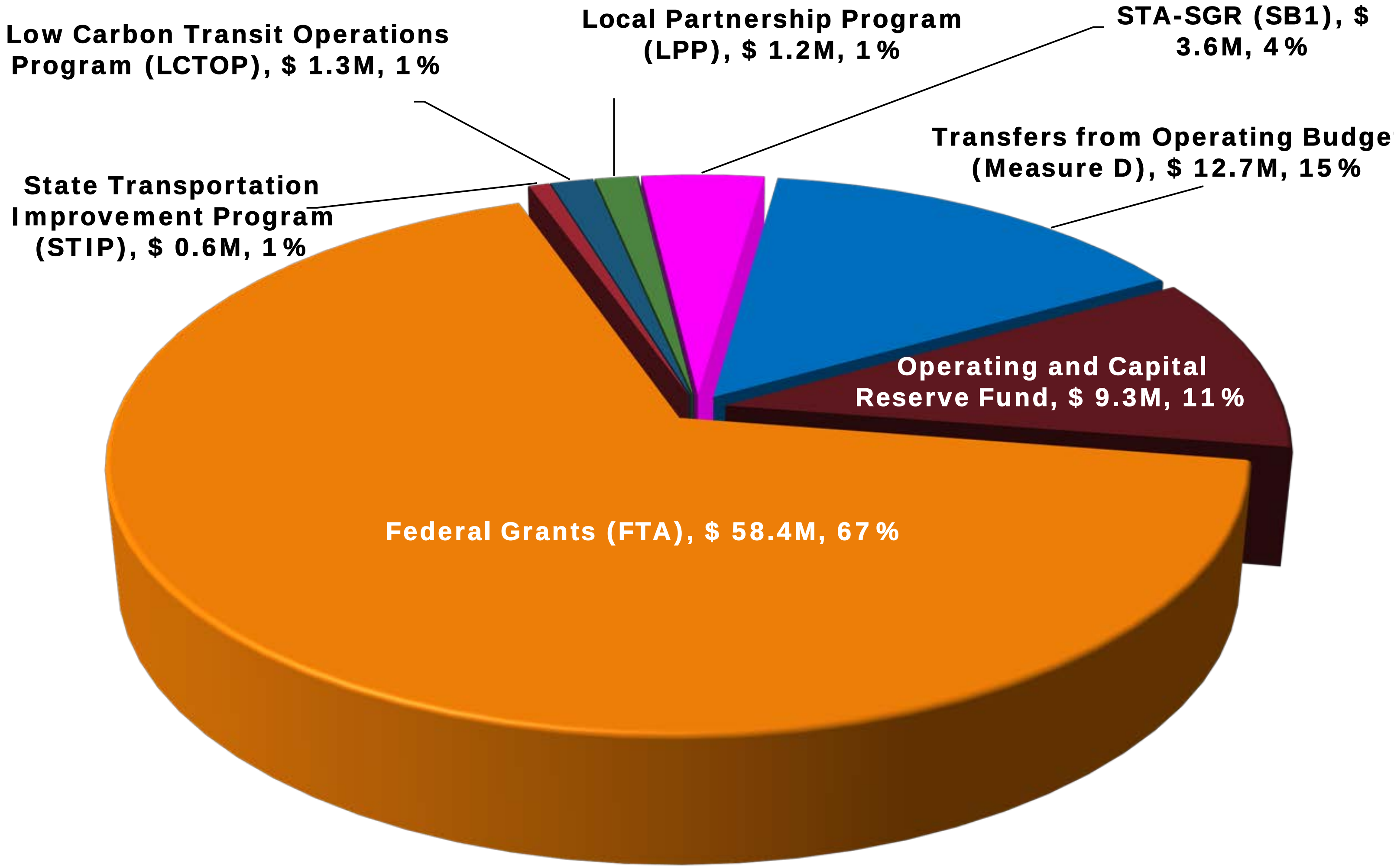
* Projects that are funded and may or may not have yet been started. All commitments from the prior year rollover into the new year.

11A.21

Attachment A

FY23- FY24 Capital Portfolio $87.0M Funding Source

$M's



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

Projected Operating Reserve Balances
As of June 30, 2022 (estimate)

Attachment A

Operating Reserves* as of 06/30/2022:

(estimate as of 5/31/2022)

$2.3M	$0.6M	$15.3M	$3.0M
Workers' Compensation Reserve Fund*	**Liability Insurance Reserve Fund***	**Operations Sustainability Reserve Fund***	**Cash Flow Reserve Fund***
Fully Funded	Fully Funded	Fully Funded	Fully Funded

No minimum Balances for these Funds

Bus Replacement Fund	**UAL & OPEB**	**COVID Recovery Fund**	**Operating & Capital Reserve Fund***
$3.0M	$4.0M	$30.9M	$2.6M

*Balances in the various Reserve categories are aligned with METRO Reserve Fund policy (revised and adopted by the Board on Nov 15, 2019)
Bus Replacement Fund – Minimum $3M annual commitment from Measure D sales tax and STA-SGR, uncommitted balance shown
UAL & OPEB – Minimum $2M annual commitment

5 – Year Budget Plan

Assumptions for 5 Year Projections

- Revenue Assumptions
  - Ridership continues to grow, slowly returning to pre-COVID levels
  - Sales tax grows at 2% per year based on CPI expectations
- Expense Assumptions
  - Personnel
    - Only contractual obligations of step increases – no other increases included
    - CalPERS retirement employer contribution decreases each year ~0.2%
    - Medical insurance premiums increase ~5% each year
  - Non-Personnel
    - General expenses increase at 2.3% per year – assumed CPI level

Attachment A

5 Year (FY23 – FY27) Budget Plan

$000's

REVENUE:	BUDGET FY23	BUDGET FY24	PLAN FY25	PLAN FY26	PLAN FY27	CAGR
Operating Revenue						
Passenger Fares	$ 2,410	$ 2,464	$ 2,513	$ 2,564	$ 2,615	1.7%
Special Transit Fares	5,953	6,072	6,193	6,316	6,442	1.6%
Total Operating Revenue	**$ 8,363**	**$ 8,535**	**$ 8,706**	**$ 8,880**	**$ 9,058**	**1.6%**
Operating Expense						
Labor - Regular	$ 20,415	$ 20,363	$ 20,614	$ 20,751	$ 21,015	0.6%
Labor - OT	1,325	1,353	1,380	1,407	1,435	1.6%
Fringe	21,172	22,086	22,920	23,806	24,780	3.2%
Non-Personnel	12,108	12,269	12,059	12,430	12,710	1.0%
Total Operating Expense	**$ 55,019**	**$ 56,071**	**$ 56,973**	**$ 58,395**	**$ 59,941**	**1.7%**
Operating Surplus/(Deficit)	**($ 46,657)**	**($ 47,536)**	**($ 48,267)**	**($ 49,515)**	**($ 50,883)**	**1.7%**
Farebox Recovery	***15.2%***	***15.2%***	***15.3%***	***15.2%***	***15.1%***	
Non-Operating Revenue/(Expense)						
Sales Tax/including Measure D	$ 30,775	$ 31,390	$ 32,018	$ 32,659	$ 33,312	1.6%
Federal/State Grants	14,496	26,363	26,556	27,309	28,084	14.1%
COVID Relief Grants	15,477	3,172	-	-	-	N/A
COVID Related Costs	(298)	(290)	(297)	(304)	(310)	0.8%
Pension UAL/Bond Payment*	(5,643)	(4,173)	(4,177)	(4,181)	(4,183)	-5.8%
All Other Revenue	704	686	673	680	687	-0.5%
Total Non-Operating Revenue/(Expense)	**$ 55,510**	**$ 57,149**	**$ 54,773**	**$ 56,162**	**$ 57,589**	**0.7%**
Operating Surplus/(Deficit) before Transfers	**$ 8,853**	**$ 9,613**	**$ 6,506**	**$ 6,647**	**$ 6,707**	**(5.4%)**
Transfers and Other						
Transfers to Capital/Operating & Capital Reserve Fund	($ 8,853)	($ 8,669)	($ 8,834)	($ 8,902)	($ 8,941)	0.2%
(To)/From COVID Recovery Fund	-	(945)	2,329	2,255	2,235	
Operating Surplus/(Deficit) after Transfers	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	

Numbers may not foot due to rounding

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FY23 & FY24
Additional Information

Attachment A

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

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

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

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

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.

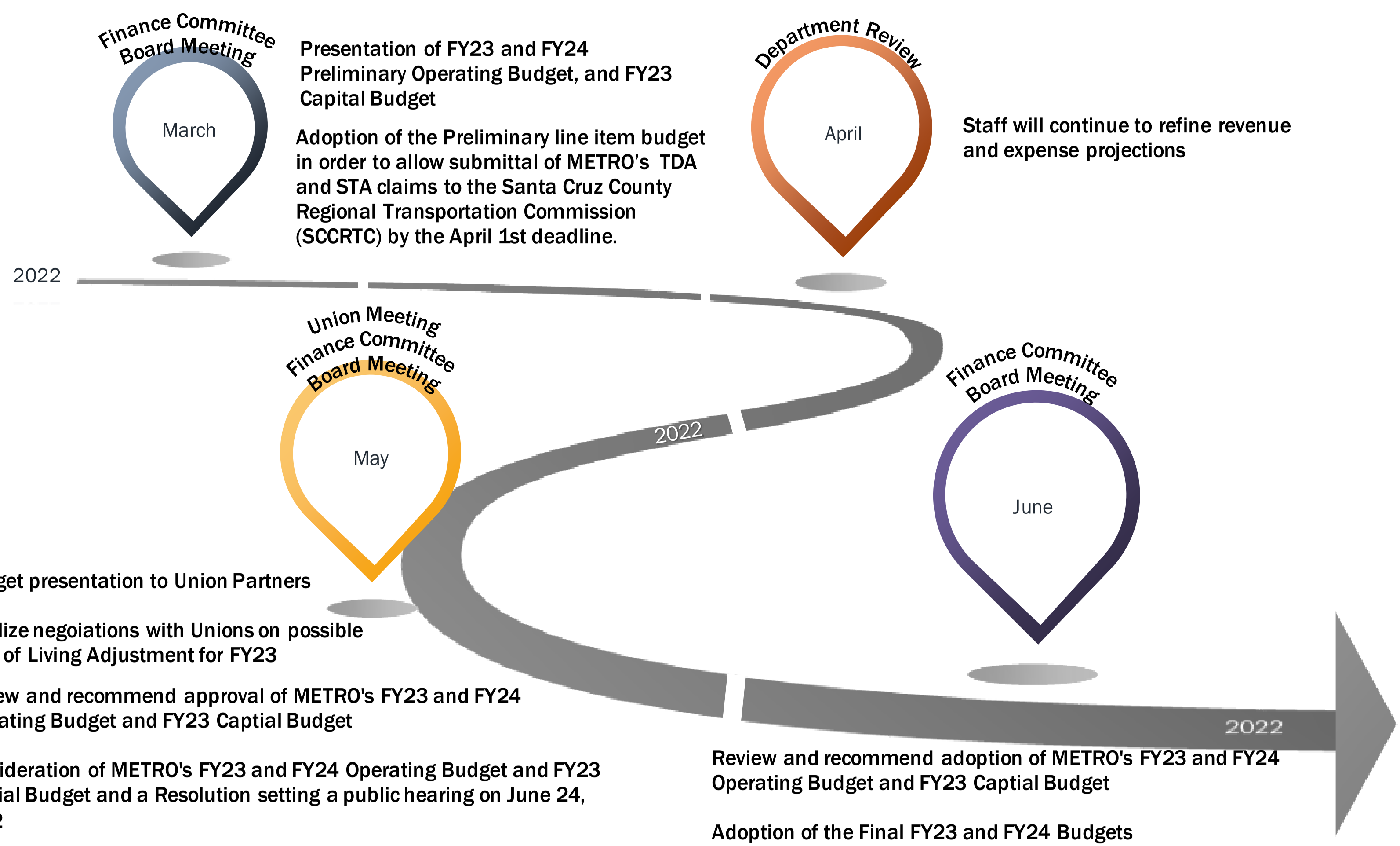
Expenses related to Board Members meeting with CEO/General Manager and Staff.

Attachment A

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**	

Budget Timeline



Appendix

Attachment A

Total Portfolio of Active Projects

$000's Project Category:	FY22 & Prior Spending	FY23 Budget	FY24 & Beyond Plan	Total Portfolio
Construction Related Projects	$ 240	$ 2,050	$ 12,108	$ 14,398
IT Projects	-	1,650	2,000	3,650
Facilities Repair & Improvements	78	1,525	1,319	2,922
Revenue Vehicle Replacement	2,232	13,127	8,914	24,273
Revenue Vehicle Electrification Projects	615	6,159	36,227	43,001
Non-Revenue Vehicle Replacement	100	510	361	971
Fleet & Maintenance Equipment	-	180	-	180
Misc.	-	300	600	900
Total	**$ 3,265**	**$ 25,501**	**$ 61,529**	**$ 90,295**

- ✓ Projects that are funded and may or may not have yet been started
- ✓ All commitments from the prior year rollover into the new year
- ✓ FY22 spending only represents projects that will continue in FY23 and beyond

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Attachment B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
As of July 1, 2022

REVENUE:	BUDGET FY22	BUDGET FY23	Increase/(Decrease) $ VAR	%VAR	BUDGET FY24	Increase/(Decrease) $ VAR	% VAR	PLAN FY25	Increase/(Decrease) $ VAR	% VAR	PLAN FY26	Increase/(Decrease) $ VAR	% VAR	PLAN FY27	Increase/(Decrease) $ VAR	% 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	$ 20,414,536	$ 1,492,791	7.9%	$ 20,363,184	$ (51,352)	(0.3%)	$ 20,614,209	$ 251,025	1.2%	$ 20,750,852	$ 136,643	0.7%	$ 21,015,027	$ 264,175	1.3%
Labor - OT	1,133,162	1,324,597	191,435	16.9%	1,352,609	28,012	2.1%	1,379,611	27,002	2.0%	1,407,246	27,635	2.0%	1,435,369	28,123	2.0%
Fringe	20,480,574	21,171,523	690,949	3.4%	22,086,082	914,559	4.3%	22,920,273	834,191	3.8%	23,806,444	886,171	3.9%	24,780,242	973,798	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**	**$ 55,019,107**	**$ 4,176,014**	**8.2%**	**$ 56,070,909**	**$ 1,051,802**	**1.9%**	**$ 56,972,992**	**$ 902,083**	**1.6%**	**$ 58,394,769**	**$ 1,421,777**	**2.5%**	**$ 59,940,543**	**$ 1,545,774**	**2.6%**
Operating Surplus/(Deficit)	**$ (42,523,660)**	**$ (46,656,574)**	**$ (4,132,914)**	**9.7%**	**$ (47,535,618)**	**$ (879,044)**	**1.9%**	**$ (48,267,242)**	**$ (731,624)**	**1.5%**	**$ (49,514,889)**	**$ (1,247,647)**	**2.6%**	**$ (50,882,774)**	**$ (1,367,885)**	**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	-	15,476,595	15,476,595	100.0%	3,171,917	(12,304,678)	(79.5%)	-	(3,171,917)	(100.0%)	-	-	0.0%	-	-	0.0%
COVID Related Costs	(121,347)	(297,712)	(176,365)	145.3%	(290,035)	7,677	(2.6%)	(296,911)	(6,876)	2.4%	(303,594)	(6,683)	2.3%	(310,424)	(6,830)	2.2%
Pension UAL/Bond Payment*	(5,650,261)	(5,643,119)	7,142	(0.1%)	(4,172,665)	1,470,454	(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**	**$ 55,509,874**	**$ 14,850,038**	**36.5%**	**$ 57,148,754**	**$ 1,638,880**	**3.0%**	**$ 54,772,968**	**$ (2,375,786)**	**(4.2%)**	**$ 56,162,266**	**$ 1,389,298**	**2.5%**	**$ 57,589,281**	**$ 1,427,015**	**2.5%**
Operating Surplus/(Deficit) before Transfers	**$ (1,863,824)**	**$ 8,853,300**	**$ 10,717,124**	**(575.0%)**	**$ 9,613,136**	**$ 759,836**	**8.6%**	**$ 6,505,726**	**$ (3,107,410)**	**(32.3%)**	**$ 6,647,377**	**$ 141,651**	**2.2%**	**$ 6,706,507**	**$ 59,130**	**0.9%**
Transfers and Other																
Transfers to Capital/Operating & Capital Reserve Fund	$ (4,414,734)	$ (8,853,300)	$ (4,438,566)	100.5%	$ (8,668,616)	$ 184,684	(2.1%)	$ (8,834,262)	$ (165,646)	1.9%	$ (8,901,896)	$ (67,634)	0.8%	$ (8,941,061)	$ (39,165)	0.4%
(To)/From COVID Recovery Fund	6,278,558	-	(6,278,558)	(100.0%)	(944,520)	(944,520)	100.0%	2,328,536	3,273,056	(346.5%)	2,254,519	(74,017)	(3.2%)	2,234,554	(19,965)	(0.9%)
Operating Surplus/(Deficit) after Transfers	**$ -**	**$ -**			**$ -**			**$ -**			**$ -**			**$ -**		

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Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

FY23 & FY24 OPERATING BUDGET

REVENUE SOURCES

REVENUE SOURCE	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	-	15,476,595	15,476,595	100.0%	3,171,917	(12,304,678)	(79.5%)
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%

11C.1

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

FY23 & FY24 OPERATING BUDGET

REVENUE SOURCES

REVENUE SOURCE	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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 - LCFS Credits							
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**	**$ 69,813,238**	**$ 15,062,361**	**27.5%**	**$ 70,146,745**	**$ 333,507**	**0.5%**
TRANSFERS TO CAPITAL/OPERATING & CAPITAL RESERVE FUND	**$ (4,414,734)**	**$ (8,853,300)**	**$ (4,438,566)**	**100.5%**	**$ (8,668,616)**	**$ 184,684**	**(2.1%)**
TRANSFERS (TO) / FROM COVID-19 RECOVERY FUND	**$ 6,278,558**	**$ -**	**$ (6,278,558)**	**(100.0%)**	**$ (944,520)**	**$ (944,520)**	**100.0%**
TOTAL REVENUE SOURCES	**$ 56,614,701**	**$ 60,959,938**	**$ 4,345,237**	**7.7%**	**$ 60,533,609**	**$ (426,329)**	**(0.7%)**

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

TOTAL EXPENSES	**56,614,701**	**60,959,938**	**4,345,237**	**7.7%**	**60,533,609**	**(426,329)**	**(0.7%)**
TRANSFERS TO CAPITAL (BUS REPLACEMENT FUND)	**2,239,734**	**2,353,300**	**113,566**	**5.1%**	**2,440,241**	**86,941**	**3.7%**
TRANSFERS TO OPERATING & CAPITAL RESERVE FUNDS							
OPERATING & CAPITAL RESERVE FUNDS	**-**	**4,500,000**	**4,500,000**	**100.0%**	**4,228,375**	**(271,625)**	**(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)**	**-**	**6,278,558**		**944,520**	**944,520**	

11C.2

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

TRANSFERS	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
Transfers to Capital Budget							
2016 Net Sales Tax Measure D*	$ (2,145,798)	$ (2,353,300)	$ (207,502)	9.7%	$ (2,440,241)	$ (86,941)	3.7%
TDA - STA - Operating , Includes SB1	(93,936)	-	93,936	(100.0%)	-	-	0.0%
Total	**$ (2,239,734)**	**$ (2,353,300)**	**$ (113,566)**	**5.1%**	**$ (2,440,241)**	**$ (86,941)**	**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%	(228,375)	(228,375)	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%**	**$ (6,228,375)**	**$ 271,625**	**(4.2%)**
TOTAL OPERATING/CAPITAL TRANSFERS	**$ (4,414,734)**	**$ (8,853,300)**	**$ (4,438,566)**	**100.5%**	**$ (8,668,616)**	**$ 184,684**	**(2.1%)**
Transfers (To) / From Covid-19 Recovery Fund							
Transfers (To) / From Covid-19 Recovery Fund	$ 6,278,558	$ -	$ (6,278,558)	(100.0%)	$ (944,520)	$ (944,520)	100.0%
Total	**$ 6,278,558**	**$ -**	**$ (6,278,558)**	**(100.0%)**	**$ (944,520)**	**$ (944,520)**	**100.0%**
TOTAL REVENUE	**$ 54,750,877**	**$ 69,813,238**	**$ 15,062,361**	**27.5%**	**$ 70,146,745**	**$ 333,507**	**0.5%**
TOTAL EXPENSES	**$ 56,614,701**	**$ 60,959,938**	**$ 4,345,237**	**7.7%**	**$ 60,533,609**	**$ (426,329)**	**(0.7%)**
TOTAL OPERATING/CAPITAL TRANSFERS	**$ (4,414,734)**	**$ (8,853,300)**	**$ (4,438,566)**	**100.5%**	**$ (8,668,616)**	**$ 184,684**	**(2.1%)**
TOTAL COVID TRANSFERS	**$ 6,278,558**	**$ -**	**$ (6,278,558)**	**(100.0%)**	**$ (944,520)**	**$ (944,520)**	**100.0%**
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

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

FY23 & FY24 OPERATING BUDGET

CONSOLIDATED EXPENSES

ACCOUNT	DESCRIPTION	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	9,863,251	813,268	9.0%	9,886,741	23,490	0.2%
501023	Other OT	573,047	499,070	(73,977)	(12.9%)	503,061	3,991	0.8%
	Totals	20,054,907	21,739,133	1,684,226	8.4%	21,715,793	(23,340)	(0.1%)
FRINGE BENEFITS								
502011	Medicare/Soc. Sec.	349,920	372,628	22,708	6.5%	380,862	8,234	2.2%
502021	Retirement	2,272,920	2,377,972	105,052	4.6%	2,383,677	5,705	0.2%
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	11,680,051	145,537	1.3%	12,334,485	654,434	5.6%
502041	Dental Ins	447,931	483,531	35,600	7.9%	490,920	7,389	1.5%
502045	Vision Ins	106,368	107,496	1,128	1.1%	111,948	4,452	4.1%
502051	Life Ins/AD&D	49,708	47,442	(2,266)	(4.6%)	47,912	470	1.0%
502060	State Disability Ins (SDI)	251,499	274,285	22,786	9.1%	292,593	18,308	6.7%
502061	Long Term Disability Ins	154,489	155,101	612	0.4%	161,594	6,493	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	1,014,944	29,562	3.0%	1,047,058	32,114	3.2%
502101	Holiday Pay	699,933	739,860	39,927	5.7%	758,480	18,620	2.5%
502103	Floating Holiday	116,348	131,257	14,909	12.8%	135,411	4,154	3.2%
502109	Sick Leave	1,073,563	1,134,427	60,864	5.7%	1,162,980	28,553	2.5%
502111	Annual Leave	2,024,617	2,205,190	180,573	8.9%	2,315,131	109,941	5.0%
502121	Other Paid Absence	164,023	173,386	9,363	5.7%	177,774	4,388	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	207,201	19,416	10.3%	213,735	6,534	3.2%
	Totals	26,130,835	22,311,673	(3,819,162)	(14.6%)	22,086,082	(225,591)	(1.0%)

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

FY23 & FY24 OPERATING BUDGET

CONSOLIDATED EXPENSES

ACCOUNT	DESCRIPTION	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	1,983,868	768,074	63.2%	1,297,598	(686,270)	(34.6%)
503032	Legislative Services	101,000	101,121	121	0.1%	103,222	2,101	2.1%
503033	Legal Services	400,000	455,096	55,096	13.8%	461,362	6,266	1.4%
503034	Pre-Employment Exams	8,910	9,179	269	3.0%	9,401	222	2.4%
503041	Temp Help	-	72,000	72,000	100.0%	70,535	(1,465)	(2.0%)
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	955,203	202,316	26.9%	1,564,248	609,045	63.8%
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	5,816,197	1,319,667	29.3%	5,790,126	(26,071)	(0.4%)
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%

11C.5

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

FY23 & FY24 OPERATING BUDGET

CONSOLIDATED EXPENSES

ACCOUNT	DESCRIPTION	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	43,689	33,869	344.9%	40,863	(2,826)	(6.5%)
504214	Promotional Items	25,000	25,000	-	0.0%	25,000	-	0.0%
504215	Printing	66,400	128,859	62,459	94.1%	130,244	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	104,785	78,465	298.1%	101,757	(3,028)	(2.9%)
504316	COVID-19	121,347	-	(121,347)	(100.0%)	-	-	0.0%
504317	Cleaning Supplies	60,600	80,127	19,527	32.2%	81,174	1,047	1.3%
504409	Repair/Maint Supplies	120,500	198,047	77,547	64.4%	200,510	2,463	1.2%
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	742,011	154,661	26.3%	742,386	375	0.1%
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	756,794	(8,482)	(1.1%)	794,634	37,840	5.0%
506021	Insurance - Other	60,557	99,591	39,034	64.5%	198,293	98,702	99.1%
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	1,081,468	37,150	3.6%	1,224,929	143,461	13.3%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

FY23 & FY24 OPERATING BUDGET

CONSOLIDATED EXPENSES

ACCOUNT	DESCRIPTION	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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%
509150	Contributions	-	-	-	0.0%	-	-	0.0%
509198	Cash Over/Short	-	-	-	0.0%	-	-	0.0%
509999	Other Misc Expense	-	-	-	0.0%	-	-	0.0%
	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

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

FY23 & FY24 OPERATING BUDGET

CONSOLIDATED EXPENSES

ACCOUNT	DESCRIPTION	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	44,050,806	(2,134,936)	(4.6%)	43,801,875	(248,931)	(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**	**60,959,938**	**4,345,237**	**7.7%**	**60,533,609**	**(426,329)**	**(0.7%)**

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

FY23 & FY24 OPERATING BUDGET

Departmental Expenses

	June-21	June-22			June-22		
	BUDGET	BUDGET	Increase/(Decrease)		BUDGET	Increase/(Decrease)	
	FY22	FY23	$ VAR	%VAR	FY24	$ VAR	% VAR
1100 Administration	$ 1,385,221	$ 1,345,167	$ (40,054)	(2.9%)	$ 1,264,468	$ (80,699)	(6.0%)
1200 Finance	3,086,454	7,715,861	4,629,407	150.0%	7,453,066	(262,795)	(3.4%)
1300 Customer Service	2,356,175	2,275,298	(80,877)	(3.4%)	2,263,274	(12,024)	(0.5%)
1400 Human Resources	1,099,563	1,073,815	(25,748)	(2.3%)	1,078,008	4,193	0.4%
1500 Information Technology	1,581,899	1,594,947	13,048	0.8%	2,174,399	579,452	36.3%
1600 Planning, Grants, Governmental Affairs	1,102,149	2,073,187	971,038	88.1%	1,487,756	(585,431)	(28.2%)
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	1,101,541	(23,684)	(2.1%)	1,114,927	13,386	1.2%
1900 Purchasing	912,298	1,026,650	114,352	12.5%	1,024,966	(1,684)	(0.2%)
2200 Facilities Maintenance	3,759,275	3,592,046	(167,229)	(4.4%)	3,591,052	(994)	(0.0%)
3100 Paratransit	5,260,983	4,464,377	(796,606)	(15.1%)	4,477,027	12,650	0.3%
3200 Operations	2,806,110	2,829,072	22,962	0.8%	2,799,882	(29,190)	(1.0%)
3300 Bus Operators	19,328,009	18,525,461	(802,548)	(4.2%)	18,312,941	(212,520)	(1.1%)
4100 Fleet Maintenance	8,744,052	8,984,002	239,950	2.7%	8,934,735	(49,267)	(0.5%)
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**	**$ 60,959,938**	**$ 4,345,237**	**7.7%**	**$ 60,533,609**	**$ (426,329)**	**(0.7%)**

11C.9

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Admin - 1100

ACCOUNT		June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	80,422	34,133	73.7%	82,529	2,107	2.6%
502022	Retirement UAL	115,043	21,766	(93,277)	(81.1%)	-	(21,766)	(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	11,871	(183)	(1.5%)	12,227	356	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	$ 367,218	$ (51,564)	(12.3%)	$ 360,852	$ (6,366)	(1.7%)

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Admin - 1100

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Admin - 1100

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Admin - 1100

ACCOUNT		June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	$ 868,364	$ (56,865)	(6.1%)	$ 882,151	$ 13,787	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**	**$ 1,345,167**	**$ (40,054)**	**(2.9%)**	**$ 1,264,468**	**$ (80,699)**	**(6.0%)**

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Finance - 1200

ACCOUNT		June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	108,086	20,177	23.0%	109,249	1,163	1.1%
502022	Retirement UAL	218,532	52,596	(165,936)	(75.9%)	-	(52,596)	(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	32,644	5,523	20.4%	33,624	980	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	$ 777,101	$ (26,937)	(3.4%)	$ 754,538	$ (22,563)	(2.9%)

11C.14

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Finance - 1200

Attachment C

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	51,357	(193,623)	(79.0%)	31,601	(19,756)	(38.5%)
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	-	-	-	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	$ 597,363	$ (177,617)	(22.9%)	$ 591,121	$ (6,242)	(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%

11C.15

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Finance - 1200

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	613,496	8,928	1.5%	644,171	30,675	5.0%
506021 Insurance - Other	60,557	99,591	39,034	64.5%	198,293	98,702	99.1%
506123 Settlement Costs	-	-	-	0.0%	-	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	-	0.0%
Totals	$ 733,610	$ 783,640	$ 50,030	6.8%	$ 916,175	$ 132,535	16.9%

11C.16

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Finance - 1200

ACCOUNT		June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	$ 1,726,344	$ 178,531	11.5%	$ 1,724,080	$ (2,264)	(0.1%)
	NON-PERSONNEL TOTAL	$ 1,538,641	$ 5,939,409	$ 4,400,768	286.0%	$ 5,728,986	$ (210,423)	(3.5%)
	TOTAL OPERATING EXPENSES	**$ 3,086,454**	**$ 7,665,753**	**$ 4,579,299**	**148.4%**	**$ 7,453,066**	**$ (212,687)**	**(2.8%)**

11C.17

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Customer Service - 1300

ACCOUNT		June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	845,853	54,525	6.9%	843,068	(2,785)	(0.3%)
501023	Other OT	36,405	37,504	1,099	3.0%	37,504	-	0.0%
	Totals	$ 827,733	$ 883,357	$ 55,624	6.7%	$ 880,572	$ (2,785)	(0.3%)
FRINGE BENEFITS								
502011	Medicare/Soc. Sec.	$ 14,605	$ 15,282	$ 677	4.6%	$ 15,626	$ 344	2.3%
502021	Retirement	96,703	98,721	2,018	2.1%	98,807	86	0.1%
502022	Retirement UAL	240,393	48,038	(192,355)	(80.0%)	-	(48,038)	(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	11,492	805	7.5%	12,068	576	5.0%
502061	Long Term Disability Ins	7,578	7,497	(81)	(1.1%)	7,806	309	4.1%
502071	State Unemployment Ins (SUI)	2,010	2,130	120	6.0%	2,265	135	6.3%
502081	Worker's Comp Ins	51,228	56,386	5,158	10.1%	58,077	1,691	3.0%
502101	Holiday Pay	29,301	30,654	1,353	4.6%	31,370	716	2.3%
502103	Floating Holiday	8,488	9,027	539	6.4%	9,283	256	2.8%
502109	Sick Leave	43,951	45,984	2,033	4.6%	47,061	1,077	2.3%
502111	Annual Leave	90,948	96,092	5,144	5.7%	101,945	5,853	6.1%
502121	Other Paid Absence	6,867	7,189	322	4.7%	7,356	167	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	$ 863,885	$ (145,615)	(14.4%)	$ 850,322	$ (13,563)	(1.6%)

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Customer Service - 1300

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Customer Service - 1300

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Customer Service - 1300

ACCOUNT		June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	$ 1,747,242	$ (89,991)	(4.9%)	$ 1,730,894	$ (16,348)	(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**	**$ 2,275,298**	**$ (80,877)**	**(3.4%)**	**$ 2,263,274**	**$ (12,024)**	**(0.5%)**

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

HR - 1400

ACCOUNT		June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	58,230	936	1.6%	58,873	643	1.1%
502022	Retirement UAL	142,427	28,335	(114,092)	(80.1%)	-	(28,335)	(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	20,774	2,694	14.9%	21,397	623	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	$ 399,410	$ (83,208)	(17.2%)	$ 388,506	$ (10,904)	(2.7%)

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

HR - 1400

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

HR - 1400

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

HR - 1400

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	$ 916,373	$ (45,588)	(4.7%)	$ 917,254	$ 881	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**	**$ 1,073,815**	**$ (25,748)**	**(2.3%)**	**$ 1,078,008**	**$ 4,193**	**0.4%**

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

IT - 1500

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	73,201	1	0.0%	72,473	(728)	(1.0%)
502022 Retirement UAL	181,974	35,621	(146,353)	(80.4%)	-	(35,621)	(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	20,774	2,694	14.9%	21,397	623	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	$ 459,940	$ (121,349)	(20.9%)	$ 435,798	$ (24,142)	(5.2%)

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

IT - 1500

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

IT - 1500

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

IT - 1500

ACCOUNT		June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	$ 1,073,847	$ (103,057)	(8.8%)	$ 1,049,696	$ (24,151)	(2.2%)
	NON-PERSONNEL TOTAL	$ 404,995	$ 521,100	$ 116,105	28.7%	$ 1,124,703	$ 603,603	115.8%
	TOTAL OPERATING EXPENSES	**$ 1,581,899**	**$ 1,594,947**	**$ 13,048**	**0.8%**	**$ 2,174,399**	**$ 579,452**	**36.3%**

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Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Planning Grants - 1600

ACCOUNT		June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	472,166	59,203	14.3%	473,758	1,592	0.3%
501023	Other OT	9,204	12,001	2,797	30.4%	12,240	239	2.0%
	Totals	$ 422,167	$ 484,167	$ 62,000	14.7%	$ 485,998	$ 1,831	0.4%
FRINGE BENEFITS								
502011	Medicare/Soc. Sec.	$ 7,413	$ 8,386	$ 973	13.1%	$ 8,563	$ 177	2.1%
502021	Retirement	50,005	55,001	4,996	10.0%	54,591	(410)	(0.7%)
502022	Retirement UAL	124,309	26,765	(97,544)	(78.5%)	-	(26,765)	(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	6,056	772	14.6%	6,615	559	9.2%
502061	Long Term Disability Ins	2,892	3,276	384	13.3%	3,374	98	3.0%
502071	State Unemployment Ins (SUI)	670	710	40	6.0%	755	45	6.3%
502081	Worker's Comp Ins	18,080	20,774	2,694	14.9%	21,397	623	3.0%
502101	Holiday Pay	15,223	17,033	1,810	11.9%	17,396	363	2.1%
502103	Floating Holiday	5,844	11,873	6,029	103.2%	12,191	318	2.7%
502109	Sick Leave	22,835	25,550	2,715	11.9%	26,095	545	2.1%
502111	Annual Leave	41,624	43,357	1,733	4.2%	44,928	1,571	3.6%
502121	Other Paid Absence	3,568	3,992	424	11.9%	4,077	85	2.1%
502251	Phys. Exams	-	-	-	0.0%	-	-	0.0%
502253	Driver Lic Renewal	-	-	-	0.0%	-	-	0.0%
502999	Other Fringe Benefits	2,090	4,045	1,955	93.5%	4,050	5	0.1%
	Totals	$ 438,178	$ 363,111	$ (75,067)	(17.1%)	$ 347,636	$ (15,475)	(4.3%)

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Planning Grants - 1600

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Planning Grants - 1600

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Planning Grants - 1600

ACCOUNT		June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	$ 847,278	$ (13,067)	(1.5%)	$ 833,634	$ (13,644)	(1.6%)
	NON-PERSONNEL TOTAL	$ 241,804	$ 1,225,909	$ 984,105	407.0%	$ 654,122	$ (571,787)	(46.6%)
	TOTAL OPERATING EXPENSES	**$ 1,102,149**	**$ 2,073,187**	**$ 971,038**	**88.1%**	**$ 1,487,756**	**$ (585,431)**	**(28.2%)**

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Risk Mgmt - 1800

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	22,166	203	0.9%	22,291	125	0.6%
502022 Retirement UAL	54,599	10,786	(43,813)	(80.2%)	-	(10,786)	(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	5,935	(92)	(1.5%)	6,113	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	$ 106,076	$ (41,679)	(28.2%)	$ 97,560	$ (8,516)	(8.0%)

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Risk Mgmt - 1800

ACCOUNT		June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Risk Mgmt - 1800

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Risk Mgmt - 1800

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	$ 297,216	$ (32,264)	(9.8%)	$ 291,018	$ (6,198)	(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**	**$ 1,101,541**	**$ (23,684)**	**(2.1%)**	**$ 1,114,927**	**$ 13,386**	**1.2%**

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Attachment C

Purchasing - 1900

ACCOUNT		June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	63,590	11,903	23.0%	64,526	936	1.5%
502022	Retirement UAL	128,487	30,945	(97,542)	(75.9%)	-	(30,945)	(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	32,644	8,537	35.4%	33,624	980	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	$ 468,287	$ (8,965)	(1.9%)	$ 457,017	$ (11,270)	(2.4%)

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Purchasing - 1900

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Purchasing - 1900

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Purchasing - 1900

ACCOUNT		June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	$ 1,013,421	$ 113,927	12.7%	$ 1,011,357	$ (2,064)	(0.2%)
	NON-PERSONNEL TOTAL	$ 12,804	$ 13,229	$ 425	3.3%	$ 13,609	$ 380	2.9%
	TOTAL OPERATING EXPENSES	**$ 912,298**	**$ 1,026,650**	**$ 114,352**	**12.5%**	**$ 1,024,966**	**$ (1,684)**	**(0.2%)**

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Facilities Maint - 2200

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	111,647	2,033	1.9%	111,091	(556)	(0.5%)
502022 Retirement UAL	272,498	54,330	(218,168)	(80.1%)	-	(54,330)	(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	53,418	(823)	(1.5%)	55,021	1,603	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	$ 929,804	$ (227,501)	(19.7%)	$ 909,793	$ (20,011)	(2.2%)

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Facilities Maint - 2200

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	421,401	80,301	23.5%	428,609	7,208	1.7%
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	$ 760,038	$ 3,938	0.5%	$ 770,021	$ 9,983	1.3%
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%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Facilities Maint - 2200

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Facilities Maint - 2200

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	$ 1,965,047	$ (194,005)	(9.0%)	$ 1,936,126	$ (28,921)	(1.5%)
NON-PERSONNEL TOTAL	$ 1,600,223	$ 1,626,999	$ 26,776	1.7%	$ 1,654,926	$ 27,927	1.7%
TOTAL OPERATING EXPENSES	**$ 3,759,275**	**$ 3,592,046**	**$ (167,229)**	**(4.4%)**	**$ 3,591,052**	**$ (994)**	**(0.0%)**

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Paratransit - 3100

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	231,721	(3,573)	(1.5%)	232,112	391	0.2%
502022 Retirement UAL	584,918	112,759	(472,159)	(80.7%)	-	(112,759)	(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	127,610	1,047	0.8%	131,438	3,828	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	$ 1,972,336	$ (577,854)	(22.7%)	$ 1,935,524	$ (36,812)	(1.9%)

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Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Paratransit - 3100

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Paratransit - 3100

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	143,298	(17,410)	(10.8%)	150,463	7,165	5.0%
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	$ 143,298	$ (17,410)	(10.8%)	$ 150,463	$ 7,165	5.0%

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Paratransit - 3100

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	$ 4,187,431	$ (626,586)	(13.0%)	$ 4,138,453	$ (48,978)	(1.2%)
NON-PERSONNEL TOTAL	$ 446,966	$ 327,054	$ (119,912)	(26.8%)	$ 338,574	$ 11,520	3.5%
TOTAL OPERATING EXPENSES	**$ 5,260,983**	**$ 4,514,485**	**$ (746,498)**	**(14.2%)**	**$ 4,477,027**	**$ (37,458)**	**(0.8%)**

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Operations - 3200

ACCOUNT		June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	158,488	12,643	8.7%	158,936	448	0.3%
502022	Retirement UAL	362,565	77,126	(285,439)	(78.7%)	-	(77,126)	(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	56,386	2,145	4.0%	58,077	1,691	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	$ 1,194,810	$ (206,208)	(14.7%)	$ 1,159,447	$ (35,363)	(3.0%)

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Operations - 3200

ACCOUNT		June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Operations - 3200

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Operations - 3200

ACCOUNT		June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	$ 2,726,610	$ 8,902	0.3%	$ 2,695,720	$ (30,890)	(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**	**$ 2,829,072**	**$ 22,962**	**0.8%**	**$ 2,799,882**	**$ (29,190)**	**(1.0%)**

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Bus Operators - 3300

ACCOUNT		June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	1,043,963	13,919	1.4%	1,046,536	2,573	0.2%
502022	Retirement UAL	2,560,595	508,030	(2,052,565)	(80.2%)	-	(508,030)	(100.0%)
502031	Medical Ins	3,982,968	4,061,479	78,511	2.0%	4,289,104	227,625	5.6%
502041	Dental Ins	190,746	206,474	15,728	8.2%	209,652	3,178	1.5%
502045	Vision Ins	42,864	42,780	(84)	(0.2%)	44,640	1,860	4.3%
502051	Life Ins/AD&D	17,784	18,540	756	4.3%	18,540	-	0.0%
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	459,989	1,952	0.4%	475,455	15,466	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	20,495	(3,761)	(15.5%)	20,650	155	0.8%
	Totals	$ 10,427,519	$ 8,604,995	$ (1,822,524)	(17.5%)	$ 8,435,764	$ (169,231)	(2.0%)

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Bus Operators - 3300

ACCOUNT		June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Bus Operators - 3300

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-22 BUDGET FY24	Increase/(Decrease) $ VAR	Increase/(Decrease) % VAR
PERSONNEL TOTAL	$ 19,321,409	$ 18,460,251	$ (861,158)	(4.5%)	$ 18,246,176	$ (214,075)	(1.2%)
NON-PERSONNEL TOTAL	$ 6,600	$ 65,210	$ 58,610	888.0%	$ 66,765	$ 1,555	2.4%
TOTAL OPERATING EXPENSES	**$ 19,328,009**	**$ 18,525,461**	**$ (802,548)**	**(4.2%)**	**$ 18,312,941**	**$ (212,520)**	**(1.1%)**

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Fleet Maint - 4100

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	272,736	5,663	2.1%	271,663	(1,073)	(0.4%)
502022 Retirement UAL	663,921	132,715	(531,206)	(80.0%)	-	(132,715)	(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	115,739	(1,784)	(1.5%)	119,211	3,472	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	$ 2,182,360	$ (510,340)	(19.0%)	$ 2,131,080	$ (51,280)	(2.3%)

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Fleet Maint - 4100

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Fleet Maint - 4100

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Fleet Maint - 4100

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	$ 4,599,042	$ (493,364)	(9.7%)	$ 4,523,071	$ (75,971)	(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**	**$ 8,984,002**	**$ 239,950**	**2.7%**	**$ 8,934,735**	**$ (49,267)**	**(0.5%)**

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

District Counsel - 1700

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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%**

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

COVID - 9002

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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	-	20,000	20,000	100.0%	20,000	-	0.0%
503034 Pre-Employment Exams	-	-	-	0.0%	-	-	0.0%
503041 Temp Help	-	72,000	72,000	100.0%	70,535	(1,465)	(2.0%)
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	$ -	$ 92,000	$ 92,000	100.0%	$ 90,535	$ (1,465)	(1.6%)
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	$ -	$ -	$ -	0.0%	$ -	$ -	0.0%
504211 Postage & Mailing	-	28,000	28,000	100.0%	25,000	(3,000)	(10.7%)
504214 Promotional Items	-	-	-	0.0%	-	-	0.0%
504215 Printing	-	7,500	7,500	100.0%	7,500	-	0.0%
504217 Photo Supp/Process	-	-	-	0.0%	-	-	0.0%
504311 Office Supplies	-	-	-	0.0%	-	-	0.0%
504315 Safety Supplies	-	78,212	78,212	100.0%	75,000	(3,212)	(4.1%)
504316 COVID-19	121,347	-	(121,347)	(100.0%)	-	-	0.0%
504317 Cleaning Supplies	-	17,000	17,000	100.0%	17,000	-	0.0%
504409 Repair/Maint Supplies	-	75,000	75,000	100.0%	75,000	-	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	$ 205,712	$ 84,365	69.5%	$ 199,500	$ (6,212)	(3.0%)
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%)**

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

Retirees - 9005

ACCOUNT		June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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%**

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 & FY24 OPERATING BUDGET

SCCIC - 700

ACCOUNT	June-21 BUDGET FY22	June-22 BUDGET FY23	Increase/(Decrease) $ VAR	Increase/(Decrease) %VAR	June-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 D

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	**13.00**	**5.00**	13.00	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**	**415.25**	**329.00**	**415.25**	**329.00**

11D.1

Attachment D

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

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

11D.3

Attachment D

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

11D.4

Attachment D

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)*

11D.5

Attachment D

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

11D.6

Attachment D

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**	**0.00**	2.00	0.00
Capital Planning and Grants Program Manager *	0.00	0.00	**1.00**	**1.00**	1.00	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**	**13.00**	**5.00**	**13.00**	**5.00**

* Grants/Legislative Analyst defunded, Funded Capital Planning and Grants Program Manager

Attachment D

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**

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

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**

11D.10

Attachment D

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**

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

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

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

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**

11D.15

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Attachment E

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 CAPITAL BUDGET/ANTICIPATED SPENDING
AS OF JUNE 2022

		PROJECT/ACTIVITY	RESTRICTED FEDERAL FUNDS	RESTRICTED PTMISEA (1B)	RESTRICTED STIP	RESTRICTED LCTOP	RESTRICTED LPP	RESTRICTED CAPITAL RESTRICTED STA	BUS REPLACEMENT FUND $3M PER YEAR (MEASURE D + SB1 STA&SGR) STA-SB1 (XFR FROM OPER BUDGET)	BUS REPLACEMENT FUND $3M PER YEAR (MEASURE D + SB1 STA&SGR) RESTRICTED STA-SGR (SB 1)	BUS REPLACEMENT FUND $3M PER YEAR (MEASURE D + SB1 STA&SGR) RESTRICTED 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
3	23-0005b	New Hydrogen Fueling Station + Project Management	$ 724,600									$ 87,400	$ 812,000
		Subtotal	$ 724,600	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 200,000	$ 1,125,656	$ 2,050,256
IT Projects													
4	19-0004	ERP Consultant & System										$ 1,650,000	$ 1,650,000
		Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,650,000	$ 1,650,000
Facilities Upgrades & Improvements													
5	19-0006	Maint Yard-Security Hardening/Expanded Parking										$ 100,000	$ 100,000
6	19-0006b	Demolition of two structures & repair of sinkhole										$ 436,714	$ 436,714
7	19-0013	JKS Facility - Upper Security Gates (Reserves)	$ -									$ 229,000	$ 229,000
8	19-0020	Admin Bldg. Engineering & Renovations										$ 20,000	$ 20,000
9	19-0018a	Awning @ Fueling Station - Construction Phase (FTA 5339a FY2	$ 238,908									$ -	$ 238,908
10	23-0005c	Maintenance Facility Upgrades (FY22 FTA LoNo)	$ 450,000									$ 50,000	$ 500,000
		Subtotal	$ 688,908	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 835,714	$ 1,524,622
Revenue Vehicle Purchases, Replacements & Campaigns													
11	19-0027	FY18 STIP - AVL/ITS (STIP, Measure D)			$ 273,130						$ 226,870		$ 500,000
12	20-0001	7 Replacement Paracruz Vans (FY19 LPP, Measure D)					$ 302,000				$ 303,131		$ 605,131
13	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
14	22-0005	Automatic Passenger Counters (APCs)	$ 524,355		$ -						$ -	$ 115,645	$ 640,000
15	23-0001	13 CNGs (7 35', 6 40', FY23/24/25 (FY22 FTA 5307 + BRF:SGR - FY20,FY21,FY22)	$ 3,920,000		$ -					$ 980,000			$ 4,900,000
16	23-0002	4 ARTICS FY24 (FY22 FTA 5307 + BRF:SGR - FY22, FY23)	$ -		$ -					$ -	$ -	$ -	$ -
17	23-0006	1 Diesel Artic (replacement) & 2 CNGs (FY22 Congressionally District Funding + BRF: Measure D)	$ 1,840,000								$ 460,000	$ -	$ 2,300,000
18	23-0007	2 CNGs (FY20,21 & 22 LPP +100% Match BRF-Measure D)	$ -		$ -		$ 903,000			$ -	$ 903,000	$ -	$ 1,806,000
19	23-0008	3 CNGs (FTA FY22 5339a the State Rural Discretionary)	$ 1,680,000		$ -		$ -			$ -	$ 420,000	$ -	$ 2,100,000
		Subtotal	$ 7,964,355	$ -	$ 273,130	$ -	$ 1,205,000	$ -	$ -	$ 980,000	$ 2,588,409	$ 115,645	$ 13,126,539

11E.1

Attachment E

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 CAPITAL BUDGET/ANTICIPATED SPENDING
AS OF JUNE 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													
20	19-0037	**4** ZEBs - Highway 17 (FTA 5339c FY16, Measure D, HVIP)	$ 3,516,587								$ 1,079,067		$ 4,595,654
21	19-0041	Completion of JKS Facility-ZEB Yard Charging Infrastructure										$ 224,757	$ 224,757
22	19-0042	ZEB Deployment & Fleet Planning (CTE)							$ 21,720			$ 67,225	$ 88,945
23	23-0003	1 ZEB (FY20 LCTOP+Interest+HVIP)				$ 1,250,000							$ 1,250,000
24	23-0005a	20 Fuel Cell Buses/Workforce Development (FY22 FTA LoNo + BRF: SGR FY23/24 + Measure D)	$ -							$ -	$ -		$ -
		Subtotal	$ 3,516,587	$ -	$ -	$ 1,250,000	$ -	$ -	$ 21,720	$ -	$ 1,079,067	$ 291,982	$ 6,159,356
Non-Revenue Vehicle Purchases & Replacements													
25	21-0006	Service Truck (FTA 5339a FY20)	$ 150,000										$ 150,000
26	23-0009	Replace 6 gasoline Non-Rev Vehicles (FTA Congressional Direct Funding)	$ 306,000									$ 54,000	$ 360,000
		Subtotal	$ 456,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 54,000	$ 510,000
Fleet & Maint Equipment													
27	21-0004	Golf Club Part Washers (FTA 5339a FY20 + Reserves)	$ 80,000									$ 100,000	$ 180,000
		Subtotal	$ 80,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 100,000	$ 180,000
Office Equipment													
												$ -	$ -
		Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Misc.													
28	23-0004	Misc Capital Contingency-$800K - 11/15/19 BOD+$100K 5/21/2021+$1M 03/25/2022										$ 212,000	$ 212,000
29	23-0004a	Scotts Valley Transit Center Security										$ 51,000	$ 51,000
30	23-0004b	Trash Enclosures										$ 7,000	$ 7,000
31	23-0004c	Exercise Equipmnet / Refrigeratorsat OPS										$ 30,000	$ 30,000
		Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 300,000	$ 300,000
TOTAL CAPITAL PROJECTS			**$ 13,430,450**	**$ -**	**$ 273,130**	**$ 1,250,000**	**$ 1,205,000**	**$ -**	**$ 21,720**	**$ 980,000**	**$ 3,867,476**	**$ 4,472,997**	**$ 25,500,773**

11E.2

Attachment E

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 CAPITAL BUDGET/ANTICIPATED SPENDING
AS OF JUNE 2022

							BUS REPLACEMENT FUND $3M PER YEAR (MEASURE D + SB1 STA&SGR)				
	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED		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)	$ 13,430,450										$ 13,430,450
Surface Transportation Block Grant (STBG)	$ -										$ -
State Sources of Funds:											
PTMISEA (1B)		$ -									$ -
State Transportation Improvement Program (STIP)			$ 273,130								$ 273,130
Low Carbon Transit Operations Program (LCTOP)				$ 1,250,000							$ 1,250,000
Local Partnership Program (LPP)					$ 1,205,000						$ 1,205,000
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)									$ 3,867,476		$ 3,867,476
Local Sources of Funds:											
Operating and Capital Reserve Fund										$ 4,472,997	$ 4,472,997
TOTAL CAPITAL FUNDING BY FUNDING SOURCE	**$ 13,430,450**	**$ -**	**$ 273,130**	**$ 1,250,000**	**$ 1,205,000**	**$ -**	**$ 21,720**	**$ 980,000**	**$ 3,867,476**	**$ 4,472,997**	**$ 25,500,773**
Restricted Funds	$ 13,430,450	$ -	$ 273,130	$ 1,250,000	$ 1,205,000	$ -		$ 980,000	$ 3,867,476		$ 21,006,056
Unrestricted Funds							$ 21,720			$ 4,472,997	$ 4,494,717
TOTAL CAPITAL FUNDING	**$ 13,430,450**	**$ -**	**$ 273,130**	**$ 1,250,000**	**$ 1,205,000**	**$ -**	**$ 21,720**	**$ 980,000**	**$ 3,867,476**	**$ 4,472,997**	**$ 25,500,773**

* 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.

11E.3

Attachment E

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 CAPITAL BUDGET/PORTFOLIO
AS OF JUNE 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
3	23-0005b	New Hydrogen Fueling Station + Project Management	$ 7,246,000									$ 874,000	$ 8,120,000
		Subtotal	$ 7,246,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,000,000	$ 2,912,256	$ 14,158,256
IT Projects													
4	19-0004	ERP Consultant & System										$ 3,650,000	$ 3,650,000
		Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 3,650,000	$ 3,650,000
Facilities Upgrades & Improvements													
5	19-0006	Maint Yard-Security Hardening/Expanded Parking										$ 419,156	$ 419,156
6	19-0006b	Demolition of two structures & repair of sinkhole										$ 436,714	$ 436,714
7	19-0013	JKS Facility - Upper Security Gates (Reserves)	$ -									$ 229,000	$ 229,000
8	19-0020	Admin Bldg. Engineering & Renovations										$ 20,000	$ 20,000
9	19-0018a	Awning @ Fueling Station - Construction Phase (FTA 5339a FY2	$ 238,908									$ -	$ 238,908
10	23-0005c	Maintenance Facility Upgrades (FY22 FTA LoNo)	$ 1,350,000									$ 150,000	$ 1,500,000
		Subtotal	$ 1,588,908	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,254,870	$ 2,843,778
Revenue Vehicle Purchases, Replacements & Campaigns													
11	19-0027	FY18 STIP - AVL/ITS (STIP, Measure D)			$ 599,351						$ 497,837		$ 1,097,188
12	20-0001	7 Replacement Paracruz Vans (FY19 LPP, Measure D)					$ 302,000				$ 303,131		$ 605,131
13	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
14	22-0005	Automatic Passenger Counters (APCs)	$ 524,355		$ -						$ -	$ 115,645	$ 640,000
15	23-0001	13 CNGs (7 35', 6 40', FY23/24/25 (FY22 FTA 5307 + BRF:SGR - FY20,FY21,FY22)	$ 7,280,000		$ -					$ 1,820,000			$ 9,100,000
16	23-0002	4 ARTICS FY24 (FY22 FTA 5307 + BRF:SGR - FY22, FY23)	$ 3,200,000		$ -					$ 800,000	$ -	$ -	$ 4,000,000
17	23-0006	1 Diesel Artic (replacement) & 2 CNGs (FY22 Congressionally District Funding + BRF: Measure D)	$ 1,840,000								$ 460,000	$ -	$ 2,300,000
18	23-0007	2 CNGs (FY20,21 & 22 LPP +100% Match BRF-Measure D)	$ -		$ -		$ 903,000			$ -	$ 903,000	$ -	$ 1,806,000
19	23-0008	3 CNGs (FTA FY22 5339a the State Rural Discretionary)	$ 1,680,000		$ -		$ -			$ -	$ 420,000	$ -	$ 2,100,000
		Subtotal	$ 14,524,355	$ -	$ 599,351	$ -	$ 1,205,000	$ -	$ -	$ 2,620,000	$ 2,976,561	$ 115,645	$ 22,040,912

11E.4

Attachment E

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 CAPITAL BUDGET/PORTFOLIO
AS OF JUNE 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													
20	19-0037	**4** ZEBs - Highway 17 (FTA 5339c FY16, Measure D, HVIP)	$ 3,516,587								$ 1,079,067		$ 4,595,654
21	19-0041	Completion of JKS Facility-ZEB Yard Charging Infrastructure										$ 224,757	$ 224,757
22	19-0042	ZEB Deployment & Fleet Planning (CTE)							$ 21,720			$ 67,225	$ 88,945
23	23-0003	1 ZEB (FY20 LCTOP+Interest+HVIP)				$ 1,250,000							$ 1,250,000
24	23-0005a	20 Fuel Cell Buses/Workforce Development (FY22 FTA LoNo + BRF: SGR FY23/24 + Measure D)	$ 30,670,440							$ 940,064	$ 4,616,752		$ 36,227,256
		Subtotal	$ 34,187,027	$ -	$ -	$ 1,250,000	$ -	$ -	$ 21,720	$ 940,064	$ 5,695,819	$ 291,982	$ 42,386,612
Non-Revenue Vehicle Purchases & Replacements													
25	21-0006	Service Truck (FTA 5339a FY20)	$ 150,000										$ 150,000
26	23-0009	Replace 6 gasoline Non-Rev Vehicles (FTA Congressional Direct Funding)	$ 612,850									$ 108,150	$ 721,000
		Subtotal	$ 762,850	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 108,150	$ 871,000
Fleet & Maint Equipment													
27	21-0004	Golf Club Part Washers (FTA 5339a FY20 + Reserves)	$ 80,000									$ 100,000	$ 180,000
		Subtotal	$ 80,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 100,000	$ 180,000
Office Equipment													
												$ -	$ -
		Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Misc.													
28	23-0004	Misc Capital Contingency-$800K - 11/15/19 BOD+$100K 5/21/2021+$1M 03/25/2022										$ 812,000	$ 812,000
29	23-0004a	Scotts Valley Transit Center Security										$ 51,000	$ 51,000
30	23-0004b	Trash Enclosures										$ 7,000	$ 7,000
31	23-0004c	Exercise Equipmnet / Refrigeratorsat OPS										$ 30,000	$ 30,000
		Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 900,000	$ 900,000
TOTAL CAPITAL PROJECTS			**$ 58,389,140**	**$ -**	**$ 599,351**	**$ 1,250,000**	**$ 1,205,000**	**$ -**	**$ 21,720**	**$ 3,560,064**	**$ 12,672,380**	**$ 9,332,902**	**$ 87,030,557**

11E.5

Attachment E

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY23 CAPITAL BUDGET/PORTFOLIO
AS OF JUNE 2022

PROJECT/ACTIVITY	RESTRICTED FEDERAL FUNDS	RESTRICTED PTMISEA (1B)	RESTRICTED STIP	RESTRICTED LCTOP	RESTRICTED LPP	RESTRICTED CAPITAL RESTRICTED STA	BUS REPLACEMENT FUND $3M PER YEAR (MEASURE D + SB1 STA&SGR) STA-SB1 (XFR FROM OPER BUDGET)	RESTRICTED STA-SGR (SB 1)	RESTRICTED MEASURE D (XFR FROM OPER BUDGET)	OPERATING & CAPITAL RESERVE FUND	TOTAL
CAPITAL PROGRAM FUNDING											
Federal Sources of Funds:											
Federal Grants (FTA)	$ 58,389,140										$ 58,389,140
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)					$ 1,205,000						$ 1,205,000
State Transit Assistance (STA)-Prior Years						$ -	$ 21,720				$ 21,720
Transfers from Operating Budget (STA-SB1)											$ -
STA-SGR (SB1)								$ 3,560,064			$ 3,560,064
Transfers from Operating Budget (Measure D)									$ 12,672,380		$ 12,672,380
Local Sources of Funds:											
Operating and Capital Reserve Fund										$ 9,332,902	$ 9,332,902
TOTAL CAPITAL FUNDING BY FUNDING SOURCE	**$ 58,389,140**	**$ -**	**$ 599,351**	**$ 1,250,000**	**$ 1,205,000**	**$ -**	**$ 21,720**	**$ 3,560,064**	**$ 12,672,380**	**$ 9,332,902**	**$ 87,030,557**
Restricted Funds	$ 58,389,140	$ -	$ 599,351	$ 1,250,000	$ 1,205,000	$ -		$ 3,560,064	$ 12,672,380		$ 77,675,935
Unrestricted Funds							$ 21,720			$ 9,332,902	$ 9,354,622
TOTAL CAPITAL FUNDING	**$ 58,389,140**	**$ -**	**$ 599,351**	**$ 1,250,000**	**$ 1,205,000**	**$ -**	**$ 21,720**	**$ 3,560,064**	**$ 12,672,380**	**$ 9,332,902**	**$ 87,030,557**

* 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.

11E.6

BOARD MEMBER TRAVEL

FY23

American Public Transportation Association (APTA) Meetings

Legislative Conference
March 2023
Washington, DC
Three Board Members

Annual Conference
October 2022
Seattle, WA
Two Board Members

California Transit Association (CTA) Meetings

Annual Meeting
November 2022
TBD – *May be virtual*
One Board Member

Legislative Conference
May 2023
TBD – *May be virtual*
One Board Member

Additional Travel

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

Expenses related to Board members meeting with CEO/General Manager and staff.

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Attachment G

EMPLOYEE INCENTIVE PROGRAM
FY23 and FY24

EVENT/ACTIVITY	FY23	FY24
District Service Awards	$ 4,121	$ 4,222
Employee Picnic & Holiday Party	5,151	5,276
Transit Driver Appreciation Day	1,030	1,055
Employee Appreciation Events		
Administration	8,242	8,443
Marketing, Communications, and Customer Service	1,200	1,216
Safety, Security, and Risk Management	5,933	6,084
Operations	6,500	
District Holiday celebrations	3,000	3,000
Awards		
Fixed Route	1,000	1,050
Paratransit	309	316
Safe Driver Patches and Certificates	1,000	1,050
Line Instruction Patches	1,000	1,050
TOTALS	**$ 38,486**	**$ 32,762**

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Attachment H

Board Authorized METRO Support Activities

FY23 and FY24

Santa Cruz County Fair

Santa Cruz Follies

Christmas Parade - Tentatively Santa Cruz

4th of July Parades - Tentatively Scotts Valley & Watsonville

Leadership Santa Cruz

Santa Cruz County Chamber of Commerce Business Expo

Earth Day Event - SJ State University & Pacific Station

CA Clean Air Day Event - Pacific Station

Stuff the Bus

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Attachment I

MEMBERSHIPS
FY23 and FY24

MEMBERSHIPS / Dues & Subscriptions	FY23	FY24
Administration		
APTA Annual Dues	$ 39,250	$ 40,035
Bus Coalition	7,727	7,915
CalACT Membership Dues	1,087	1,113
Chamber of Commerce Membership	2,369	2,427
Community Transportation Assn of America (CTAA)	4,018	4,116
CTA	18,544	18,995
CTE Center for Transportation	5,151	5,276
Eastern Contra Costa Transit Agency (ZEBRA)	3,091	3,166
Letter Press - Transit Access Report	695	712
Monterey Bay Economic Partnership (MBEP)	5,151	5,276
National Notary	773	792
Register-Pajaronian	64	66
SC Sentinel	155	159
Total:	**$ 88,075**	**$ 90,048**
Finance		
California Society of Municipal Finance Officers (CSMFO)	$ 227	$ 233
Government Finance Officers Association (GFOA)	309	316
Kiplinger Letters	103	105
Total:	**$ 639**	**$ 654**
Human Resources		
Cal Chamber	$ 875	$ 896
California Public Employers Labor Relations Association (CalPERLA)	1,030	1,055
John Dash	489	501
Northern California Human Resources Association (NCHRA)	515	527
Society for Human Resource Management (SHRM)	861	883
Total:	**$ 3,770**	**$ 3,862**
Safety, Security, and Risk Management		
Total:	**$ 412**	**$ 422**
Purchasing		
California Association of Public Procurement Officials (CAPPO)	$ 130	$ 133
Amazon Prime	210	215
Total:	**$ 340**	**$ 348**
Fleet Maintenance		
All Data	$ 1,000	$ 1,000
Allison Transport. Software	2,000	2,000
Cummins INSITE Fleet books Software	3,000	3,000
John Deere Software	600	600
Mitchell Online Vehicle Manuals	500	500
Southern California Regional Transit Training Consortium (SCRTTC)	1,000	1,000
Total:	**$ 8,100**	**$ 8,100**
GRAND TOTAL	**$ 101,336**	**$ 103,434**

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Attachment J

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY22 SCHEDULE OF RESERVE ACCOUNT BALANCES-PRE-CLOSE PRE-AUDIT
AS OF 6/01/22

Fund Title	Explanation and Use:	Post Audit Balance at 6/30/21 *(Before Capital Commitments)*	ESTIMATED Additions/ (Withdrawals) in FY22	ESTIMATED Balance at 6/30/22	Board Adopted Minimum or Target Level	% Funded	ESTIMATED Capital Budget Commitments (FY23 Anticipated Spending)	ESTIMATED Balance at 6/30/22 *(After FY23 Capital Commitments)*	Suggested Guidelines:	Board Adopted Recommendation:
Operating and Capital Reserve Fund (formerly - Operating / Capital Reserves)	*Liquid and unrestricted assets that an organization can use to support its operations in the event of an unanticipated loss of revenue or increase in expenses. Includes Alternative Fuel Tax Rebates transferred from the Operating Budget and any excess revenues above actual expenses*	$ 7,511,765	$ (405,134)	$ 7,106,631	N/A	N/A	$ 4,472,997	**$ 2,633,634**	*Any use of Operating and Capital Reserves above CEO executive authority will be brought to the BOD for consideration. To be used as the local match for capital grants.*	*There is no Board Adopted Minimum Balance established; this fund shall not be used to support recurring operating expenditures.*
Operations Sustainability Reserve Fund (formerly - Operating Reserves)	*Funds set aside to protect the organization's essential services and funding requirements during periods of economic downturn or natural disasters. Target = two month's operating expenses (Payroll and Accounts Payable).*	$ 10,800,000	$ 4,464,663	$ 15,264,663	$ 15,264,663	100%	$ -	**$ 15,264,663**	*GFOA recommends, at a minimum, that general-purpose governments, regardless of size, maintain unrestricted fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures.*	*Fund Operations Sustainability Reserve Fund to target level that equals three (3) months of the average operating expenses for the most current fiscal year's budget, to be adjusted annually through the budget process (adopted Revised Reserves Policy on Nov. 15 2019; Target Minimum Balance to be met within three (3) years of the Adoption of the Revised Reserves Policy)*
Cash Flow Reserve Fund (formerly - Cash Flow Reserves)	*Funds set aside to "cash flow" capital and/or operating expenses incurred before receiving reimbursements from various funding sources (Annual FTA 5307 (& STIC), STA, etc).*	$ 3,000,000	$ -	$ 3,000,000	$ 3,000,000	100%	$ -	**$ 3,000,000**	*Staff will manage flexibility of Cash Flow Reserve Fund, according to project levels and capital needs as they fluctuate from year to year.*	*Fund Cash Flow Reserve Fund to minimum or target levels; set annually through the budget process.*
COVID Recovery Fund (estimated balances, not currently included in the Reserves Policy)	*The current FY20 Operating budget is expecting to have a carryover at the end of the fiscal year due to reimbursement of FTA qualifying operating expenses related to the CARES act and FEMA reimbursements in FY20*	$ 22,563,070	$ 8,288,566	$ 30,851,636	N/A	N/A	$ -	**$ 30,851,636**	*METRO will reinvest the funds into the FY22 Operating budget and beyond, to sustain services to the greatest extend possible during the economic recovery, or until these funds are exhausted*	–
Bus Replacement Fund (estimated balances, not currently included in the Reserves Policy)	*strategy was adopted by the Board that results in $3M per year being dedicated to the annual capital budget. This new strategy created the "Bus Replacement Fund" and establishes consistent annual transfers of STA 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.*	$ 11,365,751	$ (3,468,699)	$ 7,897,052	N/A	N/A	$ 4,869,196	**$ 3,027,856**	*Annual unspent Measure D, STA, and SGR funds will 'accumulate' in the Bus Replacement Fund until they are allocated to specific projects and spent on new replacement buses and vans and improvements.*	*$3M per year being dedicated to the annual capital budget*
UAL & OPEB Fund *(estimated balances, not currently included in the Reserves Policy)*	*Used to Pay down the CalPERS Unfunded Accrued Liability*	$ 2,000,000	$ 2,000,000	$ 4,000,000	N/A	N/A	$ -	**$ 4,000,000**	*N/A*	*$2M per year being dedicated to the fund*
Workers Compensation Reserve Fund (formerly - Workers Compensation Reserves)	*Funds set aside to finance the (discounted) long term portion of workers' compensation liability, as of the end of the fiscal year.*	$ 2,333,954	$ -	$ 2,333,954	$ 2,333,954	100%	$ -	**$ 2,333,954**	*GASB #10 requires Santa Cruz METRO to accrue a liability on its financial statements for the ultimate cost of claims and expenses associated with all reported and unreported workers' compensation claims.*	*Fund Workers' Comp Reserves to minimum or target levels; a bi-annual study of potential liability areas and risk shall be the basis for determining minimum reserves.*
Liability Insurance Reserve Fund (formerly - Liability Insurance Reserves)	*Funds set aside to pay the cost of outstanding liability and physical damage claims + proposed employment practices liability claims. (Self Insured Retention - SIR - $250K each program)*	$ 643,360	$ -	$ 643,360	$ 643,360	100%	$ -	**$ 643,360**	*GASB #10 requires Santa Cruz METRO to accrue a liability on its financial statements for the ultimate cost of claims and expenses associated with all reported and unreported liability and physical damage claims.*	*Fund Liability Insurance Reserves to minimum or target levels; calculated annually based on the 5-year rolling average of outstanding claims at fiscal year end + $250K each SIR.*
		$ 60,217,900	**$ 10,879,396**	**$ 71,097,296**			**$ 9,342,193**	**$ 61,755,103**		
				A			**B**	**C = A - B**		

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Attachment K

Measure D: 5-Year Program of Projects (FY23/24-FY24/25)
Agency: ***Santa Cruz METRO***
Expenditure Plan Category: Transportation for E&D

Measure D Revenues	FY23/24	FY24/25	FY25/26	FY26/24	FY27/28
Estimated Annual Measure D Allocations *(update for your agency per RTC notice)*	$4,161,254	$4,244,479	$4,329,369	$4,415,956	$4,504,275

Name/Road/ limits	Description, complete streets components	Total Measure D	Amount of Measure funds to be used: FY23	FY24	FY25	FY26	FY27/28	Total cost estimate	Other Funds $	Other fund sources	Est. Construction start date	Major project? * (yes/no)
Fixed route - 7 operators (average cost of Operator with benefits plus cost of mileage driven in year)	frequency, span of service - Routes 35, 40, 41, 68, 69A, 71, 72, 75, 79, 91X		956,788	956,018	981,939	1,008,238	1,032,423					
Fixed route - 4 operators (average cost of Operator with benefits plus cost of mileage driven in year)	Extra Board staffing to ensure reliability/delivery of all service		546,736	546,296	561,108	576,136	589,956					
Fixed route - 1 operator (average cost of Operator with benefits plus cost of mileage driven in year)	Route 71 weekend - 17 additional trips to provide 30 minute frequency in/outbound for 8 hours during the days		136,684	136,574	140,277	144,034	147,489					
Sustaining of ParaCruz service levels	2 operator minus farebox recovery		167,746	165,350	169,924	174,342	177,830					
Total Operations support			**1,807,954**	**1,804,238**	**1,853,248**	**1,902,750**	**1,947,698**					
Capital - vehicle replacement & improvements	Funds will be used to maintain METRO's fixed-route and ParaCruz bus fleet in a state of good repair. In addition, $1 million per year for four successive years starting in FY20 will be dedicated to the redevelopment of Pacific Station in conjunction with the City of Santa Cruz		2,353,300	2,440,241	2,476,121	2,513,206	2,556,577					
Fixed-route bus and ParaCruz operations	Measure D funding received by METRO will be used to increase Fixed-route service, sustain ParaCruz service, maintain service reliability, and to allow for the purchase of new Fixed-route buses and ParaCruz vans.	21,655,333	$4,161,254	$4,244,479	$4,329,369	$4,415,956	$4,504,275			*Fares, 1979 Sales Tax, TDA, FTA 5307, STA, STIC, Fuel Tax Credits*	*Non-applicable*	*Non-applicable*

Estimated Annual Measure D Expenditures	**$4,161,254**	**$4,244,479**	**$4,329,369**	**$4,415,956**	**$4,504,275**
Carry over to next fiscal year	**$0**	**$0**	**$0**	**$0**	**$0**
Annual Interest Earnings on Measure D Revenues		**$0**	**$0**	**$0**	**$0**

11K.1

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Attachment L

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**

Attachment L

MANAGEMENT

HOURLY RATES SCHEDULE

Effective 06/23/22 (FY23) / *Adopted by the Board as of May 20, 2022*

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%)

****

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

Attachment L

MANAGEMENT
YEARLY SALARY SCHEDULE

Effective 06/23/22 (FY23) / *Adopted by the Board as of May 20, 2022*

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

Attachment L

MANAGEMENT

MONTHLY SALARY SCHEDULE

Effective 06/23/22 (FY23) / Adopted by the Board as of May 20, 2022

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%)

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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

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 ADOPT A BUDGET FOR FISCAL YEARS 2023 AND 2024

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 the budget attached hereto as Attachment B – Attachment L and presented to the Board of Directors is hereby adopted

PASSED AND ADOPTED this 24th Day of June 2022 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:
Larry Pageler, Chair ________________________________

Attachment M

Attest:

Michael S. Tree, CEO/General Manager ______________________________

Approved as to form:

Julie A. Sherman, General Counsel ______________________________

DATE: June 24, 2022

TO: Board of Directors

FROM: Julie A. Sherman, General Counsel

SUBJECT: CONSIDERATION OF ADOPTION OF SANTA CRUZ METRO'S AMENDED CONFLICT OF INTEREST CODE AND APPROVAL OF THE RESOLUTION CONFIRMING THIS ACTION

I. RECOMMENDED ACTION

Adopt METRO's amended Conflict of Interest Code for Designated Officials, Employees and Consultants and Approve the Resolution Adopting the Amended Code

II. SUMMARY

- All local agencies and special districts are required by Government Code §87300 to adopt a Conflict of Interest Code (Code).
- Government Code §87306.5 requires every local agency to review its Conflict of Interest Code in each even-numbered year and to amend the Code, if necessitated by changed circumstances.
- The Code also needs to be updated to reflect current job titles.
- Santa Cruz Metropolitan Transit District (METRO) General Counsel and CEO/General Manager have reviewed the Code and are requesting that the Board of Directors (Board) adopt the amended Code and approve the attached Resolution.

III. DISCUSSION/BACKGROUND

The Political Reform Act (PRA) regulates conflicts of interests of public officials through disclosure of financial interests and prohibitions on participation in the making of decisions in which the official knows, or has reason to know, he/she has a financial interest. The California Fair Political Practices Commission (FPPC) has also adopted regulations implementing the PRA, see Title 2 of the California Code of Regulations Section 18104 et seq.

In accordance with the PRA, all government agencies must adopt a Conflict of Interest Code, which must be reviewed each even-numbered year and amended when circumstances change, such as when new positions are created or existing positions change.

The Code has also been amended to reflect current job titles.

These changes are reflected in METRO's amended Conflict of Interest Code (Exhibit A).

General Counsel and the CEO/General Manager recommend that the Board adopt the amended Code and approve the Resolution Adopting the Amended Conflict of Interest Code (Attachment A).

IV. FINANCIAL CONSIDERATIONS/IMPACT

There is no financial consideration for this action.

V. ALTERNATIVES CONSIDERED

Periodic updates to METRO's Conflict of Interest Code are legally required, therefore there are no alternatives.

VI. ATTACHMENTS

Attachment A: Resolution Adopting the Amended Conflict of Interest Code

Exhibit A: METRO's Amended Conflict of Interest Code (final and redlined versions)

Prepared by: Julie A. Sherman, General Counsel

VII. APPROVALS

Julie A. Sherman, General Counsel

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:

ADOPTING AN AMENDED CONFLICT OF INTEREST CODE PURSUANT TO THE POLITICAL REFORM ACT

WHEREAS, California Government Code Section 87306.5 requires that the Santa Cruz Metropolitan Transit District (METRO) review its Conflict of Interest Code every other year, and revise it if necessary;

WHEREAS, General Counsel and the CEO/General Manager have reviewed the current Conflict of Interest Code and have determined that the Code should be updated to reflect current job titles; and

WHEREAS, General Counsel and the CEO/General Manager recommend adopting the attached Conflict of Interest Code.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District hereby determines and orders as follows:

1. The revised Conflict of Interest Code attached and labeled "Exhibit A" is hereby adopted.

2. METRO staff is directed to transmit a copy of the revised Code to the Board of Supervisors of Santa Cruz County.

PASSED AND ADOPTED this 24th Day of June 2022 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

Attachment A

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

ADMINISTRATIVE CODE

TITLE IX – CONFLICT OF INTEREST

CHAPTER 1

CONFLICT OF INTEREST CODE FOR DESIGNATED OFFICIALS, EMPLOYEES, MEMBERS AND CONSULTANTS

(This chapter replaces AR-1025 pursuant to Resolution No. 15-03-01)

Amended on June 22, 2018 pursuant to Resolution No. 18-06-09

Amended on June 26, 2020 pursuant to Resolution No. 20-06-06

Amended on June 24, 2022 pursuant to Resolution No. 22-_____

Table of Contents

Article I
Policy

§9.1.101 The Political Reform Act of 1974, Government Code Sections 81000, et seq., requires State and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation, 2 California Code of Regulations Section 18730, which contains the terms of a standard Conflict of Interest Code which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments by the Fair Political Practices Commission in the Political Reform Act after public notice and hearings. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission, along with the attached Appendices, designating positions and establishing disclosure categories, shall constitute the Conflict of Interest Code of the Santa Cruz Metropolitan Transit District (Santa Cruz METRO).

Individuals holding designated positions shall either electronically file their statements of economic interests with the County of Santa Cruz or file their statements of economic interests with Santa Cruz METRO, which will make the statements available for public inspection and reproduction. (Gov. Code Sec. 81008.) Santa Cruz METRO will retain a copy of each statement and forward original statements, which have not been electronically filed, to the Santa Cruz County Board of Supervisors, which shall be the filing officer.

Exhibit A

Appendix A

Designated Positions and Assigned Disclosure Category

Position	Assigned Disclosure Category
Chief Operations Officer (COO)	Category 1
District General Counsel	Category 1
Revenue Account Program Manager	Category 1
Maintenance Manager	Category 1
Finance Deputy Director	Category 1
Project Manager	Category 1
Purchasing Manager	Category 4a
Purchasing Agent	Category 4a
Purchasing Assistant	Category 4a
Human Resources Director	Category 4b
Human Resources Deputy Director	Category 4b
Information Technology and Intelligent Transportation Systems Director	Category 1
Database Administrator	Category 4b
Senior Database Administrator	Category 4b
Operations Manager: Fixed Route	Category 4b
Operations Manager: Paratransit	Category 4b
Planning and Development Director	Category 4b
Marketing, Communications & Customer Service Director	Category 4b

Exhibit A

Appendix A

Position	Assigned Disclosure Category
Customer Service Manager	Category 4b
Facilities Maintenance Manager	Category 4b
Senior Financial Analyst	Category 4b
Financial Analyst	Category 4b
Accountant II	Category 4b
Accountant III	Category 4b
Capital Planning & Grants Programs Manager	Category 4b
Safety, Security & Risk Director	Category 4b
Consultants/New Positions	*

*Pursuant to Title 2, Division 6, California Code of Regulations, section 18734, Consultants/New Positions that make or participate in the making of decisions that may foreseeably have a material effect on any financial interest are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the Code, subject to the following limitation:

The CEO/General Manager may determine in writing that a particular consultant or a new position, is hired to perform a range of duties that are limited in scope and thus not required to comply with the disclosure requirements described in this section. Such determination shall include a statement of the consultant's or a new position's duties, and, based upon that description, a statement of the extent of disclosure requirements. The determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code Section 81008.) Nothing herein excuses any such consultant from any other provision of this Conflict of Interest Code.

Exhibit A

Appendix A

The positions listed below are NOT covered by the Conflict of Interest Code because they must file a statement of economic interests pursuant to Government Code Section 87200 and, therefore, are listed for information purposes only:

Members of the Santa Cruz METRO Board of Directors

CEO/General Manager

Chief Finance Officer (CFO)

An individual holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe their position has been categorized incorrectly. The Fair Political Practices Commission makes the determination whether a position is covered by Section 87200.

Appendix B

Disclosure Categories

Full Disclosure-Category 1:

All interests in real property located within the jurisdiction, as well as investments, business positions and sources of income, including gifts, loans and travel payments.

Full Disclosure (excluding interest s in real property)-Category 2:

All investments, business positions in business entities, and sources of income, including gifts, loans and travel payments.

Interests in Real Property-Category 3

All interests in real property located in the jurisdiction.

General Contracting Categories-Category 4

a) All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the Santa Cruz METRO.

b) All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the employee's department or area of authority.

Grant/Service Providers/Agencies that Oversee Programs-Category 5

a) A designated employee in this category must report all investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to receive grants or other monies from or through the Santa Cruz METRO.

b) All investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to offer or provide consulting, rehabilitative or educational services concerning the prevention, treatment or rehabilitation of persons suffering from (alcohol related problems/drug abuse).

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

ADMINISTRATIVE CODE

TITLE IX – CONFLICT OF INTEREST

CHAPTER 1

CONFLICT OF INTEREST CODE FOR DESIGNATED OFFICIALS, EMPLOYEES, MEMBERS AND CONSULTANTS

(This chapter replaces AR-1025 pursuant to Resolution No. 15-03-01)

Amended on June 22, 2018 pursuant to Resolution No. 18-06-09

Amended on June 26, 2020 pursuant to Resolution No. 20-06-06

Amended on June 24, 2022 pursuant to Resolution No. 22-_____

Table of Contents

Article I
Policy

§9.1.101 The Political Reform Act of 1974, Government Code Sections 81000, et seq., requires State and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation, 2 California Code of Regulations Section 18730, which contains the terms of a standard Conflict of Interest Code which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments by the Fair Political Practices Commission in the Political Reform Act after public notice and hearings. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission, along with the attached Appendices, designating positions and establishing disclosure categories, shall constitute the Conflict of Interest Code of the Santa Cruz Metropolitan Transit District (Santa Cruz METRO).

Individuals holding designated positions shall either electronically file their statements of economic interests with the County of Santa Cruz or file their statements of economic interests with Santa Cruz METRO, which will make the statements available for public inspection and reproduction. (Gov. Code Sec. 81008.) Santa Cruz METRO will retain a copy of each statement and forward original statements, which have not been electronically filed, to the Santa Cruz County Board of Supervisors, which shall be the filing officer.

Exhibit A

Appendix A

Designated Positions and Assigned Disclosure Category

Position	Assigned Disclosure Category
Chief Operations Officer (COO)	Category 1
District General Counsel	Category 1
~~Assistant General Manager~~ Revenue Account Program Manager	~~Category 1~~ Category 1
Maintenance Manager	Category 1
Finance Deputy Director	Category 1
Project Manager	Category 1
Purchasing Manager	Category 4a
Purchasing Agent	Category 4a
Purchasing Assistant	Category 4a
Human Resources Director	Category 4b
Human Resources Deputy Director	Category 4b
Information Technology and Intelligent Transportation Systems Director	Category 1
~~Information Technology and Intelligent Transportation Systems Deputy Director~~	~~Category 4b~~
Database Administrator	Category 4b
Senior Database Administrator	Category 4b
Operations Manager: Fixed Route	Category 4b
~~Assistant Operations Manager: Fixed Route and Paratransit~~	~~Category 4b~~

Exhibit A

Appendix A

Position	Assigned Disclosure Category
Operations Manager: Paratransit	Category 4b
Planning and Development Director	Category 4b
Marketing, Communications & Customer Service Director	Category 4b
Customer Service Manager	Category 4b
~~Assistant~~ Facilities Maintenance Manager	Category 4b
~~Facilities Manager~~ Senior Financial Analyst	~~Category 4b~~ Category 4b
Financial Analyst	Category 4b
Accountant II	Category 4b
Accountant III	Category 4b
~~Grants/Legislative Analyst~~ Capital Planning & Grants Programs Manager	Category 4b
Safety, Security & Risk Director	Category 4b
~~Claims Investigator I~~ ~~Claims Investigator II~~	~~Category 4b~~
Consultants/New Positions	*

*Pursuant to Title 2, Division 6, California Code of Regulations, section 18734, Consultants/New Positions that make or participate in the making of decisions that may foreseeably have a material effect on any financial interest are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the Code, subject to the following limitation:

Exhibit A

Appendix A

The CEO/General Manager may determine in writing that a particular consultant or a new position, is hired to perform a range of duties that are limited in scope and thus not required to comply with the disclosure requirements described in this section. Such determination shall include a statement of the consultant's or a new position's duties, and, based upon that description, a statement of the extent of disclosure requirements. The determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code Section 81008.) Nothing herein excuses any such consultant from any other provision of this Conflict of Interest Code.

The positions listed below are NOT covered by the Conflict of Interest Code because they must file a statement of economic interests pursuant to Government Code Section 87200 and, therefore, are listed for information purposes only:

Members of the Santa Cruz METRO Board of Directors

CEO/General Manager

Chief Finance Officer (CFO)

An individual holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe their position has been categorized incorrectly. The Fair Political Practices Commission makes the determination whether a position is covered by Section 87200.

Exhibit A

Appendix B

Disclosure Categories

Full Disclosure-Category 1:

All interests in real property located within the jurisdiction, as well as investments, business positions and sources of income, including gifts, loans and travel payments.

Full Disclosure (excluding interest s in real property)-Category 2:

All investments, business positions in business entities, and sources of income, including gifts, loans and travel payments.

Interests in Real Property-Category 3

All interests in real property located in the jurisdiction.

General Contracting Categories-Category 4

a) All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the Santa Cruz METRO.

b) All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the employee's department or area of authority.

Grant/Service Providers/Agencies that Oversee Programs-Category 5

a) A designated employee in this category must report all investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to receive grants or other monies from or through the Santa Cruz METRO.

b) All investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to offer or provide consulting, rehabilitative or educational services concerning the prevention, treatment or rehabilitation of persons suffering from (alcohol related problems/drug abuse).

VERBAL PRESENTATION

CEO ORAL REPORT /
COVID-19 UPDATE

Michael Tree

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