



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA
REGULAR MEETING
AUGUST 23, 2024 – 9:00 AM**

HYBRID MEETING

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

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

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

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

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

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

BOARD ROSTER

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

*114 Lodges Lane, Mountain Village, CO

**628 Crown Road, Santa Cruz, CA

Corey Aldridge
Julie Sherman

METRO CEO/General Manager
METRO General Counsel

SECTION I: OPEN SESSION

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

1 CALL TO ORDER

2 SAFETY DEBRIEF

Gregory Strecker, Safety, Security and Risk Management Director

3 ROLL CALL

In accordance with Assembly Bill 2449, Board members may participate remotely due to “just cause” or “emergency” circumstances. If applicable, following an announcement, the Board will take action on approving Board members’ emergency teleconference participation.

4 ANNOUNCEMENTS

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

4.2 Language Line Services is providing Spanish interpretation services, which will be available during “Oral Communications” and for any other agenda item for which these services are needed.

5 BOARD OF DIRECTORS COMMENTS

6 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

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

7 LABOR ORGANIZATION COMMUNICATIONS

8 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

CONSENT AGENDA

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

- 9.1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTHS OF JUNE AND JULY 2024**
Chuck Farmer, Chief Financial Officer
- 9.2 ACCEPT AND FILE MINUTES OF:**
A. JUNE 28, 2024 BOARD OF DIRECTORS REGULAR MEETING
B. JULY 11, 2024 BOARD OF DIRECTORS SPECIAL MEETING
Corey Aldridge, CEO/General Manager
- 9.3 ACCEPT AND FILE: THE METRO PARACRUZ OPERATIONS STATUS REPORT FOR APRIL, MAY AND JUNE 2024**
Rina Solorio Gomez, Assistant Operations Manager, Paratransit Division
- 9.4 ACCEPT AND FILE: THE METRO SYSTEM RIDERSHIP REPORTS FOR THE FOURTH QUARTER OF FY24**
John Urgo, Planning and Development Director
- 9.5 APPROVE: FY25 RENEWAL OF PROPERTY INSURANCE COVERAGE WITH ZURICH AMERICAN INSURANCE COMPANY AND EMPLOYMENT PRACTICES LIABILITY COVERAGE WITH LEXINGTON INSURANCE CO.**
Chuck Farmer, Chief Financial Officer
- 9.6 APPROVE: METRO ADVISORY COMMITTEE (MAC) VACANCIES**
Corey Aldridge, CEO/General Manager
- 9.7 APPROVE: REQUEST TO AUTHORIZE INCREASING MINIMUM STARTING WAGE TO \$21 PER HOUR FOR CUSTODIAL SERVICE WORKER AND VEHICLE SERVICE WORKER I POSITIONS**
Dawn Crummié, Human Resources Director
- 9.8 APPROVE: REVISED CLASS SPECIFICATIONS AND WAGE SCALES FOR POSITIONS WITHIN FLEET, FACILITIES AND PLANNING**
Dawn Crummié, Human Resources Director
- 9.9 APPROVE: CONSIDERATION OF AWARDING A CONTRACT TO FAAC INC. FOR A BUS OPERATOR TRAINING SIMULATOR**
Margo Ross, Chief Operations Officer
- 9.10 APPROVE: RECOMMENDED ACTION ON TORT CLAIMS**
Gregory Strecker, Safety, Security and Risk Management Director
- 9.11 APPROVE: CONSIDERATION OF DECLARING VEHICLES AND/OR EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION**
Chuck Farmer, Chief Financial Officer

REGULAR AGENDA

- 10 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS (JULY AND AUGUST):**
(10 YEARS) JOSE RAYGOZA-RAMIREZ, MECHANIC II
(10 YEARS) DARIO ROCHA, MECHANIC II
(15 YEARS) CLARENCE ARAGON, BUS OPERATOR
(15 YEARS) JULIO GARCIA VELASCO, BUS OPERATOR
(25 YEARS) SALVADOR CALDERON, BUS OPERATOR
(25 YEARS) EDUARDO MONTESINO, TRANSIT SUPERVISOR
(35 YEARS) SERGIO LONA-GONZALEZ, BUS OPERATOR
Board Chair Brown

- 11 RETIREE RESOLUTIONS OF APPRECIATION FOR:**
HUNG LEE, BUS OPERATOR
DELVIS SEDA, BUS OPERATOR
ANGEL VALDEZ, BUS OPERATOR
ISRAEL ZARAGOZA, PARATRANSIT OPERATOR
Board Chair Brown

- 12 CALIFORNIA PUBLIC EMPLOYEES' PENSION REFORM ACT OF 2013 (PEPRA) LITIGATION UPDATE – ORAL REPORT**
Julie Sherman, General Counsel

- 13 CEO ORAL REPORT**
Corey Aldridge, CEO/General Manager

- 14 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, SEPTEMBER 27, 2024, AT 9:00 AM AT THE METRO ADMIN OFFICE, 110 VERNON STREET, SANTA CRUZ, CA**
Board Chair Brown

- 15 ADJOURNMENT**
Board Chair Brown

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

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

ACCESSIBILITY FOR INDIVIDUALS WITH DISABILITIES

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

PUBLIC COMMENT

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

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

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DATE: August 23, 2024
TO: Board of Directors
FROM: Chuck Farmer, Chief Financial Officer
**SUBJECT: ACCEPT AND FILE PRELIMINARY APPROVED CHECK JOURNAL
DETAIL FOR THE MONTHS OF JUNE AND JULY 2024**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the preliminary approved Check Journal Detail for the months of June and July 2024

II. SUMMARY

- This staff report provides the Board of Directors (Board) with a preliminary approved Check Journal Detail for the months of June and July 2024.
- The Finance Department is submitting the check journal for Board acceptance and filing.

III. DISCUSSION/BACKGROUND

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

All invoices submitted for the months of June and July 2024 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 journals present the invoices paid in June and July 2024 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 months of June and July 2024

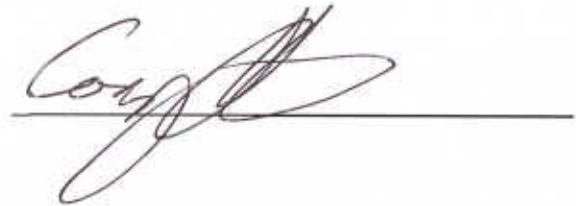
Prepared by: Holly Alcorn, Accounting Specialist

IX. APPROVALS

Chuck Farmer, CFO



Corey Aldridge, CEO/General Manager



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Attachment A

JUNE 2024 CHECK JOURNAL



Check Number	Payment Date	Payment Amount	Payee	Memo	Void	Date Voided
88793	6/13/2024	\$ (3,153.70)	CUMMINS,INC		**VOID	6/13/2024
89993	6/3/2024	\$ 387.42	ALDRIDGE, COREY			
89994	6/3/2024	\$ 819.35	AMAZON CAPITAL SERVICES, INC.			
89995	6/3/2024	\$ 3,168.10	AT&T			
89996	6/3/2024	\$ 588.93	BFS GROUP LLC			
89997	6/3/2024	\$ 1,468.96	BOIS, MICHAEL			
89998	6/3/2024	\$ 84,835.10	CELTIS VENTURES, INC.			
89999	6/3/2024	\$ 227.92	CINTAS CORPORATION NO.2			
90000	6/3/2024	\$ 2,212.11	CITY OF WATSONVILLE UTILITIES			
90001	6/3/2024	\$ 1,909.85	CLASSIC GRAPHICS			
90002	6/3/2024	\$ 32,454.55	CLEAN ENERGY			
90003	6/3/2024	\$ 902.35	COAST PAPER & SUPPLY INC.			
90004	6/3/2024	\$ 252.67	COMMUNITY PRINTERS, INC.			
90005	6/3/2024	\$ 282.50	COMMUNITY TELEVISION OF			
90006	6/3/2024	\$ 420.00	COOPERATIVE PERSONNEL SERVICES			
90007	6/3/2024	\$ 849.29	EMPLOYNET INC			
90008	6/3/2024	\$ 291.20	FERGUSON US HOLDINGS, INC.			
90009	6/3/2024	\$ 8,315.00	GALLAGHER BENEFIT SERVICES INC			
90010	6/3/2024	\$ 721.82	GRAINGER			
90011	6/3/2024	\$ 58.00	HERNANDEZ, ISAAC			
90012	6/3/2024	\$ 198.85	J.J.R ENTERPRISES,INC.			
90013	6/3/2024	\$ 4,408.18	JARRETT WALKER & ASSOC LLC			
90014	6/3/2024	\$ 880.00	KISMET			
90015	6/3/2024	\$ 12,213.12	LES IMAGES TURBO INC.			
90016	6/3/2024	\$ 22,779.29	MANSFIELD OIL CO OF GAINSVILLE			
90017	6/3/2024	\$ 2,793.75	MILLER MAXFIELD INC			
90018	6/3/2024	\$ 134.27	MISSION UNIFORM			
90019	6/3/2024	\$ 150.00	MONTESINO, EDUARDO			
90020	6/3/2024	\$ 19,471.94	PACIFIC GAS & ELECTRIC			
90021	6/3/2024	\$ 1,284.78	RANDY & LARAE WEST			
90022	6/3/2024	\$ 213.05	RICOH USA, INC CA			
90023	6/3/2024	\$ 122.51	RIVERSIDE LIGHTING, INC.			
90024	6/3/2024	\$ 4,943.75	SANTA CRUZ STAFFING, LLC			
90025	6/3/2024	\$ 5,750.00	SANTA CRUZ VIBES MEDIA LLC			
90026	6/3/2024	\$ 20.84	SCARBOROUGH LBR & BLDG SUPPLY			
90027	6/3/2024	\$ 332.47	SPX TECHNOLOGIES,INC.			
90028	6/3/2024	\$ 896.06	STRONGHOLD SECURITY INC.			
90029	6/3/2024	\$ 224.47	TERRYBERRY CO., LLC			
90030	6/3/2024	\$ 4.29	THE HOSE SHOP, INC			
90031	6/3/2024	\$ 476.60	TROWBRIDGE ENTERPRISES			
90032	6/3/2024	\$ 1,070.56	VERIZON WIRELESS			
90033	6/3/2024	\$ 975.00	VISION COMMUNICATIONS			
90034	6/3/2024	\$ 150.00	WOLFENDEN, JOHN			
90035	6/3/2024	\$ 92.00	WORKFORCEQA, LLC			
90036	6/1/2024	\$ 87.28	ABACHERLI, ARLETTE			
90037	6/1/2024	\$ 22.41	ADAMS, ELLEN			
90038	6/1/2024	\$ 16.24	AGUIRRE, CIRO			
90039	6/1/2024	\$ 107.68	AITKEN, ANGELA			

Attachment A

90040	6/1/2024	\$	17.09	ALLEN, ROBERT
90041	6/1/2024	\$	40.58	ANDRADE, GERALD
90042	6/1/2024	\$	20.29	ANN, DORICE
90043	6/1/2024	\$	19.33	ARCHIBEQUE, ELEANOR
90044	6/1/2024	\$	44.81	ARCHIBEQUE, JUANITA
90045	6/1/2024	\$	22.41	AVILES, PATRICIA
90046	6/1/2024	\$	40.58	BAN, MARK
90047	6/1/2024	\$	17.09	BARRY, BARTHOLOMEW
90048	6/1/2024	\$	22.41	BASS, BETTY
90049	6/1/2024	\$	17.09	BLAIR, GARY
90050	6/1/2024	\$	22.41	BLIGHT, KAREN
90051	6/1/2024	\$	44.81	BOYD, MICHAEL
90052	6/1/2024	\$	17.09	BREGANTE, BATTISTA
90053	6/1/2024	\$	22.41	BRONDSTATTER, CHERYL
90054	6/1/2024	\$	44.81	BRONDSTATTER, WALLACE
90055	6/1/2024	\$	44.81	BROWN, ERNEST
90056	6/1/2024	\$	44.81	BROWN, KENNETH
90057	6/1/2024	\$	22.41	BURKET, JANET
90058	6/1/2024	\$	18.30	BYTHEWAY, MARY
90059	6/1/2024	\$	32.48	CANALES, DONNA
90060	6/1/2024	\$	40.58	CAPELLA, KATHLEEN
90061	6/1/2024	\$	17.09	CARLSON, MERRYL
90062	6/1/2024	\$	17.09	CASANEGA, RICHARD
90063	6/1/2024	\$	36.60	CAVATAIO, PASQUALE
90064	6/1/2024	\$	17.09	CENTER, DOUGLAS
90065	6/1/2024	\$	87.28	CHANDLEY, PAUL
90066	6/1/2024	\$	17.09	CHAVARRIA, JOHNNY
90067	6/1/2024	\$	22.41	CLARKE, PATRICIA
90068	6/1/2024	\$	17.09	CLAYTON, MICHAEL
90069	6/1/2024	\$	22.41	CONTRERAS-NAVARRO, FRANCISCO
90070	6/1/2024	\$	44.81	COTTER, ROBERT
90071	6/1/2024	\$	43.46	COWELL, RICHARD
90072	6/1/2024	\$	22.41	CRAMBLETT, LAWRENCE
90073	6/1/2024	\$	22.41	CRAWFORD, TERRI
90074	6/1/2024	\$	22.41	CRUISE, RICHARD
90075	6/1/2024	\$	17.09	CUMMINGS, CYNTHIA
90076	6/1/2024	\$	40.58	CUMMINGS, PATRICIA
90077	6/1/2024	\$	44.81	CUMMINS, MAJOR
90078	6/1/2024	\$	40.58	DAVIDOSKI, PATTI
90079	6/1/2024	\$	22.41	DEAN, RONALD
90080	6/1/2024	\$	17.09	DEL PO, CAROLYN
90081	6/1/2024	\$	43.46	DEVIVO, WILLIAM
90082	6/1/2024	\$	17.09	DOBBS, LILLIAN
90083	6/1/2024	\$	22.41	DORFMAN, IRIS
90084	6/1/2024	\$	17.09	DRAKE, JUDITH
90085	6/1/2024	\$	17.09	ELIA, LARRY
90086	6/1/2024	\$	44.81	EMERSON, WILLIAM
90087	6/1/2024	\$	44.81	ESCARCEGA, MIGUEL
90088	6/1/2024	\$	51.07	FALLAU, NICHOLAS
90089	6/1/2024	\$	22.41	FENN, MARILYN
90090	6/1/2024	\$	16.24	FLAGG, PAULA
90091	6/1/2024	\$	17.09	FLOREZ, ROSIE
90092	6/1/2024	\$	44.82	FORRESTER, WALBURGA
90093	6/1/2024	\$	32.48	FRANCIS, RUFUS
90094	6/1/2024	\$	22.41	GABRIEL, RICHARD
90095	6/1/2024	\$	15.92	GABRIELE, BERNARD

Attachment A

90096	6/1/2024	\$	15.92	GABRIELE, CATHLEEN
90097	6/1/2024	\$	44.81	GALE, TERRY
90098	6/1/2024	\$	17.09	GALLOWAY, SCOTT
90099	6/1/2024	\$	17.09	GARBEZ, MANNY
90100	6/1/2024	\$	17.09	GOSE, JOHN
90101	6/1/2024	\$	40.58	GRANADOS-BOYCE, MARIA
90102	6/1/2024	\$	17.09	GROBMAN, BRUCE
90103	6/1/2024	\$	34.17	GROSJEAN, DOUGLAS
90104	6/1/2024	\$	17.09	HAMM, CAROLYN
90105	6/1/2024	\$	40.58	HERNANDEZ, JUAN
90106	6/1/2024	\$	17.09	HERNANDEZ, MARGARITO
90107	6/1/2024	\$	43.46	HERSHEY, ANDREA
90108	6/1/2024	\$	22.41	HICKLIN, LUCILLE
90109	6/1/2024	\$	22.41	HILL, ANDREW
90110	6/1/2024	\$	88.12	HILTNER, THOMAS
90111	6/1/2024	\$	44.81	HOLCOMB, MICHAEL
90112	6/1/2024	\$	22.41	HOWARD, CAROL
90113	6/1/2024	\$	44.81	HYMAN, JOE
90114	6/1/2024	\$	40.58	JACINTO, FRANK
90115	6/1/2024	\$	22.41	JAHNKE, EILEEN
90116	6/1/2024	\$	17.09	JUSSEL, PETE
90117	6/1/2024	\$	44.81	KALE, RICKEY
90118	6/1/2024	\$	22.41	KAMEDA, TERRY
90119	6/1/2024	\$	17.09	KELLY, ELOISE
90120	6/1/2024	\$	38.65	KONNO, DAVID
90121	6/1/2024	\$	22.41	LAWSON, LOIS
90122	6/1/2024	\$	22.41	LEFFLER, JEAN
90123	6/1/2024	\$	22.41	LOGIUDICE, FRED
90124	6/1/2024	\$	44.81	LONGNECKER, LLOYD
90125	6/1/2024	\$	88.12	LORENZANO, JAMES
90126	6/1/2024	\$	17.09	LUCIER, MARILYN
90127	6/1/2024	\$	39.27	LUNA, SUZANNE
90128	6/1/2024	\$	44.81	LYNCH, GLENN
90129	6/1/2024	\$	17.09	MACHADO, MARGARET
90130	6/1/2024	\$	20.29	MALPHRUS, BRENDA
90131	6/1/2024	\$	44.81	MARTIN, DAWN
90132	6/1/2024	\$	105.78	MARTINEZ, MANUEL
90133	6/1/2024	\$	40.58	MARTINEZ, MARK
90134	6/1/2024	\$	20.33	MCDONALD, JANIE
90135	6/1/2024	\$	17.09	MCDONALD, KEVIN
90136	6/1/2024	\$	22.41	MCFADDEN, IAN
90137	6/1/2024	\$	44.81	MCHALE, BRIAN
90138	6/1/2024	\$	17.09	MELLON, JOHN
90139	6/1/2024	\$	17.09	MESECK, MARGARITA
90140	6/1/2024	\$	89.64	MEYER, DIANE
90141	6/1/2024	\$	17.09	MILLER, FOREST
90142	6/1/2024	\$	87.28	MOREAU, DAVID
90143	6/1/2024	\$	22.41	MORGAN, JEANETTE
90144	6/1/2024	\$	40.58	MORR, BONNIE
90145	6/1/2024	\$	127.55	MULLIS, MICHAEL
90146	6/1/2024	\$	22.41	MUNGIOLI, LARRY
90147	6/1/2024	\$	34.17	MUNGUIA, GUSTAVO
90148	6/1/2024	\$	22.41	NABOR, GLEN
90149	6/1/2024	\$	22.41	NAUKKARINEN, JUKKA
90150	6/1/2024	\$	17.09	NELSON, EDWARD
90151	6/1/2024	\$	44.81	NELSON, RICHARD

Attachment A

90152	6/1/2024	\$	34.17	NIETO, MANUEL
90153	6/1/2024	\$	87.28	NORTH, JEFFREY
90154	6/1/2024	\$	131.24	NORTHON, M
90155	6/1/2024	\$	44.81	O'DONNELL, SHAWN
90156	6/1/2024	\$	22.41	O'HAGIN, JUSTINA
90157	6/1/2024	\$	44.81	OJEDA, ROBERTO
90158	6/1/2024	\$	22.41	ORTEGA, MANUELA
90159	6/1/2024	\$	87.28	OWENS, ROLAND
90160	6/1/2024	\$	88.12	PARHAM, WALLACE
90161	6/1/2024	\$	79.75	PAULSON, STEVEN
90162	6/1/2024	\$	34.17	PEREZ, ANTONIO
90163	6/1/2024	\$	22.41	PETERS, TERRIE
90164	6/1/2024	\$	17.09	PHILLIPS, THOMAS
90165	6/1/2024	\$	17.09	PHILLIPS, TYRONE
90166	6/1/2024	\$	17.09	PICARELLA, FRANCIS
90167	6/1/2024	\$	44.81	POLANCO, JOSE
90168	6/1/2024	\$	17.09	PRECIADO, MARY LOU
90169	6/1/2024	\$	44.81	PRICE, HARRY
90170	6/1/2024	\$	22.41	PRINCE, DEBRA
90171	6/1/2024	\$	44.81	PRUDDEN, RICHARD
90172	6/1/2024	\$	44.81	PYE, GINA
90173	6/1/2024	\$	16.24	RAMIREZ, MANUEL
90174	6/1/2024	\$	17.09	READ, TIMON
90175	6/1/2024	\$	40.58	REGAN, MICHAEL
90176	6/1/2024	\$	22.41	RHODES, BRUCE
90177	6/1/2024	\$	20.29	ROCHA, SHERRI
90178	6/1/2024	\$	22.41	ROSS, ELISABETH
90179	6/1/2024	\$	22.41	ROSS, EMERY
90180	6/1/2024	\$	65.71	ROWE, RUBY
90181	6/1/2024	\$	22.41	ROY, ARLEN
90182	6/1/2024	\$	40.58	RUIZ, ESTEVAN
90183	6/1/2024	\$	36.60	RYLANDER, REED
90184	6/1/2024	\$	40.58	SALGUEIRO, MICHAEL
90185	6/1/2024	\$	88.12	SANCHEZ, ASCENCION
90186	6/1/2024	\$	22.41	SANDOVAL, ANGEL
90187	6/1/2024	\$	77.23	SCARGILL, RAYMOND
90188	6/1/2024	\$	34.17	SCHRAEDER, PAUL
90189	6/1/2024	\$	22.41	SCILLA, JOSEPH
90190	6/1/2024	\$	40.58	SERRATO, JUAN
90191	6/1/2024	\$	17.09	SILVA, EDUARDO
90192	6/1/2024	\$	111.40	SLATER, ROBYN
90193	6/1/2024	\$	20.29	STARKEY, THOMAS
90194	6/1/2024	\$	34.17	STICKEL, THOMAS
90195	6/1/2024	\$	34.17	SWART, RANDY
90196	6/1/2024	\$	17.09	TAYLOR, THOMAS
90197	6/1/2024	\$	112.05	TERESI, CHARMIEL
90198	6/1/2024	\$	80.77	TICHENOR, KENNETH
90199	6/1/2024	\$	39.27	TOLENTINO, SALVADOR
90200	6/1/2024	\$	22.41	TOVAR, SERENA
90201	6/1/2024	\$	20.29	TRENT, VICKI
90202	6/1/2024	\$	88.12	TUTTLE-CALLIS, CHERI
90203	6/1/2024	\$	40.58	VALDEZ, JOSE
90204	6/1/2024	\$	127.55	VAN DE VEER, JOHN
90205	6/1/2024	\$	44.81	VANDERZANDE, ED
90206	6/1/2024	\$	22.41	VEST, SHELLY
90207	6/1/2024	\$	22.41	VONWAL, YVETTE

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90208	6/1/2024	\$	17.09	WADSWORTH, RITA
90209	6/1/2024	\$	34.17	WALTER, KEVIN
90210	6/1/2024	\$	22.41	WHITE, LESLIE
90211	6/1/2024	\$	44.81	WHITNEY, LUCERE
90212	6/1/2024	\$	107.68	WILLIS, GREGORY
90213	6/1/2024	\$	44.81	WILSON, BONNIE
90214	6/1/2024	\$	87.28	WOODBIDGE, ELIZABETH
90215	6/1/2024	\$	22.41	WYANT, JUDI
90216	6/1/2024	\$	22.41	YANCY, TERRY
90217	6/1/2024	\$	51.07	ZENKER, JEFFREY
90220	6/10/2024	\$	943.62	AMAZON CAPITAL SERVICES, INC.
90221	6/10/2024	\$	39,250.00	AMERICAN PUBLIC TRANSPORTATION
90222	6/10/2024	\$	2,000.00	ANDREW J. O'KEEFE II
90223	6/10/2024	\$	7,799.95	AT&T
90224	6/10/2024	\$	87,716.47	AVAAP USA LLC
90225	6/10/2024	\$	5,537.22	B & H FOTO & ELECTRONICS CORP
90226	6/10/2024	\$	185.00	BRASS KEY LOCKSMITH INC
90227	6/10/2024	\$	254.40	CALIFORNIA NEWSPAPERS P'SHIP
90228	6/10/2024	\$	5,286.75	CAPITALEdge ADVOCACY, INC.
90229	6/10/2024	\$	6,261.62	CATTO'S GRAPHICS, INC.
90230	6/10/2024	\$	113.78	CINTAS CORPORATION NO.2
90231	6/10/2024	\$	422.16	CITY OF SCOTTS VALLEY
90232	6/10/2024	\$	910.80	CLEAN ENERGY
90233	6/10/2024	\$	3,400.00	COASTAL LANDSCAPING INC.
90234	6/10/2024	\$	19.20	COWAN, LEONARD
90235	6/10/2024	\$	179.50	CRYSTAL SPRINGS WATER CO.
90236	6/10/2024	\$	12,799.50	DOCUSIGN, INC. LOCKBOX
90237	6/10/2024	\$	950.40	EMPLOYNET INC
90238	6/10/2024	\$	285.00	GLOBAL WATER TECHNOLOGY INC
90239	6/10/2024	\$	280.64	GRAINGER
90240	6/10/2024	\$	15,701.77	HARTFORD LIFE AND ACCIDENT INS
90241	6/10/2024	\$	90.87	IBANEZ, JUAN
90242	6/10/2024	\$	7,000.00	IMPACT COMPLIANCE TRAINING
90243	6/10/2024	\$	969.26	LANGUAGE LINE SERVICES INC
90244	6/10/2024	\$	11,600.00	MACLEOD WATTS INC
90245	6/10/2024	\$	446.79	MID VALLEY SUPPLY INC.
90246	6/10/2024	\$	1,878.13	MILLER MAXFIELD INC
90247	6/10/2024	\$	60.25	MISSION UNIFORM
90248	6/10/2024	\$	49.16	NIDAL HALABI & NADA ALGHARIB
90249	6/10/2024	\$	5,473.71	PACIFIC GAS & ELECTRIC
90250	6/10/2024	\$	3,715.00	PEDX COURIER AND CARGO
90251	6/10/2024	\$	95.00	PIED PIPER EXTERMINATORS, INC.
90252	6/10/2024	\$	600.00	QUADIENT FINANCE USA INC
90253	6/10/2024	\$	543.02	RIVERSIDE LIGHTING, INC.
90254	6/10/2024	\$	5,066.75	SAFETY-KLEEN SYSTEMS INC
90255	6/10/2024	\$	1,023.75	SANTA CRUZ COUNTY ENVIROMENTAL
90256	6/10/2024	\$	627.59	SANTA CRUZ MUNICIPAL UTILITIES
90257	6/10/2024	\$	305.00	SANTA CRUZ RECORDS MNGMT INC
90258	6/10/2024	\$	6,944.00	SANTA CRUZ STAFFING, LLC
90259	6/10/2024	\$	5,750.00	SANTA CRUZ VIBES MEDIA LLC
90260	6/10/2024	\$	5,700.00	SHAW YODER ANTWIH
90261	6/10/2024	\$	456.44	SLINGSHOT CONNECTIONS LLC
90262	6/10/2024	\$	184.11	TERRYBERRY CO., LLC
90263	6/10/2024	\$	1,151.00	TROWBRIDGE ENTERPRISES
90264	6/10/2024	\$	873.02	ULINE INC
90265	6/10/2024	\$	198.56	VERIZON WIRELESS

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90266	6/10/2024	\$	2,580.00	VISION COMMUNICATIONS
90267	6/10/2024	\$	343.00	WATSNEWS, LLC
90268	6/14/2024	\$	1,121.24	FRANCHISE TAX BOARD
90269	6/14/2024	\$	2,345.11	HARTFORD LIFE AND ACCIDENT INS
90270	6/14/2024	\$	4,119.20	SEIU LOCAL 521
90271	6/14/2024	\$	12,153.67	SMART-TRANSPORTATION DIVISION
90272	6/17/2024	\$	796.67	ABC BUS INC
90273	6/17/2024	\$	8,084.50	ADARIDE.COM LLC
90274	6/17/2024	\$	2,012.09	AMAZON CAPITAL SERVICES, INC.
90275	6/17/2024	\$	35.96	AMERICAN MESSAGING SVCS, LLC
90276	6/17/2024	\$	1,288.21	AT&T
90277	6/17/2024	\$	4,465.00	ATHENS INSURANCE SERVICE INC
90278	6/17/2024	\$	2,456.43	B & B SMALL ENGINE CORP
90279	6/17/2024	\$	5,189.76	BATTERY SYSTEMS INC.
90280	6/17/2024	\$	223.70	BENSON, EDDIE
90281	6/17/2024	\$	38.99	BRASS KEY LOCKSMITH INC
90282	6/17/2024	\$	10,737.09	CASEY PRINTING, INC
90283	6/17/2024	\$	5,464.20	CENTER FOR TRANSPORTATION AND
90284	6/17/2024	\$	1,990.00	CITY OF SANTA CRUZ-FINANCE DEP
90285	6/17/2024	\$	940.41	CLAREMONT EAP
90286	6/17/2024	\$	19,944.69	CLASSIC GRAPHICS
90287	6/17/2024	\$	74,427.95	CLEAN ENERGY
90288	6/17/2024	\$	5,240.72	COAST PAPER & SUPPLY INC.
90289	6/17/2024	\$	15,556.11	CROSSLINE SUPPLY, LLC
90290	6/17/2024	\$	68.00	CRUZ, JORGE
90291	6/17/2024	\$	52,604.43	CTSJPA (CALTIP)
90292	6/17/2024	\$	66,095.16	CUMMINS,INC
90293	6/17/2024	\$	556.48	D & G SANITATION
90294	6/17/2024	\$	179.80	DUARTE, MIGUEL
90295	6/17/2024	\$	7,562.22	EAST BAY TIRE CO.
90296	6/17/2024	\$	2,290.20	EMPLOYNET INC
90297	6/17/2024	\$	279.04	ESTES EXPRESS LINES
90298	6/17/2024	\$	582.40	ESTRADA, URIEL
90299	6/17/2024	\$	7.00	FASTRAK VIOLATION PROCESSING
90300	6/17/2024	\$	9,500.00	FIFTH ASSET INC
90301	6/17/2024	\$	240.34	FLORES, JOSE
90302	6/17/2024	\$	14,461.53	FLYERS ENERGY, LLC
90303	6/17/2024	\$	15,000.00	FREEDOM ASSOCIATES, LLC
90304	6/17/2024	\$	10,433.39	GARDA CL WEST, INC.
90305	6/17/2024	\$	54.98	GLAGOLA, DANIELLE
90306	6/17/2024	\$	3,535.87	GRAINGER
90307	6/17/2024	\$	990.71	GREENWASTE RECOVERY, INC.
90308	6/17/2024	\$	150.00	HEREDIA, JESUS
90309	6/17/2024	\$	9,000.00	HILLSBOROUGH TRANSIT AUTHORITY
90310	6/17/2024	\$	162.78	IRONCOMPANY.COM LLC
90311	6/17/2024	\$	743.29	JASON HAMILTON
90312	6/17/2024	\$	8,345.50	KELLEY'S SERVICE INC.
90313	6/17/2024	\$	2,858.00	KJRB, INC.
90314	6/17/2024	\$	150.00	LAZARO, MIGUEL AVALOS
90315	6/17/2024	\$	967.97	LUMINATOR TECH GROUP GLOBAL,
90316	6/17/2024	\$	21,884.03	MANSFIELD OIL CO OF GAINSVILLE
90317	6/17/2024	\$	2,475.00	MDSOLUTIONS, INC.
90318	6/17/2024	\$	98.00	MEXCIANO, HERIBERTO
90319	6/17/2024	\$	2,512.69	MGP XI REIT,LLC
90320	6/17/2024	\$	9,856.25	MILLER MAXFIELD INC
90321	6/17/2024	\$	1,593.00	MISSION UNIFORM

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90322	6/17/2024	\$	17,690.27	PACIFIC GAS & ELECTRIC
90323	6/17/2024	\$	829.50	PIED PIPER EXTERMINATORS, INC.
90324	6/17/2024	\$	1,023.50	QUEST DIAGNOSTIC INC.
90325	6/17/2024	\$	360.53	RANDY & LARAE WEST
90326	6/17/2024	\$	150.00	RAYGOZA-RAMIREZ, JOSE
90327	6/17/2024	\$	51.00	ROCHA FERNANDEZ, DARIO
90328	6/17/2024	\$	1,111.22	SANTA CRUZ AUTO PARTS, INC.
90329	6/17/2024	\$	2,679.50	SANTA CRUZ STAFFING, LLC
90330	6/17/2024	\$	49,629.40	SELF INSURED SERVICES COMPANY
90331	6/17/2024	\$	2,303.18	SLINGSHOT CONNECTIONS LLC
90332	6/17/2024	\$	10,580.02	SOQUEL III ASSOCIATES
90333	6/17/2024	\$	1,114.35	STRECKER, GREGORY
90334	6/17/2024	\$	1,269.33	TK ELEVATOR CORPORATION
90335	6/17/2024	\$	1,463.21	TROWBRIDGE ENTERPRISES
90336	6/17/2024	\$	543.78	UNITED PARCEL SERVICE
90337	6/17/2024	\$	5,297.37	VERIZON WIRELESS
90338	6/17/2024	\$	2,510.00	VIDIR INC
90339	6/17/2024	\$	1,864.20	ZORO TOOLS, INC.
90524	6/24/2024	\$	6,388.08	4IMPRINT, INC.
90525	6/24/2024	\$	2,403.36	ABC BUS INC
90526	6/24/2024	\$	3,640.00	ACTS - ALLIANCE CAREER
90527	6/24/2024	\$	6,221.00	AIRTEC SERVICE INC.
90528	6/24/2024	\$	2,597.97	ALTEC INC
90529	6/24/2024	\$	3,378.76	AMAZON CAPITAL SERVICES, INC.
90530	6/24/2024	\$	2,000.00	ANDREW J. O'KEEFE II
90531	6/24/2024	\$	7,135.04	AT&T
90532	6/24/2024	\$	555.00	AVAAP USA LLC
90533	6/24/2024	\$	674.49	BALCO HOLDINGS INC
90534	6/24/2024	\$	1,820.53	BERRELLEZA, PABLO
90535	6/24/2024	\$	1,735.31	BFS GROUP LLC
90536	6/24/2024	\$	34,787.50	BIG BELLY SOLAR, LLC
90537	6/24/2024	\$	71.00	BRASS KEY LOCKSMITH INC
90538	6/24/2024	\$	2,080.00	CASTRONOVO, RUSSELL
90539	6/24/2024	\$	9,067.48	CATTO'S GRAPHICS, INC.
90540	6/24/2024	\$	543.31	CINTAS CORPORATION NO.2
90541	6/24/2024	\$	89,427.78	CITY OF SANTA CRUZ ECON DEV
90542	6/24/2024	\$	900.00	CITY OF SANTA CRUZ/PARKING
90543	6/24/2024	\$	2,052.21	CITY OF WATSONVILLE UTILITIES
90544	6/24/2024	\$	29,232.43	CLEAN ENERGY
90545	6/24/2024	\$	127.29	CLICK INDUSTRIES, LLC
90546	6/24/2024	\$	282.96	COAST PAPER & SUPPLY INC.
90547	6/24/2024	\$	5,458.37	COMMUNITY PRINTERS, INC.
90548	6/24/2024	\$	251.20	CONNER WATER SYSTEMS, INC
90549	6/24/2024	\$	475.26	CUMMINS, EDWARD
90550	6/24/2024	\$	13,769.21	CUMMINS, INC
90551	6/24/2024	\$	608.00	DEPARTMENT OF JUSTICE
90552	6/24/2024	\$	7,461.79	DEPARTMENT OF TOXIC SUBSTANCES
90553	6/24/2024	\$	225.00	DEPT OF INDUSTRIAL RELATIONS
90554	6/24/2024	\$	15,848.47	DOCTORS ON DUTY MEDICAL
90555	6/24/2024	\$	600.99	EBEL, DIMITRI
90556	6/24/2024	\$	1,290.52	EDWARD PARRAS
90557	6/24/2024	\$	3,570.60	EMPLOYNET INC
90558	6/24/2024	\$	611.80	FASTENAL COMPANY INC
90559	6/24/2024	\$	874.84	FEDEX OFFICE
90560	6/24/2024	\$	187.22	FERGUSON US HOLDINGS, INC.
90561	6/24/2024	\$	83,720.44	FIRST ALARM SECURITY & PATROL

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90562	6/24/2024	\$	602.50	FIRST ALARM
90563	6/24/2024	\$	68.00	FITZPATRICK, MICHELLE
90564	6/24/2024	\$	12,360.37	FLYERS ENERGY, LLC
90565	6/24/2024	\$	54.02	FRONTIER COMMUNICATIONS - 3025
90566	6/24/2024	\$	54.02	FRONTIER COMMUNICATIONS - 6145
90567	6/24/2024	\$	28,984.84	GILLIG LLC
90568	6/24/2024	\$	2,823.02	GLOBAL WATER TECHNOLOGY INC
90569	6/24/2024	\$	6,674.90	GRAINGER
90570	6/24/2024	\$	56,359.80	HANSON BRIDGETT LLP
90571	6/24/2024	\$	1,065.19	J.J.R ENTERPRISES, INC.
90572	6/24/2024	\$	1,165.52	JARRETT WALKER & ASSOC LLC
90573	6/24/2024	\$	500.00	JOBE, MICHAEL
90574	6/24/2024	\$	150.02	JUAN MARINEZ
90575	6/24/2024	\$	611.00	KJRB, INC.
90576	6/24/2024	\$	348.00	MANCUSO, WALTER SHALEEN
90577	6/24/2024	\$	17,600.00	MANUEL MARTINEZ RODRIGUEZ
90578	6/24/2024	\$	873.24	MARTEZA INC
90579	6/24/2024	\$	58.00	MARTINEZ, STEVEN EUGENE
90580	6/24/2024	\$	180.00	MAXIMUM OIL SERVICE LLC
90581	6/24/2024	\$	2,391.00	MDC SYSTEMS CORP
90582	6/24/2024	\$	648.76	MISSION UNIFORM
90583	6/24/2024	\$	456.94	MPRESS DIGITAL, INC
90584	6/24/2024	\$	65.54	NIDAL HALABI & NADA ALGHARIB
90585	6/24/2024	\$	1,468.39	OVERHEAD DOOR CO. OF SALINAS
90586	6/24/2024	\$	51,873.65	OXFORD GLOBAL RESOURCES LLC
90587	6/24/2024	\$	1,464.24	PACIFIC GAS & ELECTRIC
90588	6/24/2024	\$	98.00	PORTER, JALEN
90589	6/24/2024	\$	214.48	POWER BUSINESS TECHNOLOGY LLC
90590	6/24/2024	\$	520.16	RICOH USA, INC CA
90591	6/24/2024	\$	4,148.55	SANTA CRUZ COUNTY ENVIROMENTAL
90592	6/24/2024	\$	345.17	SANTA CRUZ MUNICIPAL UTILITIES
90593	6/24/2024	\$	45.00	SANTA CRUZ RECORDS MNGMT INC
90594	6/24/2024	\$	4,100.00	SANTA CRUZ STAFFING, LLC
90595	6/24/2024	\$	104.00	SCARBOROUGH LBR & BLDG SUPPLY
90596	6/24/2024	\$	479.99	SCOTTS VALLEY WATER DISTRICT
90597	6/24/2024	\$	1,700.00	SHAPE INCORPORATED
90598	6/24/2024	\$	2,602.44	SLINGSHOT CONNECTIONS LLC
90599	6/24/2024	\$	753.23	T.Y. CUSTOM DESIGN, INC.
90600	6/24/2024	\$	47.57	THE HOSE SHOP, INC
90601	6/24/2024	\$	5,988.81	TROWBRIDGE ENTERPRISES
90602	6/24/2024	\$	47,649.47	U.S. BANK
90603	6/24/2024	\$	414.17	ULINE INC
90604	6/24/2024	\$	54.06	UNITED PARCEL SERVICE
90605	6/24/2024	\$	1,652.61	URBAN SOLAR INC
90606	6/24/2024	\$	417.24	URGO, JOHN
90607	6/24/2024	\$	1,755.97	US BANK NATIONAL ASSOCIATION
90608	6/24/2024	\$	1,250.63	VERIZON WIRELESS
90609	6/24/2024	\$	150.00	VIDAL, ROMEO
90610	6/24/2024	\$	425.00	VIDIR INC
90611	6/24/2024	\$	195.01	WILLIAMS, TYLER
90612	6/24/2024	\$	182.00	WORKFORCEQA, LLC

\$ 1,608,017.60

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JULY 2024 CHECK JOURNAL



Check Number	Payment Date	Payment Amount	Payee	Void	Date Voided
90613	7/3/2024	\$ 1,241.92	FRANCHISE TAX BOARD		
90614	7/3/2024	\$ 500.00	Abel Fonseca Arambula (1603)		
90615	7/3/2024	\$ 170.41	Abel Fonseca Arambula (1603)		
90616	7/3/2024	\$ 98.00	Alfonso Arellano Guillen (1619)		
90617	7/3/2024	\$ 143.83	Corey Aldridge (1607)		
90618	7/3/2024	\$ 402.65	Donna Bauer (1085)		
90619	7/3/2024	\$ 98.00	Eric Lopez Guerra (1613)		
90620	7/3/2024	\$ 98.00	Jesus Chavez (1612)		
90621	7/3/2024	\$ 424.63	John Urgo (1233)		
90622	7/3/2024	\$ 500.00	Julio Currea (716)		
90623	7/3/2024	\$ 221.90	Luis Calderon (1412)		
90624	7/3/2024	\$ 150.00	Mike Thorn (977)		
90625	7/3/2024	\$ 250.00	Mike Thorn (977)		
90626	7/5/2024	\$ 2,500.00	ATHENS INSURANCE SERVICE INC		
90627	7/5/2024	\$ 71,768.02	AVAAP USA LLC		
90628	7/5/2024	\$ 683.20	BFS GROUP LLC		
90629	7/5/2024	\$ 1,381.01	BROWN ARMSTRONG ACCOUNTANCY		
90630	7/5/2024	\$ 5,286.75	CAPITALEdge ADVOCACY, INC.		
90631	7/5/2024	\$ 578.06	CATTO'S GRAPHICS, INC.		
90632	7/5/2024	\$ 220.27	CINTAS CORPORATION NO.2		
90633	7/5/2024	\$ 183.37	COAST PAPER & SUPPLY INC.		
90634	7/5/2024	\$ 3,995.00	EDWARD HERD AND RODNEY HERD		
90635	7/5/2024	\$ 1,022.12	FLYERS ENERGY, LLC		
90636	7/5/2024	\$ 3,237.50	GALLAGHER BENEFIT SERVICES INC		
90637	7/5/2024	\$ 3,204.18	GILLIG LLC		
90638	7/5/2024	\$ 2,535.37	GRAINGER		
90639	7/5/2024	\$ 823.76	J.J.R ENTERPRISES, INC.		
90640	7/5/2024	\$ 47,825.63	MILLER MAXFIELD INC		
90641	7/5/2024	\$ 97.27	MISSION UNIFORM		
90642	7/5/2024	\$ 20,305.22	PACIFIC GAS & ELECTRIC		
90643	7/5/2024	\$ 160.00	PIED PIPER EXTERMINATORS, INC.		
90644	7/5/2024	\$ 4,780.00	RHOMBUS ENERGY SOLUTIONS, INC.		
90645	7/5/2024	\$ 73.60	RICOH USA, INC CA		
90646	7/5/2024	\$ 64.65	RIVERSIDE LIGHTING, INC.		
90647	7/5/2024	\$ 8,124.48	SANTA CRUZ MUNICIPAL UTILITIES		
90648	7/5/2024	\$ 3,105.00	SANTA CRUZ STAFFING, LLC		
90649	7/5/2024	\$ 5,700.00	SHAW YODER ANTWIH		
90650	7/5/2024	\$ 3,694.90	SLINGSHOT CONNECTIONS LLC		
90651	7/5/2024	\$ 62.01	STAPLES INC		
90652	7/5/2024	\$ 54.47	STEAM CLEANERS LLC		
90653	7/5/2024	\$ 304.04	TERRYBERRY CO., LLC		
90654	7/5/2024	\$ 87.06	THE HOSE SHOP, INC		
90655	7/5/2024	\$ 2,538.64	TK ELEVATOR CORPORATION		
90656	7/5/2024	\$ 71.13	UNITED PARCEL SERVICE		
90657	7/8/2024	\$ 2,442.39	HARTFORD LIFE AND ACCIDENT INS		
90658	7/8/2024	\$ 4,068.85	SEIU LOCAL 521		
90659	7/8/2024	\$ 11,902.62	SMART-TRANSPORTATION DIVISION		
90660	7/10/2024	\$ 671.04	ABC BUS INC		

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90661	7/10/2024	\$	195.46	AMAZON CAPITAL SERVICES, INC.
90662	7/10/2024	\$	2,000.00	ANDREW J. O'KEEFE II
90663	7/10/2024	\$	74.26	BAE SYSTEMS CONTROLS, INC.
90664	7/10/2024	\$	10,739.52	BATTERY SYSTEMS INC.
90665	7/10/2024	\$	7,530.57	CATTO'S GRAPHICS, INC.
90666	7/10/2024	\$	132,348.66	CELTIS VENTURES, INC.
90667	7/10/2024	\$	27,557.72	CLEAN ENERGY
90668	7/10/2024	\$	2,854.08	COMMUNITY PRINTERS, INC.
90669	7/10/2024	\$	7,177.73	CROSSLINE SUPPLY, LLC
90670	7/10/2024	\$	10,439.49	DG INVEST INTERM HOLDINGS2,INC
90671	7/10/2024	\$	5,043.22	DYNAMIC SECURITY TECH INC
90672	7/10/2024	\$	5,214.84	EAST BAY TIRE CO.
90673	7/10/2024	\$	19,812.10	NVB EQUIPMENT, INC.
90674	7/10/2024	\$	121.65	RICOH USA, INC CA
90675	7/10/2024	\$	340.11	VERIZON WIRELESS
90676	7/11/2024	\$	500.00	Cesar Alvarez-Castillo (1161)
90677	7/11/2024	\$	500.00	Christopher Perez (1090)
90678	7/11/2024	\$	150.00	Daniela Leal (1208)
90679	7/11/2024	\$	528.51	Danielle Glagola (1240)
90680	7/11/2024	\$	315.93	Eddie Benson (1115)
90681	7/11/2024	\$	285.77	Eduardo Montesino (584)
90682	7/11/2024	\$	500.00	James Seilenbinder (1268)
90683	7/11/2024	\$	500.00	Jason LoGiudice (647)
90684	7/11/2024	\$	500.00	Jose Raygoza-Ramirez (1032)
90685	7/11/2024	\$	250.00	Manuel Madrigal (1134)
90686	7/11/2024	\$	449.95	Suzie Mistry (1400)
90687	7/11/2024	\$	178.56	Walt Mancuso (1625)
90688	7/11/2024	\$	500.00	Wesley Guild (995)
90689	7/12/2024	\$	1,499.32	FRANCHISE TAX BOARD
90690	7/12/2024	\$	2,432.51	HARTFORD LIFE AND ACCIDENT INS
90691	7/12/2024	\$	4,180.12	SEIU LOCAL 521
90692	7/12/2024	\$	11,909.10	SMART-TRANSPORTATION DIVISION
90693	7/12/2024	\$	12,017.50	BAE SYSTEMS CONTROLS, INC.
90694	7/12/2024	\$	531.00	CALIFORNIA DEPARTMENT OF TAX
90695	7/12/2024	\$	2,900.00	CROSSLINE SUPPLY, LLC
90696	7/12/2024	\$	1,781.73	EMPLOYNET INC
90697	7/12/2024	\$	258.82	FASTENAL COMPANY INC
90698	7/12/2024	\$	2,500.00	GARY SCOTT GREGG III
90699	7/12/2024	\$	2,033.11	GILLIG LLC
90700	7/12/2024	\$	376.79	GRAINGER
90701	7/12/2024	\$	12,000.00	HILLSBOROUGH TRANSIT AUTHORITY
90702	7/12/2024	\$	26,816.25	HUNT & SONS, INC.
90703	7/12/2024	\$	5,321.97	IO, RODNEY H
90704	7/12/2024	\$	11,530.50	JASPER WELLER LLC
90705	7/12/2024	\$	1,730.19	KELLEY'S SERVICE INC.
90706	7/12/2024	\$	2,206.94	KIMBALL MIDWEST
90707	7/12/2024	\$	1,175.00	KJRB, INC.
90708	7/12/2024	\$	19,190.64	MANSFIELD OIL CO OF GAINSVILLE
90709	7/12/2024	\$	4,118.75	MILLER MAXFIELD INC
90710	7/12/2024	\$	1,470.48	MISSION UNIFORM
90711	7/12/2024	\$	3,747.55	MPRESS DIGITAL,INC
90712	7/12/2024	\$	677.50	QUEST DIAGNOSTIC INC.
90713	7/12/2024	\$	1,650.16	RICOH USA, INC CA
90714	7/12/2024	\$	1,240.00	SANTA CRUZ STAFFING, LLC
90715	7/12/2024	\$	3,251.20	SLINGSHOT CONNECTIONS LLC
90716	7/12/2024	\$	4,576.56	SPX TECHNOLOGIES,INC.

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90717	7/12/2024	\$	19,382.25	THE AFTERMARKET PARTS CO LLC
90718	7/12/2024	\$	1,528.26	THE HOSE SHOP, INC
90719	7/19/2024	\$	246.88	Cesar Alvarez-Castillo (1161)
90720	7/19/2024	\$	248.79	Cristobal Rivera Vasquez (1158)
90721	7/16/2024	\$	150.00	David Hevia (1348)
90722	7/19/2024	\$	203.32	Donna Bauer (1085)
90723	7/19/2024	\$	150.00	Edward Diaz (1160)
90724	7/19/2024	\$	500.00	Edward Diaz (1160)
90725	7/16/2024	\$	98.00	Jaime Sanchez (1630)
90726	7/19/2024	\$	150.00	Jason LoGiudice (647)
90727	7/16/2024	\$	150.00	Juan Fernandez Magana (784)
90728	7/19/2024	\$	250.00	Lucas Iriguchi (1083)
90729	7/16/2024	\$	98.00	Salvador Sandoval (1632)
90730	7/19/2024	\$	1,875.00	ACCO-WILSON, INC
90731	7/19/2024	\$	324.73	ALWAYS UNDER PRESSURE
90732	7/19/2024	\$	66.65	AMAZON CAPITAL SERVICES, INC.
90733	7/19/2024	\$	2,000.00	ANDREW J. O'KEEFE II
90734	7/19/2024	\$	3,716.68	AT&T
90735	7/19/2024	\$	23,058.25	AVAAP USA LLC
90736	7/19/2024	\$	332.71	BFS GROUP LLC
90737	7/19/2024	\$	959.70	BUDGET BLINDS OF
90738	7/19/2024	\$	280.00	CALIFORNIA NEWSPAPERS P'SHIP
90739	7/19/2024	\$	22,500.00	CENTER FOR TRANSPORTATION AND
90740	7/19/2024	\$	333.43	CINTAS CORPORATION NO.2
90741	7/19/2024	\$	900.00	CITY OF SANTA CRUZ/PARKING
90742	7/19/2024	\$	1,990.00	CITY OF SANTA CRUZ-FINANCE DEP
90743	7/19/2024	\$	2,230.75	CITY OF WATSONVILLE UTILITIES
90744	7/19/2024	\$	30,079.76	CLEAN ENERGY
90745	7/19/2024	\$	37,820.00	CLEVER DEVICES LTD.
90746	7/19/2024	\$	3,400.00	COASTAL LANDSCAPING INC.
90747	7/19/2024	\$	2,545.35	COMMUNITY PRINTERS, INC.
90748	7/19/2024	\$	649.75	COMMUNITY TELEVISION OF
90749	7/19/2024	\$	170.25	CRYSTAL SPRINGS WATER CO.
90750	7/19/2024	\$	685.35	D & G SANITATION
90751	7/19/2024	\$	2,877.00	DEPARTMENT OF FORESTRY & FIRE
90752	7/19/2024	\$	2,877.00	DEPARTMENT OF GENERAL
90753	7/19/2024	\$	160.00	DEPARTMENT OF JUSTICE
90754	7/19/2024	\$	1,080.02	EMPLOYNET INC
90755	7/19/2024	\$	2,270.40	EXPRESS SERVICES INC.
90756	7/19/2024	\$	1,038.96	FERGUSON US HOLDINGS, INC.
90757	7/19/2024	\$	83,915.59	FIRST ALARM SECURITY & PATROL
90758	7/19/2024	\$	13,531.64	FLYERS ENERGY, LLC
90759	7/19/2024	\$	15,000.00	FREEDOM ASSOCIATES, LLC
90760	7/19/2024	\$	285.00	GLOBAL WATER TECHNOLOGY INC
90761	7/19/2024	\$	1,427.18	GRAINGER
90762	7/19/2024	\$	990.71	GREENWASTE RECOVERY, INC.
90763	7/19/2024	\$	18,833.21	HARTFORD LIFE AND ACCIDENT INS
90764	7/19/2024	\$	100.00	LANGUAGE LINE SERVICES INC
90765	7/19/2024	\$	1,017.55	LAW OFFICES OF MARIE F. SANG
90766	7/19/2024	\$	4,293.26	LUMINATOR TECH GROUP GLOBAL,
90767	7/19/2024	\$	1,340.00	LUTRON SERVICE INC
90768	7/19/2024	\$	2,512.69	MGP XI REIT,LLC
90769	7/19/2024	\$	152.81	MISSION UNIFORM
90770	7/19/2024	\$	1,757.59	MODEL 1 COMMERCIAL VEHICLES INC
90771	7/19/2024	\$	5,519.18	MOHAWK MFG. & SUPPLY CO.
90772	7/19/2024	\$	1,939.31	NIDAL HALABI & NADA ALGHARIB

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90773	7/19/2024	\$	24,480.00	OXFORD GLOBAL RESOURCES LLC
90774	7/19/2024	\$	11,424.91	PACIFIC GAS & ELECTRIC
90775	7/19/2024	\$	475.50	PACIFIC TRUCK PARTS, INC.
90776	7/19/2024	\$	3,750.00	PEDX COURIER AND CARGO
90777	7/19/2024	\$	473.31	POWER BUSINESS TECHNOLOGY LLC
90778	7/19/2024	\$	200.00	QUADIENT FINANCE USA INC
90779	7/19/2024	\$	4,150.00	RHOMBUS ENERGY SOLUTIONS, INC.
90780	7/19/2024	\$	9.72	RIVERSIDE LIGHTING, INC.
90781	7/19/2024	\$	816.05	RJMS CORPORATION
90782	7/19/2024	\$	8,694.05	ROMAINE ELECTRIC CORP
90783	7/19/2024	\$	715.33	RS AMERICAS, INC.
90784	7/19/2024	\$	332.94	SANTA CRUZ AUTO PARTS, INC.
90785	7/19/2024	\$	7,552.88	SANTA CRUZ MUNICIPAL UTILITIES
90786	7/19/2024	\$	260.00	SANTA CRUZ RECORDS MNGMT INC
90787	7/19/2024	\$	7,184.25	SANTA CRUZ STAFFING, LLC
90788	7/19/2024	\$	52.89	SCMTD PETTY CASH - CUST SVC
90789	7/19/2024	\$	458.19	SCMTD PETTY CASH - FINANCE
90790	7/19/2024	\$	368.62	SCMTD PETTY CASH - OPS
90791	7/19/2024	\$	1,113.26	SCOTTS VALLEY WATER DISTRICT
90792	7/19/2024	\$	1,605.84	SERVICE STATION SYSTEMS
90793	7/19/2024	\$	5,860.58	SLINGSHOT CONNECTIONS LLC
90794	7/19/2024	\$	1,478.10	SNAP-ON INDUSTRIAL, A DIVISION
90795	7/19/2024	\$	10,580.02	SOQUEL III ASSOCIATES
90796	7/19/2024	\$	1,462.21	SPECTOR CORBETT ARCHITECTS, INC
90797	7/19/2024	\$	6,885.64	SPORTWORKS GLOBAL LLC
90798	7/19/2024	\$	8,907.50	THE AFTERMARKET PARTS CO LLC
90799	7/19/2024	\$	6,210.21	THERMO KING OF SALINAS, INC
90800	7/19/2024	\$	1,980.00	TK ELEVATOR CORPORATION
90801	7/19/2024	\$	4,680.37	TOM LOPES DISTRIBUTING, INC
90802	7/19/2024	\$	33.80	UNITED PARCEL SERVICE
90803	7/19/2024	\$	7,844.77	VALLEY POWER SYSTEMS NORTH, INC
90804	7/19/2024	\$	7,331.63	VEHICLE MAINTENANCE PROG INC
90805	7/19/2024	\$	5,177.87	VERIZON WIRELESS
90806	7/19/2024	\$	335.00	WATSNEWS, LLC
90807	7/22/2024	\$	7,524.91	THE AFTERMARKET PARTS CO LLC
90808	7/22/2024	\$	15,513.55	THE AFTERMARKET PARTS CO LLC
90809	7/23/2024	\$	8,250.00	CALIFORNIA HYDROGEN BUSINESS
90810	7/23/2024	\$	551,986.00	CTSJPA (CAL TIP)
90811	7/23/2024	\$	228,692.00	PUBLIC RISK, INNOVATION,
90900	7/26/2024	\$	87.28	ABACHERLI, ARLETTE
90901	7/26/2024	\$	22.41	ADAMS, ELLEN
90902	7/26/2024	\$	16.24	AGUIRRE, CIRO
90903	7/26/2024	\$	17.09	ALLEN, ROBERT
90904	7/26/2024	\$	40.58	ANDRADE, GERALD
90905	7/26/2024	\$	20.29	ANN, DORICE
90906	7/26/2024	\$	19.33	ARCHIBEQUE, ELEANOR
90907	7/26/2024	\$	44.81	ARCHIBEQUE, JUANITA
90908	7/26/2024	\$	22.41	AVILES, PATRICIA
90909	7/26/2024	\$	40.58	BAN, MARK
90910	7/26/2024	\$	17.09	BARRY, BARTHOLOMEW
90911	7/26/2024	\$	22.41	BASS, BETTY
90912	7/26/2024	\$	17.09	BLAIR, GARY
90913	7/26/2024	\$	22.41	BLIGHT, KAREN
90914	7/26/2024	\$	44.81	BOYD, MICHAEL
90915	7/26/2024	\$	17.09	BREGANTE, BATTISTA
90916	7/26/2024	\$	22.41	BRONDSTATTER, CHERYL

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90917	7/26/2024	\$	44.81	BRONDSTATTER, WALLACE
90918	7/26/2024	\$	44.81	BROWN, ERNEST
90919	7/26/2024	\$	44.81	BROWN, KENNETH
90920	7/26/2024	\$	22.41	BURKET, JANET
90921	7/26/2024	\$	18.30	BYTHEWAY, MARY
90922	7/26/2024	\$	32.48	CANALES, DONNA
90923	7/26/2024	\$	40.58	CAPELLA, KATHLEEN
90924	7/26/2024	\$	17.09	CARLSON, MERRYL
90925	7/26/2024	\$	17.09	CASANEGA, RICHARD
90926	7/26/2024	\$	36.60	CAVATAIO, PASQUALE
90927	7/26/2024	\$	17.09	CENTER, DOUGLAS
90928	7/26/2024	\$	87.28	CHANDLEY, PAUL
90929	7/26/2024	\$	17.09	CHAVARRIA, JOHNNY
90930	7/26/2024	\$	22.41	CLARKE, PATRICIA
90931	7/26/2024	\$	17.09	CLAYTON, MICHAEL
90932	7/26/2024	\$	22.41	CONTRERAS-NAVARRO, FRANCISCO
90933	7/26/2024	\$	44.81	COTTER, ROBERT
90934	7/26/2024	\$	43.46	COWELL, RICHARD
90935	7/26/2024	\$	22.41	CRAMBLETT, LAWRENCE
90936	7/26/2024	\$	22.41	CRAWFORD, TERRI
90937	7/26/2024	\$	22.41	CRUISE, RICHARD
90938	7/26/2024	\$	17.09	CUMMINGS, CYNTHIA
90939	7/26/2024	\$	40.58	CUMMINGS, PATRICIA
90940	7/26/2024	\$	44.81	CUMMINS, MAJOR
90941	7/26/2024	\$	40.58	DAVIDOSKI, PATTI
90942	7/26/2024	\$	22.41	DEAN, RONALD
90943	7/26/2024	\$	17.09	DEL PO, CAROLYN
90944	7/26/2024	\$	43.46	DEVIVO, WILLIAM
90945	7/26/2024	\$	17.09	DOBBS, LILLIAN
90946	7/26/2024	\$	22.41	DORFMAN, IRIS
90947	7/26/2024	\$	17.09	DRAKE, JUDITH
90948	7/26/2024	\$	17.09	ELIA, LARRY
90949	7/26/2024	\$	44.81	EMERSON, WILLIAM
90950	7/26/2024	\$	44.81	ESCARCEGA, MIGUEL
90951	7/26/2024	\$	51.07	FALLAU, NICHOLAS
90952	7/26/2024	\$	22.41	FENN, MARILYN
90953	7/26/2024	\$	16.24	FLAGG, PAULA
90954	7/26/2024	\$	17.09	FLOREZ, ROSIE
90955	7/26/2024	\$	22.41	FLYNN, CHRISTINA
90956	7/26/2024	\$	32.48	FRANCIS, RUFUS
90957	7/26/2024	\$	22.41	GABRIEL, RICHARD
90958	7/26/2024	\$	15.92	GABRIELE, BERNARD
90959	7/26/2024	\$	15.92	GABRIELE, CATHLEEN
90960	7/26/2024	\$	44.81	GALE, TERRY
90961	7/26/2024	\$	17.09	GALLOWAY, SCOTT
90962	7/26/2024	\$	17.09	GARBEZ, MANNY
90963	7/26/2024	\$	17.09	GOSE, JOHN
90964	7/26/2024	\$	40.58	GRANADOS-BOYCE, MARIA
90965	7/26/2024	\$	17.09	GROBMAN, BRUCE
90966	7/26/2024	\$	34.17	GROSJEAN, DOUGLAS
90967	7/26/2024	\$	17.09	HAMM, CAROLYN
90968	7/26/2024	\$	40.58	HERNANDEZ, JUAN
90969	7/26/2024	\$	17.09	HERNANDEZ, MARGARITO
90970	7/26/2024	\$	43.46	HERSHEY, ANDREA
90971	7/26/2024	\$	22.41	HICKLIN, LUCILLE
90972	7/26/2024	\$	22.41	HILL, ANDREW

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90973	7/26/2024	\$	88.12	HILTNER, THOMAS
90974	7/26/2024	\$	44.81	HOLCOMB, MICHAEL
90975	7/26/2024	\$	22.41	HOWARD, CAROL
90976	7/26/2024	\$	44.81	HYMAN, JOE
90977	7/26/2024	\$	40.58	JACINTO, FRANK
90978	7/26/2024	\$	22.41	JAHNKE, EILEEN
90979	7/26/2024	\$	17.09	JUSSEL, PETE
90980	7/26/2024	\$	44.81	KALE, RICKEY
90981	7/26/2024	\$	22.41	KAMEDA, TERRY
90982	7/26/2024	\$	17.09	KELLY, ELOISE
90983	7/26/2024	\$	38.65	KONNO, DAVID
90984	7/26/2024	\$	22.41	LAWSON, LOIS
90985	7/26/2024	\$	22.41	LEFFLER, JEAN
90986	7/26/2024	\$	22.41	LOGIUDICE, FRED
90987	7/26/2024	\$	44.81	LONGNECKER, LLOYD
90988	7/26/2024	\$	105.21	LORENZANO, JAMES
90989	7/26/2024	\$	39.27	LUNA, SUZANNE
90990	7/26/2024	\$	44.81	LYNCH, GLENN
90991	7/26/2024	\$	17.09	MACHADO, MARGARET
90992	7/26/2024	\$	20.29	MALPHRUS, BRENDA
90993	7/26/2024	\$	44.81	MARTIN, DAWN
90994	7/26/2024	\$	105.78	MARTINEZ, MANUEL
90995	7/26/2024	\$	40.58	MARTINEZ, MARK
90996	7/26/2024	\$	20.33	MCDONALD, JANIE
90997	7/26/2024	\$	17.09	MCDONALD, KEVIN
90998	7/26/2024	\$	22.41	MCFADDEN, IAN
90999	7/26/2024	\$	44.81	MCHALE, BRIAN
91000	7/26/2024	\$	17.09	MELLON, JOHN
91001	7/26/2024	\$	39.50	MESECK, MARGARITA
91002	7/26/2024	\$	17.09	MILLER, FOREST
91003	7/26/2024	\$	87.28	MOREAU, DAVID
91004	7/26/2024	\$	22.41	MORGAN, JEANETTE
91005	7/26/2024	\$	40.58	MORR, BONNIE
91006	7/26/2024	\$	127.55	MULLIS, MICHAEL
91007	7/26/2024	\$	22.41	MUNGIOLI, LARRY
91008	7/26/2024	\$	34.17	MUNGUIA, GUSTAVO
91009	7/26/2024	\$	22.41	NABOR, GLEN
91010	7/26/2024	\$	22.41	NAUKKARINEN, JUKKA
91011	7/26/2024	\$	17.09	NELSON, EDWARD
91012	7/26/2024	\$	44.81	NELSON, RICHARD
91013	7/26/2024	\$	34.17	NIETO, MANUEL
91014	7/26/2024	\$	87.28	NORTH, JEFFREY
91015	7/26/2024	\$	131.24	NORTHON, M
91016	7/26/2024	\$	44.81	O'DONNELL, SHAWN
91017	7/26/2024	\$	67.22	O'HAGIN, JUSTINA
91018	7/26/2024	\$	22.41	ORTEGA, MANUELA
91019	7/26/2024	\$	87.28	OWENS, ROLAND
91020	7/26/2024	\$	22.41	PARHAM, WALLACE
91021	7/26/2024	\$	79.75	PAULSON, STEVEN
91022	7/26/2024	\$	34.17	PEREZ, ANTONIO
91023	7/26/2024	\$	22.41	PETERS, TERRIE
91024	7/26/2024	\$	17.09	PHILLIPS, THOMAS
91025	7/26/2024	\$	17.09	PHILLIPS, TYRONE
91026	7/26/2024	\$	17.09	PICARELLA, FRANCIS
91027	7/26/2024	\$	44.81	POLANCO, JOSE
91028	7/26/2024	\$	17.09	PRECIADO, MARY LOU

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91029	7/26/2024	\$	44.81	PRICE, HARRY
91030	7/26/2024	\$	22.41	PRINCE, DEBRA
91031	7/26/2024	\$	121.74	PRINCE, PETER
91032	7/26/2024	\$	44.81	PRUDDEN, RICHARD
91033	7/26/2024	\$	44.81	PYE, GINA
91034	7/26/2024	\$	16.24	RAMIREZ, MANUEL
91035	7/26/2024	\$	17.09	READ, TIMON
91036	7/26/2024	\$	40.58	REGAN, MICHAEL
91037	7/26/2024	\$	22.41	RHODES, BRUCE
91038	7/26/2024	\$	20.29	ROCHA, SHERRI
91039	7/26/2024	\$	22.41	ROSS, ELISABETH
91040	7/26/2024	\$	22.41	ROSS, EMERY
91041	7/26/2024	\$	65.71	ROWE, RUBY
91042	7/26/2024	\$	22.41	ROY, ARLEN
91043	7/26/2024	\$	40.58	RUIZ, ESTEVAN
91044	7/26/2024	\$	36.60	RYLANDER, REED
91045	7/26/2024	\$	40.58	SALGUEIRO, MICHAEL
91046	7/26/2024	\$	88.12	SANCHEZ, ASCENCION
91047	7/26/2024	\$	22.41	SANDOVAL, ANGEL
91048	7/26/2024	\$	77.23	SCARGILL, RAYMOND
91049	7/26/2024	\$	34.17	SCHRAEDER, PAUL
91050	7/26/2024	\$	22.41	SCILLA, JOSEPH
91051	7/26/2024	\$	40.58	SERRATO, JUAN
91052	7/26/2024	\$	17.09	SILVA, EDUARDO
91053	7/26/2024	\$	111.40	SLATER, ROBYN
91054	7/26/2024	\$	20.29	STARKEY, THOMAS
91055	7/26/2024	\$	34.17	STICKEL, THOMAS
91056	7/26/2024	\$	34.17	SWART, RANDY
91057	7/26/2024	\$	39.50	TAYLOR, THOMAS
91058	7/26/2024	\$	44.81	THOMAS, RUSSELL
91059	7/26/2024	\$	80.77	TICHENOR, KENNETH
91060	7/26/2024	\$	39.27	TOLENTINO, SALVADOR
91061	7/26/2024	\$	22.41	TOVAR, SERENA
91062	7/26/2024	\$	20.29	TRENT, VICKI
91063	7/26/2024	\$	88.12	TUTTLE CALLIS, CHERI
91064	7/26/2024	\$	40.58	VALDEZ, JOSE
91065	7/26/2024	\$	44.81	VANDERZANDE, ED
91066	7/26/2024	\$	127.55	VAN DE VEER, JOHN
91067	7/26/2024	\$	22.41	VEST, SHELLY
91068	7/26/2024	\$	22.41	VONWAL, YVETTE
91069	7/26/2024	\$	17.09	WADSWORTH, RITA
91070	7/26/2024	\$	34.17	WALTER, KEVIN
91071	7/26/2024	\$	22.41	WHITE, LESLIE
91072	7/26/2024	\$	44.81	WHITNEY, LUCERE
91073	7/26/2024	\$	107.68	WILLIS, GREGORY
91074	7/26/2024	\$	44.81	WILSON, BONNIE
91075	7/26/2024	\$	87.28	WOODBIDGE, ELIZABETH
91076	7/26/2024	\$	22.41	WYANT, JUDI
91077	7/26/2024	\$	22.41	YANCY, TERRY
91078	7/26/2024	\$	51.07	ZENKER, JEFFREY
91079	7/29/2024	\$	1,232.10	FRANCHISE TAX BOARD
91080	7/29/2024	\$	2,873.71	HARTFORD LIFE AND ACCIDENT INS
91081	7/29/2024	\$	4,137.37	SEIU LOCAL 521
91082	7/29/2024	\$	13,544.21	SMART-TRANSPORTATION DIVISION
91083	7/30/2024	\$	944.00	DEPARTMENT OF MOTOR VEHICLES
91084	7/30/2024	\$	944.00	DEPARTMENT OF MOTOR VEHICLES

Attachment A

91085	7/30/2024	\$	944.00	DEPARTMENT OF MOTOR VEHICLES
91086	7/30/2024	\$	944.00	DEPARTMENT OF MOTOR VEHICLES
91087	7/30/2024	\$	944.00	DEPARTMENT OF MOTOR VEHICLES
91088	7/30/2024	\$	944.00	DEPARTMENT OF MOTOR VEHICLES
91089	7/30/2024	\$	944.00	DEPARTMENT OF MOTOR VEHICLES
91090	7/30/2024	\$	944.00	DEPARTMENT OF MOTOR VEHICLES
91091	7/30/2024	\$	944.00	DEPARTMENT OF MOTOR VEHICLES
91092	7/30/2024	\$	944.00	DEPARTMENT OF MOTOR VEHICLES
91093	7/25/2024	\$	500.00	Dario Rocha (1030)
91094	7/29/2024	\$	319.25	Eduardo Montesino (584)
91095	7/25/2024	\$	500.00	Edward Cummins (1114)
91096	7/25/2024	\$	250.00	James Seilenbinder (1268)
91097	7/25/2024	\$	250.00	Javier Favela (982)
91098	7/29/2024	\$	1,046.13	Jesse Leyva (1415)
91099	7/29/2024	\$	68.00	Julio Perez (1050)
91100	7/29/2024	\$	58.00	Leonardo Pena (632)
91101	7/29/2024	\$	253.60	MAIN, KIMBERLY
91102	7/29/2024	\$	150.00	Sergio Segoviano (1340)
91103	7/29/2024	\$	139.99	Suzie Mistry (1400)
91104	7/29/2024	\$	150.00	Teodoro Guerrero (613)
91105	7/25/2024	\$	150.00	Teodoro Guerrero (613)
91106	7/29/2024	\$	500.00	Uriel Estrada (925)

Total \$ **1,916,592.23**



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS MEETING MINUTES*
JUNE 28, 2024 – 9:00 AM**

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) convened on Friday, June 28, 2024, as a hybrid meeting.

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

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1 CALLED TO ORDER at 9:02 AM by Board Chair Brown.

2 SAFETY DEBRIEF

Gregory Strecker, Safety, Security & Risk Management Director, provided a debriefing on safety, emphasizing METRO’s response to a fire, earthquake and/or medical emergency, evacuation routes, and an active shooter situation.

3 ROLL CALL

The following Directors were **present**, representing a quorum:

Director Kristen Brown	City of Capitola
Director Rebecca Downing	County of Santa Cruz
Director Jimmy Dutra AR 9:09	City of Watsonville
Director Shebreh Kalantari-Johnson	City of Santa Cruz
Director Manu Koenig	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Bruce McPherson	County of Santa Cruz
Director Scott Newsome	City of Santa Cruz
Director Larry Pageler	County of Santa Cruz
Director Quiroz-Carter* AR 9:24	City of Watsonville
Director Mike Rotkin	County of Santa Cruz
Ex-Officio Director Alta Northcutt	Cabrillo College
Ex-Officio Director Edward Reiskin	UC Santa Cruz

*Attended via teleconference at 628 Crown Road, Santa Cruz, CA

Corey Aldridge	CEO/General Manager
Nicole Witt	General Counsel

4 ANNOUNCEMENTS

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

4.2 Hector Guzman of Language Line Services provided Spanish interpretation services.

5 BOARD OF DIRECTORS COMMENTS

Director Downing invited attendees to join the August 3, 2024 stroll to Aptos Village from Seacliff to experience the safety challenges pedestrians face walking to Aptos Village. The goal is to increase awareness and accessibility for all non-drivers, students, transit riders, families, those with mobility impairments, and those employed in the village and provide them the tools to advocate for themselves.

Director McPherson mentioned the well-attended, groundbreaking ceremony held June 20, 2024 at Wilder Ranch for the newest segment of the Coastal Rail Trail. This is part of the Monterey Bay Sanctuary Scenic Trail Network extending from Monterey County. It's referred to as a legacy project that took decades to develop and initiated by former Assemblymember/Congressmember Sam Farr.

Director Pageler added that a state parks employee was thrilled with the ridership that occurred on METRO's Route 35 to Big Basin State Park for the Big Basin Art About Event.

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

6 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

Phil Gomez, President of the Woodside Terrace Homeowners Association, and Carol Roberts, Aptos resident, expressed concern about Willowbrook Lane being used by METRO buses and the impacts to their neighborhood.

A member of the public expressed concerns about the transit app not updating when the service changes took effect June 20, 2024 and there was no free-fare rollout with the service changes. She thanked Ex-Officio Director Reiskin and the planning team at UCSC for contracting Kimley-Horn to design a temporary transit center on campus.

Elizabeth, member of the public, commended METRO on the service changes implemented. She requested the Board to consider getting the Clipper app.

Brandon Freeman, SMART General Chairperson, Local 0023, responded to the above concerns. METRO has reached out to Clipper, but they are unwilling to share their codes with our farebox manufacturer, GFI, making Clipper access unattainable. METRO is still targeting September 2024 to leave the Willowbrook Lane neighborhood. At this time Willowbrook Lane remains the only public right of way that METRO can use that is safe to travel its buses on.

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

7 LABOR ORGANIZATION COMMUNICATIONS

Noah Streng, Internal Organizer, SEIU Local 521, expressed that SEIU employees at METRO are suffering and a lot of issues need to be addressed. He hopes that a better relationship between management and the union can be built to address these issues so that there is a fair and equitable outcome for union members.

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

8 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

Having none, Board Chair Brown moved to the next agenda item.

CONSENT AGENDA

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

- 9.1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF MAY 2024
Chuck Farmer, Chief Financial Officer
- 9.2 ACCEPT AND FILE:
 - A. MINUTES OF APRIL 17, 2024 METRO ADVISORY COMMITTEE MEETING
 - B. MINUTES OF MAY 17, 2024 BOARD OF DIRECTORS MEETING
 - C. MINUTES OF JUNE 14, 2024 FINANCE, BUDGET AND AUDIT STANDING COMMITTEE MEETINGCorey Aldridge, CEO/General Manager
- 9.3 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF MAY 31, 2024
Chuck Farmer, Chief Financial Officer
- 9.4 ACCEPT AND FILE: THE SEMI-ANNUAL REPORT ON THE STATUS OF METRO'S DISADVANTAGED BUSINESS ENTERPRISE PROGRAM
Chuck Farmer, DBE Liaison Officer, CFO
- 9.5 APPROVE: CONSIDERATION OF DECLARING VEHICLES AND/OR EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION
Chuck Farmer, Chief Financial Officer
- 9.6 APPROVE: FY25 RENEWAL OF EXCESS WORKERS' COMPENSATION INSURANCE THROUGH PUBLIC RISK INNOVATION, SOLUTIONS, AND MANAGEMENT (PRISM)
Dawn Crummié, Human Resources Director
- 9.7 RECOMMENDED ACTION ON TORT CLAIMS
Gregory Strecker, Safety, Security and Risk Management Director
- 9.8 ACCEPT AND FILE: RENEWAL OF LIABILITY AND VEHICLE PHYSICAL DAMAGE INSURANCE PROGRAM INSURANCE WITH CALTIP FOR FY25
Gregory Strecker, Safety, Security and Risk Management Director
- 9.9 APPROVE: CONSIDER AUTHORIZING THE CEO/GM TO EXECUTE A GRANT AGREEMENT BETWEEN THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AND MIDPEN HOUSING CORPORATION TO FUND CERTAIN PREDEVELOPMENT COSTS FOR THE WATSONVILLE TRANSIT CENTER - INFILL TRANSIT ORIENTED DEVELOPMENT PROJECT
John Urgo, Planning and Development Director

- 9.10 APPROVE: AUTHORIZE THE CEO/GENERAL MANAGER TO EXECUTE ONE OR MORE CONTRACT AMENDMENT(S) WITH THE CENTER FOR TRANSPORTATION AND THE ENVIRONMENT (CTE) FOR CONSULTANT PROJECT MANAGEMENT AND TECHNICAL SUPPORT OF METRO'S ZERO-EMISSION BUS, HYDROGEN FUELING, AND WORKFORCE DEVELOPMENT PROJECT NOT TO EXCEED \$742,000
Margo Ross, Chief Operations Officer
- 9.11 APPROVE: AUTHORIZE THE CEO/GENERAL MANAGER TO EXECUTE A CONTRACT WITH SWENSON BUILDERS IN AN AMOUNT NOT TO EXCEED \$522,193 FOR THE INSTALLATION OF AUTOMATED GATES
Freddy Rocha, Facilities Maintenance Manager
- 9.12 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO/GENERAL MANAGER, CFO, AND GENERAL COUNSEL TO APPROVE TORT LIABILITY SETTLEMENTS UP TO \$100,000
Julie Sherman, Legal Counsel
- 9.13 APPROVE: DELEGATION OF AUTHORITY TO THE CEO/GENERAL MANAGER TO APPROVE DESIGNS AND PLANS FOR ALL BOARD-APPROVED CAPITAL PROJECTS
Julie Sherman, Legal Counsel
- 9.14 APPROVE: CONSIDERATION OF A RESOLUTION APPROVING THE FY24 REVISED CAPITAL BUDGET/PORTFOLIO
Kristina Mihaylova, Finance Deputy Director
- 9.15 APPROVE: CONSIDERATION OF DESIGNATING THE SAFETY, SECURITY AND RISK MANAGEMENT DIRECTOR AS THE ALTERNATE REPRESENTATIVE TO THE CALIFORNIA TRANSIT INDEMNITY POOL (CAL TIP) BOARD OF DIRECTORS
Corey Aldridge, CEO/General Manager
- 9.16 APPROVE: CONSIDERATION OF AUTHORIZING FUNDING FOR TWO (2) ADDITIONAL VEHICLE SERVICE WORKERS IN THE MAINTENANCE DEPARTMENT
Margo Ross, Chief Operations Officer
- 9.17 ACCEPT AND FILE: UPDATE PROVIDED BY SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION ON ZERO EMISSION PASSENGER RAIL AND TRAIL PROJECT (ZEPRT)
Board Chair Brown
- 9.18 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 6TH AMENDMENT EXTENDING THE CONTRACT WITH ALLIED UNIVERSAL D/B/A FIRST ALARM SECURITY & PATROL, INC. FOR SECURITY GUARD SERVICES, INCREASING THE CONTRACT TOTAL BY \$1,200,000
Gregory Strecker, Safety, Security and Risk Management Director
- 9.19 APPROVE: CONSIDERATION OF ADOPTION OF SANTA CRUZ METRO'S AMENDED CONFLICT OF INTEREST CODE AND APPROVAL OF THE RESOLUTION CONFIRMING THIS ACTION
Julie Sherman, General Counsel

- 9.20 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO LNI CUSTOM MANUFACTURING, INC. FOR PURCHASE AND DELIVERY OF BUS STOP SHELTERS NOT TO EXCEED \$472,601.40
Freddy Rocha, Facilities Maintenance Manager
- 9.21 APPROVE: CONSIDER RATIFICATION OF 2ND AMENDMENT TO THE CONTRACT WITH AVAAP U.S.A. LLC FOR SOFTWARE IMPLEMENTATION SERVICES, INCORPORATING PROJECT CHANGE REQUESTS (PCRS) #001 THROUGH #004 AND INCREASING THE CONTRACT TOTAL NOT-TO-EXCEED AMOUNT BY \$222,875
Chuck Farmer, Chief Financial Officer
- 9.22 APPROVE: AUTHORIZE THE CEO/GENERAL MANAGER TO EXECUTE A CONTRACT WITH KIMLEY-HORN AND ASSOCIATES, INC. FOR METRO FACILITIES MASTER PLAN NOT TO EXCEED \$339,219.67, INCLUDING A CONTINGENCY AMOUNT OF \$311,830.93
Freddy Rocha, Facilities Maintenance Manager

Item 9.17 - Director Pageler asked if there has been engagement between METRO's planning staff and UCSC and Cabrillo College as stakeholders. John Urgo, Planning and Development Director, responded that there have been regular monthly meetings since January 2024 with them and other jurisdictions in the region. Director Pageler added that the Santa Cruz County Regional Transportation Commission (SCCRTC) is doing its studies of alignments, stations, etc., and attention to the transit connections needs to be coordinated. Mr. Urgo responded that METRO will be engaging with the SCCRTC this summer to provide ridership data.

Item 9.9 - Director Dutra asked what is the timeline for Item 9.9? Mr. Urgo responded that METRO is giving MidPen nine months for the predevelopment costs starting July 15, 2024. After that, METRO will be able to negotiate the remaining agreements and be shovel-ready about nine months later. The project needs to be completed by mid-2027.

Item 9.11 was pulled for further discussion.

There were no public comments.

The Board Chair called for a roll call vote on Items 9.1 – 9.22, excluding Item 9.11.

ACTION: MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED EXCLUDING ITEM 9.11.

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR PAGELER

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

Item 9.11 discussion ensued.

Director Rotkin asked why METRO needs to spend over \$500,000 on a security gate and couldn't that money be spent elsewhere. Has METRO encountered security problems that justify the need to install an automated gate? Freddy Rocha, Facilities Maintenance Manager, responded that METRO receives federal grant

funds for the procurement of buses and other assets. When METRO had its federal triennial audit, METRO's properties were thoroughly reviewed to see how they are protected. If the public can easily access METRO's property, the FTA could find that METRO is not adequately protecting its federally funded assets. There is a sanctioned homeless encampment next to METRO's properties and subsequently has created more foot traffic around the properties. METRO has had items stolen in the past due to easy access. METRO needs to secure the buses and fueling station, especially now that it is transitioning to hydrogen. Director Downing asked if this could affect insurance. Mr. Rocha responded, "Yes." If something happens on or to the property, METRO will be asked why it didn't do a better job at securing its assets.

There were no public comments.

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR PAGELER

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

REGULAR AGENDA

- 10 PRESENTATION OF EMPLOYEE LONGEVITY AWARD FOR:
(25 YEARS) FRANCISCO CALDERON – BUS OPERATOR
(25 YEARS) ANDRE HARTE – BUS OPERATOR
(25 YEARS) LYNN HERSEY – BUS OPERATOR**

Board Chair Brown thanked all for their years of service at METRO.

There were no public comments.

- 11 RETIREE RESOLUTION OF APPRECIATION FOR:
SANDRA GALINDO – CUSTOMER SERVICE REPRESENTATIVE
ANDRE HARTE – BUS OPERATOR**

Board Chair Brown congratulated both on their retirements and their years of service at METRO.

There were no public comments.

The Board Chair called for a roll call vote.

ACTION: MOTION TO APPROVE THE RETIREE RESOLUTIONS OF APPRECIATION FOR SANDRA GALINDO AND ANDRE HARTE

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR KOENIG

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

- 12 METRO ADVISORY COMMITTEE (MAC) SEMI-ANNUAL ORAL UPDATE**

Veronica Elsea, MAC Chair, provided her semi-annual report. She emphasized that the current members of MAC are active participants and riders of the bus system. They are happy to serve on the committee and report what they hear and see on the routes. She provided an overview of the items MAC had discussed at

the February and April 2024 meetings. On behalf of MAC, she thanked Daniel Zaragoza, Operations Deputy Director, for his service as Interim CEO prior to hiring CEO Aldridge. She welcomed CEO Aldridge to METRO and invited him to the next MAC meeting on August 21, 2024. She reminded the Board that MAC is a resource and really wants to be utilized to provide advice.

There were no public comments.

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

13 PUBLIC HEARING: FINAL ADOPTION OF SANTA CRUZ METRO'S FY25 AND FY26 BUDGET – TO COMMENCE AT 9:00 AM OR AS SOON THEREAFTER AS THE MATTER CAN BE HEARD

Chuck Farmer, Chief Financial Officer, spoke to his presentation and requested the Board of Directors adopt the FY25 and FY26 budget. He focused the discussion on the adjustments that have occurred since the May 17, 2024 meeting.

Discussion followed on:

- Differences between Operations Sustainability Reserve Fund and Cash Flow Reserve Fund and combining them
- California HVIP (Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project)
- Bus purchases – any provision for discounts for delay of delivery
- Cash depletion scenarios

Staff addressed all concerns.

PUBLIC HEARING OPENED AT 9:59 AM.

There were no public comments.

PUBLIC HEARING CLOSED AT 10:00 AM.

ACTION: MOTION TO ADOPT METRO'S FY25 AND FY26 BUDGET AS PRESENTED

MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR KOENIG

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

14 APPROVE: CONSIDER A RESOLUTION CALLING A PUBLIC HEARING ON FRIDAY, AUGUST 23, 2024, DURING THE 9:00 AM REGULAR METRO BOARD MEETING AT THE ADMIN OFFICES, 110 VERNON STREET, SANTA CRUZ, CA REGARDING THE ZERO FARE PROGRAMS

John Urgo, Planning and Development Director, spoke to this item and requested the Board approve the resolution calling a public hearing on August 23, 2024.

Directors expressed concerns about transparency with holding the public hearing in August when UCSC classes are not in session and student input will not be available. Mr. Urgo responded that we could postpone the public hearing to September.

Niko, incoming Student Union Assembly Vice President, encouraged open communication between UCSC and the Board. Director Rotkin recommended he talk to Mr. Urgo for further details.

Another student added that there is an advisory committee for UCSC TAPS (Transportation and Parking Services) and suggested Mr. Urgo do a presentation to the group.

Hearing nothing further, Board Chair Brown requested a roll call vote.

ACTION: MOTION TO APPROVE THE RESOLUTION CALLING FOR A PUBLIC HEARING ON FRIDAY, AUGUST 23, 2024, DURING THE 9:00 AM REGULAR METRO BOARD MEETING AT THE ADMIN OFFICES, 110 VERNON STREET, SANTA CRUZ, CA REGARDING THE ZERO FARE PROGRAMS

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR KOENIG

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

15 CEO ORAL REPORT

Corey Aldridge, CEO/General Manager, reported the following items:

- May 9, 2024 – PVUSD (Pajaro Valley Unified School District) had a newcomer family event where METRO was able to speak to the group and provide materials on riding the bus. Eduardo Bibriesca (Transit Supervisor) and Lorena Calderon (Bus Operator) participated in the event.
- June 12, 2024 –Leadership Santa Cruz County – Class 37 graduated. Participants were Rina Solorio, Assistant Operations Manager; Chris Sullivan, Paratransit Supervisor; and Luis Abundez, Custodial Supervisor.
- June 14, 2024 – CTF (California Transportation Foundation) announced the ORAT campaign was named Public Outreach Program of the Year.
- June 15, 2024 - METRO provided free fares on Route 35 to Big Basin State Park to the Big Basin Art About Event utilizing ORAT wrapped buses. METRO also set up a booth to educate the public on ORAT and Youth Cruz Free.
- June 20, 2024 - New Summer Service Started
 - New Summer Headways on stand
 - New Summer Service Reimagine Brochures now available
 - New River Front Transit Center Brochures now available
 - Contains new Area 4 for Hwy-17 Service
- June 22, 2024 - METRO had a booth at Kids Day in Downtown Santa Cruz where we promoted Youth Cruz Free, ORAT, and summer service changes as part of Reimagine METRO
- METRO partnered with Vibes Magazine again on their summer issue and a copy is included in each Board Member's packet information.
- Latest training class of 21 passed their DMV testing the first time and will be in line service in the next ten days.
- Week of July 8, 2024 - METRO is holding its first Transit Safety Institute training class. Participants include staff and supervisors from METRO, MST, SamTrans and other transit agencies from across the country.

- July 1, 2024 - METRO goes live with Workday Financials and Procurement modules.
- July 4, 2024 – METRO will participate in both the Scotts Valley and Watsonville parades to celebrate the holiday.
- Announced the retirement of Eddie Benson, Fleet Maintenance Manager, who helped modernize METRO’s fleet and developed relationships with our vendors. He wished Mr. Benson the best in his retirement.
- Announced the promotion of Freddy Rocha, Facilities Maintenance Manager, to Deputy Director of Fleet and Facilities.

Director Lind thanked METRO for participating in this year’s 4th of July parade. It’s a nice way to show off our wrapped buses.

Director Dutra also thanked METRO for entering in The Spirit of Watsonville 4th of July parade and invited other Directors to march in the parade.

There were no public comments.

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

16 REVIEW OF ITEM TO BE DISCUSSED IN CLOSED SESSION

Nicole Witt, General Counsel, spoke to this item.

There were no public comments.

SECTION II: RECESSED TO CLOSED SESSION AT 10:15 AM

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (GOVERNMENT CODE § 54956.9) - MARDEN HIETT V. SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, TODD VICTOR PINSKY, AND DOES 1 THROUGH 25 INCLUSIVE – CASE NO. 22CV02700

SECTION III: RECONVENED TO OPEN SESSION AT 10:55 AM

17 REPORT OF CLOSED SESSION

Nicole Witt, General Counsel, stated there was no reportable action.

18 ANNOUNCEMENT OF NEXT MEETING

Board Chair Brown announced the next regular Board meeting will be on Friday, August 23, 2024, at 9:00 AM at the METRO Admin Office, 110 Vernon Street, Santa Cruz.

19 ADJOURNMENT

Board Chair Brown adjourned the meeting at 10:57 AM.

Respectfully submitted,

Donna Bauer
Executive Assistant

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS SPECIAL MEETING MINUTES*
JULY 11, 2024 – 10:00 AM**

A special meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) convened on Thursday, July 11, 2024, as a hybrid meeting.

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

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1 CALLED TO ORDER at 10:01 AM by Board Chair Brown.

2 SAFETY DEBRIEF

Gregory Strecker, Safety, Security & Risk Management Director, provided a debriefing on safety, emphasizing METRO’s response to a fire, earthquake and/or medical emergency and the building’s evacuation routes.

3 ROLL CALL

The following Directors were **present**, representing a quorum:

Director Kristen Brown	City of Capitola
Director Rebecca Downing	County of Santa Cruz
Director Jimmy Dutra* AR 10:02	City of Watsonville
Director Shebreh Kalantari-Johnson	City of Santa Cruz
Director Manu Koenig	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Bruce McPherson**	County of Santa Cruz
Director Scott Newsome	City of Santa Cruz
Director Larry Pageler	County of Santa Cruz
Director Quiroz-Carter	City of Watsonville
Director Mike Rotkin	County of Santa Cruz
Ex-Officio Director Alta Northcutt	Cabrillo College
Ex-Officio Director Edward Reiskin	UC Santa Cruz

*Attended via teleconference from 275 Main Street, Watsonville, CA

**Attended via teleconference from 97 Pasatiempo Drive, Santa Cruz, CA

Corey Aldridge
Julie Sherman

CEO/General Manager
General Counsel

4 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

Having none, Board Chair Brown moved to the next item.

5 APPROVE: CONSIDER AUTHORIZING THE CEO/GM TO EXECUTE AN EXCLUSIVE NEGOTIATING AGREEMENT BETWEEN THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AND MIDPEN HOUSING CORPORATION FOR THE WATSONVILLE TRANSIT CENTER – INFILL TRANSIT ORIENTED DEVELOPMENT PROJECT

John Urgo, Planning and Development Director, spoke to the item and requested the Board of Directors to authorize the CEO/General Manager to execute this agreement between the Santa Cruz Metropolitan Transit District and MidPen Housing Corporation (MidPen) for the Watsonville Transit Center redevelopment project. He explained that this agreement enables MidPen to pursue various feasibility studies, negotiate development agreements, and the funding required to develop the housing portion of this project.

Discussion followed on:

- Securing preferences on affordable housing for the people of Watsonville and Santa Cruz County.
- Requesting MidPen to provide an update on the project, their funding sources, and workforce housing at a future Board meeting.

Mr. Urgo responded that he'd reach out to MidPen and report back to the Board.

There were no public comments.

The Board Chair called for a roll call vote.

ACTION: AUTHORIZE THE CEO/GM TO EXECUTE AN EXCLUSIVE NEGOTIATING AGREEMENT BETWEEN THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AND MIDPEN HOUSING CORPORATION FOR THE WATSONVILLE TRANSIT CENTER – INFILL TRANSIT ORIENTED DEVELOPMENT PROJECT

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR PAGELER

MOTION PASSED WITH 9 AYES (Directors Brown, Downing, Dutra, Koenig, Lind, McPherson, Newsome, Pageler, and Rotkin). Directors Kalantari-Johnson and Quiroz-Carter were absent.

6 ANNOUNCEMENT OF NEXT REGULAR MEETING

Board Chair Brown announced the next regular Board meeting will be on Friday, August 23, 2024, at 9:00 AM at the METRO Admin Office, 110 Vernon Street, Santa Cruz, CA

7 ADJOURNMENT

Board Chair Brown adjourned the meeting at 10:13 AM.

Respectfully submitted,

Donna Bauer
Executive Assistant



DATE: August 23, 2024
TO: Board of Directors
FROM: Rina Solorio Gomez, Assistant Operations Manager, Paratransit Division
SUBJECT: **ACCEPT AND FILE THE METRO PARACRUZ OPERATIONS STATUS REPORT FOR APRIL, MAY, AND JUNE 2024**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the quarterly METRO ParaCruz Operations Status Report for April, May, and June 2024

II. SUMMARY

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

ParaCruz during the months of April, May, and June provided 16,772 rides. On-Time Performance for this period was 94.68%.

Ridership decreased partially due to third party certification eligibility process.

ParaCruz is currently funded for 38 Paratransit Operators; three of these positions are vacant.

III. DISCUSSION/BACKGROUND

- Summary review of monthly operational statistics for ParaCruz.
Comparing the monthly statistics of FY23 to the monthly statistics of FY24:
 - In April, the number of ParaCruz rides decreased by: 1,001
 - In May, the number of ParaCruz rides decreased by: 1,010
 - In June, the number of ParaCruz rides decreased by: 1,223
- Summary review of monthly operational information about ParaCruz for FY24:
 - April number of total ParaCruz rides: 5,969
 - May number of total ParaCruz rides: 5,791
 - June number of total ParaCruz rides: 5,012
- Comparing March 2024 statistics to April 2024, ParaCruz rides decreased by 260.

- Comparing April 2024 statistics to May 2024, ParaCruz rides decreased by 178.
- Comparing May 2024 statistics to June 2024, ParaCruz rides decreased by 779.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

There are no financial considerations for this report.

VI. CHANGES FROM COMMITTEE

N/A

VII. COORDINATION

This staff report has been coordinated with statistics provided by the Finance and Fleet Departments. Our vendor ADAride provided additional data.

VIII. ATTACHMENTS

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

Prepared By: Rina Solorio Gomez, Assistant Operations Manager,
Paratransit Division

IX. APPROVALS

X Rina Solorio Gomez



Rina Solorio Gomez
Assistant Operations Manager, ParaTransit
Signed by: Rina Solorio

X



Corey Aldridge
CEO/ General Manager

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Attachment A

ParaCruz On-time Performance Report for April 2024

	April 2023	April 2024
Total pick ups	6,970	6155
Percent in “ready window” *	98.68%	93.16%
1 to 5 minutes late	.57%	2.68%
6 to 10 minutes late	.32%	1.66%
11 to 15 minutes late	.26%	0.75%
16 to 20 minutes late	.00%	0.78%
21 to 25 minutes late	.04%	0.30%
26 to 30 minutes late	.03%	0.23%
31 to 35 minutes late	.03%	0.16%
36 to 40 minutes late	.03%	0.07%
41 or more minutes late (excessively late/missed trips)	.04%	0.21%
Total beyond “ready window”	1.32%	6.84%

*Target: 90%

On-time Performance

During April, ParaCruz' on time performance increased by 3.78% from last month. Ridership decreased from last month. ParaCruz had seven Operator positions unfilled, 3 trainees: and four Operator out on medical leave. The total number of available working ParaCruz Operators is 21 per weekday, not including Operators on annual leave.

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

During the month of April 2024, ParaCruz received five Customer Service Reports. Three complaints were valid, two were not valid.

Attachment A

ParaCruz On-time Performance Report for May 2024

	May 2023	May 2024
Total pick ups	6,801	6,029
Percent in “ready window”	93.97%	94.14%
1 to 5 minutes late	1.53%	2.54%
6 to 10 minutes late	.122%	1.28%
11 to 15 minutes late	.94%	0.95%
16 to 20 minutes late	.59%	0.32%
21 to 25 minutes late	.46%	0.29%
26 to 30 minutes late	.32%	0.31%
31 to 35 minutes late	.28%	0.09%
36 to 40 minutes late	.18%	0.05%
41 or more minutes late (excessively late/missed trips)	.51%	.07%
Total beyond “ready window”	6.03%	5.86%

*Target: 90%

On-time Performance

During May, ParaCruz' on time performance increased by .98% from last month. May ridership decreased from last month. ParaCruz has six Operator positions unfilled. Four operators in training and five Operator out on medical leave. The total number of available working ParaCruz Operators is 21 per weekday, not including Operators on annual leave.

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

During the month of May 2024, ParaCruz received two compliments and eight Customer Service Reports. Six complaints were valid, and two were not valid.

Attachment A

ParaCruz On-time Performance Report for June 2024

	June 2023	June 2024
Total pick ups	6,235	5012
Percent in “ready window”	96.97%	96.33%
1 to 5 minutes late	1.14%	1.68%
6 to 10 minutes late	.66%	.94%
11 to 15 minutes late	.40%	.43%
16 to 20 minutes late	.32%	.38%
21 to 25 minutes late	.16%	0.18%
26 to 30 minutes late	.11%	0.08%
31 to 35 minutes late	.03%	0.08%
36 to 40 minutes late	.08%	0.02%
41 or more minutes late (excessively late/missed trips)	.13%	0.02%
Total beyond “ready window”	3.03%	3.67%

*Target: 90%

On-time Performance

During June ParaCruz' on time performance increased by 2.19% from last month. June ridership decreased from last month. ParaCruz has six Operator positions unfilled. Three operators in training and four Operators are out on medical leave. The total number of available working ParaCruz Operators is 22 per weekday, not including Operators on annual leave.

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

During the month of June 2024, ParaCruz received one compliment and fourteen Customer Service Reports. Ten were valid and four were not valid.

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Attachment B

Comparative Operating Statistics through April 2024

	April 2023	April 2024	FY 23	FY 24	Performance Averages	Performance Goals
Requested	8,473	6757	83,429	84,372	8,381	
Performed	6,970	6,155	63,683	57,900	5,911	
Cancel	17.39%	11.66%	21.26%	29.42%	27.40%	
No Shows	4.14%	6.23%	3.77%	3.71%	3.78%	Less than 3%
Total miles	44,385	40,059	404,422	403,749	41,345	
Av trip miles	6.64	6.71	6.73	6.68	6.68	
Within ready window	98.68%	93.16%	96.41%	91.20%	91.92%	90.00% or better
Call center volume	5,577	5,683	58,305	58,393	5,805	
Hold times less than 2 minutes	96.79%	94.60%	96.68%	95.49%	95.54%	Greater than 90%
Distinct riders	675	543	1,548	1,345	609	
Most frequent rider	72 rides	47 rides	656 rides	467 rides	70 rides	
Shared rides	36.30%	38.51%	43.16%	42.73%	42.39%	Greater than 60%
Passengers per rev hour	2.05	1.51	2.04	2.19	2.18	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	N/A	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	N/A	
Rides < 10 miles	58.46%	53.56%	63.40%	60.50%	60.77%	
Rides > 10	41.54%	46.44%	36.60%	39.50%	39.23%	
Denied Rides	0	0	0	0	0	Zero
Missed Trips	4	2	74	204	21	
Excessively Long Trips	2	6	15	49	5	
# Trips at Base Fare	4,059	3,541	38,893	38,735	3,919	
# Trips > Base Fare	1,110	1,091	10,692	9,888	986	

Attachment B

Comparative Operating Statistics through May 2024

	May 2023	May 2024	FY 23	FY 24	Performance Averages	Performance Goals
Requested	6,816	6,759	92,264	91,131	8,208	
Performed	5,996	6,029	70,484	64,055	5,827	
Cancel	12.03%	14.32%	21.42%	28.05%	26.68%	
No Shows	3.78%	2.99%	3.90%	3.64%	3.60%	Less than 3%
Total miles	39,269	38,459	451,084	442,208	40,662	
Av trip miles	6.86	6.61	6.74	6.68	6.66	
Within ready window	96.23%	94.14%	96.65%	91.47%	91.93%	90.00% or better
Call center volume	5,700	4,768	64,637	63,161	5,675	
Hold times less than 2 minutes	98.14%	97.17%	96.65%	95.64%	95.60%	Greater than 90%
Distinct riders	625	565	1,639	1,389	597	
Most frequent rider	66 rides	50 rides	744 rides	500 rides	68 rides	
Shared rides	42.99%	33.02%	43.22%	41.85%	41.49%	Greater than 60%
Passengers per rev hour	2.04	1.51	2.05	2.13	2.12	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	N/A	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	N/A	
Rides < 10 miles	61.27%	63.56%	63.29%	60.78%	60.89%	
Rides > 10	38.73%	36.44%	36.71%	39.22%	39.11%	
Denied Rides	0	0	0	0	0	Zero
Missed Trips	14	6	113	207	18	
Excessively Long Trips	1	1	24	50	4	
# Trips Base Fare	2,471	3,645	43,164	42,380	3,867	
# Trips > Base Fare	952	1,059	11,797	10,947	982	

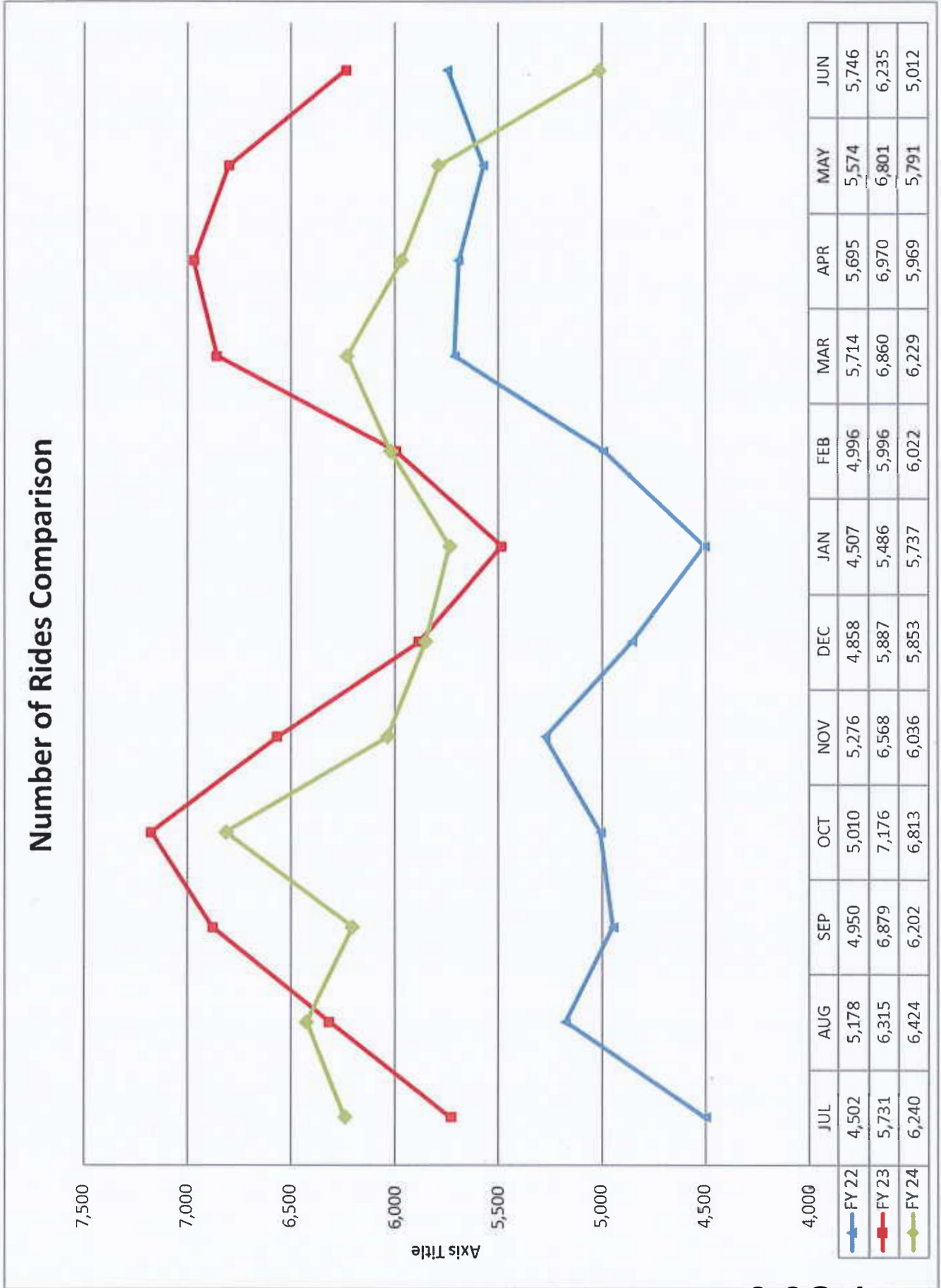
Attachment B

Comparative Operating Statistics through June 2024

	June 2023	June 2024	FY 23	FY 24	Performance Averages	Performance Goals
Requested	7,369	5,864	74,956	96,995	8,083	
Performed	6,235	5,012	56,713	69,067	5,725	
Cancels	15.39%	14.53%	21.69%	26.92%	26.60%	
No Shows	3.12%	3.43%	3.73%	3.62%	3.63%	Less than 3%
Total miles	43,036	38,358	360,037	480,566	40,272	
Av trip miles	6.42	6.43	6.74	6.66	6.66	
Within ready window	96.97%	96.33%	96.16%	91.88%	91.88	90.00% or better
Call center volume	4,933	4,449	52,728	63,161	5,634	
Hold times less than 2 minutes	95.13%	96.25%	96.66%	95.69%	95.69%	Greater than 90%
Distinct riders	661	526	1,457	1,429	585	
Most frequent rider	77 rides	45 rides	539 rides	539 rides	66 rides	
Shared rides	37.52%	50.99%	43.92%	42.61%	42.61%	Greater than 60%
Passengers per rev hour	2.00	1.43	2.04	2.07	2.07%	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	N/A	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	N/A	
Rides < 10 miles	62.13%	65.38%	63.95%	61.16%	61.16%	
Rides > 10	37.87%	34.84%	35.05%	38.84%	38.84%	
Denied Rides	0	0	0	0	0	Zero
Missed Trips	12	2	60	209	17	N/A
Excessively Long Trips	1	0	13	50	4	
# Trips Base Fare	4,081	3,111	34,834	45,491	3,791	
# Trips > Base Fare	837	923	9,852	11,870	989	

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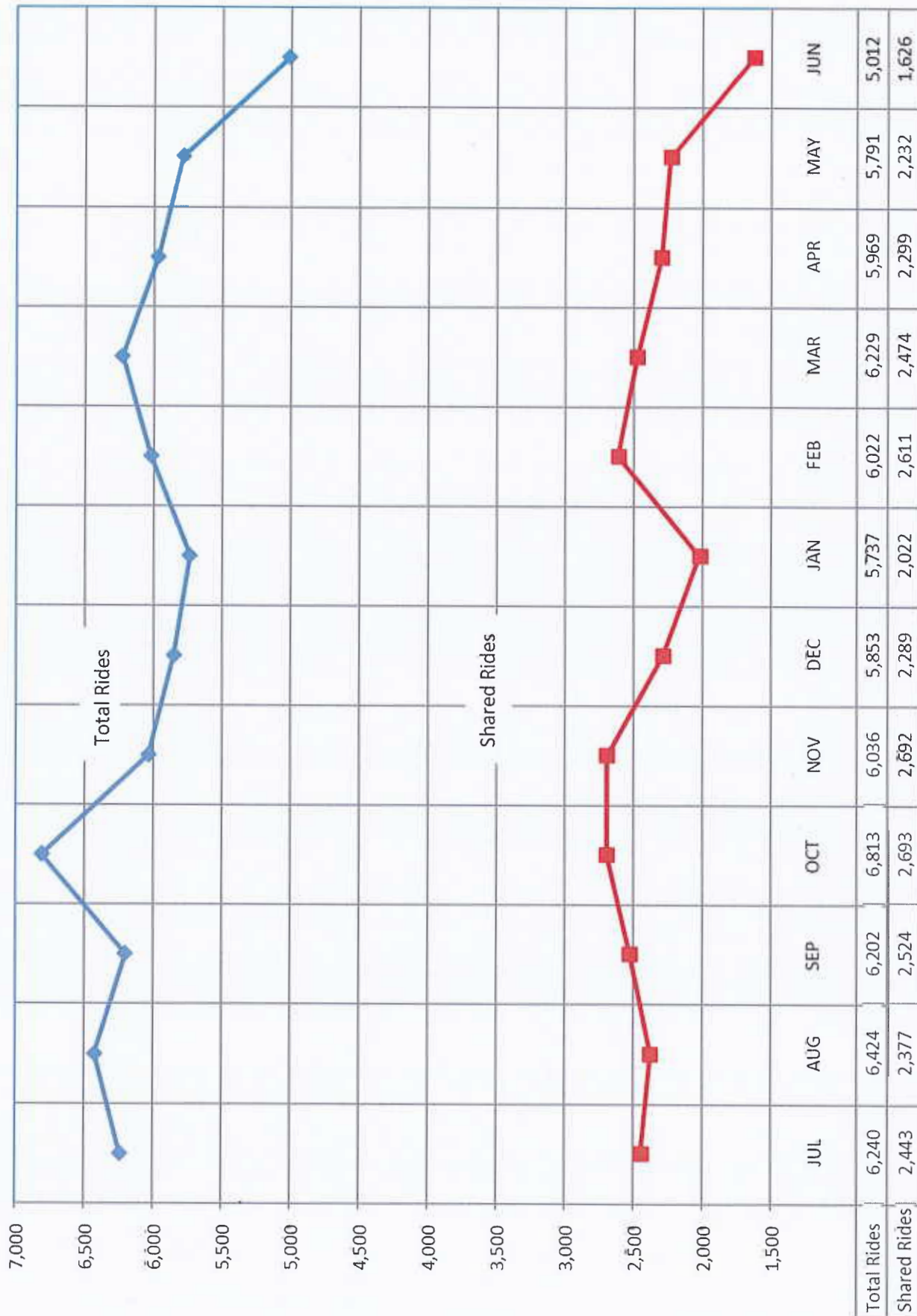
Attachment C



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Attachment D

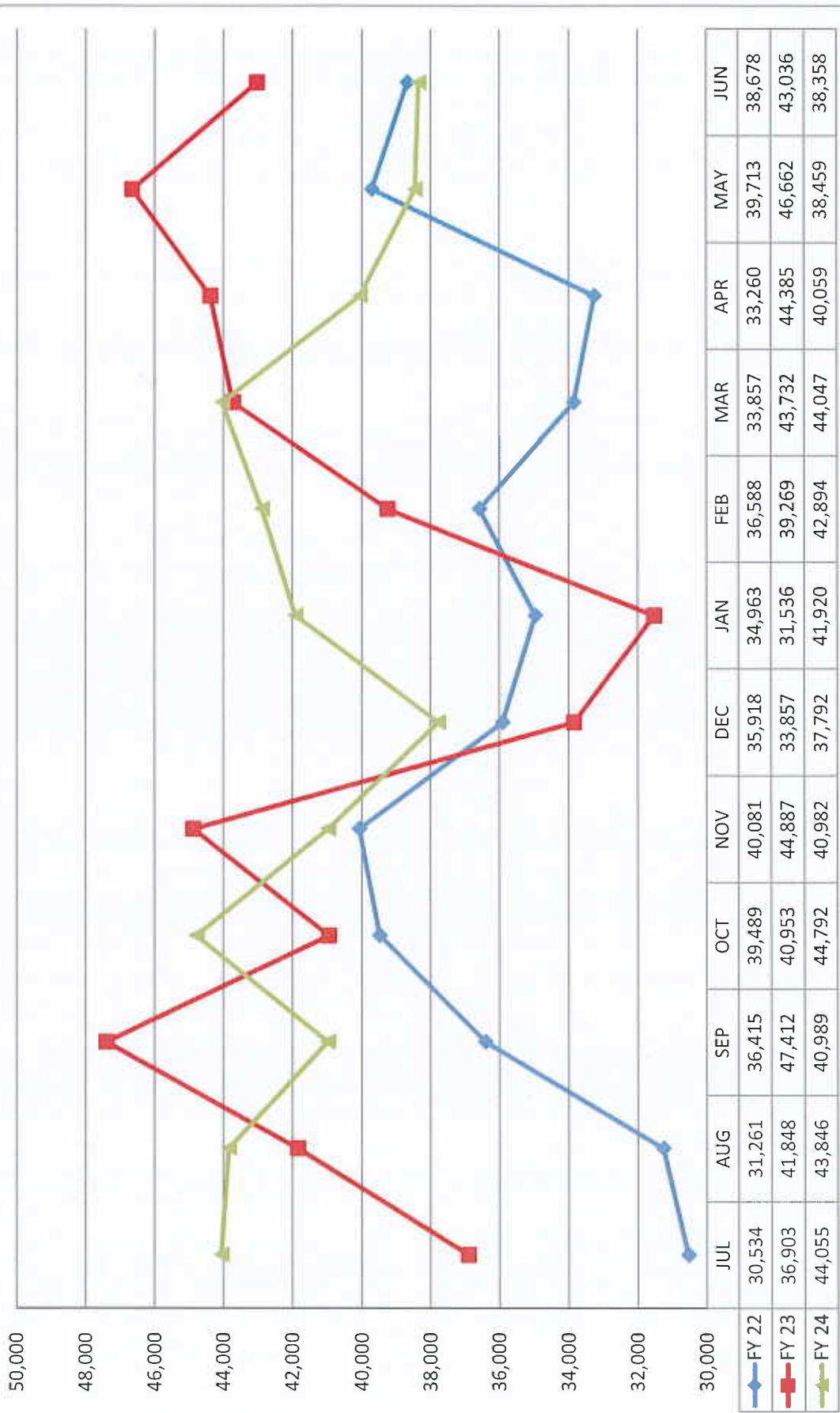
Total Ride vs. Shared Ride Count



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Attachment E

Annual Miles Comparison



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Attachment F

Monthly Assessments

MONTHLY ASSESSMENTS						
	UNRESTRICTED	RESTRICTED CONDITIONAL	RESTRICTED TRIP BY TRIP	TEMPORARY	DENIED	TOTAL
JULY 2023	18	0	0	85	0	103
AUGUST 2023	0	0	0	55	0	55
SEPTEMBER 2023	0	0	0	121	0	121
OCTOBER 2023	0	0	0	75	0	75
NOVEMBER 2023	5	0	0	66	0	71
DECEMBER 2023	13	8	2	0	0	23
JANUARY 2024	49	3	2	8	1	63
FEBRUARY 2024	34	4	1	9	0	48
MARCH 2024	31	5	5	9	1	51
APRIL 2024	32	0	6	8	1	47
MAY 2024	31	0	2	4	0	37
JUNE 2024	20	0	1	12	0	33

Number of Eligible Riders for the month of April 2024 = 3,357

Number of Eligible Riders for the month of May 2024 = 3,281

Number of Eligible Riders for the month of June 2024 = 3,226

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

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

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

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

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DATE: August 23, 2024
TO: Board of Directors
FROM: John Urgo, Planning and Development Director
SUBJECT: ACCEPT AND FILE THE METRO SYSTEM RIDERSHIP REPORTS FOR THE FOURTH QUARTER OF FY24

I. RECOMMENDED ACTION

That the Board of Directors accept and file the METRO system ridership report for the Fourth Quarter of FY24

II. SUMMARY

- FY24 Q4 total ridership increased 7.0% (+67,220) compared to FY23 Q4. However, FY24 Q4 ridership is -27.7% (-393,290) compared to FY19 Q4.
- Local non-student ridership decreased 0.2% (-702) and is -30.5% (-133,319) compared to FY19 Q4.
- Highway 17 (Hwy 17) ridership decreased 10.0% (3,920) and is -51.8% (-38,073) compared to FY19 Q4.
- UCSC ridership increased 6.1% (+32,162) and is -31.0% (-252,062) compared to FY19 Q4.
- Cabrillo College ridership increased 41.1% (+13,044) and is -38.2% (-27,684) compared to FY19 Q4.
- Youth (18 and under) ridership increased 47.4% (+26,636) compared to FY23 Q4.

III. DISCUSSION/BACKGROUND

This report contains ridership summaries and ridership by route for Santa Cruz Metropolitan Transit District (METRO) fixed route bus service for the Fourth quarter (Q4) of FY24, April 1 – June 30, 2024. Quarterly ridership reports keep the Board of Directors (Board) apprised of METRO's ridership statistics and ridership trends:

- Attachment A shows system-wide and college student ridership statistics for Q4 of FY24 and makes year-over-year comparisons with ridership statistics.

- Attachment B shows the average ridership and pass/fare usage per route and system wide.
- Attachment C shows the weekly ridership comparison for Q4 of FY24-23.

Total Fixed Route Ridership

In FY24 Q4, METRO operated 22 Local routes and 1 Commuter route over Highway 17 (Hwy 17). In 2022, METRO set a goal of doubling ridership in five years, to seven million passenger trips by FY27, a level last achieved in the early 2000s. To meet this goal, ridership would need to increase 15 per cent per year on average.

In FY24 Q4, total fixed-route ridership increased 7.0%. Vehicle Revenue Hours (VRH) for total fixed-route service increased 10.4%. There was a 10.0% increase in VRH operated on local routes (91.4% of total fixed-route VRH) and a 15.0% increase in VRH on the Hwy 17.

Total local route ridership increased 7.7%. Average weekday and weekend ridership increased 8.3% (+971 daily boardings) and 5.3% (+346 daily boardings), respectively. The increase in local boardings was assumed by the Student Pass segment of METRO's ridership, which comprises UCSC, Cabrillo, and Youth ridership.

Hwy 17 ridership decreased 10.0%. Average weekday decreased 7.1% (-31 daily boardings) and weekend ridership decreased 17.2% (-74 daily boardings). With the long-term goal of growing Hwy 17 ridership, METRO operated 15.0% more VRH on the Hwy 17 to increase the frequency of service (8.6% of total fixed route VRH).

The Student Pass ridership {UCSC, Cabrillo and Youth}, which comprised 69.3% of local ridership, increased 11.7% (+71,842) in Q4. Youth, Cabrillo, and UCSC ridership grew 47.4% (+26,636), 41.1% (+13,044) and 6.1% (+32,162), respectively. UCSC encompassed 81.4% Student Pass boardings and 56.5 % of all local boardings. While UCSC ridership increased 6.1%, the protests on campus for the last few weeks of UCSC spring quarter and the implementation of remote learning in response likely reduced UCSC transit usage in Q4.

Regular and Discount Passes & Fares

Regular cash usage on total fixed-route service increased 3.7% (+3,827 boardings). Cash usage increased 2.9% on local routes (+2,634 boardings) and 9.6% on Hwy 17 (+1,193 boardings). Regular pass usage increased 4.1% (+5,625). Pass and SplashPass usage increased 5.6% and 20.3%, respectively. Regular Hwy 17 pass and SplashPass use declined 36.6% (-3,429 boardings) and 8.8% (-1,207 boardings), respectively.

Total Discount pass and cash usage decreased 19.0% (-10,856 boardings) and 7.1% (-3,218 boardings), respectively when compared to Q4 of FY23. While there was an overall decrease in Discount pass ridership, there was a 44.7% (+2,259 boardings) and 51.7% (+1,384 boardings) rise in Discount mobile pass usage on local and Hwy 17 route(s), respectively.

Weekly Ridership Growth

UCSC spring quarter began on the first day of Q4 of FY24, and ridership was, on average, 29.8% greater than year-over-year ridership in the same week in FY23. From mid-May to mid-June, average weekly ridership decreased 15.5%, likely in response to disruptions to service and the implementation of remote learning in response to the protests on the UCSC campus. Average weekly ridership increases 12.6% in the latter half of June.

Ridership by Revenue Hour

FY24 Q4 average weekday ridership per vehicle revenue hour (VRH) on all routes was 21.5 riders and weekend ridership per VRH was 17.3 riders. Compared to Q4 of FY23, weekday riders per VRH decreased 0.6% (less than 1 boarding/VRH) and weekend riders per VRH decreased 12.4% (-2 boardings/VRH). The weekday route with the highest average passenger load per VRH was route 19 UCSC via West Gate - Bay with 45.9 riders per VRH. The weekend route with the largest average passenger load was also the route 19 UCSC via West Gate - Bay with an average of 38.4 riders per VRH.

Reimagine METRO Route Performance Comparison

As part of the service redesign, the following routes were introduced or modified in FY24: 1 (replacing the route 71), 2 (replacing the route(s) 69A/W), 18, 19, 55, 71, 72, 73 (replacing the rural portion of the 71), 78, and 79. This was done to assist in METRO's goal of doubling ridership to seven million passenger trips by FY27. The first changes were implemented in December 2023 (the end of FY24 Q2).

In Q4 of FY24, VRH increased on the routes 18 (+63.7%) and 19 (+74.2% VRH), which serve the UCSC and Westside region, as well as the local Watsonville route 79 (+84.6%). The total boardings on the route(s) 18, 19, and 79 increased 19.9%, 35.2%, and 63.7%, respectively. While total boardings increased, boardings per VRH decreased on the route(s) 18 by 15 boardings per VRH (-26.8%). The route 19 decreased by 13 boardings per VRH (-22.4%). The route 79 decreased by 1 boardings per hour (-11.3%).

The route(s) 1, 73, 2, 55, and 72 were modified or introduced as revisions of routes that were discontinued in FY24 Q2. The route(s) 1, 73, and 2 operated as replacement routes for the 71 and 69A/W, which served the Cabrillo & South County region. The route 55, which served Mid-County and Cabrillo College added

service to La Selva beach and the route 72 reduced its coverage in Local Watsonville by roughly 1.8 miles.

The total boardings on the route 1 decreased 7.4% (-9,136 boardings), as compared to the route 71 operated in FY23 Q4. However, the 73, which covered the rural areas of the discontinued 71 and served Aptos High and Cabrillo College had 23,807 boardings in Q4. The combined route 1 and route 73 boardings per VRH increased 20.3% (3 boardings/VRH). Total route 2 boardings increased 15.3% (+15,209 boardings) when compared against the 69A/W in Q4 of FY23. Boardings per VRH on the route 2 increased 91.2% (+13 boardings/VRH). Total boardings and boardings per VRH on the route 55 decreased 2.1% (-99 boardings) and 7.0 % (less than 1 boardings/VRH), respectively. There was a decrease in total boardings -7.3% (-700 boardings) and boardings/VRH -4.9% (less than 1 boarding/VRH) on the route 72, as well.

The route 73, 78, and 90X did not have a corresponding route operating in Q4 of FY23. The 90X was introduced as an Express route between Santa Cruz and Watsonville, operating as a modified version of the old 91X that we last offered in Q2 of FY23. The 78 was introduced to cover the local Watsonville service areas that were no longer served by the 72 as well as to offer service to the new South County Government Center that opened in May. In Q4, the total boardings of the route(s) 73, 90X, and 78 were 23,807, 7,576, and 3,543, respectively.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

Revenue derived from passenger fares and passes was reflected in the FY24 operating budget. There may be a decline in overall cash fares resulting from the Youth Cruz Free program and other Pass Programs. Farebox cash revenue in Q4 of FY24 was 1.7% less (-\$5,720.17) compared to Q4 in FY23.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

There are no alternatives to consider.

VIII. ATTACHMENTS

Attachment A: Quarterly System Ridership Summary for FY24 Q4 April 1 – June 30, 2024

Attachment B: Quarterly Average Ridership by Route Report for FY24 Q4 April 1 – June 30, 2024

Attachment C: Quarterly Ridership by Week for FY24 Q4 April 1 – June 30, 2024

Prepared by: Cayla Hill, Planning Analyst

IX. APPROVALS

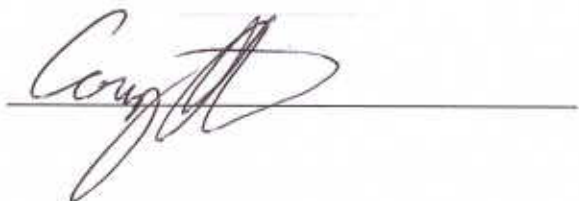
John Urgo
Planning and Development Director



Approved as to fiscal impact:
Chuck Farmer, CFO



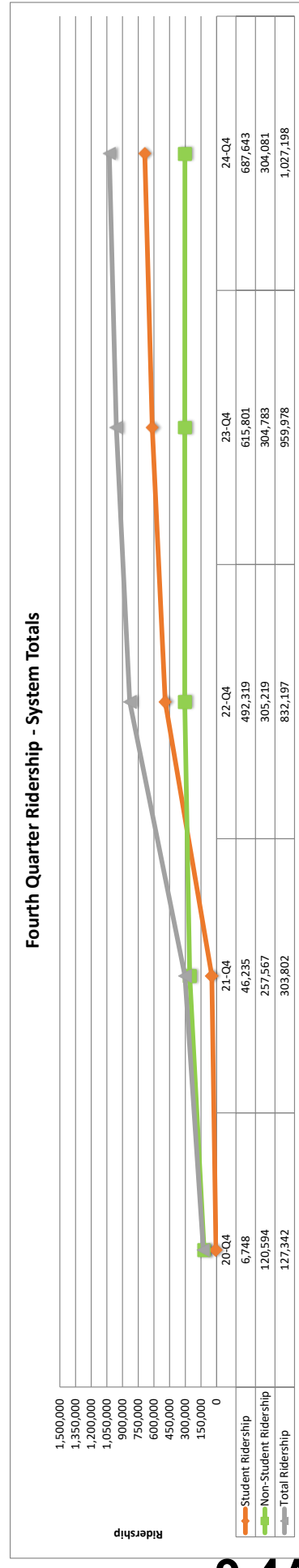
Corey Aldridge, CEO/General Manager



Quarterly System Ridership Summary

FY24 Q4 (April 1 - June 30, 2024)

Calendar Operating Days		Discounted Pass Usage (Senior/Disabled)				Regular Pass Usage			
This Year	Last Year	FY24 Q4	FY23 Q4	Difference	% Change	FY24 Q4	FY23 Q4	Difference	% Change
65	65	37,742	50,824	(13,082)	-25.7%	93,503	88,551	4,952	5.6%
Weekdays									
26	26	159	574	(415)	-72.3%	5,952	9,381	(3,429)	-36.6%
Weekends									
53	53	7,317	5,058	2,259	44.7%	31,512	26,203	5,309	20.3%
UCSC Days of Instruction *									
39	40	1,121	739	382	51.7%	12,448	13,655	(1,207)	-8.8%
Cabrillo Days of Instruction *									
		46,339	57,195	(10,856)	-19.0%	143,415	137,790	5,625	4.1%
		Total Pass Usage				Total Pass Usage			
		Discounted Cash Usage (Senior/Disabled)				Regular Cash Usage			
		FY24 Q4	FY23 Q4	Difference	% Change	FY24 Q4	FY23 Q4	Difference	% Change
		39,642	42,416	(2,774)	-6.5%	94,365	91,731	2,634	2.9%
		2,182	2,626	(444)	-16.9%	13,612	12,419	1,193	9.6%
		41,824	45,042	(3,218)	-7.1%	107,977	104,150	3,827	3.7%
		Total Cash Usage				Total Cash Usage			
		System Totals				Student Pass Program Totals			
		FY24 Q4	FY23 Q4	Difference	% Change	FY24 Q4	FY23 Q4	Difference	% Change
		991,724	920,584	71,140	7.7%	559,970	527,808	32,162	6.1%
		35,474	39,394	(3,920)	-10.0%	44,807	31,763	13,044	41.1%
		1,027,198	959,978	67,220	7.0%	687,643	615,801	71,842	11.7%
		System Total				Student Total			



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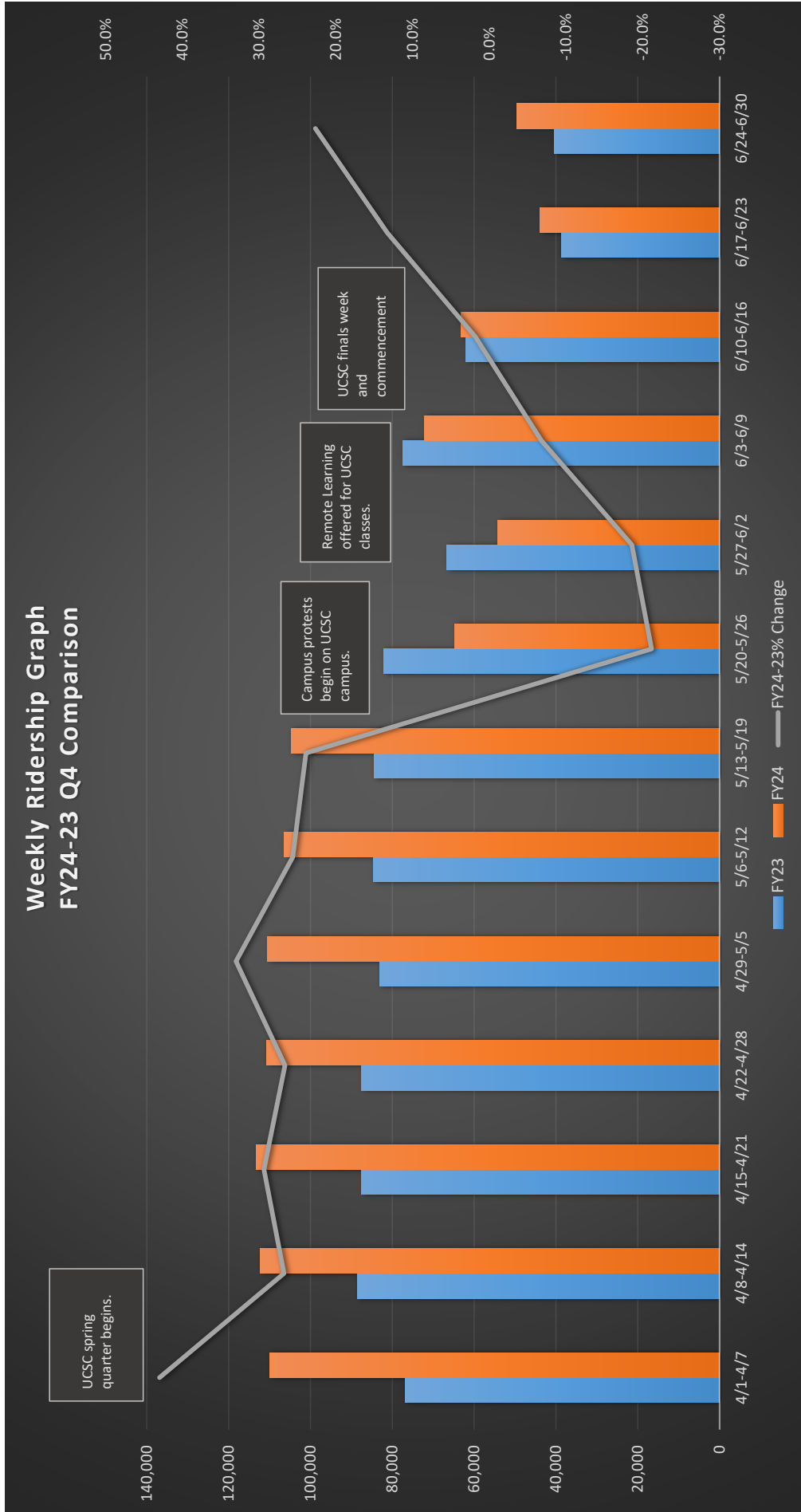
Quarterly Average Ridership by Route Report

Route		April 1 - June 30, 2024		Average Weekday Ridership per VRH					Average Weekend Ridership per VRH				
Route	Corridor	Total Riders	UCSC Riders %	Cabrillo Riders %	Youth Riders %	Discount Fares & Passes %	Regular Fares & Passes %	Total Riders	UCSC Riders %	Cabrillo Riders %	Youth Riders %	Discount Fares & Passes %	Regular Fares & Passes %
UCSC													
3A	UCSC/Capitola Mall/Live Oak via East Cliff	23.8	74.9%	1.4%	5.8%	6.1%	11.8%	23.0	76.0%	1.4%	7.1%	4.9%	10.4%
3B	UCSC/Capitola Mall/Live Oak via 17th/Brommer	23.0	67.0%	1.7%	9.7%	7.3%	14.3%	19.4	70.8%	1.5%	11.0%	7.1%	9.7%
11	UCSC via West Gate - High	7.9	79.8%	0.8%	7.3%	1.1%	11.0%	3.9	63.6%	0.9%	22.1%	2.0%	11.4%
18	UCSC via Main Gate - Mission	41.6	94.0%	0.4%	0.6%	0.7%	4.2%	32.3	94.4%	0.6%	1.3%	0.8%	2.9%
19	UCSC via West Gate - Bay	45.9	93.5%	0.5%	0.8%	0.9%	4.3%	38.4	92.8%	0.5%	1.6%	1.2%	4.0%
20	UCSC via Main Gate - Delaware	35.0	91.0%	0.6%	1.0%	1.6%	5.9%	25.0	91.8%	0.6%	1.6%	1.1%	4.9%
Intercity													
1	Soquel/Cabrillo/Airport	25.7	5.3%	15.8%	18.7%	17.5%	42.8%	16.1	5.7%	6.0%	36.4%	19.1%	32.8%
2	Capitola/Cabrillo/Main	30.9	6.2%	13.9%	20.2%	16.8%	43.0%	20.7	7.3%	6.0%	34.5%	19.7%	32.5%
90X	Express	4.8	6.8%	3.8%	22.4%	13.1%	53.9%	8.0	1.7%	6.0%	25.2%	16.5%	50.6%
Rural													
35	Hwy 9/Scotts Valley	10.6	5.8%	4.4%	32.6%	13.5%	43.7%	8.8	5.5%	4.1%	25.7%	16.5%	48.3%
40	Highway 1 - Davenport	12.2	5.3%	2.2%	66.2%	2.4%	23.9%	4.3	16.3%	7.0%	7.0%	2.3%	67.4%
41	Empire Grade - Bonny Doon	4.9	6.6%	2.3%	43.6%	6.4%	41.1%	1.6	22.2%	2.8%	27.8%	13.9%	33.3%
42	Davenport/Bonny Doon	5.2	15.3%	1.5%	47.5%	7.8%	27.9%	4.1	25.3%	1.6%	20.4%	18.8%	33.9%
73	Soquel/Freedom/Cabrillo	9.3	0.8%	13.9%	41.4%	12.8%	31.0%	9.0	2.5%	8.2%	22.2%	22.0%	45.1%
Local													
4	River/Harvey West/Emeline	6.0	10.3%	2.7%	0.9%	24.4%	61.6%	1.0	0.0%	2.9%	17.6%	14.7%	64.7%
55	Capitola/Rio Del Mar/La Selva	5.7	3.1%	29.8%	18.0%	17.9%	31.3%	5.3	8.8%	9.2%	13.6%	31.0%	37.4%
72	Green Valley - Pinto Lake	9.4	0.6%	7.6%	34.5%	20.1%	37.1%	2.4	0.4%	6.5%	25.0%	22.5%	45.7%
74S	PVHS/Watsonville Hospital	17.2	0.1%	2.1%	89.5%	2.5%	5.8%						
75	Green Valley - Wheelock	11.3	0.5%	4.6%	29.2%	25.8%	39.8%	7.8	0.3%	3.5%	20.1%	33.3%	42.9%
78	Green Valley - Ohlone	3.5	0.4%	7.2%	53.8%	14.7%	23.9%	1.9	0.3%	7.8%	46.2%	13.0%	32.7%
79	East Lake	5.1	1.0%	11.5%	39.3%	14.7%	33.6%	4.2	0.1%	5.4%	25.8%	26.2%	42.5%
Commuter													
Hwy 17	Hwy 17 Express	8.4	-	-	-	6.8%	93.2%	8.2	-	-	-	6.1%	93.9%
		Avg. Ridership per VRH	54.6%	4.8%	10.9%	7.6%	22.1%	17.3	54.1%	2.5%	13.5%	8.8%	21.0%

39 Calendar School Days of Cabrillo
 53 Calendar School Days of UCSC
 33 Calendar School Days of SJSU

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Attachment C



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DATE: August 23, 2024
TO: Board of Directors
FROM: Chuck Farmer, Chief Financial Officer
SUBJECT: **FY25 RENEWAL OF PROPERTY INSURANCE COVERAGE WITH ZURICH AMERICAN INSURANCE COMPANY AND EMPLOYMENT PRACTICES LIABILITY COVERAGE WITH LEXINGTON INSURANCE CO.**

I. RECOMMENDED ACTION

That the Board of Directors authorize the renewal of property insurance coverage with Zurich American Insurance Company and the renewal of employment practices liability coverage with Lexington Insurance Co.

II. SUMMARY

- Santa Cruz Metropolitan Transit District (METRO) maintains property insurance on all its owned facilities and on leased facilities in accordance with lease agreements, as well as on building contents. In addition, METRO maintains employment practices liability (EPL) insurance that protects the District from financial consequences associated with a variety of employment-related lawsuits.
- Staff recommends that the Board of Directors authorize the renewal of property insurance coverage with Zurich American Insurance Company for \$126,861 and the renewal of the employment practices liability (EPL) insurance coverage with Lexington Insurance Co. for \$81,515.

III. DISCUSSION/BACKGROUND

Marsh & McLennan, METRO's insurance broker, has arranged for renewal of property insurance coverage with Zurich American Insurance Company and employment practices liability (EPL) coverage with Lexington Insurance Co.

The property insurance coverage is all risk coverage; excluding earthquake, flood, and motor vehicles licensed for road use, and includes buildings and contents, and other equipment, with a \$10,000 deductible.

The Zurich American Insurance Company is rated A+ XV by A. M. Best. The "A+" is the superior or highest rating on the A.M. Best rating scale, and "XV" refers to financial size category (FSC) and is based on adjusted policyholders' surplus. "XV" translates to two billion or greater.

METRO carries separate policies for flood insurance for the Judy K. Souza Operations Building at 1200 “A” River Street and the Fueling and Service Building at 1200 “B” River Street.

METRO does not carry earthquake insurance.

Staff recommends that the Board of Directors authorize the renewal of property insurance coverage with Zurich American Insurance Company for \$126,861.

The employment practices liability (EPL) insurance coverage protects METRO from financial consequences associated with a variety of employment-related lawsuits; excluding Criminal acts, Fiduciary liability, Asbestos, Bodily Injury or Property Damage; Law Enforcement Activities, Prior Knowledge and Notice, Pollution, and Violations of Worker’s Compensation, Disability Benefits or Unemployment Compensation Law.

The Lexington Insurance Company is rated A, XV by A. M. Best.

Staff recommends that the Board of Directors authorize the renewal of employment practices liability (EPL) with Lexington Insurance for \$81,515.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report pertains to METRO’s Safety First Culture and Financial Stability, Stewardship & Accountability.

V. FINANCIAL CONSIDERATIONS/IMPACT

The following outlines the elements of the above recommendation:

1. AMOUNT OF RECOMMENDATION: \$208,376 (\$126,861 – Property insurance and \$81,515 – EPL insurance). The premiums quoted may be changed slightly before the end the month, subject to final commission adjustments and applicable fees.
2. SOURCE OF FUNDING: FY25 Operating Budget
3. EXPENSE ACCOUNTS TO CHARGE: Ins. Property – 506011; EPL - 506021

VI. CHANGES FROM COMMITTEE

None.

VII. ALTERNATIVES CONSIDERED

- Using an alternate insurance carrier is certainly an option but could negatively affect the cost, coupled with the fact that no other insurance companies bid on the renewal.
- METRO could self-insure, but does not currently have the cash reserves to support such a program.

VIII. ATTACHMENTS

None.

Prepared By: Kristina Mihaylova, Finance Deputy Director

IX. APPROVALS:

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



Corey Aldridge, CEO/General Manager





DATE: August 23, 2024
TO: Board of Directors
FROM: Corey Aldridge, CEO/General Manager
SUBJECT: METRO ADVISORY COMMITTEE (MAC) VACANCIES

I. RECOMMENDED ACTION

- 1) The Board Chair appoint a MAC Ad Hoc Committee of four (4) METRO Board Members.**
- 2) Open a 30-day nomination period beginning September 1, 2024 to solicit and accept Board nominees and citizen applications.**
- 3) Allow the MAC Ad Hoc Committee to convene upon conclusion of the nomination period to review and recommend candidates to the full Board.**

II. SUMMARY

- The METRO Advisory Committee (MAC) is to be comprised of seven members. There are two seats with terms expiring December 31, 2024.
- The MAC Bylaws state, “Annually, the METRO Board Chair shall appoint an Ad Hoc Committee composed of four members of the Board and who shall meet as needed to review the list of Board nominees and other citizen applications and make appointment recommendations to the full Board.”

III. DISCUSSION/BACKGROUND

The MAC Bylaws Section 3.5 states, “When a vacancy is created or a MAC member’s term expires, the METRO Board shall be solicited for nominations.” There are two seats on MAC with terms expiring December 31, 2024.

In an effort to fill these two seats, staff requests the METRO Board Chair appoint a MAC Ad Hoc Committee of four Board members to review Board member nominees and citizen applications.

Staff also requests the METRO Board of Directors open a 30-day nomination period beginning September 1, 2024. Once this nomination period has concluded, the MAC Ad Hoc Committee will meet to review and recommend candidates to the full Board of Directors at their October 25, 2024 meeting.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This request aligns to the following strategic priorities:

Strategic Alliances and Community Outreach

V. FINANCIAL CONSIDERATIONS/IMPACT

None.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

None.

VIII. ATTACHMENTS

Attachment A: MAC Bylaws Adopted January 26, 2018

Prepared by: Elizabeth Rocha, Administrative Specialist

IX. APPROVALS

Corey Aldridge, CEO/General Manager

A handwritten signature in black ink, appearing to read "Corey Aldridge", is written over a horizontal line. The signature is stylized and cursive.

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BYLAWS

Metro Advisory Committee

ADOPTED JANUARY 26, 2018

Attachment A

BYLAWS FOR THE SANTA CRUZ METRO ADVISORY COMMITTEE

Article I GENERAL PROVISIONS

§1.1 Purpose - Bylaws

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

§1.1.1 Purpose – METRO Advisory Committee (MAC)

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

§1.2 Construction of Bylaws

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

§1.2.1 Orderly Administration of MAC Meetings

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

§1.3 Definitions: As used in these Bylaws:

- a. “Chair” means the Chair of the MAC Committee.
- b. “Vice chair” means the Vice Chair of the MAC Committee.

Attachment A

- c. "Staff" means staff members that are assigned to support the MAC Committee by the METRO CEO/General Manager.

Article II DUTIES AND AUTHORITY

§2.1 Duties

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

§2.2 Limitations on Authority

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

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

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

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

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

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Article III MEMBERSHIP

§3.1 Membership

- a. Appointment to the MAC.

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

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

- b. Composition of Membership on MAC.

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

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

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

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

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

§3.2 Members' Terms

- a. The term of membership of each MAC member shall be four years, commencing with the date of appointment by the METRO Board of Directors and terminating on December 31st of the year in which the seat expires. Members may be considered by the Board Ad Hoc Committee for reappointment for additional terms, as approved by the METRO Board of Directors.
- b. Effective January 2018, seat term limits shall follow the following term schedule in order to ensure quorum in future election years as follows:

Seat 1: December 31, 2021

Seat 2: December 31, 2021

Seat 3: December 31, 2021

Seat 4: December 31, 2019

Seat 5: December 31, 2020

Seat 6: December 31, 2020

Seat 7: December 31, 2019

Thereafter, each seat's term will be four years from appointment or re-appointment.

- c. If a seat is vacated prior to the end of its designated term, the newly appointed MAC member shall fill the seat vacated through its designated termination date.

§3.3 Attendance at MAC meetings.

If a member accumulates no less than two consecutive absences from MAC Meetings, without a reasonable excuse, in any rolling twelve-month period, the position shall automatically be declared vacant. In the event of a known absence to an upcoming MAC Meeting, it is expected of the MAC Member(s) that they will contact the Santa Cruz Metropolitan Transit

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District Front Office Administration Staff by telephone as soon as the absence is known, but no later than 12:00PM (noon) on the day of the meeting, and that failure to make said contact will constitute an unexcused absence unless circumstances restrict such contact. The Board of Directors shall then be notified of the vacancy so the Ad Hoc Committee can then meet and recommend to the METRO Board a successor to be appointed to fill the remainder of the vacated MAC member's term.

§3.4 Compensation of MAC members

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

§3.5 Vacancies

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

Article IV OFFICERS

§4.1 Chair and Vice Chair

The MAC shall elect from its membership a Chair and a Vice Chair at the end of the agenda for the last meeting of the calendar year, to serve for a one-year term. In election years when MAC members' terms expire, the Chair and Vice Chair shall be elected at the first meeting after METRO Board appointments and/or reappointments of MAC members have been made, establishing a quorum.

The Chair shall preside at all meetings of the MAC and represent the MAC before the METRO Board of Directors. The Vice Chair shall perform the

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duties of the Chair when the Chair is absent. In the event of a vacancy in the Chair's position, the Vice Chair shall succeed as Chair for the balance of the Chair's term and the MAC shall elect a successor to fill the vacancy in the Vice Chair's position. In the event of a vacancy in the Vice Chair's position, the MAC shall elect a successor from its membership to fill the Vice Chair's position for the remainder of the Vice Chair's term. If the Chair vacates the position prior to the end of his/her one-year appointment, the Vice Chair will be allowed to complete the vacated Chair's term and one full year following the end of the vacated Chair's term.

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

§4.2 Staff Support

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

Article V MEETINGS

§5.1 Regular Meetings

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

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meetings shall be posted in compliance with Article V, Section 5.3 and Article 6, Section 6.4 below.

At the MAC's last meeting of the calendar year it shall establish a calendar of its regular meetings for the following year. In election years when MAC members' terms expire, it shall establish at the MAC's last meeting of the calendar year the first meeting of the following year. The remaining meetings for that calendar year shall be established once METRO Board appointments and/or reappointments have been made, establishing a quorum. MAC's regular meeting schedule shall be posted on the METRO website once adopted by the MAC.

§5.2 Calling and Noticing of Meetings

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

§5.3 Quorum; Vote

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

§5.4 Thirty Minute Rule

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

§5.5 Matters Not Listed On the Agenda Requiring Committee Action

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

§5.6 Time Limits for Speakers

Each member of the public appearing at a MAC meeting shall be limited to three minutes in his or her presentation, unless the Chair, at his or her

Attachment A

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

§5.7 Impertinence; Disturbance of Meeting

Any person making personal, impertinent or indecorous remarks while addressing the MAC may, as the Chair's discretion, have their testimony immediately terminated and may, at the Chair's discretion, be barred from further appearance before the MAC at that meeting, unless permission to continue is granted by an affirmative majority vote of the MAC. The Chair may order any person removed from the MAC meeting who causes a disturbance or interferes with the conduct of the meeting, and the Chair may direct the meeting room cleared when deemed necessary to maintain order.

§5.8 Access to Public Records Distributed at Meetings

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

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

Article VI AGENDAS AND MEETING NOTICES

§6.1 Agenda Format

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

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§6.2 Public Communications

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

§6.3 Agenda Preparation

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

§6.4 Agenda Posting and Delivery

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

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

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Article VII MISCELLANEOUS

§7.1 Adoption and Amendment of Bylaws

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

§7.2 MAC Process

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

Approved by Board of Directors:

September 26, 2003
Revised for 10/24/03
Revised for 12/19/03
Amended/Adopted 12/19/03
Amended/ Adopted 7/23/04
Amended/Adopted 6/23/06
Amended/Adopted 4/27/07
Amended/Adopted 5/25/07
Amended/Adopted 12/16/11
Revised 01/22/16 – Effective 01/01/16
Amended/Adopted 1/26/18

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DATE: August 23, 2024
TO: Board of Directors
FROM: Dawn Crummié, Human Resources Director
SUBJECT: REQUEST TO AUTHORIZE INCREASING MINIMUM STARTING WAGE TO \$21 PER HOUR FOR CUSTODIAL SERVICE WORKER AND VEHICLE SERVICE WORKER I POSITIONS

I. RECOMMENDED ACTION

That the Board of Directors authorize increasing the minimum starting wage to \$21 per hour for Custodial Service Worker and Vehicle Service Worker I positions in the Facilities Department.

II. SUMMARY

- The cost of living has risen substantially, and our current minimum wage has not kept pace with inflation or regional economic conditions. Increasing the minimum wage to \$21 per hour will help ensure that our employees can maintain a decent standard of living.
- Offering a competitive wage is crucial for attracting and retaining talented staff. An increase to \$21 per hour will position us favorably in the labor market, reducing turnover and improving job satisfaction.
- Fair compensation is strongly linked to increased employee engagement and productivity. By investing in our workforce through this wage increase, we expect to see improvements in overall performance and morale.

III. DISCUSSION/BACKGROUND

Our current minimum wage stands at \$19.95 per hour for our Custodial Service Worker position and \$19.73 per hour for our Vehicle Service Worker I position. This wage became effective June 20, 2024, and includes the 4% increase agreed upon during the 2023 labor negotiations between METRO and SEIU. Since then, there have been significant changes in the economic environment, including increased cost of living, inflation, and shifts in labor market dynamics. An analysis of these factors reveals that the existing wage is no longer competitive or sufficient to meet the financial needs of our employees.

Staff is recommending approving the increase in the minimum wage to \$21 per hour for these two positions. This adjustment is not only a strategic move to

enhance our competitive position but also a necessary step to ensure fair and equitable compensation for our dedicated workforce.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This item aligns to the following Strategic Plan Priorities:

- Service Quality and Delivery
- Employee Engagement: Attract, Retain and Develop

V. FINANCIAL CONSIDERATIONS/IMPACT

If the recommendations contained in this report are adopted, the total Labor and Fringe Benefits cost for this position will be \$72K in FY25 and \$77K in FY26 respectively. The Budget Impact reflects changes in all positions in the two series: Custodial and Vehicle Service.

VI. CHANGES FROM COMMITTEE

NA

VII. ALTERNATIVES CONSIDERED

- Doing nothing is an alternative. Staff does not recommend this option. This increase meets the needs of METRO.
- Reject the suggested increase. Staff does not recommend this action. This increase meets the needs of METRO.

VIII. ATTACHMENTS

Attachment A: Custodial Service Worker and Vehicle Service Worker I Wage Scale.

Prepared by: Dawn Crummié, HR Director

IX. APPROVALS

Dawn Crummié, HR Director



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



Corey Aldridge, CEO/General Manager



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Attachment A

FY24: 5% wage increase, effective June 22, 2023/Adopted by the Board as of August 11, 2023

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	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	Planning Data Analyst	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	43.25	45.41	47.57
SES	Purchasing Agent	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	42.86	45.00	47.14
SES	Purchasing Assistant	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	39.31	41.28	43.25
SES	Revenue Account Coordinator	23.61	24.79	25.97	24.79	26.03	27.27	26.03	27.33	28.63	27.33	28.82	30.07	28.70	30.14	31.58	30.14	31.65	33.16
SES	Revenue Collection Clerk	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	27.11	28.47	29.83
SES	Safety and Training Program Specialist I	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	50.48	53.00	55.52
SES	Safety and Training Program Specialist II	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	56.13	58.94	61.75
SES	Scheduling Analyst	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	43.25	45.41	47.57
SES	Senior Accounting Technician	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	38.01	39.91	41.81
SES	Senior Customer Service Representative	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	34.47	36.19	37.91
SES	Senior Financial Analyst	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	57.58	60.46	63.34
SES	Senior Systems Administrator	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	64.95	68.20	71.45
SES	Senior Transportation Planner	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	58.24	61.15	64.06
SES	Systems Administrator	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	59.03	61.98	64.93
SES	Transportation Planner I	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	43.68	45.86	48.04
SES	Transportation Planner II	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	48.52	50.95	53.38
SEV	Electronic Technician	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	44.89	47.13	49.37
SEV	Lead Mechanic	36.82	38.66	40.50	38.66	40.59	42.52	40.59	42.62	44.65	42.62	44.75	46.88	44.75	46.99	49.23	46.99	49.34	51.69
SEV	Lead Parts and Materials Clerk	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	38.60	40.53	42.46
SEV	Lead Vehicle Service Worker	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	32.33	33.95	35.57
SEV	Mechanic I	27.61	28.99	30.37	28.99	30.44	31.89	30.44	31.96	33.48	31.96	33.56	35.16	33.56	35.24	36.92	35.24	37.00	38.76
SEV	Mechanic II	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	39.15	41.11	43.07
SEV	Mechanic III	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	43.07	45.22	47.37
SEV	Parts and Materials Clerk	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	32.17	33.78	35.39
SEV	Upholsterer I	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	32.33	33.95	35.57
SEV	Upholsterer II	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	35.52	37.30	39.08
SEV	Vehicle Body Repair Mechanic	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	35.52	37.30	39.08
SEV	Vehicle Service Painter	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	29.59	31.07	32.55
SEV	Vehicle Service Worker I	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	24.22	25.43	26.64
SEV	Vehicle Service Worker II	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	27.00	28.35	29.70

12.00%

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	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	43.84	46.03	48.22

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. Adding Accountant III. Position and wage approved on BOD 09.23.2022. Adding Maintenance Trainer. Position and wage approved on BOD 02.24.2023. Adding Payroll Administrator and Payroll Supervisor. Positions and wages approved on BOD 10.27.2023. Adding Marketing Specialist Position and wages approved on BOD 12.15.2023.

Attachment A

FY25: 4% wage increase, effective June 20, 2024/Adopted by the Board as of August 11, 2023

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	22.70	23.84	24.98	23.84	25.03	26.22	25.03	26.28	27.53	26.28	27.59	28.90	27.59	28.97	30.35	28.97	30.42	31.87
SES	Planning Data Analyst	36.50	38.33	40.16	38.32	40.24	42.16	40.24	42.25	44.26	42.25	44.36	46.47	44.36	46.58	48.80	46.58	48.91	51.24
SES	Purchasing Agent	34.93	36.68	38.43	36.68	38.51	40.34	38.51	40.44	42.37	40.44	42.46	44.48	42.46	44.58	46.70	44.58	46.81	49.04
SES	Purchasing Assistant	32.03	33.63	35.23	33.63	35.31	36.99	35.31	37.08	38.85	37.08	38.93	40.78	38.93	40.88	42.83	40.88	42.92	44.96
SES	Revenue Account Coordinator	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
SES	Revenue Collection Clerk	22.09	23.19	24.29	23.19	24.35	25.51	24.35	25.57	26.79	25.57	26.85	28.13	26.85	28.19	29.53	28.19	29.60	31.01
SES	Safety and Training Program Specialist I	41.13	43.19	45.25	43.19	45.35	47.51	45.35	47.62	49.89	47.62	50.00	52.38	50.00	52.50	55.00	52.50	55.13	57.76
SES	Safety and Training Program Specialist II	45.74	48.03	50.32	48.03	50.43	52.83	50.43	52.95	55.47	52.95	55.60	58.25	55.60	58.38	61.16	58.38	61.30	64.22
SES	Scheduling Analyst	35.25	37.01	38.77	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48
SES	Senior Accounting Technician	30.98	32.53	34.08	32.53	34.16	35.79	34.16	35.87	37.58	35.87	37.66	39.45	37.66	39.54	41.42	39.54	41.52	43.50
SES	Senior Customer Service Representative	28.09	29.49	30.89	29.49	30.96	32.43	30.96	32.51	34.06	32.51	34.14	35.77	34.14	35.85	37.56	35.85	37.64	39.43
SES	Senior Financial Analyst	46.91	49.26	51.61	49.26	51.72	54.18	51.72	54.31	56.90	54.31	57.03	59.75	57.03	59.88	62.73	59.88	62.87	65.86
SES	Senior Systems Administrator	52.93	55.58	58.23	55.58	58.36	61.14	58.36	61.28	64.20	61.28	64.34	67.40	64.34	67.56	70.78	67.56	70.94	74.32
SES	Senior Transportation Planner	47.46	49.83	52.20	49.83	52.32	54.81	52.32	54.94	57.56	54.94	57.69	60.44	57.69	60.57	63.45	60.57	63.60	66.63
SES	Systems Administrator	48.10	50.51	52.92	50.51	53.04	55.57	53.04	55.69	58.34	55.69	58.47	61.25	58.47	61.39	64.31	61.39	64.46	67.53
SES	Transportation Planner I	35.59	37.37	39.15	37.37	39.24	41.11	39.24	41.20	43.16	41.20	43.26	45.32	43.26	45.42	47.58	45.42	47.69	49.96
SES	Transportation Planner II	39.53	41.51	43.49	41.51	43.59	45.67	43.59	45.77	47.95	45.77	48.06	50.35	48.06	50.46	52.86	50.46	52.98	55.50
SEV	Electronic Technician	36.57	38.40	40.23	38.40	40.32	42.24	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	49.01	51.34
SEV	Lead Mechanic	39.44	41.41	43.38	41.41	43.48	45.55	43.48	45.65	47.82	45.65	47.93	50.21	47.93	50.33	52.73	50.33	52.85	55.37
SEV	Lead Parts and Materials Clerk	31.45	33.02	34.59	33.02	34.67	36.32	34.67	36.40	38.13	36.40	38.22	40.04	38.22	40.13	42.04	40.13	42.14	44.15
SEV	Lead Vehicle Service Worker	28.02	29.42	30.82	29.42	30.89	32.36	30.89	32.43	33.97	32.43	34.05	35.67	34.05	35.75	37.45	35.75	37.54	39.33
SEV	Mechanic I	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.53
SEV	Mechanic II	32.87	34.51	36.15	34.51	36.24	37.97	36.24	38.05	39.86	38.05	39.95	41.85	39.95	41.95	43.95	41.95	44.05	46.15
SEV	Mechanic III	36.16	37.97	39.78	37.97	39.87	41.77	39.87	41.86	43.85	41.86	43.95	46.04	43.95	46.15	48.35	46.15	48.46	50.77
SEV	Parts and Materials Clerk	26.22	27.53	28.84	27.53	28.91	30.29	28.91	30.36	31.81	30.36	31.88	33.40	31.88	33.47	35.06	33.47	35.14	36.81
SEV	Upholsterer I	26.33	27.65	28.97	27.65	29.03	30.41	29.03	30.48	31.93	30.48	32.00	33.52	32.00	33.60	35.20	33.60	35.28	36.96
SEV	Upholsterer II	28.95	30.40	31.85	30.40	31.92	33.44	31.92	33.52	35.12	33.52	35.20	36.88	35.20	36.96	38.72	36.96	38.81	40.66
SEV	Vehicle Body Repair Mechanic	28.95	30.40	31.85	30.40	31.92	33.44	31.92	33.52	35.12	33.52	35.20	36.88	35.20	36.96	38.72	36.96	38.81	40.66
SEV	Vehicle Service Detailer	25.67	26.95	28.23	26.95	28.30	29.65	28.30	29.72	31.14	29.72	31.21	32.70	31.21	32.77	34.33	32.77	34.41	36.05
SEV	Vehicle Service Worker I	21.00	22.05	23.10	22.05	23.15	24.25	23.15	24.31	25.47	24.31	25.53	26.75	25.53	26.81	28.09	26.81	28.15	29.49
SEV	Vehicle Service Worker II	23.33	24.50	25.67	24.50	25.73	26.96	25.73	27.02	28.31	27.02	28.37	29.72	28.37	29.79	31.21	29.79	31.28	32.77

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	37.00	38.85	40.70	38.85	40.79	42.73	40.79	42.83	44.87	42.83	44.97	47.11	44.97	47.22	49.47	47.22	49.58	51.94

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. Adding Accountant III. Position and wage approved on BOD 09.23.2022. Adding Maintenance Trainer. Position and wage approved on BOD 02.24.2023. Adding Payroll Administrator and Payroll Supervisor. Positions and wages approved on BOD 10.27.2023. Adding Marketing Specialist Position and wages approved on BOD 12.15.2023. Updated wages scales for the Custodial, Facilities Maintenance, Vehicle Service and Planning Data Analyst Series to be approved on BOD 08.23.2024.

Attachment A

FY26: 4% wage increase, effective June 19, 2025/Adopted by the Board as of August 11, 2023

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	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	30.14	31.65	33.16
SES	Planning Data Analyst	37.96	39.86	41.76	39.86	41.85	43.84	41.85	43.94	46.03	43.94	46.14	48.34	46.14	48.45	50.76	48.45	50.87	53.29
SES	Purchasing Agent	36.33	38.15	39.97	38.15	40.06	41.97	40.06	42.06	44.06	42.06	44.16	46.26	44.16	46.37	48.58	46.37	48.69	51.01
SES	Purchasing Assistant	33.31	34.98	36.65	34.98	36.73	38.48	36.73	38.57	40.41	38.57	40.50	42.43	40.50	42.53	44.56	42.53	44.66	46.79
SES	Revenue Account Coordinator	25.53	26.81	28.09	26.81	28.15	29.49	28.15	29.56	30.97	29.56	31.04	32.52	31.04	32.59	34.14	32.59	34.22	35.85
SES	Revenue Collection Clerk	22.97	24.12	25.27	24.12	25.33	26.54	25.33	26.60	27.87	26.60	27.93	29.26	27.93	29.33	30.73	29.33	30.80	32.27
SES	Safety and Training Program Specialist I	42.78	44.92	47.06	44.92	47.17	49.42	47.17	49.53	51.89	49.53	52.01	54.49	52.01	54.61	57.21	54.61	57.34	60.07
SES	Safety and Training Program Specialist II	47.57	49.95	52.33	49.95	52.45	54.95	52.45	55.07	57.69	55.07	57.82	60.57	57.82	60.71	63.60	60.71	63.75	66.79
SES	Scheduling Analyst	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	Senior Accounting Technician	32.22	33.83	35.44	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
SES	Senior Customer Service Representative	29.21	30.67	32.13	30.67	32.20	33.73	32.20	33.81	35.42	33.81	35.50	37.19	35.50	37.28	39.06	37.28	39.14	41.00
SES	Senior Financial Analyst	48.79	51.23	53.67	51.23	53.79	56.35	53.79	56.48	59.17	56.48	59.30	62.12	59.30	62.27	65.24	62.27	65.38	68.49
SES	Senior Systems Administrator	55.05	57.80	60.55	57.80	60.69	63.58	60.69	63.72	66.75	63.72	66.91	70.10	66.91	70.26	73.61	70.26	73.77	77.28
SES	Senior Transportation Planner	49.36	51.83	54.30	51.83	54.42	57.01	54.42	57.14	59.86	57.14	60.00	62.86	60.00	63.00	66.00	63.00	66.15	69.30
SES	Systems Administrator	50.02	52.52	55.02	52.52	55.15	57.78	55.15	57.91	60.67	57.91	60.81	63.71	60.81	63.85	66.89	63.85	67.04	70.23
SES	Transportation Planner I	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48	47.23	49.59	51.95
SES	Transportation Planner II	41.11	43.17	45.23	43.17	45.33	47.49	45.33	47.60	49.87	47.60	49.98	52.36	49.98	52.48	54.98	52.48	55.10	57.72
SEV	Electronic Technician	38.03	39.93	41.83	39.93	41.93	43.93	41.93	44.03	46.13	44.03	46.23	48.43	46.23	48.54	50.85	48.54	50.97	53.40
SEV	Lead Mechanic	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	52.34	54.96	57.58
SEV	Lead Parts and Materials Clerk	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	Lead Vehicle Service Worker	29.14	30.60	32.06	30.60	32.13	33.66	32.13	33.74	35.35	33.74	35.43	37.12	35.43	37.20	38.97	37.20	39.06	40.92
SEV	Mechanic I	30.76	32.30	33.84	32.30	33.92	35.54	33.92	35.62	37.32	35.62	37.40	39.18	37.40	39.27	41.14	39.27	41.23	43.19
SEV	Mechanic II	34.18	35.89	37.60	35.89	37.68	39.47	37.68	39.56	41.44	39.56	41.54	43.52	41.54	43.62	45.70	43.62	45.80	47.98
SEV	Mechanic III	37.61	39.49	41.37	39.49	41.46	43.43	41.46	43.53	45.60	43.53	45.71	47.89	45.71	48.00	50.29	48.00	50.40	52.80
SEV	Parts and Materials Clerk	27.27	28.63	29.99	28.63	30.06	31.49	30.06	31.56	33.06	31.56	33.14	34.72	33.14	34.80	36.46	34.80	36.54	38.28
SEV	Upholsterer I	27.38	28.75	30.12	28.75	30.19	31.63	30.19	31.70	33.21	31.70	33.29	34.88	33.29	34.95	36.61	34.95	36.70	38.45
SEV	Upholsterer II	30.11	31.62	33.13	31.62	33.20	34.78	33.20	34.86	36.52	34.86	36.60	38.34	36.60	38.43	40.26	38.43	40.35	42.27
SEV	Vehicle Body Repair Mechanic	30.11	31.62	33.13	31.62	33.20	34.78	33.20	34.86	36.52	34.86	36.60	38.34	36.60	38.43	40.26	38.43	40.35	42.27
SEV	Vehicle Service Detailer	26.70	28.04	29.38	28.04	29.44	30.84	29.44	30.91	32.38	30.91	32.46	34.01	32.46	34.08	35.70	34.08	35.78	37.48
SEV	Vehicle Service Worker I	21.84	22.93	24.02	22.93	24.08	25.23	24.08	25.28	26.48	25.28	26.54	27.80	26.54	27.87	29.20	27.87	29.26	30.65
SEV	Vehicle Service Worker II	24.26	25.47	26.68	25.47	26.74	28.01	26.74	28.08	29.42	28.08	29.48	30.88	29.48	30.95	32.42	30.95	32.50	34.05

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	38.48	40.40	42.32	40.40	42.42	44.44	42.42	44.54	46.66	44.54	46.77	49.00	46.77	49.11	51.45	49.11	51.57	54.03

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. Adding Accountant III. Position and wage approved on BOD 09.23.2022. Adding Maintenance Trainer. Position and wage approved on BOD 02.24.2023. Adding Payroll Administrator and Payroll Supervisor. Positions and wages approved on BOD 10.27.2023. Adding Marketing Specialist Position and wages approved on BOD 12.15.2023. Updated wages scales for the Custodial, Facilities Maintenance, Vehicle Service and Planning Data Analyst Series to be approved on BOD 08.23.2024.



DATE: August 23, 2024
TO: Board of Directors
FROM: Dawn Crummié, Human Resources Director
SUBJECT: REVISED CLASS SPECIFICATIONS AND WAGE SCALES FOR POSITIONS WITHIN FLEET, FACILITIES AND PLANNING

I. RECOMMENDED ACTION

That the Board approve results of classification and compensation study as required by the Service Employees International Union (SEIU) Memorandum of Understanding (MOU)

II. SUMMARY

- On December 20, 2023, Service Employees International Union (SEIU) requested a classification and compensation study for several positions in accordance with article 8.2.3 and article 8.7.1 of the Memorandum of Understanding (MOU).
- METRO contracted with an outside agency, Gallagher (formally Koff & Associates), to conduct a total classification and compensation study.
- HR staff worked with each department head, SEIU and Gallagher to review the classifications submitted by SEIU. METRO and SEIU agree with the findings and recommendations.
- Staff recommends adoption of the attached wage scales and job descriptions.

III. DISCUSSION/BACKGROUND

On December 20, 2023, SEIU exercised its options under two articles within the MOU, Article 8.2.3 and 8.7.1. According to Article 8.2.3, METRO needed to conduct (3) studies on benchmark classifications or (1) group family. According to Article 8.7.1, METRO needed to conduct studies for 3 employees whose class specification was not included in any career ladder and one group in a class. The positions selected by SEIU were the following:

- Facilities Maintenance Series (Facilities Maintenance Worker I, II, Lead and Facilities Maintenance Supervisor)
- Custodial Series (Custodial Service Worker, Lead Custodial Service Worker and Custodial Supervisor)
- Planning Data Analyst

- Schedule Analyst
- Electronic Technician

Incumbents completed the necessary position description questionnaires (PDQ) as part of the initial process. Human Resources staff reviewed and processed the request from SEIU for only the positions that PDQ's were completed.

Human Resources staff worked with Gallagher, to perform a total classification and compensation study. Gallagher presented a Total Compensation Study which reflected the comparison agency salaries and benefits. The ten 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

METRO and SEIU agreed to accept the median of comparators from the total compensation study instead of the previously agreed upon 5% below median. This resulted in an increase for the Facilities Maintenance Series and the Planning Data Analyst.

Staff requests that the Board of Directors approve these recommendations.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This item aligns to the following Strategic Plan Priorities:

- Service Quality and Delivery
- Employee Engagement: Attract, Retain and Develop

V. FINANCIAL CONSIDERATIONS/IMPACT

If the recommendations contained in this report are adopted, the total Labor and Fringe Benefits cost increase for this position will be \$60K in FY25 and \$72K in FY26 respectively. The Budget Impact reflects changes in all positions in the two series: Facilities Maintenance and Planning Data Analyst.

VI. ALTERNATIVES CONSIDERED

- Doing nothing is an alternative. Staff does not recommend this option. This change 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.

VII. ATTACHMENTS

Attachment A:	Facilities Maintenance Worker I Job Description
Attachment B:	Facilities Maintenance Worker II Job Description
Attachment C:	Lead Facilities Maintenance Worker Job Description
Attachment D:	Facilities Maintenance Supervisor Job Description
Attachment E:	Custodial Service Worker Job Description
Attachment F:	Lead Custodial Service Worker Job Description
Attachment G:	Custodial Supervisor Job Description
Attachment H:	Planning Data Analyst Job Description
Attachment I:	Electronic Technician Job Description
Attachment J:	Updated SEIU Wage scales

Prepared by: Dawn Crummié, HR Director
Monik Delfin, HR Deputy Director.

VIII. APPROVALS

Dawn Crummié, HR Director



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



Corey Aldridge, CEO/General Manager





Attachment A

HUMAN RESOURCES DEPARTMENT Santa Cruz METRO

*Class Code: SC100
FLSA Status: Non-exempt*

Facilities Maintenance Worker I Bargaining Unit: SEA

DEFINITION:

Under general supervision, a Facilities Maintenance Worker I performs unskilled, semi-skilled, and some-skilled tasks maintenance, repair, and construction of Santa Cruz METRO facilities and properties; and performs related work as required.

DISTINGUISHING CHARACTERISTICS:

Facilities Maintenance Worker I is the entry/first working level class in the series. An incumbent in this class performs a limited range of unskilled, semi-skilled and some skilled facility maintenance work emphasizing routine plumbing, electrical, landscaping, and general facility upkeep. This class is distinguished from the higher level class of Facilities Maintenance Worker II because an incumbent in the latter class performs a wide variety of semi-skilled and skilled facility maintenance work that includes the maintenance and repair of tools and equipment.

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.

- Performs a limited range of unskilled, semi-skilled and some skilled tasks related to the maintenance and repair of Santa Cruz METRO facilities, properties, and related equipment.
- Removes graffiti from bus stops, benches, signs, and surrounding areas.
- Cuts tree branches, shrubs, remove weeds, and blows and picks up debris.
- Collects trash and performs needed sanitation on bus stops, such as wiping down benches and cleaning up spills; responds to biohazard reports.
- Performs minor plumbing repairs
- Performs minor electrical repairs
- Performs minor repairs on bus stops and shelters such as replacing roofing, cleaning roofs, cleaning rain gutters, tightening or replacing bolts that anchor shelters to concrete pads, and inserting/removing bus stop poles.
- Paints curbs to designate bus loading zones.
- Maintains work vehicle, tools, equipment, supplies, and work areas in proper and clean condition.
- Drives a dump truck to the County landfill and unloads trash.
- Refuels work vehicles.
- Assists with moving and transporting furniture, equipment, and other heavy objects as needed.
- Assists Facilities Maintenance Workers with projects as assigned.
- Operates a variety of manual and power tools and equipment; including cleaning and pressure washing, operates vehicles such as dump trucks, bucket trucks, scissor lifts, and street sweepers.
- Performs related work as required.



Attachment A

HUMAN RESOURCES DEPARTMENT Santa Cruz METRO

EMPLOYMENT STANDARDS:

Knowledge of:

- Basic principles, practices, methods, equipment, materials, and tools used in the maintenance and repair of buildings and facilities.
- Methods and equipment used in grounds keeping operations.
- Occupational hazards of the maintenance trades and appropriate safety equipment and practices.
- Safe work practices.
- The proper operation and maintenance of hand and power tools.
- Methods of maintaining information in digital or hard copy files.
- Time management techniques.
- Basic mathematics including percentages and basic statistics.
- The effective use of modern office equipment, personal computers, and applicable standard business software.

Ability to:

- Follow oral and written instructions.
- Perform routine maintenance, repair, construction and remodeling to facilities, properties, and related equipment.
- Read and interpret blueprints, plans, and technical manuals.
- Use manual and power tools and equipment safely.
- Safely handle hazardous items and materials in accordance with established procedures.
- Make quick decisions in an emergency.
- Maintain records and input data into a database.
- Adhere to established work schedules and timelines.
- Perform duties using good judgment and discretion.
- Effectively balance multiple assignments simultaneously.
- Utilize standard office equipment and computer software and learn to use specialized Santa Cruz METRO software if assigned.
- 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:

One (1) year of experience performing building repair and maintenance work.

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.



Attachment A

HUMAN RESOURCES DEPARTMENT Santa Cruz METRO

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; walk, stand and sit; 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, crawl, kneel, crouch, and climb. Occasional lifting up to 50 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; solves problems; uses math and mathematical reasoning; performs detailed work; deals with multiple concurrent tasks; and interacts with others encountered during work.

Work Environment:

The employee works in a shop environment where the noise level is usually noisy. The employee may work outdoors in varied weather conditions with potential exposure to fumes, dust, grease, air contaminants, hazardous materials and chemicals. Work requires heavy physical labor and working in confined spaces.

OTHER CONDITIONS OF EMPLOYMENT:

- Must pass requisite background check.
- May occasionally work extended hours or hours outside of regular schedule.
- This position requires the use of personal protective equipment (PPE) based on the tasks assigned; safety shoes are required at all times.

*Adopted:	12-11-18
*BOD Approved:	08-23-19
*Revised:	08-23-24
*Job Family:	Facilities
*Job Series:	Facilities Maintenance
*Job Series Level:	Entry/First working
*Confidential:	No

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Attachment B

HUMAN RESOURCES DEPARTMENT Santa Cruz METRO

*Class Code: SC101
FLSA Status: Non-Exempt*

Facilities Maintenance Worker II Bargaining Unit: SEA

DEFINITION:

Under general supervision, a Facility Maintenance Worker II performs semi-skilled and skilled tasks related to the maintenance, repair, and construction of Santa Cruz METRO facilities, properties, and related equipment; and performs other duties as assigned.

DISTINGUISHING CHARACTERISTICS:

Facilities Maintenance Worker II is the journey-level class in the series. An incumbent in this class performs a wide variety of semi-skilled and skilled facility maintenance work that includes the maintenance and repair of tools and equipment. This class is distinguished from the lower level class of Facilities Maintenance Worker I because an incumbent in the latter class performs unskilled and semi-skilled facilities maintenance work that is routine, both in terms of scope and the facilities involved. This class is also distinguished from the higher level class of Lead Facilities Maintenance Worker because an incumbent in the latter class serves as a lead worker and also performs and coordinates more difficult maintenance and repair projects.

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.

- Performs a wide variety of semi-skilled and skilled tasks related to the maintenance, repair, construction and remodeling of Santa Cruz METRO facilities, properties, and related equipment.
- Inspects facilities and related equipment for needed repairs including lighting, electrical, plumbing, roofing, HVAC and mechanical systems; inspects walls, windows, locks, and doors; tests and checks landscaping and irrigation systems.
- Determines materials and time needed to conduct needed maintenance or repairs; purchases or requisitions needed materials and equipment to perform work; meets with vendors or contractors as necessary to review project activities.
- Performs maintenance, repair, construction or remodeling work utilizing carpentry, plumbing, electrical, painting, door/window, locksmith, alarm, roofing, and related trade skills.
- Maintains and repairs washers, lifts, cranes, water and air systems, pumping systems, dispensing systems and other equipment.
- Monitors and maintains secondary storage systems including above-ground waste storage and hazardous materials storage; pumps out waste collection systems; collects storm water runoff samples for hazardous testing.
- Assists in offloading cryogenic and diesel fuels from trucks to Santa Cruz METRO fueling facilities by receiving fuels, coordinating and working with various vendors, completing inspections and reporting issues, and monitoring fuel levels, emergency alarm systems, and sensors during offloading process; monitors fuel station; implements emergency procedures for spill recovery as required.
- Performs landscaping and hardscaping repair and maintenance; installs concrete; paints buildings; repairs benches.



Attachment B

HUMAN RESOURCES DEPARTMENT Santa Cruz METRO

- Operates a variety of manual and power tools and equipment including hand, bench and table, welding, cleaning and pressure washing, and landscaping tools; operates vehicles such as dump trucks, bucket trucks, scissor lifts, and street sweepers.
- Prepares time and materials estimates for assigned projects.
- Provides needed information and demonstrations concerning how to perform certain work tasks to new employees in the same or similar class of positions.
- Performs data entry to update and maintain information in digital files; may maintain spreadsheets and other documents to track information.
- Operates standard office equipment including a computer, typewriter, photocopy machine, and fax machine; utilizes computer software in performing job tasks.
- Drives a Santa Cruz METRO vehicle to perform assignments.
- Performs related work as required.

EMPLOYMENT STANDARDS:

Knowledge of:

- Principles, practices, methods, equipment, materials, and tools used in the maintenance and repair of buildings and facilities, including carpentry, plumbing, painting, concreting, masonry, HVAC, welding, mechanical and electrical work.
- Uniform Building and Electrical codes.
- Operation and maintenance of internal combustion engines and hydraulic equipment
- Occupational hazards of the maintenance trades and appropriate safety equipment and practices.
- Methods and equipment used in grounds keeping operations.
- Safe operation and maintenance of hand and power tools.
- Methods of maintaining information in digital or hard copy files.
- Methods of researching, gathering, organizing and reporting data.
- Methods of prioritizing, planning and organizing work.
- Time management techniques.
- Customer service techniques.
- Basic mathematics including fractions.
- Communicate clearly and effectively in oral and written Form.
- The effective use of modern office equipment, personal computers, and applicable standard business software.

Ability to:

- Perform a wide variety of maintenance, repair, construction and remodeling to facilities, properties, buildings, and related equipment.
- Read and interpret building and mechanical codes, blueprints, plans, and technical manuals.
- Diagnose and troubleshoot equipment problems.
- Estimate costs and determine materials and equipment needed to make building and equipment repairs.
- Use manual and power tools and equipment safely.
- Make quick decisions in an emergency.
- Ensure the safe handling of hazardous items and materials.
- Maintain records and control systems with accuracy and attention to detail.



Attachment B

HUMAN RESOURCES DEPARTMENT Santa Cruz METRO

- Input data into a database.
- Adhere to established work schedules and timelines.
- Work independently using good judgment and discretion.
- Effectively balance multiple assignments simultaneously.
- Utilize standard office equipment and computer software and learn to use specialized Santa Cruz METRO software if assigned.
- Communicate clearly and effectively, both orally and in writing.
- 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:

Four (4) years of experience equivalent to a Facilities Maintenance Worker I.

OR

One (1) year of journey-level experience in one of the following building trades: carpentry, electrical, plumbing, welding, or painting. (Note: journey-level status typically requires four (4) years of formal training or apprenticeship).

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; walk, stand and sit; 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, crawl, kneel, crouch, and climb. Occasional lifting up to 50 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; solves problems; uses math and mathematical



Attachment B

HUMAN RESOURCES DEPARTMENT Santa Cruz METRO

reasoning; performs detailed work; deals with multiple concurrent tasks; and interacts with others encountered during work.

Work Environment:

The employee works in a shop environment where the noise level is usually noisy. The employee may work outdoors in varied weather conditions with potential exposure to fumes, dust, grease, air contaminants, hazardous materials and chemicals. Work requires heavy physical labor and working in confined spaces.

OTHER CONDITIONS OF EMPLOYMENT:

- Must pass requisite background check.
- May occasionally work extended hours or hours outside of regular schedule.
- Required to be able to respond to emergency situations seven days per week, 24 hours per day.
- This position requires the use of personal protective equipment (PPE) based on the tasks assigned; safety shoes are required at all times.

*Adopted:	12-11-18
*BOD Approved:	08-23-19
*Revised:	08-23-24
*Job Family:	Facilities
*Job Series:	Facilities Maintenance
*Job Series Level:	Journey
*Confidential:	No



Attachment C

HUMAN RESOURCES DEPARTMENT Santa Cruz METRO

*Class Code: SC102
FLSA Status: Non-exempt*

Lead Facilities Maintenance Worker Bargaining Unit: SEA

DEFINITION:

Under general supervision, a Lead Facilities Maintenance Worker performs lead work as well as semi-skilled and skilled tasks related to the maintenance, repair, and construction of Santa Cruz METRO facilities, properties, and related equipment; and performs related work as required.

DISTINGUISHING CHARACTERISTICS:

Lead Facilities Maintenance Worker is the advanced-lead level class in the series. An incumbent in this class leads and performs a wide variety of semi-skilled and skilled facility maintenance work that includes the maintenance and repair of tools and equipment. This class is distinguished from the lower level class of Facilities Maintenance Worker II because an incumbent in the latter class performs the full scope of journey-level facilities maintenance duties. This class is also distinguished from the higher level class Facilities Maintenance Supervisor because an incumbent in the latter class supervises the work of subordinate facilities maintenance staff.

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.

- Serves as a lead worker over subordinate staff by prioritizing, assigning, and monitoring work and providing training as needed; may provide input on performance evaluations; maintains employee attendance records.
- Receives and prioritizes work requests and distributes work to staff.
- Leads and performs semi-skilled and skilled work related to the maintenance, repair, construction and remodeling of Santa Cruz METRO facilities, properties, and related equipment.
- Inspects facilities and related equipment for needed repairs including lighting, electrical, plumbing, roofing, HVAC and mechanical systems; inspects walls, windows, locks, and doors; tests and checks landscaping and irrigation systems.
- Determines materials and time needed to conduct needed maintenance or repairs; purchases or requisitions needed materials and equipment to perform work; meets with vendors or contractors as necessary to review project activities.
- Performs maintenance, repair, construction, or remodeling work utilizing carpentry, plumbing, electrical, painting, door/window, locksmith, alarm, roofing, and related trade skills.
- Maintains and repairs washers, lifts, cranes, water and air systems, pumping systems, dispensing systems and other equipment.
- Monitors and maintains secondary storage systems including aboveground waste storage and hazardous materials storage; pumps out waste collection systems; collects storm water runoff samples for hazardous testing.
- Offloads cryogenic and diesel fuel from trucks to Santa Cruz METRO fueling facilities by receiving fuels, coordinating and working with various vendors, completing inspections and reporting issues, and monitoring fuel levels, emergency alarm systems, and sensors during offloading process; monitors fuel station; implements emergency procedures for spill recovery as required.



Attachment C

HUMAN RESOURCES DEPARTMENT Santa Cruz METRO

- Performs landscaping and hardscaping repair and maintenance; installs concrete; paints buildings; repairs benches.
- Operates a variety of manual and power tools and equipment including hand tools, bench and table tools, welding tools and landscaping tools; operates vehicles such as dump trucks, scissor lifts, and street sweepers, truck mounted cranes and forklifts.
- Prepares time and materials estimates for assigned projects.
- Provides needed information and demonstrations concerning how to perform certain work tasks to new employees in the same or similar class of positions.
- Performs data entry to update and maintain information in digital files; may maintain spreadsheets and other documents to track information.
- Operates standard office equipment including a computer, typewriter, photocopy machine, and fax machine; utilizes computer software in performing job tasks.
- Drives a Santa Cruz METRO vehicle to perform assignments.
- Performs related work as required

EMPLOYMENT STANDARDS:

Knowledge of:

- Principles and practices of employee leadership, including ways to motivate staff and maximize productivity.
- Principles, practices, methods, equipment, materials, and tools used in the maintenance and repair of buildings and facilities, including carpentry, plumbing, painting, concreting, masonry, HVAC, welding, mechanical and electrical work.
- Uniform Building and Electrical codes.
- Operation and maintenance of internal combustion engines and hydraulic equipment.
- Occupational hazards of the maintenance trades and appropriate safety equipment and practices.
- Methods and equipment used in grounds keeping operations.
- Safe operation and maintenance of hand and power tools.
- Methods of maintaining information in digital or hard copy files.
- Methods of researching, gathering, organizing and reporting data.
- Methods of prioritizing, planning, and organizing work.
- Time management techniques.
- Customer service techniques.
- Basic mathematics including percentages and basic statistics
- The effective use of modern office equipment, personal computers, and applicable standard business software.

Ability to:

- Serve as a lead worker over subordinate staff.
- Perform a wide variety of maintenance, repair, construction and remodeling to facilities, properties, buildings, and related equipment.
- Read and interpret building and mechanical codes, blueprints, plans, and technical manuals.
- Diagnose and troubleshoot equipment problems.
- Estimate costs and determines the materials and equipment needed to make building and equipment repairs.



Attachment C

HUMAN RESOURCES DEPARTMENT Santa Cruz METRO

- Use manual and power tools and equipment safely.
- Make quick decisions in an emergency.
- Ensure the safe handling of hazardous items and materials.
- Maintain records and control systems with accuracy and attention to detail.
- Input data into a database.
- Adhere to established work schedules and timelines.
- Work independently using good judgment and discretion.
- Effectively balance multiple assignments simultaneously.
- 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 of experience equivalent to a Facilities Maintenance Worker II.

OR

Two (2) years of journey-level experience in one of the following building trades: carpentry, electrical, plumbing, welding, or painting. (Note: journey-level status typically requires four (4) years of formal training or apprenticeship).

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; walk, stand and sit; 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, crawl, kneel, crouch, and climb. Occasional lifting up to 50 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



Attachment C

HUMAN RESOURCES DEPARTMENT Santa Cruz METRO

While performing the duties of this job, an employee uses written and oral communication skills; reads and interprets data, information and documents; solves problems; uses math and mathematical reasoning; performs detailed work; deals with multiple concurrent tasks; and interacts with others encountered during work.

Work Environment:

The employee works in a shop environment where the noise level is usually noisy. The employee may work outdoors in varied weather conditions with potential exposure to fumes, dust, grease, air contaminants, hazardous materials, and chemicals. Work requires heavy physical labor and working in confined spaces.

OTHER CONDITIONS OF EMPLOYMENT:

- Must pass a requisite background check.
- May occasionally work extended hours or hours outside of the regular schedule.
- This position requires the use of personal protective equipment (PPE) based on the tasks assigned; safety shoes are required at all times.

*Adopted:	12-11-18
*BOD Approved:	08-23-19
*Revised:	08-23-24
*Job Family:	Facilities
*Job Series:	Facilities Maintenance
*Job Series Level:	Advanced - Lead
*Confidential:	No



Attachment D

HUMAN RESOURCES DEPARTMENT Santa Cruz METRO

Class Code: OA203
FLSA Status: Non-exempt

Facilities Maintenance Supervisor Bargaining Unit: SEA

DEFINITION:

Under direction, a Facilities Maintenance Supervisor performs supervisory and skilled maintenance work related to the maintenance, repair, and construction of Santa Cruz METRO facilities, properties, buildings, and related equipment. Supervises and evaluates assigned maintenance staff; coordinates and develops safety and training programs for assigned areas. Develops, implements and supervises department record keeping and information systems; and performs related work as required.

DISTINGUISHING CHARACTERISTICS:

Facilities Maintenance Supervisor is the supervisor level class in the series. An incumbent in this class supervises and performs systems maintenance, repair and renovation work for Santa Cruz METRO buildings and facilities to ensure they safe and operational. This class is distinguished from the Lead Facilities Maintenance Worker because an incumbent in the latter class serves as a lead worker over subordinate Facilities Maintenance Workers and may perform the more difficult skilled maintenance tasks.

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.

- Supervises the work of subordinate staff; schedules, assigns, directs, and monitors work; provides staff training; evaluates employee performance; may participate in staff selection; may initiate or have significant input into disciplinary actions.
- Instructs and trains employees regarding improved work techniques and safety measures; recommends employees for training; evaluates training options; determines training required by Federal, State, and local laws and regulations; plans, assists and conducts training as appropriate.
- Plans, organizes and schedules the maintenance, repair, and alteration of Santa Cruz METRO facilities and equipment; estimates the supplies, equipment and hours needed for projects; ensures that staff has the resources necessary to complete their work.
- Ensures that assigned areas comply with Federal, State, and local laws and regulations.
- Assists in the development of department policies, procedures, work standards, rules and budgets; enforces Santa Cruz METRO and department rules, regulations, policies, procedures, and work standards.
- Develops and supervises the maintenance of records including an inventory of supplies needed for facility service and repair; reviews and prioritizes tickets and work orders; solicits and receives quotes from outside vendors to complete jobs.
- Assists in establishing design standards and criteria for projects, including bus stops, facilities, and equipment; reviews project plans for errors and omissions and prepares recommendations; performs cost analyses; administers storage and disposal of surplus fixed assets; monitors building operation costs; collects, records, and utilizes data for project analysis reports.
- Reviews and administers facilities' leases and service contracts; monitors contractor compliance with contracts, specifications and equipment installation.



Attachment D

HUMAN RESOURCES DEPARTMENT Santa Cruz METRO

- Prepares technical studies and reports; obtains and renews required permits related to equipment and building operation.
- Represents the department at meetings; may serve as a liaison to other departments, the public, and outside agencies; reviews, investigates, and responds to complaints regarding mechanical or safety problems.
- Operates field and facility maintenance equipment, tools and vehicles as needed.
- Evaluates transit improvements, including building sites, bus stops, and turnouts.
- Inspects and evaluates work in progress and completed work for compliance with building and safety standards and codes; receive quotes from outside vendors to complete jobs.
- Monitors and records diesel fuel level daily and orders fuel as needed.
- Receives key requests, issues keys and returns keys.
- Offloads cryogenic fuel from truck to fuel storage tanks Receives fuels, coordinates, and work with various vendors, completes inspections and reports issues, and monitors fuel levels, emergency alarm systems, and sensors during offloading process.
- Performs data entry to update and maintain information in computerized files; compiles and prepares data for statistical and accounting reports; may create spreadsheets and other tools to track information.
- May type correspondence and other documents; answers telephones, greet visitors, and provides information to employees and the public.
- Operates standard office equipment including a computer, typewriter, photocopier machine, and fax machine; utilizes computer software in performing job tasks.
- Drives a Santa Cruz METRO vehicle to perform assignments.
- Performs related work as required

EMPLOYMENT STANDARDS:

Knowledge of:

- Principles and practices of employee supervision, including performance evaluation and progressive discipline.
- Policies, procedures, rules, regulations, and labor contracts that affect employees.
- Applicable Federal, State, and local laws regulatory codes, ordinances and procedures relevant to assigned area of responsibility.
- Principles, practices, methods, equipment, materials, and tools used in the maintenance and repair of Santa Cruz METRO buildings and facilities, including carpentry, plumbing, painting, concreting, masonry, HVAC, welding, mechanical and electrical work.
- Uniform Building and Electrical codes.
- Operation and maintenance of internal combustion engines and hydraulic equipment.
- Occupational hazards of the maintenance trades and appropriate safety equipment and practices.
- Methods and equipment used in grounds keeping operations.
- Safe operation and maintenance of hand and power tools.
- Methods of maintaining information in digital or hard copy files.
- Methods of researching, gathering, organizing and reporting data.
- Methods of prioritizing, planning and organizing work.
- Time management techniques.
- Customer service techniques.



Attachment D

HUMAN RESOURCES DEPARTMENT Santa Cruz METRO

- Basic mathematics including fractions, percentages, and basic statistics.
- The effective use of modern office equipment, personal computers, and applicable standard business software.

Ability to:

- Supervise and motivate subordinate staff effectively.
- Provide safety-related and other training to staff and ensure a safe work environment.
- Read and interpret building and mechanical codes, blueprints, plans, and technical manuals.
- Diagnose and troubleshoot equipment problems.
- Estimate costs and determines the materials and equipment needed to make building and equipment repairs.
- Develop, write and implement operational procedures.
- Use manual and power tools and equipment safely.
- Make quick decisions in an emergency.
- Ensure the safe handling of hazardous items and materials.
- Maintain records and control systems with accuracy and attention to detail.
- Input data into a database.
- Adhere to established work schedules and timelines.
- Work independently using good judgment and discretion.
- Effectively balance multiple assignments simultaneously.
- Perform mathematical calculations, including ratios and percentages.
- 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:

Three (3) years of journey-level experience in facilities maintenance or building trade with at least one (1) year in a lead worker capacity is required.

Completion of one (1) year certificate of proficiency from an accredited college in construction technology, business administration, building inspection, energy management, or a related field may be substituted for one (1) year of the required experience.

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.



Attachment D

HUMAN RESOURCES DEPARTMENT Santa Cruz METRO

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 regularly required to sit, walk, climb and stand; talk and hear; use hands to manipulate, handle, feel or operate objects, tools or controls; reach with hands and arms, and perform repetitive movements of hands or wrists. The employee is regularly required to bend and twist at the neck and occasionally reach overhead. Work may require lifting up to 50 pounds unaided. Specific visual abilities required for this job include close vision, distance vision, the ability to see colors and shades, and the ability to perceive depth.

Mental Demands

While performing the duties of this job, an employee uses written and oral communication skills; reads and interprets data, information and documents; solves problems; performs detailed work; deals with multiple concurrent tasks; and interacts with others encountered in the course of work.

Work Environment:

The employee works in a shop environment where the noise level is usually noisy. The employee may work outdoors in varied weather conditions with potential exposure to fumes, dust, grease, air contaminants, hazardous materials and chemicals. Work requires heavy physical labor and working in confined spaces.

OTHER CONDITIONS OF EMPLOYMENT:

- Must pass a requisite background check.
- May occasionally work extended hours or hours outside of the regular schedule.
- Required to be able to respond to emergency situations seven days per week, 24 hours per day.
- This position requires the use of personal protective equipment (PPE) based on the tasks assigned; safety shoes are required at all times.

*Adopted:	12-11-18
*BOD Approved:	08-23-19
*Revised:	08.23.24
*Job Family:	Facilities
*Job Series:	Facilities Maintenance
*Job Series Level:	Supervisor
*Confidential:	No



Attachment E

Santa Cruz METRO

Class Code: SM100
FLSA Status: Non-exempt

Custodial Service Worker **Bargaining Unit: SEA**

DEFINITION:

Under general supervision, a Custodial Service Worker performs janitorial and related tasks at Santa Cruz METRO facilities; keeps facility interiors and exteriors clean and orderly; performs minor building maintenance duties; and performs related work as required.

DISTINGUISHING CHARACTERISTICS:

Custodial Service Worker is the journey level class in the series. An incumbent in this class performs janitorial and routine facility maintenance duties necessary to maintain clean, sanitary, and safe conditions in various Santa Cruz METRO facilities.

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.

- Cleans floors, including sweeping, spot cleaning, dust mopping, and periodic scrubbing, and waxing as needed; operates buffers, carpet cleaners, floor strippers, and steam cleaning equipment as needed.
- Washes walls, ceilings, and partitions, using wall brushes, mops, cloths, and cleaning solutions.
- Wipes, cleans, and dusts furniture, doors and handles, walls, ledges, hard surfaces, handrails, drinking fountains, posts, benches, signs, and coin equipment; cleans and scrubs stairways; disinfects workstations and bus passenger areas.
- Collects and disposes of trash, leaves and/or weeds, and other debris from bus passenger and landscaped areas.
- Empties and disinfects trash receptacles; disposes of waste paper and other discards; empties and cleans recycling containers.
- Cleans restrooms and toilet facilities using cleansers and sanitizing solutions, brushes, cloths, and squeegees; stocks restroom supplies.
- Removes graffiti from and pressure washes various surfaces.
- Cleans interior and exterior windows.
- Sanitizes drinking fountains.
- Posts and removes public informational material.
- Conducts safety checks by observing and checking locked doors, temperature readings for heating and air conditioning, and on/off switches for machines.
- Creates proper dilutions of cleaning solutions.
- Performs routine maintenance on janitorial equipment, tools, and machinery; checks and maintains equipment fuel and oil levels; may make minor repairs as needed.
- May perform minor plumbing, painting, light bulbs, grounds, or related maintenance tasks as assigned.
- May assist with preparations for meetings and events; may perform special cleaning tasks; may set up, move and/or arrange furniture or equipment.



Attachment E

Santa Cruz METRO

- Reports safety, sanitary and fire hazards; addresses immediate hazards appropriately until repairs/corrections can be made.
- Maintains custodial closets and custodial storage areas in a neat and orderly fashion.
- May drive a Santa Cruz METRO vehicle to perform work assignments.
- Performs related work as required

EMPLOYMENT STANDARDS:

Knowledge of:

- Acceptable standards for the cleaning and routine maintenance of public facilities.
- Commercial cleaning practices, supplies, and equipment.
- Basic operation of janitorial equipment such as buffers, carpet cleaners, floor strippers, and other cleaning equipment.
- General safety practices related to janitorial work.
- Basic mathematical skills to create proper dilutions of cleaning products.
- Proper use of cleaning tools, equipment, and supplies, including the use of various chemicals.
- Methods of prioritizing, planning, and organizing complex projects and analytical work.
- Basic time management techniques.
- Basic building and grounds maintenance techniques, including routine plumbing, and painting, and grounds keeping.
- The effective use of modern office equipment, personal computers, and applicable standard business software.

Ability to:

- Understand and follow oral and written directions.
- Perform a wide variety of janitorial and routine facility maintenance duties in an effective and safe manner.
- Safely operate janitorial equipment.
- Safely use chemical cleaning agents.
- Use basic mathematical skills including addition, subtraction, multiplication, division, and fractions.
- Work with moderate independence using good judgment, tact, and discretion.
- Adhere to established work schedules and timelines.
- Interact effectively and courteously with the public.
- 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 of experience performing janitorial and cleaning tasks.



Attachment E

Santa Cruz METRO

LICENSES AND CERTIFICATES:

A valid California Driver 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; walk, stand and sit; use finger dexterity; and talk and hear. Work often requires the repetitive use of both hands to grasp and feel objects. The employee is regularly required to stoop at the waist, kneel, crouch, crawl, and climb. Occasional lifting up to 50 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 basic mathematical skills; solves routine problems; deals with multiple concurrent tasks; and interacts with others encountered during work.

Work Environment:

The employee works in various facilities where there is frequent exposure to moving mechanical parts and is occasional exposure to hot, wet and/or humid conditions, fumes, biological hazards, toxic or caustic chemicals. The noise level is usually moderate. The employee is occasionally exposed to varied weather conditions.

OTHER CONDITIONS OF EMPLOYMENT:

- Must pass requisite background check.
- May occasionally work extended hours or hours outside of regular schedule.
- This position requires the use of personal protective equipment (PPE) based on the tasks assigned; safety shoes are required at all times.

*Adopted:	12-11-18
*BOD Approved:	08-23-19
*Revised:	08-23-24
*Job Family:	Custodial
*Job Series:	Custodial
*Job Series Level:	Journey
*Confidential:	No

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Attachment F

Santa Cruz METRO

Class Code: SM101
FLSA Status: Non-exempt

Lead Custodial Service Worker **Bargaining Unit: SEA**

DEFINITION:

Under general supervision, a Lead Custodial Service Worker performs lead work as well as janitorial and related tasks at Santa Cruz METRO facilities; ensures that facility interiors and exteriors are clean and orderly; performs minor building maintenance duties; and performs related work as required.

DISTINGUISHING CHARACTERISTICS:

Lead Custodial Service Worker is the advanced-lead level class in the series. An incumbent in this class leads and performs janitorial and routine facility maintenance duties necessary to maintain clean, sanitary, and safe conditions in various Santa Cruz METRO facilities. This class is distinguished from the lower-level class of Custodial Service Worker because an incumbent in the latter class performs journey-level custodial duties and does not have formal lead-worker responsibilities. This class is distinguished from the higher-level class of Custodial Supervisor because an incumbent in the latter class supervises the work of subordinate custodial staff and is also responsible for ensuring the availability of materials, supplies, and equipment.

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.

- Serves as a lead worker over subordinate Custodial Service Workers by prioritizing, assigning, and monitoring work and providing training as needed; may provide input on performance evaluations.
- Inspects Santa Cruz METRO facilities to ensure compliance with standards of cleanliness and maintenance and verify appropriate health and safety conditions; inspects equipment and tools to ensure proper maintenance and operating condition; documents inspection findings; advises staff of needed corrections.
- Performs routine inspections of heating and ventilating systems; conducts routine troubleshooting and/or repair of fans, motors, and other facility equipment; may perform routine repairs on janitorial equipment, tools, and machinery; may perform minor plumbing, painting, grounds or related facility maintenance and repairs as needed.
- Identifies maintenance and repair work requiring the assistance of higher-level staff, and reports the situation to the supervisor in a timely manner.
- Responds quickly to reports of safety, sanitary and fire hazards; ensures immediate hazards are addressed appropriately and that repairs/corrections are scheduled/completed.
- Respond to customer complaints if appropriate or refer to a supervisor.
- Places orders and maintains inventory of cleaning and maintenance supplies.
- Coordinates the preparation of facilities for meetings and events as assigned; leads and participates in special cleaning activities as well as setting up, moving and/or arranging furniture or equipment.



Attachment F

Santa Cruz METRO

- Conducts safety checks by checking for locked doors, temperature readings for heating and air conditioning, and on/off switches for machines.
- Ensures safe usage of chemical cleaning materials in compliance with Santa Cruz METRO policies and procedures and in compliance with Cal-OSHA regulations.
- Performs the duties of a Custodial Service Worker as required.
- Operates standard office equipment including a computer, utilizes computer software in performing job tasks.
- Performs related work as required

EMPLOYMENT STANDARDS:

Knowledge of:

- Principles and practices of employee leadership, including ways to motivate staff and maximize productivity.
- Acceptable standards for the cleaning and routine maintenance of public facilities.
- Applicable laws, regulations, policies, procedures, and general safety practices related to janitorial work.
- Standard and specialized equipment, parts, tools, and supplies required for commercial janitorial work.
- Operation of janitorial equipment such as buffers, carpet cleaners, floor strippers, and other cleaning equipment.
- Commercial cleaning practices, supplies, and equipment.
- Proper use of various cleaning chemicals.
- Basic building and grounds maintenance techniques, including routine, painting, and landscaping activities.
- Basic operation and maintenance of heating and ventilating equipment.
- Standard tools, terminology, and practices used in skilled building trades
- Time management techniques.
- Basic mathematical skills to create proper dilutions of cleaning products.
- The effective use of modern office equipment, personal computers, and applicable standard business software.

Ability to:

- Understand and follow oral and written directions.
- Serve as a lead worker over subordinate staff.
- Lead and perform a wide variety of janitorial and routine facility maintenance duties in an effective and safe manner.
- Perform minor mechanical repairs.
- Oversee the safe operation of janitorial equipment.
- Oversee the safe use of chemical cleaning agents.
- Prepare operational reports.
- Work with moderate independence using good judgment, tact, and discretion.
- Adhere to established work schedules and timelines.
- Maintain a calm demeanor in stressful situations.



Attachment F

Santa Cruz METRO

- Interact effectively and courteously with the public and address customer complaints in a sensitive and tactful manner.
- Use basic mathematical skills including addition, subtraction, multiplication, division, and fractions.
- Utilize standard office equipment and computer software and learn to use specialized Santa Cruz METRO software if assigned.
- Drive a Santa Cruz METRO vehicle to perform assignments as required.
- 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:

Three (3) years of progressively responsible experience performing facility cleaning, maintenance, and minor repair activities, including some experience with basic carpentry, painting, electrical, plumbing, heating, or ventilating repair work.

Previous lead worker experience is desirable.

LICENSES AND CERTIFICATES:

A valid California Driver's License will be required at the time of appointment and throughout employment.

Must be able to obtain and maintain a current, valid California Class "C" Driver's License

PHYSICAL AND MENTAL DEMANDS:

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this job, the employee is often required to reach with hands and arms; walk, stand and sit; use finger dexterity; and talk and hear. Work often requires the repetitive use of both hands to grasp and feel objects. The employee is regularly required to stoop at the waist, kneel, crouch, crawl, and climb. Occasional lifting up to 25 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 basic mathematical skills; solves routine problems; deals with multiple concurrent tasks; and interacts with others encountered during work.



Attachment F

Santa Cruz METRO

Work Environment:

The employee works in various facilities where there is frequent exposure to moving mechanical parts and is occasional exposure to hot, wet and/or humid conditions, fumes, toxic or caustic chemicals. The noise level is usually moderate. The employee is occasionally exposed to varied weather conditions.

OTHER CONDITIONS OF EMPLOYMENT:

- Must pass requisite background check.
- May occasionally work extended hours or hours outside of regular schedule
- This position requires the use of personal protective equipment (PPE) based on the tasks assigned; safety shoes are required at all times.

*Adopted: 12-11-18
*BOD Approved: 08-23-19
*Revised: 08-23-24
*Job Family: Custodial
*Job Series: Custodial
*Job Series Level: Advanced – Lead
*Confidential: No



Attachment G

Santa Cruz METRO

Class Code: OA201
FLSA Status: Non-exempt

Custodial Supervisor Bargaining Unit: SEA

DEFINITION:

Under direction, a Custodial Supervisor performs supervisory and related work to ensure the cleanliness and routine maintenance of Santa Cruz METRO facilities. Ensures the training of new employees in proper custodial procedures including the use of manually operated tools, electrically powered machines, cleaning compounds, solvents, and chemicals; oversees the ordering of supplies, inspection of equipment and maintenance of inventory; and performs related work as required.

DISTINGUISHING CHARACTERISTICS:

Custodial Supervisor is the supervisor level class in the series. An incumbent in this class is responsible for supervising the work of custodial staff in the performance of janitorial and routine facility maintenance duties necessary to maintain clean, sanitary, and safe conditions in various Santa Cruz METRO facilities. This class is distinguished from the lower-level class of Senior Custodial Service Worker because an incumbent in the latter class serves as a lead worker over subordinate Custodial Service Workers.

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.

- Supervises the work of subordinate staff; schedules, assigns, directs, and monitors work; provides staff training; evaluates employee performance; may participate in staff selection; may initiate or have significant input into disciplinary actions.
- Enforces department rules and policies regarding employee conduct.
- Ensures that assigned functions meet the needs of the department and comply with established laws, regulations, policies, procedures, and standards; ensures that subordinates' work complies with Cal-OSHA regulations; determines and directs corrective measures as necessary.
- Inspects Santa Cruz METRO facilities to ensure compliance with standards of cleanliness and maintenance and verify appropriate health and safety conditions; inspects equipment and tools to ensure proper maintenance and operating condition; documents inspection findings; advises staff of needed corrections.
- Ensures that facilities are cleaned in time for scheduled meetings or other activities.
- Oversees the acquisition of materials, equipment and supplies and the maintenance of sufficient inventory to meet anticipated needs.
- Communicates with vendors and suppliers; evaluates new custodial supplies and equipment by testing items and recommending the appropriateness of usage.
- Coordinates special custodial projects.
- Develops and revises work forms as needed.
- Prepares administrative records and reports; reviews employee time sheets and monitors employee absences.
- Monitors and oversees budgets for custodial staff and supplies; prepares justifications for staffing changes and other expenditures.



Attachment G

Santa Cruz METRO

- Stays current on commercial janitorial practices and standards; attends conferences, meetings, and training as assigned.
- Responds to emergency conditions as required by the situation; assumes responsibility for the situation until emergency assistance arrives.
- Performs the duties of Custodial Service Workers as required.
- Operates standard office equipment utilizes computer software in performing job tasks.
- Performs related work as required

EMPLOYMENT STANDARDS:

Knowledge of:

- Principles and practices of employee supervision, including performance evaluation and progressive discipline.
- Acceptable standards for the cleaning and routine maintenance of public facilities.
- Applicable laws, regulations, policies, procedures and general safety practices related to janitorial work.
- Standard and specialized equipment, parts, tools and supplies required for commercial janitorial work.
- Operation of janitorial equipment such as buffers, carpet cleaners, floor strippers, and other cleaning equipment.
- Commercial cleaning practices, supplies, and equipment.
- Proper use of various cleaning chemicals.
- Basic building and grounds maintenance techniques, including routine plumbing, painting, electrical and landscaping activities.
- Basic operation and maintenance of heating and ventilating equipment.
- Standard tools, terminology, and practices used in skilled building trades.
- Methods of prioritizing, planning and organizing work.
- Business correspondence, formatting and report writing.
- Methods of maintaining information in digital or hard copy files.
- Time management techniques.
- Communicate clearly and effectively in both oral and written form.
- Intermediate mathematics including percentages, and basic statistics.
- The effective use of modern office equipment, personal computers, and applicable standard business software.

Ability to:

- Supervise and motivate subordinate staff effectively.
- Supervise and perform a wide variety of janitorial and routine facility maintenance duties in an effective and safe manner.
- Interpret, explain, implement and enforce relevant policies, regulations, and requirements.
- Plan and prioritize staffing and required work priorities.
- Ensure the safe operation of janitorial equipment.
- Ensure the safe use of chemical cleaning agents.



Attachment G

Santa Cruz METRO

- Interact effectively and courteously with the public and address customer complaints in a sensitive and tactful manner.
- Prepare a variety of operational reports and maintain work records.
- Work independently using good judgment, tact, and discretion.
- Adhere to established work schedules and timelines.
- Maintain a calm demeanor in stressful situations.
- Utilize standard office equipment and computer software and learn to use specialized Santa Cruz METRO software if assigned.
- Drive a Santa Cruz METRO vehicle to perform assignments as required.
- Communicate effectively, both orally and in writing.
- 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:

Four (4) years of commercial custodial experience. Experience must also have included at least two (2) years of lead worker experience.

Previous supervisory experience is desirable.

LICENSES AND CERTIFICATES:

A valid California Driver's License will be required at the time of appointment and throughout employment.

Must be able to obtain and maintain a current, valid California Class "C" Driver's License

PHYSICAL AND MENTAL DEMANDS:

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this job, the employee is often required to reach with hands and arms; walk, stand and sit; use finger dexterity; and talk and hear. Work often requires the repetitive use of both hands to grasp and feel objects. The employee is regularly required to stoop at the waist, kneel, crouch, crawl and climb. Occasional lifting up to 25 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 basic mathematical skills; solves routine problems; deals with multiple concurrent tasks; and interacts with others encountered during work.

Work Environment:



Attachment G

Santa Cruz METRO

The employee works in various facilities where there is frequent exposure to moving mechanical parts and is occasional exposure to hot, wet and/or humid conditions, fumes, toxic or caustic chemicals. The noise level is usually moderate. The employee is occasionally exposed to varied weather conditions.

OTHER CONDITIONS OF EMPLOYMENT:

- Must pass a requisite background check.
- May occasionally work extended hours or hours outside of regular schedule.
- This position requires the use of personal protective equipment (PPE) based on the tasks assigned; safety shoes are required at all times.

*Adopted: 12-11-18
*BOD Approved: 08-23-19
*Revised: 08-23-24
*Job Family: Custodial
*Job Series: Custodial
*Job Series Level: Supervisor
*Confidential: No

Attachment H

Class Code: P0211
FLSA Status: Non-exempt

Planning Data Analyst Bargaining Unit: SEA

DEFINITION:

Under direction, a Planning Data Analyst performs professional analytical duties related to transportation planning functions and processes; collects, prepares and analyzes service data for the advancement of planning and scheduling projects, Federal and State reporting requirements, budget and performance reporting, and grant applications; communicates and coordinates with the farebox provider to monitor software data collection methods and equipment, new fare media, and new fare tracking methods; tracks the department budget, processes invoices, and handles other administrative duties as needed; and performs related work as required.

DISTINGUISHING CHARACTERISTICS:

Planning Data Analyst is a journey-level professional class. An incumbent in this class performs a wide range of tasks requiring knowledge, interpretation and application of specialized transportation planning administrative requirements, analysis and preparation of data and reports to meet various regulatory requirements, and other analytical duties to support departmental administrative functions.

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.

- Gathers ridership and other data related to service performance using systems feedback data and field survey data collection; runs data queries of primary research from field surveys, GPS-based vehicle location systems, and fare media; monitors service statistic sources and data integrity.
- Creates, implements, and revises survey data collection plan; collects, analyzes, validates, evaluates and summarizes service data to assist with route design, establish run times for routes, and fulfill State, Federal and local reporting requirements, key performance indicator (KPI) analysis and reporting, budget development and reporting, audits, and grant applications and reporting.
- Prepares narrative and statistical reports, maps, graphics and charts, including recommendations based on data analysis.
- Coordinates the interdepartmental submission of the monthly and annual reporting to the National Transit Database.
- Validates and collects farebox and other system operational data to identify trends, deficiencies and forecasts, and to produce inputs for various documents such as short-range transportation plans.
- Coordinates and communicates with the farebox provider to maintain current service and/or modify service as needed.
- Administers departmental budgets; participates in and coordinates the annual budget development process; develops revenue and expenditure forecasts; processes invoices to track departmental spending against the established budget.
- Provides staff support to assigned committees including scheduling meetings, preparing agendas and informational packets, attending meetings, and taking and transcribing minutes.

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- Makes mathematical and statistical calculations; updates and maintains planning databases and directories.
- Provides service data and information to employees and the public when requested in accordance with policies and procedures; responds to comments, complaints, and requests from Santa Cruz METRO staff, board members, the public, and other agencies.
- Operates standard office equipment; utilizes computer software in performing job tasks.
- Drives a Santa Cruz METRO vehicle to perform assignments.
- Performs related work as required.

EMPLOYMENT STANDARDS:

Knowledge of:

- Applicable Federal, State and local laws governing transit operations, including funding programs and data reporting requirements.
- Budget methods for operating and short- and long-term transportation capital funding.
- Principles of transit operations and route development.
- The development of key performance indicators pertinent to transportation programs.
- Professional methods of researching, gathering, organizing and reporting data.
- Techniques for surveying and transmitting information.
- Financial and statistical analysis methods.
- Budgeting and financial analysis concepts and practices, including cost analysis and modeling.
- Community interrelationships.
- Computer software common to the planning function (i.e., word processing, spreadsheet, modeling, mapping) at the intermediate level.
- Project management methods and techniques.
- Modern office practices, procedures and equipment.
- Business correspondence, formatting and report writing.
- Manual and automated record-keeping and filing systems.
- Advanced methods of maintaining information in computerized or hard copy files.
- Methods of prioritizing, planning and organizing work.
- Advanced time management techniques.
- Customer service techniques.
- Intermediate mathematics, including ratios, percentages, and intermediate statistics.
- The effective use of modern office equipment, personal computers, and standard business software.

Ability to:

- Analyze transit data derived from computer models, cost/benefit analyses and public input.
- Read, analyze, understand and interpret complex planning-related reports and documents.
- Conduct cost/benefit, impact and other related technical analyses.
- Formulate a response to inquiries or complaints from customers, regulatory agencies, local government representatives, citizen groups or members of the business community.
- Keep abreast of current trends in the transit field.
- Write letters, memorandums, board, planning and technical reports and fact sheets designed to be understood by all audiences, including the public.
- Design graphics/maps using computer/drawing software for publication studies.

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- Prioritize projects based on established criteria.
- Adhere to established work schedules and timelines.
- Work independently using good judgment, tact and discretion.
- Balance multiple assignments simultaneously and effectively.
- Utilize standard office equipment and computer software and learn to use specialized Santa Cruz METRO software if assigned.
- Maintain confidentiality of materials, records, files and other privileged information.
- 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:

Bachelor's degree from an accredited college or university in public administration, business administration, transportation planning or a related field.

AND

Two (2) years of recent professional experience performing transportation planning or administrative analysis for a public transportation system.

Proficiency with Geographic Information Systems (GIS) and HASTUS software, as well as advanced proficiency with Microsoft Excel, are desirable.

LICENSES AND CERTIFICATES:

A valid California Driver's License will be required at the time of appointment and throughout employment.

Must be able to obtain and maintain a current, valid California Class "C" Driver's License.

PHYSICAL AND MENTAL DEMANDS:

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this job, the employee is frequently required to reach with hands and arms; walk, sit and stand; use finger dexterity; talk and hear, and use a keyboard. Work often requires stooping at the waist and the repetitive use of both hands to grasp and feel objects. Work may require lifting up to 20 pounds unaided. Specific visual abilities required for this job include close vision, distance vision, the ability to see colors and shades, and the ability to perceive depth.

Mental Demands

While performing the duties of this job, an employee uses written and oral communication skills; reads and interprets data, information and documents; solves problems; uses math and mathematical

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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.

OTHER CONDITIONS OF EMPLOYMENT:

- Must pass a requisite background check.
- May occasionally work extended hours or hours outside of the regular schedule.
- Must participate in professional development activities.

*Adopted:	12-11-18
*BOD Approved:	08-23-19
*Revised:	08-23-2024
*Job Family:	Professional Administrative
*Job Series:	Planning Data Analyst
*Job Series Level:	Journey
*Confidential:	No



Attachment I

HUMAN RESOURCES DEPARTMENT

Santa Cruz METRO

Class Code: T0100
FLSA Status: Non-exempt

Electronic Technician

Bargaining Unit: VMU

DEFINITION:

Under general supervision, an Electronic Technician performs technical work related to the installation, maintenance, repair, and replacement of electronic systems and devices located in Santa Cruz METRO vehicles and facilities; and performs related work as required.

DISTINGUISHING CHARACTERISTICS:

Electronic Technician is an advanced level class in the series. An incumbent in this class performs tasks to ensure electronic systems and devices related to Santa Cruz METRO's vehicles, equipment, and facilities are maintained in an operational and safe condition.

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.

- Performs a variety of skilled tasks in the installation, maintenance, modification, diagnosis, and repair of electronic, computer-based, and related systems and devices located in Santa Cruz METRO vehicles and facilities; installs, tests, diagnoses, repairs, and/or removes a variety of electronic equipment including fare boxes, Ticket Vending Machines (TVM), destination signs, and communication devices; ensures completed work adheres to required specification and standards.
- Designs and fabricates mounting devices to install electronic devices, as needed; may modify electronic components and devices for use on Santa Cruz METRO vehicles and in Santa Cruz METRO facilities.
- Schedules and performs preventative maintenance tasks for electronic systems and devices; establishes preventative maintenance schedules based on manufacturers guidelines; researches and maintains information and documents related to preventative maintenance, defects, and repairs.
- Maintains records of preventative maintenance, modifications, and repairs performed on electronic equipment, including work performed and parts and materials used; establishes component duty-cycle intervals.
- Ensures Santa Cruz METRO service manuals are current; maintains and organizes updated manufacturers' specifications; provides updates to other staff related to parts and material changes and/or substitutions.
- Works with Purchasing and the Parts Department to establish and maintain sufficient inventory of parts and materials in order to maintain Santa Cruz METRO electronic equipment without significantly affecting operations; assists with processing returns including parts and materials under warranty and not under warranty.
- Provides information, assistance, and training to other staff regarding the installation, use, maintenance, and repair of electronic systems and components.



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HUMAN RESOURCES DEPARTMENT

Santa Cruz METRO

- May oversee and inspect the work of contractors and vendors working on electronic equipment, as assigned.
- Operates standard office equipment; utilizes computer software in performing job tasks.
- Drives a Santa Cruz METRO vehicle to perform assignments.
- Performs related work as required.

EMPLOYMENT STANDARDS:

Knowledge of:

- Diagnostic, maintenance and repair techniques and procedures related to electrical systems, equipment, and devices.
- Principles and practices of preventive maintenance for electronic equipment, devices, and systems.
- Safe work practices in the shop and the field.
- Methods, materials, test equipment and tools used in the diagnosis, repair, installation, and maintenance of electrical systems, devices and equipment.
- Methods of maintaining information in digital or hard copy files.
- Methods of researching, gathering, organizing, and reporting data.
- Methods of prioritizing, planning, and organizing work.
- Time management techniques.
- Customer service techniques.
- Intermediate mathematics, including percentages and intermediate statistics.
- The effective use of modern office equipment, personal computers, and standard business software.

Ability to:

- Effectively test, diagnose, and perform corrective maintenance on Santa Cruz METRO electronics systems, devices, and equipment.
- Read and interpret blueprints, manuals, schematics, work orders, and specifications.
- Read, understand and apply technical information found in repair manuals, service change bulletins, and applicable technical documents.
- Remain current on new technologies related to the transit industry, surveillance, and communications equipment.
- Operate and maintain a variety of hand and power tools, and testing equipment used in installing, repairing, and maintaining electrical systems, equipment, and devices.
- Apply safe work practices and procedures.
- Maintain records and control systems with accuracy and attention to detail.
- Input data into a database.
- Adhere to established work schedules and timelines.
- Work independently using good judgment, tact, and discretion.
- 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.



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HUMAN RESOURCES DEPARTMENT

Santa Cruz METRO

- 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 electronics, electrical technology, or a related field.

OR

Two (2) years of progressively responsible experience installing, maintaining, and repairing electrical/electronic systems.

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 "B" Driver's License with "P" Passenger endorsement.

SPECIAL REQUIREMENTS:

- Must possess tools necessary to perform the duties of the position and a rollaway toolbox.
- Driving record will be reviewed as part of the application process.

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 regularly required to sit, walk and stand; reach, twist, turn, kneel, bend squat and stoop; talk and hear; use hands to grasp, manipulate, handle, feel or operate objects, tools or controls; reach with hands and arms; and perform repetitive movements of hands or wrists. The employee is regularly required to bend and twist at the neck, reach with hands and arms. Occasional overhead reaching and lifting up to 80 pounds unaided is required. Specific visual abilities required for this job include close vision, distance vision, and the ability to adjust focus.

Mental Demands

While performing the duties of this job, an employee uses written and oral communication skills; reads and interprets data, information and documents; analyzes and solves problems; uses math and mathematical reasoning; performs highly detailed work; deals with multiple concurrent tasks; and interacts with others encountered in the course of work.

Work Environment:



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HUMAN RESOURCES DEPARTMENT

Santa Cruz METRO

The employee works in a shop or outdoor environment where the noise level is usually noisy. The employee may be exposed to inclement weather, fumes, dust, grease, air contaminants, and hazardous materials and chemicals during the course of work. May work out in the field when needed. May require availability to work a flexible schedule.

OTHER CONDITIONS OF EMPLOYMENT:

- Must pass a requisite background check.
- Must be able to respond to emergency situations seven days per week, 24 hours per day.
- Must be able to work a variety of shifts, which may include weekdays or weekends; and day, swing and/or graveyard shifts.
- This position is considered a safety sensitive position and requires participation in Santa Cruz METRO's drug and alcohol testing program.
- This position requires the use of personal protective equipment (PPE) based on the tasks assigned; safety shoes are required at all times.
- May occasionally work extended hours or hours outside of the regular schedule.

*Adopted:	12-11-18
*BOD Approved:	08-23-19
*Revised:	08-23-2024
*Job Family:	Maintenance
*Job Series:	Electronic Technician
*Job Series Level:	Advanced
*Confidential:	No

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FY24: 5% wage increase, effective June 22, 2023/Adopted by the Board as of August 11, 2023

UNION	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	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	42.40	44.52	46.64
SEP	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	46.32	48.64	50.96
SEP	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	32.90	34.55	36.20
SEP	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	38.79	40.73	42.67
SEP	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	45.35	47.62	49.89
SEP	41.42	43.49	45.56	43.49	45.66	47.83	45.66	47.94	50.22	47.94	50.34	52.74	50.34	52.86	55.38	52.86	55.50	58.14
SEP	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	46.32	48.64	50.96
SEP	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	43.44	45.61	47.78
SEP	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	36.61	38.44	40.27
SEP	38.02	40.55	42.48	40.55	42.58	44.61	42.58	44.71	46.84	44.71	46.95	49.19	46.95	49.30	51.65	49.30	51.77	54.24
SEP	39.23	41.15	43.15	41.15	43.25	45.31	43.25	45.41	47.57	45.41	47.68	49.95	47.68	49.95	52.44	50.06	52.56	55.06
SEP	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	47.13	44.89	47.13	49.37
SEP	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	65.52	68.80	72.08
SES	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	43.25	45.41	47.57
SES	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	47.59	49.97	52.35
SES	40.67	42.70	44.73	42.70	44.84	46.98	44.84	47.08	49.32	47.08	49.43	51.78	49.43	51.90	54.37	51.90	54.50	57.10
SES	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	28.72	30.16	31.60
SES	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	41.81	43.90	45.99
SES	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	34.21	35.92	37.63
SES	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	33.29	34.95	36.61
SES	23.47	24.64	25.81	24.64	25.87	27.16	25.87	27.16	28.45	27.16	28.42	29.88	28.42	29.95	31.38	29.95	31.45	32.95
SES	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	36.56	38.39	40.22
SES	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	34.91	36.66	38.41
SES	27.99	29.39	30.79	29.39	30.86	32.33	30.86	32.40	33.94	32.40	33.54	35.64	33.54	35.72	37.42	35.72	37.51	39.30
SES	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	31.19	32.75	34.31
SES	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	34.66	36.39	38.12
SES	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	24.49	25.71	26.93
SES	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	28.72	30.16	31.60
SES	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	33.29	34.95	36.61
SES	24.86	26.04	27.22	26.04	27.34	28.52	27.34	28.52	29.79	28.52	29.79	31.15	29.79	31.15	32.61	31.15	32.75	34.24
SES	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	33.59	35.27	36.95
SES	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	52.34	54.96	57.58
SES	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	40.79	42.83	44.87
SES	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	44.89	47.13	49.37
SES	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	30.22	31.73	33.24
SES	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	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	34.91	36.66	38.41
SES	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	34.91	36.66	38.41
SES	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	35.26	37.02	38.78
SES	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	39.15	41.11	43.07
SES	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	29.25	30.71	32.17
SES	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	40.29	42.30	44.31
SES	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	30.22	31.73	33.24
SES	29.05	30.50	31.95	30.50	32.03	33.56	32.03	33.62	35.22	33.62	35.30	36.98	35.30	37.07	38.84	36.98	38.91	40.76
SES	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	38.79	40.73	42.67
SES	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	43.25	45.41	47.57
SES	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	47.59	49.97	52.35
SES	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	43.25	45.41	47.57
SES	30.30	31.82	33.34	31.82	33.41	35.00	33.41	35.08	36.75	35.08	36.83	38.58	36.83	38.67	40.51	38.67	40.60	42.53
SES	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	34.91	36.66	38.41

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FY24: 5% wage increase, effective June 22, 2023/Adopted by the Board as of August 11, 2023

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	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	Planning Data Analyst	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	43.25	45.41	47.57
SES	Purchasing Agent	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	42.86	45.00	47.14
SES	Purchasing Assistant	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	39.31	41.28	43.25
SES	Revenue Account Coordinator	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	30.14	31.65	33.16
SES	Revenue Collection Clerk	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	27.11	28.47	29.83
SES	Safety and Training Program Specialist I	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	50.48	53.00	55.52
SES	Safety and Training Program Specialist II	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	56.13	58.94	61.75
SES	Scheduling Analyst	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	43.25	45.41	47.57
SES	Senior Accounting Technician	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	38.01	39.91	41.81
SES	Senior Customer Service Representative	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	34.47	36.19	37.91
SES	Senior Financial Analyst	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	57.58	60.46	63.34
SES	Senior Systems Administrator	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	64.95	68.20	71.45
SES	Senior Transportation Planner	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	58.24	61.15	64.06
SES	Systems Administrator	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	59.03	61.98	64.93
SES	Transportation Planner I	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	43.68	45.86	48.04
SES	Transportation Planner II	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	48.52	50.95	53.38
SEV	Electronic Technician	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	44.89	47.13	49.37
SEV	Lead Mechanic	36.82	38.66	40.50	38.66	40.59	42.52	40.59	42.62	44.65	42.62	44.75	46.88	44.75	46.99	49.23	46.99	49.34	51.69
SEV	Lead Parts and Materials Clerk	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	38.60	40.53	42.46
SEV	Lead Vehicle Service Worker	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	32.33	33.95	35.57
SEV	Mechanic I	27.61	28.99	30.37	28.99	30.44	31.89	30.44	31.96	33.48	31.96	33.56	35.16	33.56	35.24	36.92	35.24	37.00	38.76
SEV	Mechanic II	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	39.15	41.11	43.07
SEV	Mechanic III	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	43.07	45.22	47.37
SEV	Parts and Materials Clerk	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	32.17	33.78	35.39
SEV	Upholsterer I	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	32.33	33.95	35.57
SEV	Upholsterer II	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	35.52	37.30	39.08
SEV	Vehicle Body Repair Mechanic	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	35.52	37.30	39.08
SEV	Vehicle Service Detailer	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	29.59	31.07	32.55
SEV	Vehicle Service Worker I	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	24.22	25.43	26.64
SEV	Vehicle Service Worker II	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	27.00	28.35	29.70

12.00%

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	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	43.84	46.03	48.22

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. Adding Accountant III. Position and wage approved on BOD 09.23.2022. Adding Maintenance Trainer. Position and wage approved on BOD 02.24.2023. Adding Payroll Administrator and Payroll Supervisor. Positions and wages approved on BOD 10.27.2023. Adding Marketing Specialist Position and wages approved on BOD 12.15.2023.

Attachment J

FY25: 4% wage increase, effective June 20, 2024/Adopted by the Board as of August 11, 2023

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	22.70	23.84	24.98	23.84	25.03	26.22	25.03	26.28	27.53	26.28	27.59	28.90	27.59	28.97	30.35	28.97	30.42	31.87
SES	Planning Data Analyst	36.50	38.33	40.16	38.32	40.24	42.16	40.24	42.25	44.26	42.25	44.36	46.47	44.36	46.58	48.80	46.58	48.91	51.24
SES	Purchasing Agent	34.93	36.68	38.43	36.68	38.51	40.34	38.51	40.44	42.37	40.44	42.46	44.48	42.46	44.58	46.70	44.58	46.81	49.04
SES	Purchasing Assistant	32.03	33.63	35.23	33.63	35.31	36.99	35.31	37.08	38.85	37.08	38.93	40.78	38.93	40.88	42.83	40.88	42.92	44.96
SES	Revenue Account Coordinator	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
SES	Revenue Collection Clerk	22.09	23.19	24.29	23.19	24.35	25.51	24.35	25.57	26.79	25.57	26.85	28.13	26.85	28.19	29.53	28.19	29.60	31.01
SES	Safety and Training Program Specialist I	41.13	43.19	45.25	43.19	45.35	47.51	45.35	47.62	49.89	47.62	50.00	52.38	50.00	52.50	55.00	52.50	55.13	57.76
SES	Safety and Training Program Specialist II	45.74	48.03	50.32	48.03	50.43	52.83	50.43	52.95	55.47	52.95	55.60	58.25	55.60	58.38	61.16	58.38	61.30	64.22
SES	Scheduling Analyst	35.25	37.01	38.77	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48
SES	Senior Accounting Technician	30.98	32.53	34.08	32.53	34.16	35.79	34.16	35.87	37.58	35.87	37.66	39.45	37.66	39.54	41.42	39.54	41.52	43.50
SES	Senior Customer Service Representative	28.09	29.49	30.89	29.49	30.96	32.43	30.96	32.51	34.06	32.51	34.14	35.77	34.14	35.85	37.56	35.85	37.64	39.43
SES	Senior Financial Analyst	46.91	49.26	51.61	49.26	51.72	54.18	51.72	54.31	56.90	54.31	57.03	59.75	57.03	59.88	62.73	59.88	62.87	65.86
SES	Senior Systems Administrator	52.93	55.58	58.23	55.58	58.36	61.14	58.36	61.28	64.20	61.28	64.34	67.40	64.34	67.56	70.78	67.56	70.94	74.32
SES	Senior Transportation Planner	47.46	49.83	52.20	49.83	52.32	54.81	52.32	54.94	57.56	54.94	57.69	60.44	57.69	60.57	63.45	60.57	63.60	66.63
SES	Systems Administrator	48.10	50.51	52.92	50.51	53.04	55.57	53.04	55.69	58.34	55.69	58.47	61.25	58.47	61.39	64.31	61.39	64.46	67.53
SES	Transportation Planner I	35.59	37.37	39.15	37.37	39.24	41.11	39.24	41.20	43.16	41.20	43.26	45.32	43.26	45.42	47.58	45.42	47.69	49.96
SES	Transportation Planner II	39.53	41.51	43.49	41.51	43.59	45.67	43.59	45.77	47.95	45.77	48.06	50.35	48.06	50.46	52.86	50.46	52.98	55.50
SEV	Electronic Technician	36.57	38.40	40.23	38.40	40.32	42.24	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	49.01	51.34
SEV	Lead Mechanic	39.44	41.41	43.38	41.41	43.48	45.55	43.48	45.65	47.82	45.65	47.93	50.21	47.93	50.33	52.73	50.33	52.85	55.37
SEV	Lead Parts and Materials Clerk	31.45	33.02	34.59	33.02	34.67	36.32	34.67	36.40	38.13	36.40	38.22	40.04	38.22	40.13	42.04	40.13	42.14	44.15
SEV	Lead Vehicle Service Worker	28.02	29.42	30.82	29.42	30.89	32.36	30.89	32.43	33.97	32.43	34.05	35.67	34.05	35.75	37.45	35.75	37.54	39.33
SEV	Mechanic I	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.53
SEV	Mechanic II	32.87	34.51	36.15	34.51	36.24	37.97	36.24	38.05	39.86	38.05	39.95	41.85	39.95	41.95	43.95	41.95	44.05	46.15
SEV	Mechanic III	36.16	37.97	39.78	37.97	39.87	41.77	39.87	41.86	43.85	41.86	43.95	46.04	43.95	46.15	48.35	46.15	48.46	50.77
SEV	Parts and Materials Clerk	26.22	27.53	28.84	27.53	28.91	30.29	28.91	30.36	31.81	30.36	31.88	33.40	31.88	33.47	35.06	33.47	35.14	36.81
SEV	Upholsterer I	26.33	27.65	28.97	27.65	29.03	30.41	29.03	30.48	31.93	30.48	32.00	33.52	32.00	33.60	35.20	33.60	35.28	36.96
SEV	Upholsterer II	28.95	30.40	31.85	30.40	31.92	33.44	31.92	33.52	35.12	33.52	35.20	36.88	35.20	36.96	38.72	36.96	38.81	40.66
SEV	Vehicle Body Repair Mechanic	28.95	30.40	31.85	30.40	31.92	33.44	31.92	33.52	35.12	33.52	35.20	36.88	35.20	36.96	38.72	36.96	38.81	40.66
SEV	Vehicle Service Detailer	25.67	26.95	28.23	26.95	28.30	29.65	28.30	29.72	31.14	29.72	31.21	32.70	31.21	32.77	34.33	32.77	34.41	36.05
SEV	Vehicle Service Worker I	21.00	22.05	23.10	22.05	23.15	24.25	23.15	24.31	25.47	24.31	25.53	26.75	25.53	26.81	28.09	26.81	28.15	29.49
SEV	Vehicle Service Worker II	23.33	24.50	25.67	24.50	25.73	26.96	25.73	27.02	28.31	27.02	28.37	29.72	28.37	29.79	31.21	29.79	31.28	32.77

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	37.00	38.85	40.70	38.85	40.79	42.73	40.79	42.83	44.87	42.83	44.97	47.11	44.97	47.22	49.47	47.22	49.58	51.94

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. Adding Accountant III. Position and wage approved on BOD 09.23.2022. Adding Maintenance Trainer. Position and wage approved on BOD 02.24.2023. Adding Payroll Administrator and Payroll Supervisor. Positions and wages approved on BOD 10.27.2023. Adding Marketing Specialist Position and wages approved on BOD 12.15.2023. Updated wages scales for the Custodial, Facilities Maintenance, Vehicle Service and Planning Data Analyst Series to be approved on BOD 08.23.2024.

FY26: 4% wage increase, effective June 19, 2025/Adopted by the Board as of August 11, 2023

UNION	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	35.94	37.74	39.54	37.74	39.63	41.52	39.63	41.61	43.59	41.61	43.69	45.77	43.69	45.87	48.05	45.87	48.16	50.45
SEP	39.25	41.21	43.17	41.21	43.27	45.33	43.27	45.43	47.59	45.43	47.70	49.97	47.70	50.09	52.48	50.09	52.59	55.09
SEP	29.49	30.96	32.43	30.96	32.51	34.06	32.51	34.14	35.77	34.14	35.85	37.56	35.85	37.64	39.43	37.64	39.52	41.40
SEP	32.86	34.50	36.14	34.50	36.23	37.96	36.23	38.04	39.85	38.04	39.94	41.84	39.94	41.94	43.94	41.94	44.04	46.14
SEP	40.34	42.36	44.38	42.36	44.48	46.60	44.48	46.70	48.92	46.70	49.04	51.38	49.04	51.49	53.94	51.49	54.06	56.63
SEP	46.14	48.45	50.76	48.45	50.87	53.29	50.87	53.41	55.95	53.41	56.08	58.75	56.08	58.88	61.68	58.88	61.82	64.76
SEP	39.25	41.21	43.17	41.21	43.27	45.33	43.27	45.43	47.59	45.43	47.70	49.97	47.70	50.09	52.48	50.09	52.59	55.09
SEP	36.81	38.65	40.49	38.65	40.58	42.54	40.58	42.61	44.64	42.61	44.74	46.87	44.74	46.98	49.22	46.98	49.33	51.68
SEP	41.77	43.86	45.95	43.86	46.05	48.24	46.05	48.35	50.65	48.35	50.77	53.19	50.77	53.31	55.85	53.31	55.98	58.65
SEP	31.03	32.58	34.13	32.58	34.21	35.84	34.21	35.92	37.63	35.92	37.72	39.52	37.72	39.61	41.50	39.61	41.59	43.57
SEP	42.43	44.55	46.67	44.55	46.78	49.15	46.78	49.15	51.46	49.15	51.58	54.04	51.58	54.16	56.75	54.16	56.87	59.58
SEP	38.03	39.93	41.83	39.93	41.93	43.93	41.93	44.03	46.13	44.03	46.23	48.43	46.23	48.54	50.85	48.54	50.97	53.40
SEP	55.52	58.30	61.08	58.30	61.22	64.14	61.22	64.28	67.34	64.28	67.49	70.70	67.49	70.86	74.23	70.86	74.40	77.94
SES	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	49.01	51.34	49.01	51.46	53.91	51.46	54.03	56.60
SES	43.99	46.19	48.39	46.19	48.50	50.81	48.50	50.93	53.36	50.93	53.48	56.03	53.48	56.15	58.82	56.15	58.96	61.77
SES	24.34	25.56	26.78	25.56	26.84	28.12	26.84	28.18	29.52	28.18	29.52	31.00	29.52	31.07	32.55	31.07	32.62	34.17
SES	35.42	37.19	38.96	37.19	39.05	40.91	39.05	41.00	42.95	41.00	43.05	45.10	43.05	45.20	47.35	45.20	47.46	49.72
SES	28.98	30.43	31.88	30.43	31.95	33.47	31.95	33.55	35.15	33.55	35.23	36.91	35.23	36.99	38.75	36.99	38.84	40.69
SES	28.20	29.61	31.02	29.61	31.09	32.57	31.09	32.64	34.19	32.64	34.27	35.90	34.27	35.98	37.69	35.98	37.78	39.58
SES	30.99	32.54	34.09	32.54	34.17	35.80	34.17	35.88	37.59	35.88	37.67	39.46	37.67	39.55	41.43	39.55	41.53	43.51
SES	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.53
SES	30.27	31.78	33.29	31.78	33.37	34.96	33.37	35.04	36.71	35.04	36.79	38.54	36.79	38.63	40.47	38.63	40.56	42.49
SES	26.44	27.76	29.08	27.76	29.15	30.54	29.15	30.61	32.07	30.61	32.14	33.67	32.14	33.75	35.36	33.75	35.44	37.13
SES	29.37	30.84	32.31	30.84	32.38	33.92	32.38	34.00	35.62	34.00	35.70	37.40	35.70	37.49	39.28	37.49	39.36	41.23
SES	21.84	22.93	24.02	22.93	24.08	25.23	24.08	25.28	26.48	25.28	26.54	27.80	26.54	27.87	29.20	27.87	29.26	30.65
SES	24.34	25.56	26.78	25.56	26.84	28.12	26.84	28.18	29.52	28.18	29.52	31.00	29.52	31.07	32.55	31.07	32.62	34.17
SES	28.20	29.61	31.02	29.61	31.09	32.57	31.09	32.64	34.19	32.64	34.27	35.90	34.27	35.98	37.69	35.98	37.78	39.58
SES	26.89	28.23	29.57	28.23	29.64	31.05	29.64	31.12	32.60	31.12	32.68	34.24	32.68	34.31	35.94	34.31	36.03	37.75
SES	29.89	31.38	32.87	31.38	32.95	34.52	32.95	34.60	36.25	34.60	36.33	38.06	36.33	38.15	39.97	38.15	40.06	41.97
SES	44.37	46.59	48.81	46.59	48.92	51.25	48.92	51.37	53.82	51.37	53.94	56.51	53.94	56.64	59.34	56.64	59.47	62.30
SES	41.11	43.17	45.23	43.17	45.33	47.49	45.33	47.60	49.87	47.60	49.98	52.36	49.98	52.48	54.98	52.48	55.10	57.72
SES	34.57	36.30	38.03	36.30	38.12	39.94	38.12	40.03	41.94	40.03	42.03	44.03	42.03	44.13	46.23	44.13	46.34	48.55
SES	38.03	39.93	41.83	39.93	41.93	43.93	41.93	44.03	46.13	44.03	46.23	48.43	46.23	48.54	50.85	48.54	50.97	53.40
SES	25.62	26.90	28.18	26.90	28.25	29.60	28.25	29.66	31.07	29.66	31.14	32.62	31.14	32.70	34.26	32.70	34.34	35.98
SES	28.17	29.58	30.99	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55
SES	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.53
SES	36.50	38.33	40.16	38.33	40.25	42.17	40.25	42.26	44.27	42.26	44.37	46.48	44.37	46.59	48.81	46.59	48.92	51.25
SES	29.89	31.38	32.87	31.38	32.95	34.52	32.95	34.60	36.25	34.60	36.33	38.06	36.33	38.15	39.97	38.15	40.06	41.97
SES	35.19	36.51	37.83	36.51	37.85	39.33	37.85	39.42	40.95	39.42	40.34	42.26	40.34	42.36	44.38	42.36	44.48	46.60
SES	26.22	27.53	28.84	27.53	28.91	30.29	28.91	30.36	31.81	30.36	31.88	33.40	31.88	33.47	35.06	33.47	35.14	36.81
SES	35.87	37.66	39.45	37.66	39.54	41.42	39.54	41.52	43.50	41.52	43.60	45.68	43.60	45.78	47.96	45.78	48.07	50.36
SES	25.62	26.90	28.18	26.90	28.25	29.60	28.25	29.66	31.07	29.66	31.14	32.62	31.14	32.70	34.26	32.70	34.34	35.98
SES	31.42	32.99	34.56	32.99	34.64	36.29	34.64	36.37	38.10	36.37	38.19	40.01	38.19	40.10	42.01	40.10	42.11	44.12
SES	32.86	34.50	36.14	34.50	36.23	37.96	36.23	38.04	39.85	38.04	39.94	41.84	39.94	41.94	43.94	41.94	44.04	46.14
SES	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	49.01	51.34	49.01	51.46	53.91	51.46	54.03	56.60
SES	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	32.77	34.41	36.05	34.41	36.13	37.93	36.13	37.94	39.75	37.94	39.84	41.74	39.84	41.83	43.82	41.83	43.92	46.01
SES	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.53

Attachment J

FY26: 4% wage increase, effective June 19, 2025/Adopted by the Board as of August 11, 2023

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	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	30.14	31.65	33.16
SES	Planning Data Analyst	37.96	39.86	41.76	39.86	41.85	43.84	41.85	43.94	46.03	43.94	46.14	48.34	46.14	48.45	50.76	48.45	50.87	53.29
SES	Purchasing Agent	36.33	38.15	39.97	38.15	40.06	41.97	40.06	42.06	44.06	42.06	44.16	46.26	44.16	46.37	48.58	46.37	48.69	51.01
SES	Purchasing Assistant	33.31	34.98	36.65	34.98	36.73	38.48	36.73	38.57	40.41	38.57	40.50	42.43	40.50	42.53	44.56	42.53	44.66	46.79
SES	Revenue Account Coordinator	25.53	26.81	28.09	26.81	28.15	29.49	28.15	29.56	30.97	29.56	31.04	32.52	31.04	32.59	34.14	32.59	34.22	35.85
SES	Revenue Collection Clerk	22.97	24.12	25.27	24.12	25.33	26.54	25.33	26.60	27.87	26.60	27.93	29.26	27.93	29.33	30.73	29.33	30.80	32.27
SES	Safety and Training Program Specialist I	42.78	44.92	47.06	44.92	47.17	49.42	47.17	49.53	51.89	49.53	52.01	54.49	52.01	54.61	57.21	54.61	57.34	60.07
SES	Safety and Training Program Specialist II	47.57	49.95	52.33	49.95	52.45	54.95	52.45	55.07	57.69	55.07	57.82	60.57	57.82	60.71	63.60	60.71	63.75	66.79
SES	Scheduling Analyst	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	Senior Accounting Technician	32.22	33.83	35.44	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
SES	Senior Customer Service Representative	29.21	30.67	32.13	30.67	32.20	33.73	32.20	33.81	35.42	33.81	35.50	37.19	35.50	37.28	39.06	37.28	39.14	41.00
SES	Senior Financial Analyst	48.79	51.23	53.67	51.23	53.79	56.35	53.79	56.48	59.17	56.48	59.30	62.12	59.30	62.27	65.24	62.27	65.38	68.49
SES	Senior Systems Administrator	55.05	57.80	60.55	57.80	60.69	63.58	60.69	63.72	66.75	63.72	66.91	70.10	66.91	70.26	73.61	70.26	73.77	77.28
SES	Senior Transportation Planner	49.36	51.83	54.30	51.83	54.42	57.01	54.42	57.14	59.86	57.14	60.00	62.86	60.00	63.00	66.00	63.00	66.15	69.30
SES	Systems Administrator	50.02	52.52	55.02	52.52	55.15	57.78	55.15	57.91	60.67	57.91	60.81	63.71	60.81	63.85	66.89	63.85	67.04	70.23
SES	Transportation Planner I	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48	47.23	49.59	51.95
SES	Transportation Planner II	41.11	43.17	45.23	43.17	45.33	47.49	45.33	47.60	49.87	47.60	49.98	52.36	49.98	52.48	54.98	52.48	55.10	57.72
SEV	Electronic Technician	38.03	39.93	41.83	39.93	41.93	43.93	41.93	44.03	46.13	44.03	46.23	48.43	46.23	48.54	50.85	48.54	50.97	53.40
SEV	Lead Mechanic	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	52.34	54.96	57.58
SEV	Lead Parts and Materials Clerk	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	Lead Vehicle Service Worker	29.14	30.60	32.06	30.60	32.13	33.66	32.13	33.74	35.35	33.74	35.43	37.12	35.43	37.20	38.97	37.20	39.06	40.92
SEV	Mechanic I	30.76	32.30	33.84	32.30	33.92	35.54	33.92	35.62	37.32	35.62	37.40	39.18	37.40	39.27	41.14	39.27	41.23	43.19
SEV	Mechanic II	34.18	35.89	37.60	35.89	37.68	39.47	37.68	39.56	41.44	39.56	41.54	43.52	41.54	43.62	45.70	43.62	45.80	47.98
SEV	Mechanic III	37.61	39.49	41.37	39.49	41.46	43.43	41.46	43.53	45.60	43.53	45.71	47.89	45.71	48.00	50.29	48.00	50.40	52.80
SEV	Parts and Materials Clerk	27.27	28.63	29.99	28.63	30.06	31.49	30.06	31.56	33.06	31.56	33.14	34.72	33.14	34.80	36.46	34.80	36.54	38.28
SEV	Upholsterer I	27.38	28.75	30.12	28.75	30.19	31.63	30.19	31.70	33.21	31.70	33.29	34.88	33.29	34.95	36.61	34.95	36.70	38.45
SEV	Upholsterer II	30.11	31.62	33.13	31.62	33.20	34.78	33.20	34.86	36.52	34.86	36.60	38.34	36.60	38.43	40.26	38.43	40.35	42.27
SEV	Vehicle Body Repair Mechanic	30.11	31.62	33.13	31.62	33.20	34.78	33.20	34.86	36.52	34.86	36.60	38.34	36.60	38.43	40.26	38.43	40.35	42.27
SEV	Vehicle Service Detailer	26.70	28.04	29.38	28.04	29.44	30.84	29.44	30.91	32.38	30.91	32.46	34.01	32.46	34.08	35.70	34.08	35.78	37.48
SEV	Vehicle Service Worker I	21.84	22.93	24.02	22.93	24.08	25.23	24.08	25.28	26.48	25.28	26.54	27.80	26.54	27.87	29.20	27.87	29.26	30.65
SEV	Vehicle Service Worker II	24.26	25.47	26.68	25.47	26.74	28.01	26.74	28.08	29.42	28.08	29.48	30.88	29.48	30.95	32.42	30.95	32.50	34.05

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	38.48	40.40	42.32	40.40	42.42	44.44	42.42	44.54	46.66	44.54	46.77	49.00	46.77	49.11	51.45	49.11	51.57	54.03

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. Adding Accountant III. Position and wage approved on BOD 09.23.2022. Adding Maintenance Trainer. Position and wage approved on BOD 02.24.2023. Adding Payroll Administrator and Payroll Supervisor. Positions and wages approved on BOD 10.27.2023. Adding Marketing Specialist Position and wages approved on BOD 12.15.2023. Updated wages scales for the Custodial, Facilities Maintenance, Vehicle Service and Planning Data Analyst Series to be approved on BOD 08.23.2024.



DATE: August 23, 2024
TO: Board of Directors
FROM: Margo Ross, Chief Operations Officer
**SUBJECT: CONSIDERATION OF AWARDING A CONTRACT TO FAAC INC. FOR A
BUS OPERATOR TRAINING SIMULATOR**

I. RECOMMENDED ACTION

That the Board of Directors award a contract to FAAC Inc. (FAAC) and authorize the CEO/General Manager to purchase a MB 2000 Bus Operator Training Simulator from FAAC in the amount of \$592,600

II. SUMMARY

- To address the needs of Santa Cruz Metropolitan Transit District (METRO), staff is requesting to purchase a state-of-the-art bus simulator. The simulator will engage participants in active learning and real-life scenarios.
- Students are asked to integrate new information with their preexisting knowledge. Students are encouraged to generate connections, questions and solutions and students are obliged to repeatedly retrieve and apply those findings.
- Staff is recommending the Board of Directors (Board) award the contract to FAAC and approve this purchase, not to exceed \$592,600.

III. DISCUSSION/BACKGROUND

METRO will soon hire up to 250 bus operators and the purchase of the bus simulator will enhance the training department's methodology in training world-class operators.

METRO staff researched and demonstrated two simulators and found FAAC product essential in providing improved active learning for most students by 6%. The FAAC simulator was the named partner in the Buses and Bus Facilities grant awarded to METRO.

METRO found active learning systems are more successful than passive systems. Engagement training takes this further by taking the trainee to a low-stress environment and allowing trainees permission to fail. METRO plans to embrace new technologies not only for Bus Operators but also for Mechanics.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This contract aligns to the following strategic priorities:

- Service Quality and Delivery
- Employee Engagement: Attract, Retain and Develop

V. FINANCIAL CONSIDERATIONS/IMPACT

Funds were awarded to METRO through the FY 2023 Buses and Bus Facilities grant in the amount of \$444,000. The remaining funding is provided by Measure D in the amount of \$148,600.

VI. ALTERNATIVES CONSIDERED

- Doing nothing is an alternative, staff does not recommend this option as METRO will lose the awarded grant funding through the Buses and Bus Facilities grant. METRO would not be able to fund an innovative tool to train operations staff.

VII. ATTACHMENTS

Attachment A: FAAC Budgetary Quotation

Attachment B: FAAC Bus Simulator Overview

Prepared by: Margo Ross, Chief Operations Officer

VIII. APPROVALS

Approved as to fiscal impact:
Chuck Farmer, CFO



Corey Aldridge, CEO/General Manager



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TRANSPORTATION
SIMULATION TRAINING



MB 2000
FAAC
BUS OPERATOR TRAINING SIMULATOR

50
Est. 1971
Years of Innovation

MB 2000 Budgetary Quotation



Attachment A



7/31/2024
 Santa Cruz METRO
 FAAC ROM #2023-114

System Configuration: MB-2000 Bus Operator Training Simulator Prepared For: Santa Cruz METRO			
Item	Description	Qty	Package Price (USD)
	MB-2000 Bus Operator Training Simulator	1	
	OEM Floor-Mounted Pedals w/Interactive Braking and Accelerator Forces	1	
	OEM Floor-Mounted Turn Signals, High Beam, and Radio	1	
	OEM Operator Seat	1	
	OEM Steering Wheel w/ Active Steering System and Force Feedback	1	
	OEM Flat Glass Driver's Side, Interior Center, and Curb Side Mirrors	1	
	OEM Front Dash Panel	1	
	OEM Left Side Console Panel	1	
	OEM Operational Controls (Gauges, Indicators, Switches)	1	
	SafetyCity Virtual Training World	1	
	Wireless Instructor Tablet	1	
	8 4K Ultra High-Definition Displays (5-86") & (3-70")	1	
	Fixed Route & Paratransit Virtual Vehicle Model Library (+2 Battery Electric Bus Vehicle Models)	1	
	65 Scenario Transit Catalog	1	
	Installation at Customer Facility	1	
	Active 2-Way Radio (Dispatch & Instructor)	1	
	Enhanced Instructor Operator Station (E-IOS)		
1-1	Electronically-adjustable height table with Computer, Monitor, Keyboard, Mouse, and Integrated Secondary Simulator Driving Station with pedal set, wheel, and joystick. This secondary station allows the Instructor to be an additional fully controlled vehicle or pedestrian in the scenario or just a rogue vehicle. Included 4-monitor arm mount.	1	\$415,048.00
	3-Degree of Freedom Full Motion Platform		
	The motion platform provides 3-degrees of freedom motion feedback to simulate the vehicle's longitudinal and roll acceleration and deceleration motion forces.	1	
	After Action Scenario Review System (AASR) w/ In-Cab IP Cameras		
	Integrated video and audio feeds record the entire driving experience. With AASR, audio, forward driving view, radio communications, and in-cab student view is recorded for playback and review by agency instructors.	1	
	Convex Mirror Set (Street Side and Curb Side)		
	Convex mirrors (driver's side and curb side) are mounted below the standard flat glass mirrors and are a virtual mirror representation of a convex rearview. The mirrors can be toggled on/off depending on the training exercise.	1	
	Virtual Instructor Trainee Assessment And Learning Systems (VITALS)		
	Patented assessment and learning system includes Battery Electric Bus Regeneration Dashboard and Student Driver History. VITALS objectively assesses a driven scenario and generates on-demand reports exportable in (PDF/Word/Excel) formats.	1	
	Scenario Toolbox w/IOS Installation (STB-IOS)		
	STB allows users to build new scenarios or modify existing scenarios in the provided catalog. Instructors can introduce targeted learning objectives that provide additional challenges to new-hires or existing operators.	1	
1-2	Real-time Simulator Driving View (Repeater)		
	For others in attendance in the training room, a Repeater allows for multiple uses by an instructor. The Instructor can display the forward driving view of a scenario in real-time or during an after-action review. The Repeater is widely used in conjunction with the E-IOS (listed above) to perform a concentrated after-action review to benefit the entire classroom. A 70" UHD 4K display on a rolling stand or wall-mounted is included.	1	\$5,000.00
1-3	Uninterruptable Power Supply (UPS)		
	The uninterruptable power supply (UPS) protects your simulator's computers and monitors by providing clean and stable electricity. This protects equipment from power surges, maintaining consistent voltage across different loads while regulating power to prevent lockup. Additionally, this provides a single connection point for all the simulator's electrical components and peripherals. Requires (1) L6-30R Plug to be installed before simulator installation.	1	\$15,750.00
Subtotal			\$435,798.00
Sales Tax (9.75%)			\$42,490.31
Subtotal w/Tax			\$478,288.31

Attachment A



7/31/2024
 Santa Cruz METRO
 FAAC ROM #2023-114

Exempt from Sales Tax			
2-1	Shipping	1	\$8,500.00
2-2	12-Month Factory Warranty	1	\$13,217.00
2-3	12-Month Basic Extended Warranty	1	\$13,217.00
2-4	Initial Training w/Delivery (Operations, Maintenance, and Scenario Building) 5-Day Trainer the Trainer	1	\$10,750.00
2-5	Instructor "Refresher" Training (4-Day Training Course)	1	\$8,750.00
2-6	Transit Response – Situational Response Simulator	1	\$59,850.00
Exempt Subtotal			\$114,284.00
Grand Total			\$592,572.31

OPTIONAL EXTENDED WARRANTY PRICING

12-Month Basic Extended Warranty			
Item	Description	Qty	Per Year
B-1	12-Month Basic Extended Warranty Unlimited remote support Unlimited parts replacement/repair All costs associated with up to two (2) corrective on-site visits per year	1	\$13,217.00

Attachment A



7/31/2024
Santa Cruz METRO
FAAC ROM #2023-114

GENERAL TERMS AND CONDITIONS

- 1) Quotation Validity: **September 30, 2024.** All prices quoted in US Dollars (\$USD)
- 2) Payment Schedule:
 - a) 50% At the time order is placed, 40% after shipment of equipment, 10% after completion of training (or 60 days after shipment if training is delayed beyond that point at request of customer)
 - b) Grant: 100% Upon final acceptance or 30 days post-delivery, whichever comes first.
 - c) Government/GSA Funded: Upon completion or Performance based payments if applicable.
- 3) Payment Terms: NET 30 from date of invoice
- 4) Accepted Payment Options: Check, Wire/ACH, Credit Card 3% surcharge will be added (MC/VISA, AMEX Only)
- 5) Termination for Convenience: If Buyer's order is canceled for any reason other than for Seller's default, Buyer is liable for all costs incurred at the time of cancellation to include order termination processing costs and restocking fees for any reusable components credited to Buyer's account.
- 6) US Delivery Lead Time:
 - a) Standard Production System: 120-210 days from project kickoff
 - b) Custom/Optional Cab systems or Mobile Systems: 150-240 from project kickoff dependent on level of customization and component requirements.
- 7) US Delivery Location: FOB destination, unless otherwise stated; Partial Shipment and Partial Invoice may occur.
- 8) Taxes (Domestic):
 - a) Prices quoted do not include local, state or federal taxes unless indicated otherwise.
 - b) If this sale is subject to Use Tax, Buyer is liable for the tax and should make payment directly to its taxing authority. However, FAAC will collect Sales Tax for the following states: CA, FL, HI, IA, KY, MA, MI, NV, NY, TN, UT, WA, and WV.
 - c) If applicable, please include a copy of your tax exemption certificate or direct pay permit with your purchase order.
 - d) FOB Factory will be subject to 6% MI Sales Tax
- 9) Warranty: 12 Month hardware warranty from date of installation unless otherwise stated in the written proposal.
- 10) GSA Pricing: If eligible, this proposal may contain both GSA and Open Market items. GSA items are identified with a GSA part number and are designated "GSA Item" in the Unit Price column. All other items are to be considered Open Market. Open Market items are allowed under circumstances set forth in FAR 8.402(f).
- 11) Orders: **FAAC requires buying agencies to submit a Purchase Order as a binding agreement for the items proposed herein. Purchase Orders must reference FAAC's proposal. Please address all orders to:**
FAAC Contracts Department
1229 Oak Valley Drive
Ann Arbor, MI 48108
(877) 322-2387 / Fax: (734) 761-5368
Email: orders@faac.com;
cc: Jason Francisco jasonf@faac.com
- 12) Cage Code: 3J401
- 13) Tax ID: 38-2690218
- 14) DUNS: 175204163
- 15) UEI: UY43FBN7NHK8
- 16) GSA Schedule: PSS/00CORP; Contract # GS-00F-332CA
- 17) Berry Compliant: Yes
- 18) Country of Origin: 100% USA Sourced



Attachment B



PRODUCT CATALOG



TRANSPORTATION
SIMULATION TRAINING



9.9B.1



CONTACT US TO LEARN MORE >>> 

COMPANY MILESTONES

RECENT SELECTED HIGHLIGHTS



Light rail vehicle simulator using a replica
Bombardier cab delivered to Toronto Transit (TTC). **2013**



FAAC creates world's first battery electric bus
simulator for New Flyer's Vehicle Innovation Center. **2017**



Redesigned MB-1000 and MB-2000 bus
simulators (new vehicle dynamics, steering
system, motion platform, fully upgraded realistic
virtual training world "Safety City," electric bus
training features, and upgraded VITALS training
assessment tool). **2020**



FAAC collaborates on one of the world's first
Autonomous Truck Simulators **2022**



1991

1st fully interactive tractor-trailer
truck simulator.



2001

1st in U.S. providing a fully interactive
Fire/EMS driving simulator. 1st in
U.S. with motion seat providing 3
degrees-of-freedom.



2004

A Public-Private Partnership, FAAC
delivers state-of-the-art, full-scale
LRVSim, utilizing actual Siemens cab
and custom alignment – Houston
Metro.



2007

New York City Transit Rail Simulator
with R160 replicated cab, 6DOF
motion, and geo-specific rail
alignment including the block signal
system.



2010

Largest Public Safety delivery
in history of the U.S. 108 Law
Enforcement simulators to
California's Police Officers Standards
& Training program.



2011

FAAC's largest single contract award
Virtual Clearance Training Suite
(VCTS) (\$125M). 140 mobile units,
686 training stations and deployed
in 28 locations.



2012

FAAC awarded contract to design,
produce and field 17 KC-135 Boom
Operator Simulation Systems
(KC-135 BOSS) for the
Air National Guard.

2013



2015

York Region Transit chooses newly
designed MB-2000 bus simulator
for their operator training program.
Included custom database matching
their city roadways.

2017

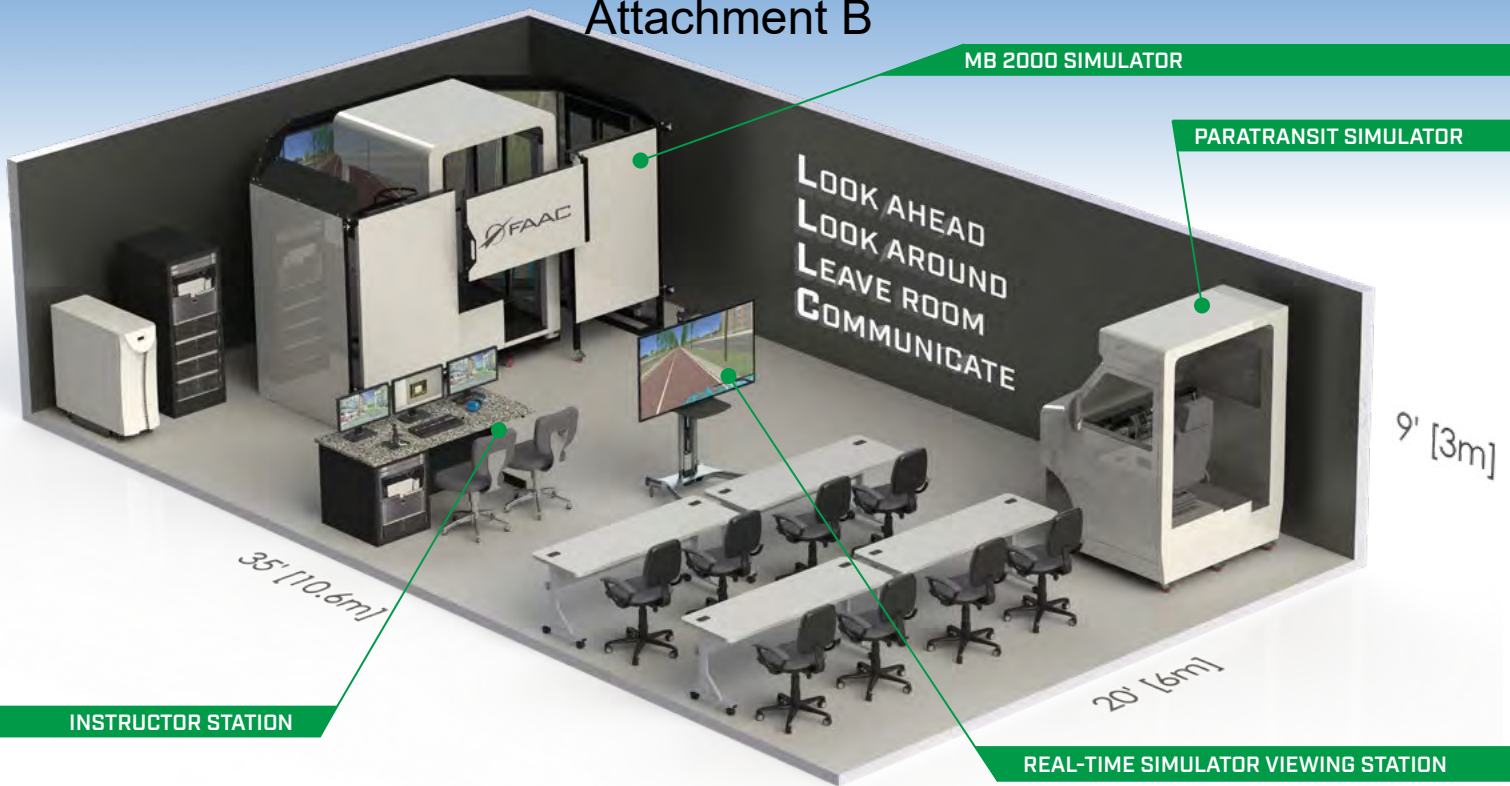
2020

2022

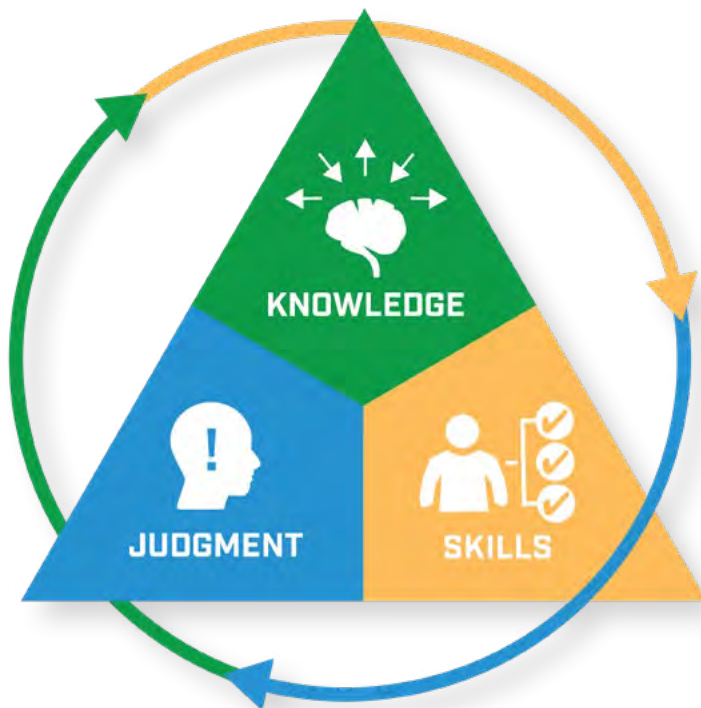
9.9B.2



Attachment B



THE VALUE OF AN ACTIVE LEARNING ENVIRONMENT



Simulation training requires student operators to apply their knowledge, skills, and judgment in a way that facilitates learning. With an active learning environment, student operators are provided a chance to learn-by-doing, while learning from each other.



IMMERSIVE EXPERIENCE
Practice until perfect.



WORKFORCE DEVELOPMENT
Advance together.



MEASURABLE RESULTS
Through equitable evaluations.

9.9B.3

CONTACT US TO LEARN MORE >>>

Attachment B



The most realistic training experience available

The MB-2000 Bus Simulator is the highest-fidelity simulator available for training transit bus operators. This fully customizable system provides a true-to-life experience that prepares operators for real-life driving environments.

MB 2000

FAAC
BUS OPERATOR TRAINING SIMULATOR

- Zero Emission Bus Catalog
- Side-to-Sky Viewing Angles
- Real Flat Glass Mirrors
- OEM Driving Compartment
- Integrated Cab-Only Motion System providing realistic and real-time feedback from the driving environment
- **RESPONSE SITUATIONAL SIMULATOR:** Embedded situation awareness simulator that prepares operators for realistic passenger interactions

9.9B.4

CONTACT US TO LEARN MORE >>> 

Attachment B



The Paratransit simulators are created from a de-commissioned vehicle, donated by the customer. The MB 2000 and paratransit cabs are interchangeable so you can swap this paratransit cab using the shared system resources, or it can be purchased as a standalone training system.

PARATRANSIT FAAC OPERATOR TRAINING SIMULATOR

- Actual Fleet Vehicle
- Side-to-Sky Viewing Angles
- Real Flat Glass Mirrors
- Integrated Cab-Only Motion System providing realistic and real-time feedback from the driving environment
- **RESPONSE SITUATIONAL SIMULATOR:** Embedded situation awareness simulator that prepares operators for realistic passenger interactions

9.9B.5

CONTACT US TO LEARN MORE >>> 

Attachment B



MB 1000

FAAC

BUS OPERATOR TRAINING SIMULATOR

- Compact Equipment Footprint
- Digitally Rendered Mirrors
- Functional Levers, Gauges & Switches
- Integrated Cab-Only Motion System providing realistic and real-time feedback from the driving environment

The MB-1000, with its more than 225-degree field-of-view capability, realistic dash controls, and optional motion system, is a testament to the innovative solution FAAC provides to the transit industry.

9.9B.6

CONTACT US TO LEARN MORE >>> 

Attachment B



240°+

The TT 2000 Truck Simulator is the highest-fidelity simulator available for training truck operators. This fully customizable system provides a true-to-life experience that prepares operators for real-life driving environments.

TT 2000

FAAC

TRUCK OPERATOR TRAINING SIMULATOR

- Side-to-Sky Viewing Angles
- Real Flat Glass Mirrors
- Push-to-talk Radio
- OEM Driving Compartment
- Snowplow Control Integration
- Integrated Cab-Only Motion System providing realistic and real-time feedback from the driving environment

9.9B.7

CONTACT US TO LEARN MORE >>> 

Attachment B



The TT 1000, with its more than 225-degree field-of-view capability, realistic dash controls, and optional motion system, is a testament to the innovative solution FAAC provides the Transportation industry.

TT 1000

FAAC

TRUCK OPERATOR TRAINING SIMULATOR

- Fully-Operational Truck Controls with Functioning Gauges & Switches
- Digital Dash for Various Configurations
- Virtually Rendered Mirrors
- Doppler Effect Sound Configuration & CB Radio
- Integrated Cab-Only Motion System providing realistic and real-time feedback from the driving environment

9.9B.8

CONTACT US TO LEARN MORE >>> 

Attachment B



The Desktop simulator provides a compact design that is easily transportable. This simulator can be deployed at scale, providing classrooms of student operators a chance to learn a wide variety of simulation activities collectively.

DESKTOP Operator Simulator

- Optional Configuration for all Transportation Simulators
- Compact Equipment Footprint
- Simple Setup and Transportable
- Digitally Rendered Mirrors
- Ideal for Introducing Simulation

9.9B.9

CONTACT US TO LEARN MORE >>> 

Attachment B



LR 2000

FAAC

RAIL OPERATOR TRAINING SIMULATOR

- 1-for-1 Cab Replica with Authentic Controls
- Geo-Specific Training Environments
- Accurately displays operator location, preceding train, signals, signs, stations, switch state, faults, events and current route

9.9B.10

CONTACT US TO LEARN MORE >>> 

Attachment B



Realistic environments provide real experience. Learn correct manipulation of cab controls, safe operating practices, appropriate traction and brake application practices, and various elements of safety procedures and signaling.

LR1000

FAAC

RAIL OPERATOR TRAINING SIMULATOR

- Compact Equipment Footprint
- Authentic or Generic Components
- Geo-Specific Training Environments
- Accurately displays student location, preceding train, signals, signs, stations, switch state, faults, events and current route

9.9B.11

CONTACT US TO LEARN MORE >>> 

RESPONSE

SITUATIONAL SIMULATOR



Prepare bus operators for passenger interaction

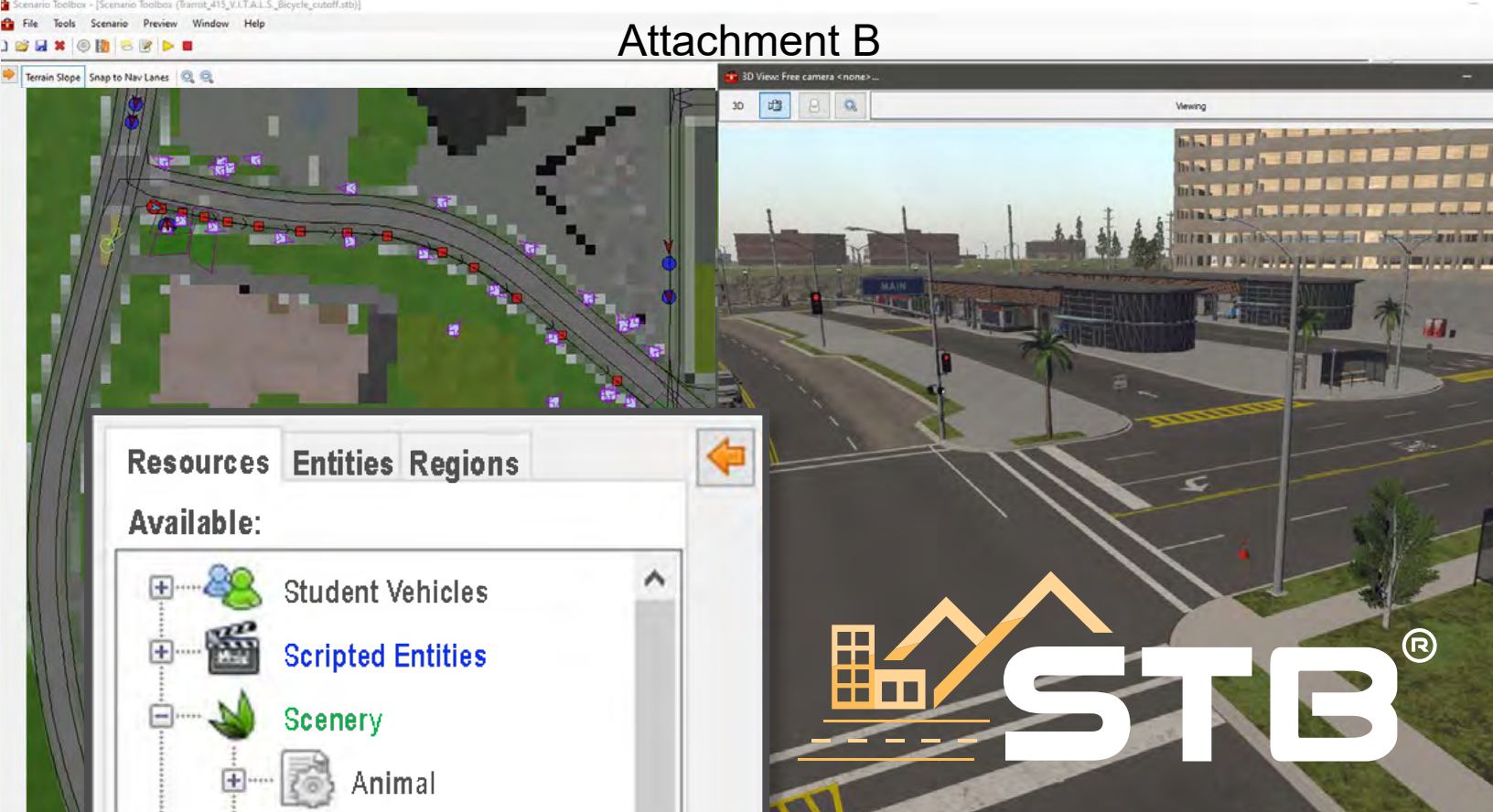
“What should I do next?” FAAC’s Response Situational Simulator features interactive scenarios that are embedded on the rear monitor of MB 2000 and Paratransit simulators. Operators practice de-escalation, emergency response procedures, and passenger interactions with this comprehensive training solution.

RESPONSE Situational Simulator

- Interactive scenarios are embedded on the rear monitor of MB 2000 and Paratransit simulators
- Operators practice radio commands, verbal feedback to passengers, and securing the bus during an incident
- Scenario branching is directed by the instructor who chooses the scenario progression according to operator reactions
- Choose from ready-made scenario packages or have custom scenarios filmed on location

9.9B.12

Attachment B



Scenario Toolbox™ (STB) is a powerful software tool that enables users to create new predefined scenarios. STB gives users the ability to control, within the scripted scenario, objects, and events in the virtual world, providing additional challenges or testing students on specific tasks. With a few simple keystrokes, customers can edit and enhance existing scripted scenarios or create new ones from their own experiences.

SCENARIO TOOLBOX Software for Building Custom Driving Scenarios

Instructors can create scenarios that provide a wide range of learning options for the student operators.

- Skill Builders
- Mirror Position
- Right Turns
- Left Turns
- Corrective Actions
- Accident Reconstruction
- Customize to Agency Policy

9.9B.13

CONTACT US TO LEARN MORE >>>



Edit	Sim Time	Assessed Item Name	Description	Instructor Override	Instructor Comment
<input type="button" value="EDIT"/>	0:00	Following Distance Test	Distance Less Than 3 Seconds	Keep a Safe Following Distance	Override
<input type="button" value="EDIT"/>	0:23	Use Turn Right Signal	Used Turn Signal	This Is to Test Turn Signal Use	
<input type="button" value="EDIT"/>	0:32	Front and Rear Right Tires In Region	Front Right and Rear Right Tires In Region	Both Front Right and Rear Right Tires Should be Inside Region	



T

Thomas Lee

Average Score

Average SCORE
43 %

Miles Driven 8.721	AVG SCORE 43 %	Best SCORE 92 %	Worst SCORE 1 %
Scenarios Completed 17	AVG Energy SCORE 48	Best Energy SCORE 87	Curb Kicks 4

Energy Score

Student Progression

PATENT PROTECTED

Maximizing technology through proper training

VITALS acts as an interactive playbook for the instructor. It helps them engage each trainee objectively, implementing the policies that operators should learn, and identify areas of strength and improvement.

VITALS

Virtual Instructor Trainee Assessment & Learning System

- Capture and Monitor Student Performance
- Standardized and Objective Assessment Process
- Analyze Performance and Debrief while Minimizing Individual Instructor Filters and/or Bias
- Operator Performance Dashboard Recommends Areas for Improvement

9.9B.14



THE LEADERS IN SIMULATION



FAAC Incorporated

1229 Oak Valley Dr.
Ann Arbor, MI 48108
Phone: 877-322-2387

FAAC.COM

Innovation comes from a commitment to do more, learn more, and challenge existing paradigms. With over 50 years of product development, sustainment, and innovation, we are continually improving not only what we do but how we do it.

9.9B.15

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DATE: August 23, 2024
TO: Board of Directors
FROM: Gregory Strecker, 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 August 2024, as reflected in Section VIII of this report

II. SUMMARY

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

III. DISCUSSION/BACKGROUND

METRO's Risk Department received one claim for the month of August 2024 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
Valerie DeMiguel	24-0016	Claimant alleges that METRO is liable for expenses related to her injury. Amount of claim: \$65,000.	Reject

Prepared by: Tom Szestowicki, Safety Specialist

IX. APPROVALS

Gregory Strecker, Safety, Security
and Risk Management Director



Corey Aldridge,
CEO/General Manager



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DATE: August 23, 2024

TO: Board of Directors

FROM: Chuck Farmer, Chief Financial Officer

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

I. RECOMMENDED ACTION

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

II. SUMMARY

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

III. DISCUSSION/BACKGROUND

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

- Paratransit Minivan: no. 2405
- 2005 Honda Civic Sedan Hybrid: no. 502
- 2011 Ford E-350 Versa Shuttle: no. 1101
- 2011 Ford E-350 Versa Shuttle: no. 1110
- 2011 Ford E-350 Versa Shuttle: no. 1111
- 2011 Ford E-350 Versa Shuttle: no. 1116
- 2011 Dodge Amerivan: no. 1124
- 2011 Dodge Amerivan: no. 1126

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

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

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

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

The estimated total gross market value of the assets included in the disposal list is approximately \$-0-. These assets have reached the end of their useful life and are obsolete. There is minimal financial impact as a result of these disposals.

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

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

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

VIII. ATTACHMENTS

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

Exhibit A: Excess Vehicle & Equipment Listing – as of August 23, 2024

IX. APPROVALS:

Approved as to fiscal impact:
Chuck Farmer, CFO



Corey Aldridge, CEO/General Manager:



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Attachment A



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

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

RESOLUTION TO APPROVE THE DISPOSAL OR AUCTION OF EXCESS ASSETS

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Santa Cruz Metropolitan Transit District, that it determines and orders as follows:

1. The following assets are declared excess property on the Excess Vehicle & Equipment Listing as of 08/23/2024, "Exhibit A" and may be disposed of or auctioned as such:
 - Paratransit Minivan: no. 2405
 - 2005 Honda Civic Sedan Hybrid: no. 502
 - 2011 Ford E-350 Versa Shuttle: no. 1101
 - 2011 Ford E-350 Versa Shuttle: no. 1110
 - 2011 Ford E-350 Versa Shuttle: no. 1111
 - 2011 Ford E-350 Versa Shuttle: no. 1116
 - 2011 Dodge Amerivan: no. 1124
 - 2011 Dodge Amerivan: no. 1126

Attachment A

Resolution No. _____
Page 2 of 3

PASSED AND ADOPTED this 23rd Day of August 2024 by the following vote:

AYES: DIRECTORS –

NOES: DIRECTORS –

ABSENT: DIRECTORS –

ABSTAIN: DIRECTORS –

APPROVED:

Kristen Brown, Board Chair

ATTEST:

Corey Aldridge
CEO/General Manager

APPROVED AS TO FORM:

JULIE SHERMAN
General Counsel

Attachment A

Resolution No. _____
Page 3 of 3

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

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
EXCESS VEHICLE & EQUIPMENT LISTING AS OF 08/23/2024

(Attached)

Exhibit A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT EXCESS VEHICLE & EQUIPMENT LISTING AS OF 08/23/2024											
Vehicle or Asset Tag #	Description	Acquisition Date	Cost	Accumulated Depreciation	Net Book Value	Est. Market Value	Reason for Disposal	Condition	VIN / SN	License #	
2405	PARATRANSIT MINIVAN-2405	11/17/2004	\$ 93,856.98	\$ 93,856.98	\$ -	\$ 3,000.00	END USEFUL LIFE	POOR	1FDXE45S53HB85231	E-1172517	
502	2005 HONDA CIVIC SEDAN HYBRID	3/24/2005	\$ 22,892.47	\$ 22,892.47	\$ -	\$ 1,500.00	END USEFUL LIFE	POOR	JHMES96645S014803	E-1192215	
1101	2011 FORD E-350 VERSA SHUTTLE-1101	3/1/2011	\$ 58,119.11	\$ 58,119.11	\$ -	\$ 2,000.00	END USEFUL LIFE	POOR	1FTDS3EL4BDA00451	E-1364086	
1110	2011 FORD E-350 VERSA SHUTTLE-1110	3/1/2011	\$ 58,119.11	\$ 58,119.11	\$ -	\$ 2,000.00	END USEFUL LIFE	POOR	1FTDS3ELXBDA00454	E-1357975	
1111	2011 FORD E-350 VERSA SHUTTLE-1111	3/1/2011	\$ 58,119.11	\$ 58,119.11	\$ -	\$ 2,000.00	END USEFUL LIFE	POOR	1FTDS3EL1BDA00455	E-1367594	
1116	2011 FORD E-350 VERSA SHUTTLE-1116	3/1/2011	\$ 58,119.11	\$ 58,119.11	\$ -	\$ 2,000.00	END USEFUL LIFE	POOR	1FTDS3EL3BDA00439	E-1364091	
1124	2011 DODGE AMERIVAN-1124	3/1/2011	\$ 51,121.29	\$ 51,121.29	\$ -	\$ 1,500.00	END USEFUL LIFE	POOR	2D4RN4DE9AR462461	E-1363893	
1126	2011 DODGE AMERIVAN-1126	3/1/2011	\$ 51,121.29	\$ 51,121.29	\$ -	\$ 1,500.00	END USEFUL LIFE	POOR	2D4RN4DE2AR462463	E-1364064	



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

To

**JOSE RAYGOZA-RAMIREZ
MECHANIC II**

FOR THE COMPLETION OF 10 YEARS OF SERVICE
BETWEEN 2014 AND 2024

GIVEN THIS 23RD DAY OF AUGUST 2024


BOARD CHAIR


CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

To

**DARIO ROCHA
MECHANIC II**

FOR THE COMPLETION OF 10 YEARS OF SERVICE
BETWEEN 2014 AND 2024

GIVEN THIS 23RD DAY OF AUGUST 2024


BOARD CHAIR


CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

To

**CLARENCE ARAGON
BUS OPERATOR**

FOR THE COMPLETION OF 15 YEARS OF SERVICE
BETWEEN 2009 AND 2024

GIVEN THIS 23RD DAY OF AUGUST 2024


BOARD CHAIR


CEO / GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS


CERTIFICATE OF APPRECIATION

TO

JULIO GARCIA VELASCO BUS OPERATOR

FOR THE COMPLETION OF 15 YEARS OF SERVICE
BETWEEN 2009 AND 2024

GIVEN THIS 23RD DAY OF AUGUST 2024


BOARD CHAIR


CEO / GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

To

**SALVADOR CALDERON
BUS OPERATOR**

FOR THE COMPLETION OF 25 YEARS OF SERVICE
BETWEEN 1999 AND 2024

GIVEN THIS 23RD DAY OF AUGUST 2024


BOARD CHAIR


CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

To

EDUARDO MONTESINO TRANSIT SUPERVISOR

FOR THE COMPLETION OF 25 YEARS OF SERVICE
BETWEEN 1999 AND 2024

GIVEN THIS 23RD DAY OF AUGUST 2024


BOARD CHAIR


CEO / GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

To

SERGIO LONA-GONZALEZ
BUS OPERATOR

FOR THE COMPLETION OF 35 YEARS OF SERVICE
BETWEEN 1989 AND 2024

GIVEN THIS 23RD DAY OF AUGUST 2024


BOARD CHAIR


CEO/GENERAL MANAGER

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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 HUNG C. LEE AS BUS OPERATOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

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

WHEREAS, METRO, requiring an employee with expertise and dedication, appointed Hung C. Lee to serve in the position of Bus Operator, and

WHEREAS, Hung C. Lee served as a member of the Operations Department of METRO for the time period of December 19, 2006 to August 7, 2024, and

WHEREAS, Hung C. Lee provided METRO with dedicated service and commitment during the time of his employment, and

WHEREAS, Hung C. Lee served METRO with distinction, and

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

WHEREAS, during the time of Mr. Lee'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 Hung C. Lee.

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

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

PASSED AND ADOPTED this 23rd Day of August 2024 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Kristen Brown, Board Chair

Attest:

Corey Aldridge, CEO/General Manager

Approved as to form:

Julie Sherman, General Counsel



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

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

RESOLUTION OF APPRECIATION FOR THE SERVICES OF DELVIS SEDA AS BUS OPERATOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

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

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

WHEREAS, Delvis Seda served as a member of the Operations Department of METRO for the time period of January 22, 2002 to June 30, 2024, and

WHEREAS, Delvis Seda provided METRO with dedicated service and commitment during the time of his employment, and

WHEREAS, Delvis Seda served METRO with distinction, and

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

WHEREAS, during the time of Mr. Seda'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 Delvis Seda.

NOW, THEREFORE, BE IT RESOLVED, that upon his retirement as Bus Operator, the Board of Directors of METRO does hereby commend his efforts in

advancing public transit service in Santa Cruz County and expresses sincere appreciation on behalf of itself, the METRO staff and all of the residents of Santa Cruz County.

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

PASSED AND ADOPTED this 23rd Day of August 2024 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:
Kristen Brown, Board Chair _____

Attest:
Corey Aldridge, CEO/General Manager _____

Approved as to form:
Julie Sherman, General Counsel _____



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

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

RESOLUTION OF APPRECIATION FOR THE SERVICES OF ANGEL VALDEZ AS BUS OPERATOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

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

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

WHEREAS, Angel Valdez served as a member of the Operations Department of METRO for the time period of September 26, 1988 to July 5, 2024, and

WHEREAS, Angel Valdez provided METRO with dedicated service and commitment during the time of his employment, and

WHEREAS, Angel Valdez served METRO with distinction, and

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

WHEREAS, during the time of Mr. Valdez'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 Angel Valdez.

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

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

PASSED AND ADOPTED this 23rd Day of August 2024 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Kristen Brown, Board Chair

Attest:

Corey Aldridge, CEO/General Manager

Approved as to form:

Julie Sherman, General Counsel



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

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

RESOLUTION OF APPRECIATION FOR THE SERVICES OF ISRAEL ZARAGOZA AS PARATRANSIT OPERATOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

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

WHEREAS, METRO, requiring an employee with expertise and dedication, appointed Israel Zaragoza to serve in the position of Paratransit Operator, and

WHEREAS, Israel Zaragoza served as a member of the Paratransit Department of METRO for the time period of October 9, 2004 to August 20, 2024, and

WHEREAS, Israel Zaragoza provided METRO with dedicated service and commitment during the time of his employment, and

WHEREAS, Israel Zaragoza served METRO with distinction, and

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

WHEREAS, during the time of Mr. Zaragoza'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 Israel Zaragoza.

NOW, THEREFORE, BE IT RESOLVED, that upon his retirement as Paratransit Operator, the Board of Directors of METRO does hereby commend his efforts in

advancing public transit service in Santa Cruz County and expresses sincere appreciation on behalf of itself, the METRO staff and all of the residents of Santa Cruz County.

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

PASSED AND ADOPTED this 23rd Day of August 2024 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Kristen Brown, Board Chair

Attest:

Corey Aldridge, CEO/General Manager

Approved as to form:

Julie Sherman, General Counsel

VERBAL PRESENTATION

LEGAL COUNSEL - ORAL REPORT ON PEPRA

Julie Sherman

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VERBAL PRESENTATION

CEO ORAL REPORT

Corey Aldridge

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