



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS REGULAR MEETING AGENDA
AUGUST 28, 2020 – 9:00 AM**

DUE TO COVID-19, THE AUGUST 28, 2020 SANTA CRUZ METRO BOARD OF DIRECTORS MEETING WILL BE CONDUCTED AS A TELECONFERENCE PURSUANT TO THE PROVISIONS OF THE GOVERNOR’S EXECUTIVE ORDERS N-25-20 AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT.

MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON.

The public may participate remotely via the Zoom website at this [link](#) or by calling 1-669-900-6833 Meeting ID 881 4400 5903.

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.

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

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

BOARD ROSTER

Director Ed Bottorff	City of Capitola
Director Trina Coffman-Gomez	City of Watsonville
Director Aurelio Gonzalez	City of Watsonville
Director John Leopold	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Cynthia Mathews	City of Santa Cruz
Director Bruce McPherson	County of Santa Cruz
Director Donna Meyers	City of Santa Cruz
Director Larry Pageler	County of Santa Cruz
Director Dan Rothwell	County of Santa Cruz
Director Mike Rotkin	County of Santa Cruz
Ex Officio Director Dan Henderson	UC Santa Cruz
Ex Officio Director Alta Northcutt	Cabrillo College

Alex Clifford
Julie Sherman

METRO CEO/General Manager
METRO General Counsel

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

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

SECTION I: OPEN SESSION

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

1 CALL TO ORDER

2 ROLL CALL

3 ANNOUNCEMENTS

3-1. Today's meeting is being broadcast by Community Television of Santa Cruz County.

4 BOARD OF DIRECTORS COMMENTS

5 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

5.1 June 26, 2020 email from Christina A. Granados regarding Census 2020

5.3 August 19, 2020 letter from MAC regarding Bus Operators' Commendation

6 LABOR ORGANIZATION COMMUNICATIONS

7 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

8 WRITTEN COMMUNICATIONS FROM THE METRO ADVISORY COMMITTEE (MAC)

CONSENT AGENDA

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

9-01 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTHS OF JUNE AND JULY 2020

Angela Aitken, CFO

9-02 ACCEPT AND FILE: MINUTES OF THE JUNE 17, 2020 MAC MEETING AND JUNE 26, 2020 BOARD OF DIRECTORS MEETING

Alex Clifford, CEO/General Manager

9-03 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF MAY 31, 2020

Angela Aitken, CFO

9-04 CONSIDERATION OF APPROVAL OF AUDIT ENGAGEMENT LETTER WITH BROWN ARMSTRONG ACCOUNTANCY CORPORATION FOR FINANCIAL AUDIT AND TAX SERVICES FOR THE FISCAL YEAR ENDED JUNE 30, 2020

Angela Aitken, CFO

- 9-05 APPROVE: FY21 RENEWAL OF PROPERTY INSURANCE COVERAGE WITH ZURICH AMERICAN INSURANCE COMPANY AND EMPLOYMENT PRACTICES LIABILITY COVERAGE WITH QBE SPECIALTY INSURANCE COMPANY**
Angela Aitken, CFO
- 9-06 APPROVE: CONSIDERATION OF RESOLUTION APPROVING THE FY21 REVISED CAPITAL BUDGET**
Angela Aitken, CFO
- 9-07 ACCEPT AND FILE: QUARTERLY STATUS REPORT OF GRANT APPLICATIONS, ACTIVE AND PENDING GRANTS FOR THE FOURTH QUARTER OF FY20**
Wondimu Wengistu, Grants/Legislative Analyst
- 9-08 ACCEPT AND FILE: THE METRO PARACRUZ OPERATIONS STATUS REPORT FOR APRIL, MAY AND JUNE 2020**
Daniel Zaragoza, Operations Manager, Paratransit Division
- 9-09 ACCEPT AND FILE: THE METRO SYSTEM RIDERSHIP REPORTS FOR THE FOURTH QUARTER OF FY20**
John Urgo, Planning and Development Director
- 9-10 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO AMEND THE CONTRACT WITH WEBER, HAYES & ASSOCIATES TO ADD AN ADDITIONAL \$45,000**
John Urgo, Planning and Development Director
- 9-11 APPROVE: ADOPTION OF AN AMENDED PRIVACY & USE POLICY FOR THE SANTA CRUZ METRO WEBSITE AND SMARTPHONE APPLICATIONS**
John Urgo, Planning and Development Director
- 9-12 APPROVE: CONSIDER A RESOLUTION DESIGNATING THE CEO AS THE AUTHORIZED AGENT TO SUBMIT A PROJECT LIST AND EXECUTE AGREEMENTS TO RECEIVE CALIFORNIA STATE OF GOOD REPAIR FUNDS**
Wondimu Mengistu, Grants/Legislative Analyst
- 9-13 METRO ADVISORY COMMITTEE (MAC) VACANCIES**
Alex Clifford, CEO/General Manager
- 9-14 CONSIDERATION OF APPROVAL OF CALPERS RESOLUTIONS TO UPDATE MEDICAL PREMIUM CONTRIBUTION RATES**
Dawn Crummié, HR Director

REGULAR AGENDA

- 10 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS: (20 years) Francisco Estrada, Marisela Mendoza, John Thomas and (35 years) Andrew Hill**
Mike Rotkin, Board Chair
- 11 RETIREE RESOLUTIONS OF APPRECIATION: ANDREW HILL, MICHAEL MULLIS, ARLEN ROY, ESTEVAN RUIZ AND DONNA SMITH**
Mike Rotkin, Board Chair

- 12 INTRODUCTION OF DANIELLE GLAGOLA, MARKETING, COMMUNICATIONS & CUSTOMER SERVICE DIRECTOR**
Alex Clifford, CEO/General Manager
- 13 ORAL COVID-19 TRANSIT FISCAL CRISIS REPORT**
Alex Clifford, CEO/General Manager
- 14 ACCEPT AND FILE: COVID-19 RIDER SURVEY**
John Urgo, Planning and Development Director
- 15 CEO ORAL REPORT**
Alex Clifford, CEO/General Manager
- 16 PUBLIC HEARING TO RECEIVE PUBLIC COMMENTS ON SANTA CRUZ METRO'S PROPOSED DISADVANTAGED BUSINESS ENTERPRISE (DBE) GOAL OF 2.65% FOR FEDERALLY FUNDED PROCUREMENTS FOR FEDERAL FISCAL YEARS 2021-2023 (FFY21-FFY23) WILL COMMENCE AT 9:00AM OR AS SOON THEREAFTER AS THE MATTER CAN BE HEARD ON AUGUST 28, 2020 VIA ZOOM**
Angela Aitken, DBELO and CFO
- 17 ORAL PARACRUZ UPDATE**
Daniel Zaragoza, Operations Manager, Paratransit Division
- 18 ACCEPT AND FILE: YEAR TO DATE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR QUARTER FOUR AS OF JUNE 30, 2020**
Angela Aitken, CFO
- 19 REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION**
Julie Sherman, General Counsel
- 20 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, SEPTEMBER 25, 2020 AT 9:00 AM, VENUE (TELECONFERENCE OR PHYSICAL) TO BE DETERMINED**
Mike Rotkin, Board Chair
- 21 RECESS TO CLOSED SESSION**

SECTION II: CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

GOVERNMENT CODE SECTION 54956.9(d)(1)

CLAIMANT: JANE DOE V. SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

CASE NO. 19CV02170

AGENCY: SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

GILBERT TSAI, ATTORNEY

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

GOVERNMENT CODE SECTION 54956.9(d)(1)

CLAIMANT: CHRISTOPHER LANAGAN

**AGENCY: SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
MARIE SANG, ATTORNEY**

SECTION III: RECONVENE TO OPEN SESSION

22 REPORT OF CLOSED SESSION ITEMS

Julie Sherman, General Counsel

23 ADJOURNMENT

Mike Rotkin, Board Chair

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Public Comment

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

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COMMUNICATIONS TO THE BOARD

From: Christina A Granados (CENSUS/LA FED) <christina.a.granados@2020census.gov>

Sent: Friday, June 26, 2020 11:51 AM

To: boardinquiries@scmtd.com

Subject: Public Comment for Item Not on the Agenda

Thank you for including the following public comment in the Board's correspondence, and for posting it online at the board packet link:

Good evening Board of Directors,

My name is Christina Granados, and I'm a Partnership Specialist with the U.S. Census Bureau. I want to thank you, as trusted voices in our community, for helping us to spread the word about the importance of the 2020 Census. Santa Cruz County has achieved a 65.8% self-response rate thus far, and we're working with community leaders like you, to raise that response rate by ten percent over the next thirty days. You can support this effort by reminding your constituents that responding to the census is important, safe, and easy.

We're all hearing predictions about the budget challenges that state and local governments are likely to face as a result of the COVID-19 pandemic. It is critical that we achieve a full and accurate count on the 2020 Census to ensure that Santa Cruz County receives its fair share of federal funding. Our responses to the 2020 Census will help secure federal funding for programs that benefit our community, including transportation services, for the next decade.

Responding to the 2020 Census is not only important, it is now easier than ever. You can respond to the census in about 10 minutes over the phone, via paper form, or online at 2020census.gov.

Finally, responding to the 2020 Census is safe. All responses to the 2020 Census are strictly confidential and protected by law.

Thank you again for your support.

All the best,
Christina

Christina A. Granados, JD; Ed.M.
Partnership Specialist
Los Angeles Regional Census Center
U.S. Census Bureau

Cell: 669-264-3943
Email: christina.a.granados@2020census.gov

census.gov

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COMMUNICATIONS TO THE BOARD

BOARD OF DIRECTORS

Santa Cruz METRO

Attn: Executive Assistant

110 Vernon Street

Santa Cruz, CA 95060

Metro Advisory Committee

Veronica Elsea, Chair

1306 Laurel ST

Santa Cruz, CA 95060-3519

veronica@laurelcreekmusic.com

August 19, 2020

re: Commendation of bus operators during fire evacuations

Dear members of the Metro board,

At its meeting on August 19, 2020, the Metro Advisory Committee learned of the efforts by Metro bus operators, bringing busses up into the mountains to assist in evacuating residents during the expansion of the SCZ complex fires. The committee wishes to express its gratitude to the operators for going the extra mile and incurring the extra risk in order to assist the community. The committee is also grateful to Santa Cruz Metro for providing the busses to assist in this vital and life-saving process. While acknowledging that Santa Cruz Metro is in the business of transportation, the effort and flexibility required to serve the community during emergencies with little to no warning is truly appreciated. Thank you again, bus operators and Metro staff for demonstrating your commitment to truly serve and care for the residents of Santa Cruz County.

Sincerely,

Metro Advisory Committee

Veronica Elsea, Chair

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DATE: August 28, 2020
TO: Board of Directors
FROM: Angela Aitken, Chief Financial Officer
**SUBJECT: ACCEPT AND FILE PRELIMINARY APPROVED CHECK JOURNAL
DETAIL FOR THE MONTHS OF JUNE & JULY 2020**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the preliminary approved Check Journal Detail for the months of June & July 2020

II. SUMMARY

- This staff report provides the Board with a preliminary approved Check Journal Detail for the months of June & July 2020.
- The Finance Department is submitting the check journals for Board acceptance and filing.

III. DISCUSSION/BACKGROUND

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

All invoices submitted for the months of June & July 2020 have been processed, the checks have been issued and signed by the Chief Financial Officer.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

2. Financial Stability, Stewardship & Accountability.

V. FINANCIAL CONSIDERATIONS/IMPACT

The check journals present the invoices paid in June & July 2020 for Board review, agency disclosure, and transparency.

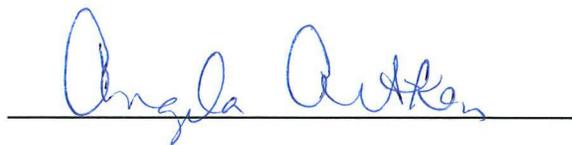
VI. ATTACHMENTS

Attachment A: Check Journal Detail for the Months of June & July 2020

Prepared by: Holly Alcorn, Accounting Specialist

VII. APPROVALS:

Angela Aitken, Chief Financial Officer



Alex Clifford, CEO/General Manager



Attachment A - June 2020

DATE 08/03/20 11:27

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

PAGE 1

DATE: 06/01/20 THRU 06/30/20

CHECK # START THRU 9999999

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
67774	06/16/20	-75.00 E410		LONA, SERGIO GONZALEZ		99030	DMV EXAM	-75.00	**VOID
68124	06/11/20	-2,209.63 588		CALTIP		99823	MAR 20 CODE=5100	-2,209.63	**VOID
68482	06/01/20	292.07 003151		ABC BUS INC		100671	INVENTORY ORDER	84.56	
						100672	INVENTORY ORDER	45.21	
						100673	INVENTORY ORDER	162.30	
68483	06/01/20	1,815.36 001D		AT&T		100636	4/13-5/12 PT 2 PT	1,815.36	
68484	06/01/20	5,221.08 001348		ATHENS INSURANCE SERVICE, INC.		100651	MAY 20 TPA FEES	5,221.08	
68485	06/01/20	6,871.83 003199		B & H FOTO & ELECTRONICS CORP		100602	COVID 19 SUPPLIES	5,581.81	
						100603	COVID 19 SUPPLIES	1,290.02	
						100617	BATTERIES	26.05	
68486	06/01/20	26.05 002363		BATTERIES PLUS #314		100690	MAR 20 FIRE EGRESS	5,345.00	
68487	06/01/20	5,525.00 002035		BOWMAN & WILLIAMS INC		100691	APR 20 EV CHARGING	180.00	
						100685	COVID 19 LOCKBOX SVT	45.77	
68488	06/01/20	45.77 003393		BRASS KEY LOCKSMITH INC		100613	ADA SEAT BELT EXTEND	56.66	
68489	06/01/20	56.66 002189		BUS & EQUIPMENT		100595	COVID 19 FREIGHT	30.31	
68490	06/01/20	30.31 002931		CALACT		100596	COVID 19 SIGNS	525.77	
68491	06/01/20	5,019.50 001159		CATTO'S GRAPHICS, INC.		100598	COVID 19 STICKERS	4,324.39	
						100599	COVID 19 HWY17 SIGNS	169.34	
						100604	OFFICE SUPPLIES	281.56	
68492	06/01/20	281.56 002627		CDW GOVERNMENT, INC.		100683	8/12-1/31 RT MODELIN	27,500.00	
68493	06/01/20	51,000.00 003320		CENTER FOR TRANSPORTATION AND		100684	2/1-3/31 RT MODELING	23,500.00	
						100594	4/14-5/12 WATER WTC	56.53	
68494	06/01/20	56.53 130		CITY OF WATSONVILLE UTILITIES		100687	3/16 SERVICES	1,300.00	
68495	06/01/20	1,300.00 733		CLAREMONT EAP		100615	RPR VEH #1711	1,513.30	
68496	06/01/20	1,513.30 909		CLASSIC GRAPHICS		100619	LNG 5/18/2020	5,297.24	
68497	06/01/20	15,101.01 001124		CLEAN ENERGY		100620	LNG 5/13/2020	5,122.31	
						100662	LNG 5/8/2020	4,681.46	
68498	06/01/20	177.74 002814		CREATIVE BUS SALES, INC.		100632	INVENTORY ORDER	177.74	
68499	06/01/20	212.16 003116		CUMMINS PACIFIC LLP		100611	INVENTORY ORDER	99.20	
						100612	INVENTORY ORDER	112.96	
68500	06/01/20	48.00 E1062		DIAZ, MANUEL		100689	DMV REIMBURSEMENT	48.00	
68501	06/01/20	1,753.97 003131		DYNAMIC SYSTEMS INC		100605	2/4-2/3/2021 SUPPORT	1,753.97	
68502	06/01/20	12,332.35 003485		EMPLOYNET INC		100616	TEMP W/E 5/17/2020	3,961.92	
						100659	TEMP W/E 5/3/2020	2,977.76	
						100660	TEMP W/E 4/26/2020	1,644.16	
						100661	TEMP W/E 5/10/2020	3,748.51	
68503	06/01/20	48.00 E1061		ESCAMILLA, EFREN JOSE		100688	DMV REIMBURSEMENT	48.00	
68504	06/01/20	16,189.14 432		EXPRESS SERVICES INC.		100618	TEMP W/E 5/17/2020	1,202.40	
						100640	TEMP W/E 5/10/2020	961.92	
						100656	TEMP W/E 5/10/2020	5,848.34	
						100657	TEMP W/E 5/17/2020	7,040.88	
						100658	TEMP W/E 03/22/2020	1,135.60	
						100663	SMALL TOOLS	143.31	
68505	06/01/20	410.49 001297		FASTENAL COMPANY INC		100664	NON INVENTORY ORDER	140.28	
						100665	NON INVENTORY ORDER	126.90	
68506	06/01/20	1,303.54 039		FEDEX OFFICE		100597	COVID 19 SIGNAGE	1,303.54	

Attachment A - June 2020

DATE 08/03/20 11:27

PAGE 2

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

DATE: 06/01/20 THRU 06/30/20

CHECK # START THRU 9999999

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
68507	06/01/20	55.25 001172	FERGUSON ENTERPRISES INC. #795	100668	COVID 19 COVERALLS	55.25			
68508	06/01/20	1,483.29 002952	FLYERS ENERGY LLC	100666	5/1-5/15 FUEL	1,483.29			
68509	06/01/20	57.26 003279	FRONTIER COMMUNICATIONS - 3025	100686	5/16-6/15 SKY-RIVER	57.26			
68510	06/01/20	755.72 003442	JOHNSON CONTROLS INC	100637	6/1-8/31 ALARM 1200B	755.72			
68511	06/01/20	265.22 1117	KELLEY'S SERVICE INC.	100634	INVENTORY ORDER	265.22			
68512	06/01/20	306.00 852	LAW OFFICES OF MARIE F. SANG	100601	CL# 19022275	306.00			
68513	06/01/20	4,000.00 003361	MILLER MAXFIELD INC	100607	COVID 19 SUPPLIES	2,012.50			
			MISSION UNIFORM	100608	COVID 19 OUTREACH	1,987.50			
68514	06/01/20	135.25 041		100635	CUSTODIAL SUPPLIES	41.75			
				100639	CUSTODIAL SUPPLIES	41.75			
				100643	LAUNDRY SERVICE	30.75			
				100647	CUSTODIAL SUPPLIES	10.50			
				100648	CUSTODIAL SUPPLIES	10.50			
68515	06/01/20	148.58 003326	NIDAL HALABI & NADA ALGHARIB	100628	NAME PLATES	148.58			
68516	06/01/20	34.26 004	NORTH BAY FORD LINC-MERCURY	100667	TOUCH UP PAINT	34.26			
68517	06/01/20	1,394.32 364	OVERHEAD DOOR CO. OF SALINAS	100641	RPR BAY 5 DOOR	1,394.32			
68518	06/01/20	94.68 043	PALACE ART & OFFICE SUPPLY	100627	OFFICE SUPPLIES	19.64			
				100631	OFFICE SUPPLIES	75.04			
68519	06/01/20	76.82 003024	RICOH USA, INC CA	100649	5/12-6/11 IMAGES OPS	76.82			
68520	06/01/20	267.66 215	RICOH USA, INC. TX	100606	6/3-7/2 LEASE C/S	267.66			
68521	06/01/20	1,396.16 003154	ROMAINE ELECTRIC CORP	100625	INVENTORY ORDER	1,396.16			
68522	06/01/20	8,708.15 079	SANTA CRUZ MUNICIPAL UTILITIES	100587	4/9-5/7 PACIFIC	50.55			
				100588	4/9-5/7 PACIFIC	2,649.87			
				100589	4/9-5/7 PACIFIC	58.87			
				100590	4/9-5/7 VERNON	497.10			
				100591	4/9-5/7 GOLF CLUB	1,404.75			
				100592	4/9-5/7 1200 RIVER A	229.59			
				100593	4/9-5/7 1200 RIVER B	2,754.99			
				100621	4/9-5/7 CEDAR-WALNUT	1,050.60			
				100623	4/9-5/7 GOLF CLUB	11.83			
68523	06/01/20	10,609.75 001307	SANTA CRUZ STAFFING, LLC	100609	TEMP W/E 5/17/2020	3,100.00			
				100610	TEMP W/E 5/10/2020	2,573.00			
				100629	TEMP W/E 5/3/2020	1,023.00			
				100642	TEMP W/E 5/3/2020	2,751.25			
				100680	TEMP W/E 5/10/2020	1,162.50			
68524	06/01/20	435.37 122	SCMTD PETTY CASH - OPS	100645	REPLENISHMENT	435.37			
68525	06/01/20	7,454.33 681	SCOTTS BODY SHOP CORP	100624	RPR VEH #1704 PC	5,000.00			
				100692	RPR VEH #PC1701	2,454.33			
68526	06/01/20	1,140.00 003292	SLINGSHOT CONNECTIONS LLP	100652	TEMP W/E 5/10/2020	285.00			
				100653	TEMP W/E 5/3/2020	855.00			
68527	06/01/20	2,062.51 003285	THE AFTERMARKET PARTS CO LLC	100633	RPR VEH #1206	658.50			
				100654	RPR VEH #1206	0.61			
				100655	RPR VEH #1206	51.06			
				100674	RPR VEH #1205	266.90			
				100675	RPR VEH #1207	348.93			
				100676	RPR VEH #1207	3.99			

Attachment A - June 2020

DATE 08/03/20 11:27

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

PAGE 3

CHECK # START THRU 9999999 DATE: 06/01/20 THRU 06/30/20

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
68528	06/01/20	2,121.29 003500		TREETOP PRODUCTS INC		100677	RPR VEH #1207	410.89	
68529	06/01/20	165.18 007		UNITED PARCEL SERVICE		100678	RPR VEH #1005	190.23	
68530	06/01/20	13,721.80 221		VEHICLE MAINTENANCE PROG INC	0	100679	RPR VEH #1302	131.40	
68531	06/01/20	912.24 434		VERIZON WIRELESS		100681	ZEB CHARGING INFASSTR	758.69	
68532	06/01/20	1,633.25 001353		VISION COMMUNICATIONS		100682	ZEB CHARGING INFRASTR	1,362.60	
68533	06/01/20	150.00 001165		VU, THANH DR. MD	7	100614	FREIGHT	68.99	
68534	06/01/20	36.00 003290		WORKFORCEQA LLC		100630	FREIGHT	96.19	
68535	06/08/20	37.46 002941		AA SAFE & SECURITY CO		100638	COVID 19 SUPPLIES	13,721.80	
68536	06/08/20	7,740.00 001712		ABACHERLI FENCE COMPANY		100622	4/13-5/12 BUS WIFI	912.24	
68537	06/08/20	5,361.35 382		AIRTEC SERVICE INC.		100644	RPR KITE/BIELAWSKI	1,633.25	
68538	06/08/20	35,500.00 497B		APTA		100646	DMV EXAM	75.00	
68539	06/08/20	4,678.42 001D		AT&T		100650	DMV EXAM	75.00	
68540	06/08/20	125.00 247		AUTOMATIC DOOR SYSTEMS, INC.		100600	DOT DRUG TESTS	36.00	
68541	06/08/20	370.49 002689		B & B SMALL ENGINE CORP		100835	KEYS	37.46	
68542	06/08/20	262.61 002189		BUS & EQUIPMENT		100844	VERNON GENERATOR PRJ	7,740.00	
68543	06/08/20	2,523.68 001159		CATTO'S GRAPHICS, INC.		100714	PREV MAINT MMF	973.00	
68544	06/08/20	92.98 667		CITY OF SCOTT'S VALLEY		100836	PREVENT MAINT OPS	3,077.00	
68545	06/08/20	1,315.30 130		CITY OF WATSONVILLE UTILITIES		100837	PREVENT MAINT SBF	220.00	
68546	06/08/20	24,572.65 001124		CLEAN ENERGY		100838	PREVENT MAINT PRC	262.00	
68547	06/08/20	182.77 075		COAST PAPER & SUPPLY INC.		100839	PREVENT MAINT WTC	416.00	
68548	06/08/20	301.00 367		COMMUNITY TELEVISION OF		100840	PREVENT MAINT SMC	413.35	
68549	06/08/20	1,06.80 003116		CUMMINS PACIFIC LLP		100744	4/19-5/18 OCEAN-LG	280.71	
68550	06/08/20	3,050.81 003274		EAST BAY TIRE CO.		100745	4/19-5/18 DAVENPORT	164.69	
						100785	4/19-5/18 VERN-SMC	142.39	
						100793	4/19-5/18 MAIN ACCT	4,090.63	
						100807	DOOR INSPECTOR	125.00	
						100706	WEED WHIP AND BLOWER	370.49	
						100765	ADA SEAT BELT EXTEND	262.61	
						100809	SIGNS	2,523.68	
						100708	3/16-5/15 WATER SVT	92.98	
						100810	MAY 20 WASTE WTC	1,011.22	
						100811	4/21-5/19 WATER WTC	142.10	
						100812	4/20-5/18 WATER WTC	85.76	
						100813	4/21-5/19 WATER WTC	76.22	
						100701	MAY 20 MAINTENANCE	14,842.00	
						100702	BELT REPLACEMENT	1,377.51	
						100703	REPLACE SUPPLY LINE	1,581.28	
						100704	REPAIR PUMP	6,771.86	
						100743	CUSTODIAL SUPPLIES	16.93	
						100792	COVID 19 SUPPLIES	165.84	
						100715	APR 24 BOARD MEETING	301.00	
						100756	RPR VEH #4207	85.67	
						100816	INVENTORY ORDER	21.13	
						100626	CREDIT SALES TAX	-9.02	
						100734	TIRES	1,135.95	

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68551	06/08/20	1,250.96	001297	FASTENAL COMPANY INC		100735	TIRES	276.88	
						100736	TIRES	341.89	
						100737	TIRES	203.99	
						100738	TIRES	125.33	
						100749	TIRES VEH #103	407.82	
						100750	TIRES	567.97	
						100733	COVID 19 SUPPLIES	57.16	
						100802	INVENTORY ORDER	254.12	
						100803	INVENTORY ORDER	509.54	
						100804	INVENTORY ORDER	327.36	
						100833	COVID 19 SUPPLIES	102.78	
						100834	INVENTORY ORDER	50.23	
68552	06/08/20	50.23	001172	FERGUSON ENTERPRISES INC. #795		100784	5/1-5/15 FUEL PC	2,923.46	
68553	06/08/20	2,923.46	002952	FLYERS ENERGY LLC		100847	MAY 20 VAULT SERVICE	5,864.92	
68554	06/08/20	5,864.92	001302	GARDA CL WEST, INC.		100757	RPR VEH #4207	96.04	
68555	06/08/20	3,186.17	117	GILLIG LLC		100769	RPR VEH #1202	245.75	
						100817	INVENTORY ORDER	2,844.38	
68556	06/08/20	1,122.98	282	GRAINGER		100720	WINDSOCK	253.99	
						100721	INVENTORY ORDER	51.65	
						100722	INVENTORY ORDER	524.40	
						100723	COVID 19 SUPPLIES	43.74	
						100724	INVENTORY ORDER	127.28	
						100725	BATTERIES	48.50	
						100726	INVENTORY ORDER	77.49	
						100727	INVENTORY ORDER	47.12	
						100806	CREDIT	-53.25	
						100827	CREDIT	-330.46	
						100828	COVID19 UTILITY CART	332.52	
68557	06/08/20	366.93	003327	IO, RODNEY H		100815	RPR VEH #003	366.93	
68558	06/08/20	630.63	1117	KELLEY'S SERVICE INC.		100728	RPR VEH #803	107.89	
						100766	CREDIT	-19.01	
						100767	INVENTORY ORDER	11.47	
						100770	COVID 19 SUPPLIES	88.38	
						100775	RPR VEH #1950	57.03	
						100830	INVENTORY ORDER	26.70	
						100831	INVENTORY ORDER	93.45	
						100832	INVENTORY ORDER	264.72	
68559	06/08/20	90.39	036	KELLY-MOORE PAINT CO., INC.		100705	REPAINT WTC	90.39	
68560	06/08/20	8,719.64	003017	MANSFIELD OIL CO OF GAINSVILLE		100805	DIESEL 5/7/2020	8,719.64	
68561	06/08/20	944.58	001052	MID VALLEY SUPPLY INC.		100693	COVID 19 SUPPLIES	858.71	
						100694	COVID 19 SUPPLIES	85.87	
68562	06/08/20	925.91	041	MISSION UNIFORM		100709	CUSTODIAL SUPPLIES	41.75	
						100719	CUSTODIAL SUPPLIES	41.75	
						100740	LAUNDRY SERVICE	30.75	
						100741	COVID 19 SUPPLIES	92.00	
						100742	LAUNDRY SERVICE	263.30	

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68563	06/08/20	219.96	002721		100747	CUSTODIAL SUPPLIES	92.00	
					100748	LAUNDRY SERVICES	281.86	
					100758	CUSTODIAL SUPPLIES	10.50	
					100794	LAUNDRY SERVICE	30.75	
					100800	CUSTODIAL SUPPLIES	10.50	
					100845	LAUNDRY SERVICE	30.75	
					100717	3/26-4/25 OPS	109.98	
					100718	4/26-5/25 OPS	109.98	
68564	06/08/20	7,267.96	004		100790	RPR VEH #1116 PC	123.74	
					100829	RPR VEH #1401	7,391.11	
					100846	CREDIT	-246.89	
					100695	OFFICE SUPPLIES	358.38	
					100696	OFFICE SUPPLIES	254.55	
					100697	OFFICE SUPPLIES	333.32	
					100746	OFFICE SUPPLIES	43.19	
					100759	OFFICE SUPPLIES	564.90	
					100783	LAMINATOR	333.32	
					100795	OFFICE SUPPLIES	409.83	
					100841	OFFICE SUPPLIES	91.96	
					100842	OFFICE SUPPLIES	14.95	
					100843	OFFICE SUPPLIES	183.13	
					100779	MAY 20 PEST KIOSK	40.00	
68566	06/08/20	416.00	481		100780	MAY 20 PEST VERNON	260.50	
					100781	MAY 2 PEST BETTYS	60.00	
					100782	MAY 20 PEST METROMKT	55.50	
68567	06/08/20	2,634.55	003438		100707	LIGHT FIXTURES SHOP	2,041.10	
					100774	BALLASTS	593.45	
68568	06/08/20	659.02	107A		100698	TVM RELOCATION	5.68	
					100699	TVM RELOCATION	6.33	
					100710	TVM RELOCATION	92.84	
					100711	TVM RELOCATION	56.85	
					100712	TVM RELOCATION	4.61	
					100713	TVM RELOCATION	31.91	
					100751	INVENTORY ORDER	49.15	
					100773	PAINT SUPPLIES	10.79	
					100796	INVENTORY ORDER	18.47	
					100797	INVENTORY ORDER	26.51	
					100798	INVENTORY ORDER	355.88	
68569	06/08/20	157.62	003495		100822	5/28-6/27 LEASE ADM	157.62	
68570	06/08/20	310.55	003266		100772	COVID 19 SUPPLIES	310.55	
68571	06/08/20	66.76	003024		100825	5/14-6/13 IMAGES PC	66.76	
68572	06/08/20	232.03	135		100731	INVENTORY ORDER	70.78	
					100732	INVENTORY ORDER	4.23	
					100768	INVENTORY ORDER	114.77	
					100791	INVENTORY ORDER	42.25	
68573	06/08/20	2,325.00	001307		100716	TEMP W/E 5/24/20	1,162.50	

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68574	06/08/20	530.64 681		SCOTTS BODY SHOP CORP	7	100799	TEMP W/E 5/17/2020	1,162.50	
68575	06/08/20	2,500.00 002267		SHAW YODER ANTIWIIH		100826	RPR VEH #1716	530.64	
68576	06/08/20	3,600.00 001277		SJB GLOBALNET, INC.		100821	MAY 20 LEGISLATE SVC	2,500.00	
68577	06/08/20	1,045.00 003292		SLINGSHOT CONNECTIONS LLP		100818	JAN 20 SUPPORT	1,800.00	
68578	06/08/20	619.25 001976		SPORTWORKS NORTHWEST, INC.		100819	APR 20 SUPPORT	1,800.00	
68579	06/08/20	2,719.17 003285		THE AFTERMARKET PARTS CO LLC		100823	TEMP W/E 3/8/2020	760.00	
						100824	TEMP W/E 5/17/2020	285.00	
						100801	INVENTORY ORDER	619.25	
						100755	RPR VEH #1208	292.72	
						100760	RPR VEH #1208	102.17	
						100761	RPR VEH #1207	241.61	
						100771	RPR VEH #1306	8.86	
						100776	RPR VEH #1201	856.50	
						100777	RPR VEH #1201	25.53	
						100778	RPR VEH #1201	0.62	
						100786	RPR VEH #1201	715.83	
						100787	RPR VEH #1209	70.31	
						100788	INVENTORY ORDER	135.00	
68580	06/08/20	79.97 007		UNITED PARCEL SERVICE		100789	RPR VEH #1209	270.02	
68581	06/08/20	2,008.45 002829		VALLEY POWER SYSTEMS, INC.		100814	FREIGHT	79.97	
						100669	CREDIT	-273.13	
						100670	CREDIT	-170.70	
						100729	INVENTORY ORDER	37.08	
						100730	SHOP TOOL REPLACEMENT	344.01	
						100762	INVENTORY ORDER	202.98	
						100763	INVENTORY ORDER	50.39	
68582	06/08/20	487.78 001353		VISION COMMUNICATIONS		100764	INVENTORY ORDER	1,817.82	
68583	06/08/20	811.77 147		ZEE MEDICAL SERVICE CO.		100808	RPR RADIO	487.78	
						100700	COVID 19 RESPIRATORS	60.14	
						100739	COVID 19 SUPPLIES	195.56	
						100752	COVID 19 SUPPLIES	391.12	
						100753	FIRST AID RESTOCK	119.17	
						100754	FIRST AID RESTOCK	45.78	
68584	06/08/20	950.48 001159		CATTO'S GRAPHICS, INC.		100848	SIGNS	786.60	
						100849	SIGNS	163.88	
68585	06/08/20	11,443.14 009		PACIFIC GAS & ELECTRIC		100850	4/24-5/25 VERNON	4,406.36	
						100851	4/24-5/25 GOLF CLUB	4,770.02	
						100852	4/24-5/25 1122 RIVER	2,246.43	
						100853	4/25-5/26 1122 RIVER	20.33	
						100874	HVAC MAINT VERNON	929.79	
68586	06/15/20	929.79 382		AIRTEC SERVICE INC.		100917	JUN 20 PAGER RENTAL	34.18	
68587	06/15/20	34.18 002861		AMERICAN MESSAGING SVCS, LLC		100889	5/1-5/31 PT2PT WTC	560.15	
68588	06/15/20	560.15 001D		AT&T		100918	4/24-5/23 BUS WIFE	997.02	
68589	06/15/20	997.02 003105		AT&T MOBILITY		100933	ADA SEAT BELT EXTEND	134.97	
68590	06/15/20	134.97 002189		BUS & EQUIPMENT		100854	MAR20 CODE=5100 RPLC	2,209.63	
68591	06/15/20	4,190.05 588		CALTIP		100946	MAY 20 CODE=5100	1,980.42	

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68592	06/15/20	10,500.00 001324		CAPITALEEDGE ADVOCACY, INC.		100952	MAY 20 LEGISLATE SVC	5,250.00	
68593	06/15/20	1,622.38 909		CLASSIC GRAPHICS		100953	JUN 20 LEGISLATE SVC	5,250.00	
68594	06/15/20	8,333.85 001124		CLEAN ENERGY		100940	RPR VEH #1305	1,622.38	
68595	06/15/20	567.75 075		COAST PAPER & SUPPLY INC.		100954	LNG 5/27/20	4,165.00	
68596	06/15/20	2,890.00 003034		COASTAL LANDSCAPING INC. DBA		100955	LNG 5/22/20	4,168.85	
68597	06/15/20	4,906.44 003116		CUMMINS PACIFIC LLP		100885	CUSTODIAL SUPPLIES	567.75	
68598	06/15/20	423.45 001501		D & G SANITATION		100926	JUN 20 LANDSCAPING	2,890.00	
68599	06/15/20	81.12 003494		DEX YP		100927	RPR VEH #1306	38.15	
68600	06/15/20	1,646.28 003274		EAST BAY TIRE CO.		100928	INVENTORY ORDER	82.15	
68601	06/15/20	25.55 001297		FASTENAL COMPANY INC		100929	RPR VEH #2807	69.13	
68602	06/15/20	1,561.86 002952		FLYERS ENERGY LLC		100857	INVENTORY ORDER	4,717.01	
68603	06/15/20	1,187.19 282		GRAINGER		100858	MAY 20 CAP MALL	423.45	
68604	06/15/20	15,245.19 001745		HARTFORD LIFE AND ACCIDENT INS		100864	4/29-5/28 ADVERTISIN	81.12	
68605	06/15/20	492.29 166		HOSE SHOP, THE INC		100936	FLAT RPR VEH #806	30.00	
68606	06/15/20	265.15 1117		KELLEY'S SERVICE INC.		100937	TIRES	138.44	
68607	06/15/20	23,627.38 003366		KEY GOVERNMENT FINANCE INC		100938	TIRES	341.89	
68608	06/15/20	1,425.40 167		KEYSTON BROTHERS		100939	TIRES	1,135.95	
68609	06/15/20	304.92 003273		MGP XI REIT LLC		100932	COVID 19 SUPPLIES	25.55	
68610	06/15/20	2,533.29 001052		MID VALLEY SUPPLY INC.		100923	5/16-5/31 FUEL	1,561.86	
68611	06/15/20	438.30 041		MISSION UNIFORM		100879	TOOLS	210.46	
68612	06/15/20	454.32 003326		NIDAL HALABI & NADA ALGHARIB		100880	BATTERIES	122.62	
68612	06/30/20	-454.32 003326		NIDAL HALABI & NADA ALGHARIB		100881	INVENTORY ORDER	524.40	
68612	06/30/20					100935	FLUORESCENT BULBS	329.71	
68612	06/30/20					100866	JUN 20 LIFE AD&D	4,446.83	
68612	06/30/20					100867	JUN 20 LTD	10,798.36	
68612	06/30/20					100957	INVENTORY ORDER	467.04	
68612	06/30/20					100958	INVENTORY ORDER	25.25	
68612	06/30/20					100922	COVID 19 SUPPLIES	265.15	
68612	06/30/20					100956	JUN 20 LEASE	23,627.38	
68612	06/30/20					100911	COVID 19 SUPPLIES	697.99	
68612	06/30/20					100912	COVID 19 SUPPLIES	727.41	
68612	06/30/20					100855	JAN-JUN 2020 CPI ADJ	304.92	
68612	06/30/20					100886	COVID 19 SUPPLIES	2,533.29	
68612	06/30/20					100863	CUSTODIAL SUPPLIES	41.75	
68612	06/30/20					100895	CUSTODIAL SUPPLIES	10.50	
68612	06/30/20					100930	LAUNDRY SERVICE	263.30	
68612	06/30/20					100931	COVID 19 SUPPLIES	92.00	
68612	06/30/20					100945	LAUNDRY SERVICE	30.75	
68612	06/30/20					100869	COVID19 TVM RELOCATE	263.06	VOIDED
68612	06/30/20					100870	CREDIT	-204.65	
68612	06/30/20					100871	COVID19 TVM RELOCATE	33.89	
68612	06/30/20					100872	COVID19 TVM RELOCATE	2.21	
68612	06/30/20					100873	COVID19 TVM RELOCATE	359.81	
68612	06/30/20					100869	COVID19 TVM RELOCATE	-263.06	**VOID
68612	06/30/20					100870	CREDIT	204.65	
68612	06/30/20					100871	COVID19 TVM RELOCATE	-33.89	

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68613	06/15/20	101.70	NORTH BAY FORD LINC-MERCURY		100872	COVID19 TVM RELOCATE	-2.21	
68614	06/15/20	7,122.99	PACIFIC GAS & ELECTRIC		100873	COVID19 TVM RELOCATE	-359.81	
					100909	INVENTORY ORDER	101.70	
					100959	4/30-5/29 CHARGE ST	5.34	
					100960	4/29-5/28 1200 RIVER	3,639.86	
					100961	4/29-5/28 PACIFIC	3,413.61	
					100962	5/5-6/3 SVT	64.18	
					100888	COVID 19 SUPPLIES	18.33	
68615	06/15/20	18.33	PACIFIC TRUCK PARTS, INC.		100894	OFFICE SUPPLIES	163.69	
68616	06/15/20	3,101.39	PALACE ART & OFFICE SUPPLY		100919	OFFICE SUPPLIES	2,414.68	
					100920	OFFICE SUPPLIES	26.20	
					100921	OFFICE SUPPLIES	120.16	
					100925	OFFICE SUPPLIES	376.66	
					100882	JUN20 PEST 1200RIVER	105.00	
					100883	JUN 20 PEST 1200RIV	62.50	
					100884	JUN 20 PEST GOLF	67.50	
					100865	6/1-5/31/21 LEASE CS	223.32	
68618	06/15/20	223.32	PITNEY BOWES INC. RENTAL PMT		100858	WALL METRO MARKET	32.24	
68619	06/15/20	701.90	PROBUILD COMPANY LLC		100859	WALL METRO MARKET	168.44	
					100860	CREDIT	-98.19	
					100861	WALL METRO MARKET	393.34	
					100862	TOOLS	34.95	
					100875	LANDSCAPING VERNON	87.47	
					100876	BIRD BARRIER SMC	13.77	
					100890	GATE LOCK OPS	31.44	
					100891	PAINT SUPPLIES	35.99	
					100892	PAINT SUPPLIES	2.45	
					100951	****-****-****-1598	244.33	
68620	06/15/20	244.33	QUADIANT FINANCE USA INC		100877	JUN20 ELEVATOR INSP	639.17	
68621	06/15/20	639.17	REPUBLIC ELEVATOR COMPANY INC		100924	INVENTORY ORDER	97.06	
68622	06/15/20	97.06	SANTA CRUZ AUTO PARTS, INC.		100949	MAY 20 SHREDDING	40.00	
68623	06/15/20	40.00	SANTA CRUZ RECORDS MNGMT INC		100950	MAY 20 WATER SVT	140.15	
68624	06/15/20	140.15	SCOTT'S VALLEY WATER DISTRICT		100942	TEMP W/E 5/3/20	656.00	
68625	06/15/20	1,705.60	SLINGSHOT CONNECTIONS LLP		100943	TEMP W/E 5/10/20	656.00	
					100944	TEMP W/E 5/24/20	393.60	
68626	06/15/20	1,385.00	SMITH, JOAN		100856	TREE REMOVAL PNR LOT	1,385.00	
68627	06/15/20	13,329.93	THE AFTERMARKET PARTS CO LLC		100896	RPR VEH #1204	931.23	
					100897	RPR VEH #1203	1,143.16	
					100898	RPR VEH #1206 1306	1,107.81	
					100899	INVENTORY ORDER	3,019.88	
					100900	INVENTORY ORDER	5,408.23	
					100901	RPR VEH #1301	876.98	
					100902	INVENTORY ORDER	14.16	
					100903	RPR VEH #1301	60.51	
					100904	RPR VEH #1306 1206	41.80	
					100905	INVENTORY ORDER	12.80	

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68628	06/15/20	531.92 003268	TWO GO LLC	DBA MONTEREY BAY		100906	RPR VEH #1306	14.08	
68629	06/15/20	159.88 003093	UPS FREIGHT			100907	RPR VEH #1306	265.44	
68630	06/15/20	909.24 434	VERIZON WIRELESS		0	100908	RPR VEH #1205	82.98	
						100941	INVENTORY ORDER	350.87	
68631	06/15/20	17.16 001165	VU, THANH DR. MD			100910	RPR VEH #1124 PC	531.92	
68632	06/15/20	275.00 003316	GLOBAL WATER TECHNOLOGY INC		7	100934	FREIGHT	159.88	
68633	06/15/20	113.72 147	ZEE MEDICAL SERVICE CO.			100948	5/2-6/1 PARACRUZ	600.36	
68634	06/22/20	989.70 003151	ABC BUS INC			100948	5/2-6/1 PARACRUZ	308.88	
68635	06/22/20	3,548.00 382	AIRTEC SERVICE INC.			100868	NEW HIRE DMV EXAM	17.16	
68636	06/22/20	2,379.58 001D	AT&T			100893	MAY 20 CHEM TEST	275.00	
68637	06/22/20	317.50 247	AUTOMATIC DOOR SYSTEMS, INC.			100887	FIRST AID KIT RESTOC	113.72	
68638	06/22/20	4,403.31 002802	BATTERY SYSTEMS CORP			101062	INVENTORY ORDER	989.70	
68639	06/22/20	12,500.00 003489	BONFIRE INTERACTIVE LTD.			100992	RPLC DRAFT MOTOR OPS	672.00	
68640	06/22/20	607.44 914	CALTRONICS BUSINESS SYSTEMS			101011	RPR HVAC OPS	2,876.00	
68641	06/22/20	702.00 733	CLAREMONT EAP			101043	5/10-6/9 INTERNET	603.91	
68642	06/22/20	212.48 002505	DEPARTMENT OF TOXIC SUBSTANCE			101057	5/13-6/12 PT2PT	1,775.67	
68643	06/22/20	2,773.82 003131	DYNAMIC SYSTEMS INC			100989	ADA DOOR WTC	317.50	
68644	06/22/20	11,245.00 003153	ENVIRONMENTAL LOGISTICS INC			101005	BATTERIES	4,403.31	
						101070	5/5-2/4/2021 SUPPORT	12,500.00	
						101068	OFFICE SUPPLIES	303.72	
						101069	OFFICE SUPPLIES	303.72	
						101073	JUN 20 EAP	702.00	
68645	06/22/20	2,164.32 432	EXPRESS SERVICES INC.			100981	1/1-3/31 425 FRONT	212.48	
68646	06/22/20	172.98 372	FEDERAL EXPRESS			101067	2/29-2/27/21 SUPPORT	2,773.82	
68647	06/22/20	100,235.46 002295	FIRST ALARM SECURITY & PATROL			101052	BUS WASH WATER DISPO	3,428.25	
						101053	BUS WASH WATER DISPO	2,965.75	
						101054	PARTS WASH PUMPOUT	2,781.75	
						101055	HOLDING TANK PUMPED	2,069.25	
						101024	TEMP W/E 5/31/2020	961.92	
						101025	TEMP W/E 5/24/2020	1,202.40	
						101061	FREIGHT	172.98	
						101085	MAY 20 SECURITY	40,430.53	
						101086	MAY20 COVID19 SECURI	48,336.00	
						101087	6/1-6/4 SECURITY	6,416.45	
						101088	6/1-6/4 COVID19 SECU	5,052.48	
68648	06/22/20	2,963.99 002952	FLYERS ENERGY LLC			101040	5/16-5/31 FUEL PC	2,963.99	
68649	06/22/20	5,864.92 001302	GARDA CL WEST, INC.			101046	JUN 20 SERVICE	5,864.92	VOIDED
68650	06/22/20	106.53 117	GILLIG LLC			101047	RPR VEH #1306	1,007.85	
						101048	CREDIT	-600.88	
						101049	CREDIT	-300.44	
68651	06/22/20	198.92 282	GRAINGER			100990	INVENTORY ORDER	79.00	
68652	06/22/20	1,011.89 001097	GREENWASTE RECOVERY, INC.			101012	INVENTORY ORDER	119.92	
						100982	MAY 20 AIRPORT/FREED	58.36	
						100983	MAY 20 HWY9/BC	175.08	
						100984	MAY 20 FREED/BOWKER	58.36	
						100985	MAY 20 FREEDOM BLVD	58.36	

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68653	06/22/20	35,968.40 003109		HANSON BRIDGETT LLP		100986	MAY 20 RESEARCH PK	358.89	
						100987	MAY 20 GREENVLY/CARN	58.36	
						100988	MAY 20 SVT	244.48	
						101074	MAY 20 RETAINER	24,000.00	
						101075	M# 032117.001001	922.90	
						101076	M# 032117.005001	82.60	
						101077	M# 032117.006001	3,137.60	
						101078	M# 032117.006006	1,775.90	
						101079	M# 032117.006022	165.20	
						101080	M# 032117.006023	98.10	
						101081	M# 032117.006025	165.20	
						101082	M# 032117.006026	454.30	
						101083	M# 032117.006027	5,166.60	
68654	06/22/20	91.52 166		HOSE SHOP, THE INC		101029	RPR VEH #2806	91.52	
68655	06/22/20	22,903.55 003223		JASPER WELLS LLC		100993	RPR VEH #2217	4,580.71	
						100994	RPR VEH #2235	4,580.71	
						100995	RPR VEH #2238	4,580.71	
						101041	RPR VEH #2214	4,580.71	
						101042	RPR VEH #2211	4,580.71	
68656	06/22/20	3,873.50 003284		KEISH ENVIRONMENTAL PC CORP		101018	OUTFALL MITIGATION	3,873.50	
68657	06/22/20	579.52 036		KELLY-MOORE PAINT CO., INC.		100991	COVID19 SUPPLIES	201.13	
						101020	PAINT SUPPLIES	378.39	
68658	06/22/20	100.00 003450		LANGUAGE LINE SERVICES INC		100972	MAY 20 INTERPRET SVC	100.00	
68659	06/22/20	761.65 852		LAW OFFICES OF MARIE F. SANG	7	101026	CL# 20000365	404.65	
						101027	CL# 2001103388 3414	357.00	
68660	06/22/20	75.00 E410		LONA, SERGIO GONZALEZ		100965	DMV EXAM REPLACE CK	75.00	
68661	06/22/20	3,992.87 511		***LUMINATOR HOLDING LP		101030	INVENTORY ORDER	1,444.08	
						101031	INVENTORY ORDER	1,453.33	
						101032	INVENTORY ORDER	368.06	
68662	06/22/20	6,032.50 003351		MARGH USA INC		101033	INVENTORY ORDER	727.40	
						101044	7/2-9/1/20 CL EXTENS	1,082.00	
68663	06/22/20	2,206.03 003273		MGP XI REIT LLC		101045	7/2-9/1/20 EPLI EXTE	4,950.50	
68664	06/22/20	1,709.97 001052		MID VALLEY SUPPLY INC.		100980	JUL 20 RENT	2,206.03	
						101013	INVENTORY ORDER	1,634.59	
68665	06/22/20	128.00 041		MISSION UNIFORM		101014	INVENTORY ORDER	75.38	
						100970	CUSTODIAL SUPPLIES	41.75	
						101015	CUSTODIAL SUPPLIES	25.25	
						101016	CUSTODIAL SUPPLIES	25.25	
						101017	CUSTODIAL SUPPLIES	25.25	
						101019	CUSTODIAL SUPPLIES	10.50	
68666	06/22/20	122.50 004		NORTH BAY FORD LINC-MERCURY		101006	RPR VEH #1709 PC	122.50	
68667	06/22/20	181.79 002323		NORTHERN SAFETY CO., INC.		101034	COVID 19 SUPPLIES	181.79	
68668	06/22/20	3,296.18 009		PACIFIC GAS & ELECTRIC		101051	5/8-6/8 PARACRUZ	782.27	
						101056	5/5-6/3 SVT PNR WTC	2,513.91	
68669	06/22/20	1,307.00 002947		PEDX COURIER AND CARGO	7	100971	JUN 20 COURIER SVC	1,307.00	
68670	06/22/20	155.50 481		PIED PIPER EXTERMINATORS, INC.		100967	JUN 20 PEST METROMKT	55.50	

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68671	06/22/20	44,496.80 002939		PREFERRED BENEFIT		100969	JUN 20 PEST PACIFIC	40.00	
						100969	JUN 20 PEST BETTYS	60.00	
						101071	JUN 20 VSP	8,572.50	
68672	06/22/20	308.81 107A		PROBUILD COMPANY LLC		101072	JUN 20 DENTAL	35,924.30	
						100966	INVENTORY ORDER	115.06	
						101021	COVID 19 SUPPLIES	14.74	
						101022	PAINT SUPPLIES	64.77	
						101023	RPR RESTROOMS WTC	80.11	
						101065	NON INVENTORY ORDER	34.13	
						101050	CARPET CLEANING SMC	520.00	
68673	06/22/20	520.00 003420		RICHARD HOWARD		101084	MAY 20 SECURITY PROT	8,027.50	
68674	06/22/20	8,027.50 003502		RICHARD IRISH		101010	3/1-5/31 IMAGES OPS	963.92	
68675	06/22/20	963.92 003024		RICOH USA, INC CA		100996	INVENTORY ORDER	2,502.81	
68676	06/22/20	2,502.81 003154		ROMAINE ELECTRIC CORP		101004	INVENTORY ORDER	141.48	
68677	06/22/20	141.48 135		SANTA CRUZ AUTO PARTS, INC.		100973	TEMP W/E 5/31/20	2,449.00	
68678	06/22/20	6,463.50 001307		SANTA CRUZ STAFFING, LLC		100974	TEMP W/E 5/24/20	2,852.00	
						101028	TEMP W/E 5/31/2020	1,162.50	
68679	06/22/20	656.00 003292		SLINGSHOT CONNECTIONS LLP		100976	TEMP W/E 6/7/2020	656.00	
68680	06/22/20	11,867.38 001075		SOQUEL III ASSOCIATES	7	100978	JULY 20 RENT	11,867.38	
68681	06/22/20	320.59 001232		SPECIALIZED AUTO AND		101007	RPR VEH #1501 PC	320.59	
68682	06/22/20	234.29 003285		THE AFTERMARKET PARTS CO LLC		101035	RPR VEH #1203	0.31	
						101036	RPR VEH #1302	6.36	
						101037	ROR VEH #1209	117.02	
						101038	ROR VEH #1204	110.60	
68683	06/22/20	260.18 003010		TOYOTA MATERIAL HANDLING	7	101063	RPR VEH #700	138.18	
68684	06/22/20	9,017.54 057		U.S. BANK		101064	RPR VEH #700	122.00	
68685	06/22/20	69.61 007		UNITED PARCEL SERVICE		100963	****-*****-6584	-140.00	
						100964	****-*****-5971	9,157.54	
68686	06/22/20	936.06 002829		VALLEY POWER SYSTEMS, INC.		101039	FREIGHT	23.90	
						101058	FREIGHT	45.71	
						101000	RPR VEH 2211 2214	94.36	
						101001	RPR VEH# 2211 2214	239.91	
						101002	INVENTORY ORDER	184.02	
						101003	INVENTORY ORDER	383.59	
						101059	RPR VEH #1306	13.32	
						101060	RPR VEH #1306	20.86	
68687	06/22/20	225.36 434		VERIZON WIRELESS	0	100979	5/2-6/1 FT2PT MMF	225.36	
68688	06/29/20	2,156.20 003151		ABC BUS INC		101108	INVENTORY ORDER	1,679.89	
						101109	INVENTORY ORDER	476.31	
68689	06/29/20	470.00 003330		ACTION TOWING & ROAD SVC CORP		101175	TOWING VEH #4207	470.00	
68690	06/29/20	47.45 192		ALWAYS UNDER PRESSURE		101161	RPR VEH #903	47.45	
68691	06/29/20	34.02 003393		BRASS KEY LOCKSMITH INC		101176	RPR VEH #908	16.62	
						101208	RPR VEH #908	17.40	
68692	06/29/20	2,262.27 001356		BRENCO OPERATING-TEXAS, LP		101103	INVENTORY ORDER	2,262.27	
68693	06/29/20	702.00 733		CLAREMONT EAP		101186	JUL 20 EAP	702.00	
68694	06/29/20	796.00 700		CPS - HR CONSULTING		101201	7/8 TRAINING	199.00	

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68695	06/29/20	2,289.02	003116	CUMMINS PACIFIC LLP		101202	7/8 TRAINING	199.00	
						101203	7/8 TRAINING	199.00	
						101204	7/8 TRAINING	199.00	
						101104	INVENTORY ORDER	690.24	
						101105	RPR VEH #2333	615.27	
						101168	RPR VEH #1207	128.95	
						101189	INVENTORY ORDER	40.95	
						101190	RPR VEH #2322	747.52	
						101191	RPR VEH #1306	47.98	
						101192	RPR VEH #1207	18.11	
						101199	MAY 20 FINGERPRINTIN	64.00	
68696	06/29/20	64.00	002567	DEPARTMENT OF JUSTICE		101092	TIRES VEH #103	210.55	
68697	06/29/20	50,818.43	003274	EAST BAY TIRE CO.		101093	TIRE DISPOSAL	214.50	
						101094	REVENUE TIRES	567.97	
						101095	REVENUE TIRES	2,166.45	
						101096	REVENUE TIRES	1,135.95	
						101097	REVENUE TIRES	1,135.95	
						101098	REVENUE TIRES	864.03	
						101110	MICHELIN PLANT CLOSU	17,740.50	
						101111	MICHELIN PLANT CLOSU	19,822.40	
						101112	MICHELIN PLANT CLOSU	6,960.13	
						101181	TEMP W/E 6/14/2020	1,428.00	
68698	06/29/20	2,248.98	003485	EMPLOYNET INC		101182	TEMP W/E 6/14/2020	820.98	
68699	06/29/20	23,245.77	432	EXPRESS SERVICES INC.		101166	TEMP W/E 5/24/2020	5,678.00	
						101167	TEMP W/E 5/31/2020	4,769.52	
						101178	TEMP W/E 6/7/2020	5,223.76	
						101179	TEMP W/E 6/14/2020	4,428.84	
						101194	TEMP W/E 5/3/2020	1,007.24	
						101195	TEMP W/E 4/12/2020	2,138.41	
68700	06/29/20	49.56	001297	FASTENAL COMPANY INC		101102	MASTER BREAKAWAY LOC	49.56	
68701	06/29/20	4,359.47	002952	FLYERS ENERGY LLC		101188	6/1-6/15 FUEL PC	4,359.47	
68702	06/29/20	57.26	003418	FRONTIER COMMUNICATIONS - 6145		101193	6/13-7/12 SKYLINE	57.26	
68703	06/29/20	954.80	647	GENFARE A DIV OF SPX CORP		100913	INVENTORY ORDER	343.97	
						100914	INVENTORY ORDER	495.16	
						100915	INVENTORY ORDER	46.10	
						100916	CREDIT	-1,016.63	
						101209	INVENTORY ORDER	859.50	
68704	06/29/20	56.39	M041	GOUVEIA, ROBERT	0	101210	INVENTORY ORDER	226.70	
68705	06/29/20	381.15	003327	IO, RODNEY H		101163	JUL 20 RETIREE SUPP	56.39	
68706	06/29/20	385.72	003442	JOHNSON CONTROLS INC		101099	RPR VEH #003	381.15	
68707	06/29/20	2.25	1117	KELLEY'S SERVICE INC.		101113	7/1-9/30 PACIFIC	385.72	
68708	06/29/20	6,650.00	003509	SANTA CRUZ SURGERY-LISA COOPER		101089	INVENTORY ORDER	2.25	
68709	06/29/20	5,200.00	E1026	MAYWEATHER, ANSON		101162	FENCE REPAIR PNR	6,650.00	
68710	06/29/20	1,000.06	041	MISSION UNIFORM		101173	TUITION REIMBURSEMEN	5,200.00	
						101090	SUPPLIES FUELLING STA	92.00	
						101091	UNIFORMS/SUPPLIES	881.50	

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68711	06/29/20	177.76 003326		NIDAL HALABI & NADA ALGHARIB		101184	EMBLEMS	6.56	
68711	06/30/20	-177.76 003326		NIDAL HALABI & NADA ALGHARIB		101187	TOWELS FUELING STATI	20.00	
68712	06/29/20	4,528.58 023		PACIFIC TRUCK PARTS, INC.		101196	SERVER ROOM WTC	177.76	VOIDED
						101106	RPR 4 VEHICLES	490.86	**VOID
						101107	INVENTORY ORDER	497.43	
						101169	CREDIT	-4.60	
						101170	INVENTORY ORDER	2,616.53	
						101171	INVENTORY ORDER	928.36	
						100975	OFFICE SUPPLIES	191.97	
						100977	CREDIT	-254.55	
						100997	OFFICE SUPPLIES	3.02	
						100998	OFFICE SUPPLIES	27.88	
						100999	OFFICE SUPPLIES	110.36	
						101008	CREDIT	-333.32	
						101009	CREDIT	-183.58	
						101066	CREDIT	-730.42	
						101158	OFFICE SUPPLIES	27.60	
						101214	OFFICE FURNITURE	1,991.82	
68714	06/29/20	56.39 M109		PEREZ, CHERYL		101164	JUL 20 RETIREE SUPP	56.39	
68715	06/29/20	143.58 003024		RICOH USA, INC CA		101198	6/14-7/13 LEASE PC	66.76	
						101207	6/12-7/11 LEASE RIVE	76.82	
68716	06/29/20	267.66 215		RICOH USA, INC. TX		101197	7/3-8/2 LEASE C/S	267.66	
68717	06/29/20	1,201.75 003154		ROMAINE ELECTRIC CORP		101165	INVENTORY ORDER	1,201.75	
68718	06/29/20	140.31 135		SANTA CRUZ AUTO PARTS, INC.		101100	INVENTORY ORDER	121.27	
						101101	RPR VEH #804	19.04	
68719	06/29/20	23.75 079		SANTA CRUZ MUNICIPAL UTILITIES		101159	MAY 20 IRRIG VERNON	13.04	
						101160	MAY 20 IRRIG RIVER	10.71	
68720	06/29/20	1,162.50 001307		SANTA CRUZ STAFFING, LLC		101125	TEMP W/E 6/7/2020	1,162.50	
68721	06/29/20	9,900.00 003277		SANTANA PAVING AND GRADING INC		101213	RPR ASPHALT PAC STAT	9,900.00	
68722	06/29/20	2,500.00 002267		SHAW YODER ANTWIH		101183	JUN 20 LEGISLATE SVC	2,500.00	
68723	06/29/20	1,245.00 003292		SLINGSHOT CONNECTIONS LLP		101185	TEMP W/E 6/14/20	656.00	
						101205	TEMP W/E 5/24/20	285.00	
						101206	TEMP W/E 5/31/2020	304.00	
68724	06/29/20	246.00 003510		STATE OF CA DOT CALTRANS		101211	PERMIT ZEB CHARGING	246.00	
68726	06/29/20	33,677.30 003285		THE AFTERMARKET PARTS CO LLC		101114	RPR VEH #1304	477.08	
						101115	INVENTORY ORDER	4,415.83	
						101116	INVENTORY ORDER	141.39	
						101117	INVENTORY ORDER	1,201.92	
						101118	INVENTORY ORDER	3,661.95	
						101119	RPR VEH #1202	937.21	
						101120	RPR VEH #1205	72.54	
						101121	RPR VEH #1205	234.03	
						101122	RPR VEH #1208	234.04	
						101123	RPR VEH #1202	0.61	
						101124	RPR VEH #1002	316.61	

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					101126	INVENTORY ORDER	1,510.65	
					101127	INVENTORY ORDER	392.54	
					101128	RPR VEH #1304	157.02	
					101129	INVENTORY ORDER	461.87	
					101130	INVENTORY ORDER	2,087.13	
					101131	INVENTORY ORDER	706.01	
					101132	RPR VEH #1207	494.33	
					101133	RPR VEH #1205	270.02	
					101134	INVENTORY ORDER	270.02	
					101135	INVENTORY ORDER	348.86	
					101136	RPR VEH #1306	6.00	
					101137	INVENTORY ORDER	23.90	
					101138	RPR VEH #1201	17.93	
					101139	RPR VEH #1204	5.98	
					101140	RPR VEH #2238	674.19	
					101141	RPR 5 VEHICLES	6,097.44	
					101142	RPR VEH #2234	492.29	
					101143	RPR VEH #1201	1,528.54	
					101144	INVENTORY ORDER	1,146.41	
					101145	RPR VEH #1205	382.14	
					101146	RPR VEH #1306	1,257.16	
					101147	INVENTORY ORDER	30.42	
					101148	RPR VEH #1208	191.07	
					101149	RPR VEH #1207	191.07	
					101150	RPR VEH #1203	955.34	
					101151	RPR VEH #1206	135.00	
					101152	RPR VEH #1206	382.14	
					101153	RPR VEH #2238	816.84	
					101154	RPR VEH #1203	49.81	
					101155	RPR VEH #1207	3.27	
					101156	CREDIT	-6.00	
					101180	RPR 5 VEHICLES	904.70	
					101157	RPR VEH #701	139.24	
					101177	FREIGHT	35.64	
					101172	INVENTORY ORDER	1,842.74	
					101212	TOOL VTA GILLIG BUS	3,659.88	
					101174	5/13-6/12 WIFI BUSES	912.24	
					101200	JOB PLACEMENT ADS	387.00	
TOTAL		946,000.91	ACCOUNTS PAYABLE			TOTAL CHECKS	946,000.91	

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68350	07/06/20	001302	-322.24	GARDA CL WEST, INC.		100226	MAY 20 SERVICES	-322.24	**VOID
68649	07/06/20	001302	-5,864.92	GARDA CL WEST, INC.		101046	JUN 20 SERVICE	-5,864.92	**VOID
68733	07/06/20	003151	57.36	ABC BUS INC		101228	INVENTORY ORDER	57.36	
68734	07/06/20	00382	6,452.00	AIRTEC SERVICE INC.		101243	RPR HVAC SVT	257.00	
						101244	RPR HVAC WTC	6,195.00	
68735	07/06/20	001348	5,221.08	ATHENS INSURANCE SERVICE, INC.		101321	JULY 20 TPA FEES	5,221.08	
68736	07/06/20	002689	113.09	B & B SMALL ENGINE CORP		101240	TOOLS	113.09	
68737	07/06/20	002363	62.78	BATTERIES PLUS #314		101227	INVENTORY ORDER	30.41	
						101280	CREDIT CUSTOM 6 PCK	-58.86	
						101281	BATTERIES	60.82	
						101282	BATTERIES	30.41	
68738	07/06/20	002802	1,402.23	BATTERY SYSTEMS CORP		101275	BATTERIES	1,402.23	
68739	07/06/20	003248	626.01	BAY ALARM COMPANY		101229	07/01/20-10/01/20	626.01	
68740	07/06/20	002035	2,496.25	BOWMAN & WILLIAMS INC		101302	MAY20 FIRE EGRESS	2,496.25	
68741	07/06/20	001230	4,471.34	CAPITOL CLUTCH & BRAKE, INC.		101308	BRAKES/SHOES INV	4,471.34	
68742	07/06/20	001159	788.51	CATTO'S GRAPHICS, INC.		101305	COVID 19 SUPPLIES	788.51	
68743	07/06/20	001346	207.83	CITY OF SANTA CRUZ-FINANCE		101296	LANDFILL	207.83	
68744	07/06/20	001130	56.53	CITY OF WATSONVILLE UTILITIES		101242	5/12-6/9 WATER WTC	56.53	
68745	07/06/20	001124	10,128.79	CLEAN ENERGY		101245	LNG 6/5/2020	4,832.43	
						101246	LNG 6/1/2020	5,296.36	
68746	07/06/20	00367	344.00	COMMUNITY TELEVISION OF		101279	BOD MTG 5/15/2020	344.00	
68747	07/06/20	003116	8,936.22	CUMMINS PACIFIC LLP		101252	RPR VEH#1001-1003	5,965.25	
						101283	RPR VEH#1306	11.10	
68748	07/06/20	003274	7,744.70	EAST BAY TIRE CO.		101289	RPR VEH#1202	2,959.87	
						101254	TIRES	864.03	
						101255	REV TIRES	567.97	
						101256	REV TIRES PC	648.02	
						101257	REV TIRES PC	412.35	
						101291	TIRES	2,271.90	
68749	07/06/20	001297	26.75	FASTENAL COMPANY INC		101303	TIRE ORDER OEM	2,980.43	
						101226	INVENTORY ORDER	7.16	
68750	07/06/20	002952	1,933.38	FLYERS ENERGY LLC		101288	COVID 19 SUPPLIES	19.59	
68751	07/06/20	003279	57.26	FRONTIER COMMUNICATIONS - 3025		101247	6/1-6/15 FUEL	1,933.38	
68752	07/06/20	003442	1,969.49	GILLIG LLC		101297	6/16-7/15 SKY RIVER	57.26	
						101248	RPR VEH#203	29.48	
						101249	INVENTORY ORDER	931.79	
						101250	INVENTORY ORDER	143.67	
						101287	INVENTORY ORDER	864.55	
68753	07/06/20	003412	138.80	GRAFFITI SHIELD INC		101263	COVID 19 SUPPLIES	138.80	
68754	07/06/20	00282	1,385.29	GRAINGER		101238	COVID 19 SUPPLIES	1,385.29	
68755	07/06/20	00166	533.98	HOSE SHOP, THE INC		101251	RPR VEH#2217	533.98	
68756	07/06/20	003327	174.38	IO, RODNEY H		101276	RPR VEH#1707PC	174.38	
68757	07/06/20	003442	1,092.74	JOHNSON CONTROLS INC		101306	7/1-9/30 ALARM WTC	431.18	
						101307	7/1-9/30 ALARM SVT	661.56	
68758	07/06/20	003402	24,759.10	KAUFMAN DOLOWICH VOLUCK		101314	SERVICES THRU MAY31	24,759.10	
68759	07/06/20	001117	151.49	KELLEY'S SERVICE INC.		101253	COVID 19 SUPPLIES	144.85	

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68760	07/06/20	003480	1,050.00	KIMLEY-HORN AND ASSOCIATES INC		101274	INVENTORY ORDER	6.64	
68761	07/06/20	003362	368.32	LUMINATOR TECHNOLOGY GROUP INC		101215	Asst Dev PAC Station	1,050.00	
68762	07/06/20	001052	342.17	MID VALLEY SUPPLY INC.		101286	INVENTORY ORDER	368.32	
68763	07/06/20	041	505.96	MISSION UNIFORM		101230	COVID 19 SUPPLIES	342.17	
						101234	COVID 19 SUPPLIES	92.00	
						101235	COVID 19 SUPPLIES	328.21	
						101241	UNIFORM & LAUNDRY	10.50	
						101278	UNIFORMS/SUPPLIES	25.25	
						101290	RESTOCKING FEE VSW	50.00	
						101237	RPR VEH#1401	5,823.01	
68764	07/06/20	004	5,823.01	NORTH BAY FORD LINC-MERCURY		101295	COVID 19 SUPPLIES	154.36	
68765	07/06/20	003504	481.30	ORR SAFETY CORPORATION		101309	GAS/VAPOR CARTRIDGE	326.94	
68766	07/06/20	043	8,324.16	PALACE ART & OFFICE SUPPLY		101223	COVID 19 SUPPLIES	8,337.96	
						101224	PRODUCT NOT AVAIL.	-18.75	
						101262	OFFICE SUPPLIES	18.75	
						101267	CREDIT OFFICE SUPPL	-13.80	
68767	07/06/20	358	238.90	POWR-FLITE		101261	CLEANING SUPPLIES	238.90	
68768	07/06/20	107A	26.51	PROBUILD COMPANY LLC		101239	PAINTING SUPPLIES	22.88	
68769	07/06/20	536	632.08	RIVERSIDE LIGHTING & ELECTRIC		101304	RPR VEH#1202	3.63	
						101315	SERVER ROOM	177.76	
						101316	COVID 19 SUPPLIES	-204.65	
						101317	COVID 19 SUPPLIES	33.89	
						101318	COVID 19 SUPPLIES	2.21	
						101319	COVID 19 SUPPLIES	359.81	
						101320	COVID 19 SUPPLIES	263.06	
68770	07/06/20	135	2,556.84	SANTA CRUZ AUTO PARTS, INC.		101236	INVENTORY ORDER	525.49	
						101258	INVENTORY ORDER	132.06	
						101259	RPR VEH#1714 PC	256.37	
						101260	INVENTORY ORDER	7.39	
						101264	RPR VEH#1714PC	59.06	
						101265	INVENTORY ORDER	1,576.47	
68771	07/06/20	079	9,890.21	SANTA CRUZ MUNICIPAL UTILITIES		101216	5/8-6/8 PACIFIC	50.55	
						101217	5/8-6/8 RIVER B	3,293.89	
						101218	5/8-6/8 RIVER ST	702.39	
						101219	5/8-6/8 GOLF CLUB	1,357.20	
						101220	5/8-6/8 VERNON	544.38	
						101221	5/8-6/8 CEO-WAL	43.11	
						101222	5/8-6/8 PACIFIC	2,823.23	
						101232	5/8-6/8 IRR1 GOLF	24.86	
						101233	5/8-6/8 CEO-WAL	1,050.60	
68772	07/06/20	292	524.80	SLINGSHOT CONNECTIONS LLP		101322	TEMP W/E 5/31/20	524.80	
68773	07/06/20	285	9,128.01	THE AFTERMARKET PARTS CO LLC		101225	INVENTORY ORDER	5,621.60	
						101268	RPR VEH#1207	4.94	
						101269	RPR VEH#1209	4.94	
						101270	RPR VEH#1205	4.94	
						101271	RPR VEH#1202	4.94	

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68774	07/06/20	003242	1,359.07	THE JANEK CORPORATION		101272	RPR VEH#1206	4.94	
68775	07/06/20	003500	1,466.53	TREETOP PRODUCTS INC		101273	RPR VEH#1208	4.94	
68776	07/06/20	E1063	3,192.44	URGO, JOHN	0	101292	RPR VEH#2238	156.08	
68777	07/06/20	434	51.00	VERIZON WIRELESS		101293	RPR VEH#1306	16.22	
68778	07/06/20	001353	347.50	VISION COMMUNICATIONS		101294	RPR VEH#1204	5.50	
68779	07/06/20	003237	191.18	WAREHOUSE DIRECT INTERIORS INC		101310	INVENTORY	96.53	
68780	07/06/20	147	25.08	ZEE MEDICAL SERVICE CO.		101311	INVENTORY	2,985.22	
68781	07/13/20	192	450.81	ALWAYS UNDER PRESSURE		101312	INVENTORY	21.49	
68782	07/13/20	002861	48.24	AMERICAN MESSAGING SVCS, LLC		101313	INVENTORY	195.73	
68783	07/13/20	003105	997.02	AT&T MOBILITY		101285	RPR ELEC EQUIP	1,359.07	
68784	07/13/20	002129	4,602.70	CALIFORNIA JANITORIAL SUPPLY		101300	ASPHALT RPR PAC ST	587.05	
68785	07/13/20	130	1,427.37	CITY OF WATSONVILLE UTILITIES		101301	ASPHALT RPR PAC ST	879.48	
68786	07/13/20	909	2,360.88	CLASSIC GRAPHICS		101284	5/2-6/1 CUSTOMER SVC	3,192.44	
68787	07/13/20	001124	15,660.72	CLEAN ENERGY		101277	RPR FOR RADIOS	51.00	
68788	07/13/20	002814	147.74	CREATIVE BUS SALES, INC.		101231	SMC REMODEL	347.50	
68789	07/13/20	003116	6,060.41	CUMMINS PACIFIC LLP		101266	SAFETY SUPPLIES PC	25.08	
68790	07/13/20	003494	111.14	DEX YP		101386	WTC STEAM CLEAN RPR	450.81	
68791	07/13/20	432	4,883.12	EXPRESS SERVICES INC.		101323	JUL 20 PAGER RENTAL	48.24	
68792	07/13/20	001297	146.09	FASTENAL COMPANY INC		101429	5/24-6/23 WIFI BUSES	997.02	
68793	07/13/20	117	3,078.37	GILLIG LLC		101338	COVID 19 SUPPLIES	2,630.19	
						101339	COVID 19 SUPPLIES	1,972.51	
						101357	WATER WTC 5/19-6/15	147.22	
						101358	WATER WTC 5/18-6/15	85.71	
						101359	WATER WTC 5/19-6/15	183.22	
						101360	SOLID WASTE	1,011.22	
						101383	RPR VEH# 1205	2,360.88	
						101332	LNG 6/15/20	5,517.56	
						101333	LNG 6/19/20	5,028.19	
						101381	LNG CHARGES 6/10	5,114.97	
						101396	INVENTORY ORDER	389.91	
						101397	CREDIT	-420.81	
						101398	INVENTORY ORDER	420.81	
						101419	CREDIT	-242.17	
						101425	CORE CREDIT	-273.13	
						101426	INVENTORY ORDER	5,343.17	
						101427	RPR VEH#2333	141.27	
						101428	RPR VEH#2333	849.10	
						101328	ADVERTISE 5/13-6/23	111.14	
						101385	TEMP W/E 6/21/20	4,883.12	
						101334	COVID 19 SUPPLIES	81.09	
						101382	COVID 19 SUPPLIES	19.49	
						101393	NON INVENTORY PARTS	45.51	
						101340	RPR VEH#4203	25.60	
						101348	INVENTORY ORDER	420.74	
						101361	RPR VEH#1207	245.75	

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68794	07/13/20	282	3,801.14	GRAINGER		101362	RPR VEH#1306	406.98	
						101395	RPR VEH#4207	1,979.30	
						101324	INVENTORY ORDER	765.63	
						101370	ENGRAVER/BATTERIES	47.37	
						101371	COVID 19 SUPPLIES	973.42	
						101372	COVID 19 SUPPLIES	91.16	
						101373	COVID 19 SUPPLIES	91.16	
						101374	EMERGENCY LIGHTING	145.34	
						101375	HAND TRUCK CUSTODIAL	206.14	
						101376	INVENTORY ORDER	388.05	
						101377	INVENTORY ORDER	58.22	
						101378	INVENTORY ORDER	911.92	
						101379	NON INVENTORY PARTS	59.01	
						101380	COVID 19 SUPPLIES	63.72	
				HOSE SHOP, THE INC		101352	RPR VEH#1306	6.43	
				JOHN P KRUKAR		101353	RPR VEH#2238	744.16	
68796	07/13/20	003472	2,670.00	KELLEY'S SERVICE INC.		101430	SBF AMNING DESIGN	2,670.00	
68797	07/13/20	1117	838.09			101349	RPR VEH#708	567.28	
						101394	INVENTORY ORDER	261.70	
						101418	USB ADAPTOR	9.11	
68798	07/13/20	852	136.00	LAW OFFICES OF MARIE F. SANG	7	101331	CL#1902275	136.00	
68799	07/13/20	E1064	248.55	MARTIN, CORTNEY		101413	LICENSE RENEWAL	248.55	
68800	07/13/20	003249	362.00	MAXIMUM OIL SERVICE LLC		101387	HAZMAT PICKUP	362.00	
68801	07/13/20	041	1,064.30	MISSION UNIFORM		101325	LAUNDRY SUPPLIES	41.75	
						101335	UNIFORM SERVICE	27.00	
						101336	COVID19/RIVER SUPPL	92.00	
						101337	COVID19GOLFCLUBSUPPL	366.09	
						101344	UNIFORMS&LAUNDRY	10.50	
						101350	COVID19/RIVERFUELSUP	92.00	
						101351	COVID 19 SUPPLIES	332.21	
						101356	CUSTODIAL SUPPLIES	41.75	
						101420	LAUNDRY SERVICE	10.50	
						101421	UNIFORMS & LAUNDRY	25.25	
						101422	UNIFORMS & LAUNDRY	25.25	
68802	07/13/20	004	61.14	NORTH BAY FORD LINC-MERCURY		101341	RPR VEH#PC1101	61.14	
68803	07/13/20	009	11,425.59	PACIFIC GAS & ELECTRIC		5/26-6/23	1122 RIVER	2,124.66	
						5/27-6/24	1122 RIVER	60.43	
						5/26-6/23	GOLF CLUB	4,545.25	
						5/26-6/23	VERNON ST.	4,695.25	
						101399	COVID 19 SUPPLIES	490.23	
						101414	CREDIT	-18.75	
						101354	JUNE 20 PEST VERNON	260.50	
68805	07/13/20	481	495.50	PIED PIPER EXTERMINATORS, INC.		101364	JUL20 PEST RIV CREEK	105.00	
						101365	JULY20 PEST RIV PARK	62.50	
						101366	JULY20 PESTGOLFCLUB	67.50	
68806	07/13/20	107A	595.05	PROBUILD COMPANY LLC		101343	RPR SOQUEL/PARKNRIDE	5.89	

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68807	07/13/20	003020	306.60	QUEST DIAGNOSTIC INC.		101400	COVID 19 SUPPLIES	37.64	
68808	07/13/20	135	24.25	SANTA CRUZ AUTO PARTS, INC.		101401	FENCE REPAIR	48.15	
68809	07/13/20	001292	240.00	SANTA CRUZ RECORDS MNGMT INC		101402	RPR SOQ PARK&RIDE	76.85	
68810	07/13/20	003292	656.00	SLINGSHOT CONNECTIONS LLP		101403	COVID 19 SUPPLIES	15.67	
68811	07/13/20	003285	681.35	THE AFTERMARKET PARTS CO LLC		101404	PAINT SUPPLIES WTC	14.28	
						101405	DOOR STOPS ADMIN	17.68	
						101406	COVID 19 SUPPLIES	32.31	
						101407	COVID 19 SUPPLIES	184.59	
						101408	COVID 19 SUPPLIES	23.59	
						101409	PAINT SUPPLIES WTC	5.67	
						101410	RPR SOQUEL PARKRIDE	5.89	
						101411	COVID 19 SUPPLIES	126.84	
						101330	4/27/20 DOTDRUGTESTS	306.60	
						101384	RPR VEH#708	24.25	
						101363	JUNE 20 SHREDDING	240.00	
						101412	TEMP W/E 6/21/20	656.00	
						101342	RPR VEH#1201	4.94	
						101389	RPR VEH#2221	492.29	
						101390	CREDIT FOR RETURN	-246.57	
						101391	RPR VEH 1202	120.91	
						101392	RPR VEH#1304	249.32	
						101417	RPR VEH#1204	60.46	
						101424	RPR VEH#1302	1,028.49	
68812	07/13/20	001800	1,028.49	THERMO KING OF SALINAS, INC		101415	*****-*****-6584	-115.00	
68813	07/13/20	057	12,474.46	U.S. BANK		101416	*****-*****-4338	12,589.46	
68814	07/13/20	007	31.98	UNITED PARCEL SERVICE		101423	FREIGHT	31.98	
68815	07/13/20	002829	102.08	VALLEY POWER SYSTEMS, INC.		101345	INVENTORY ORDER	45.48	
						101346	4 VEHICLES	202.72	
						101347	CORE CREDIT	-146.12	
68816	07/13/20	003237	21.85	WAREHOUSE DIRECT INTERIORS INC		101326	OPS ELEVATOR REPAIR	21.85	
68817	07/13/20	003290	44.00	WORKFORCEQA LLC		101329	May 20 DOT DRUG TEST	44.00	
68818	07/13/20	147	584.44	ZEE MEDICAL SERVICE CO.		101355	INVENTORY ORDER	116.85	
						101388	COVID 19 SUPPLIES	467.59	
68819	07/13/20	001302	70.30	GARDA CL WEST, INC.		101431	JAN 20 VAULT SVC	70.30	
68820	07/20/20	002941	32.73	AA SAFE & SECURITY CO		101482	HOSE BIB LOCK	32.73	
68821	07/20/20	382	259.00	AIRTEC SERVICE INC.		101546	OPS SERVICE CALL	259.00	
68822	07/20/20	001141	2,771.00	AMERICAN BUSINESS SYSTEMS, INC		101507	7/1-6/30/21 SUPPORT	2,771.00	
68823	07/20/20	001D	4,669.28	AT&T		101501	05/19-6/18 VERN-SMC	138.65	
						101502	5/19-6/18 OCEAN-LG	280.71	
						101503	5/19-6/18 DAVENPORT	164.69	
						101504	5/19-6/18 MAIN ACCT	4,085.23	
68824	07/20/20	001348	274,128.88	ATHENS INSURANCE SERVICE, INC.		101518	APR 20 REPLENISH W/C	-34,334.36	VOIDED
						101519	MAY 20 REPLENISH W/C	22,594.77	
						101520	JUN 20 REPLENISH W/C	59,768.47	
						101521	CLAIM#2001103388	226,100.00	
68824	07/23/20	001348	-274,128.88	ATHENS INSURANCE SERVICE, INC.		101518	APR 20 REPLENISH W/C	34,334.36	**VOID

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68825	07/20/20	003271	4,176.00	AUTO CARE TOWING		101519	MAY 20 REPLENISH W/C	-22,594.77	
						101520	JUN 20 REPLENISH W/C	-59,768.47	
						101521	CLAIM#2001103388	-226,100.00	
						101555	TOWING VEH#9824	288.00	
						101556	TOWING VEH#9820	432.00	
						101557	TOWING VEH#9820	432.00	
						101558	TOWING VEH#505	108.00	
						101559	TOWING VEH#1302	468.00	
						101560	TOWING VEH#2236	396.00	
						101561	TOWING VEH#2236	396.00	
						101562	TOWING VEH#1302	432.00	
						101563	TOWING VEH#2807	720.00	
						101564	RPR TOWING VEH#1401	90.00	
						101565	TOWING VEH#1401	54.00	
						101566	TOWING VEH#1202	360.00	
						101516	LAPTOP COMPUTERS	3,349.09	
						101517	COVID 19 SUPPLIES	774.01	
						101500	BATTERIES	50.03	
						101505	5/1-5/1/21 LIAB INS	750,761.00	
						101582	JUNE 20 CODE=5100	5,529.81	
						101492	OFFICE SUPPLIES	710.13	
						101474	SIGNS SCOTTSVILLE SVT	1,835.40	
						101511	MONITORS/USB DOC	2,064.67	
						101457	RPR EQUIPMENT	3,296.00	
						101447	COOP RETAIL	3,482.47	
						101523	BUS IMPROVE ASSESMNT	480.36	
						101580	VEH#2212221826012602	685.55	
						101432	LNG 6/24/20	5,919.50	
						101433	LNG 6/29/20	6,532.21	
						101444	JUNE 20 MAINT	14,842.00	
						101434	INVENTORY ORDER	163.87	
						101589	FY 21 W/C INSURANCE	147,977.00	
						101495	RPR VEH#2333	98.86	
						101443	COVID 19 SUPPLIES	423.45	
						101535	JUNE 20 FINGERPRINTS	32.00	
						101439	TEMP W/E 6/28/20	1,408.88	
						101542	TEMP W/E 7/5/20	1,020.00	
						101543	TEMP W/E 7/5/20	835.13	
						101544	TEMP W/E 6/28/20	2,384.26	
						101512	7/1-6/30/21 MAINT	10,889.69	
						101536	BILINGUAL TESTING	150.00	
						101581	TEMP W/E 07/12/20	3,520.40	
						101600	6/21-7/5 TEMP SVC	1,425.69	
						101601	5/17-6/14 TEMP SVC	2,059.18	
						101599	SUMMER POSTERS	555.54	
						101468	FUEL 6/16-6/30/20	1,850.15	
68826	07/20/20	003199	4,123.10	B & H FOTO & ELECTRONICS CORP					
68827	07/20/20	002363	50.03	BATTERIES PLUS #314					
68828	07/20/20	001588	756,290.81	CALTIP					
68829	07/20/20	001159	710.13	CALTRONICS BUSINESS SYSTEMS					
68830	07/20/20	002627	1,835.40	CATTO'S GRAPHICS, INC.					
68831	07/20/20	001501	2,064.67	CDW GOVERNMENT, INC.					
68832	07/20/20	001346	3,296.00	CENTRAL ELECTRIC					
68833	07/20/20	001346	3,962.83	CITY OF SANTA CRUZ-FINANCE					
68834	07/20/20	909	685.55	CLASSIC GRAPHICS					
68835	07/20/20	001124	27,293.71	CLEAN ENERGY					
68836	07/20/20	075	163.87	COAST PAPER & SUPPLY INC.					
68837	07/20/20	858	147,977.00	CSAC EXCESS INSURANCE AUTHORITY					
68838	07/20/20	003116	98.86	CUMMINS PACIFIC LLP					
68839	07/20/20	001501	423.45	D & G SANITATION					
68840	07/20/20	002567	32.00	DEPARTMENT OF JUSTICE					
68841	07/20/20	003485	5,648.27	EMPLOYNET INC					
68842	07/20/20	002953	10,889.69	EPICOR SOFTWARE CORP					
68843	07/20/20	003455	150.00	ESQUEDA MINDY					
68844	07/20/20	432	7,005.27	EXPRESS SERVICES INC.					
68845	07/20/20	039	555.54	FEDEX OFFICE					
68846	07/20/20	002952	6,528.32	FLYERS ENERGY LLC					

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68847	07/20/20	001189	326.94	GARY KENVILLE LOCKSMITH	7	101496	FUEL 6/16-6/30/20	4,678.17	
68848	07/20/20	117	3,185.80	GILLIG LLC		101578	LOCK RPR PARACRUZ	246.94	
68849	07/20/20	003316	275.00	GLOBAL WATER TECHNOLOGY INC		101579	LOCK RPR SMC	80.00	
68850	07/20/20	001323	28,542.82	GOVDELIVERY LLC		101463	INVENTORY ORDER	3,185.80	
68851	07/20/20	282	616.10	GRAINGER		101473	JUN 20 CHEM TEST	275.00	
						101515	RENEWAL 7/1-6/30/21	28,542.82	
						101475	SAFETY SUPPLIES	35.21	
						101476	CLEANING SUPPLIES	281.88	
						101477	INVENTORY ORDER	19.56	
						101478	CLEANING SUPPLIES	187.21	
						101479	SUPPLIES	74.87	
						101480	INVENTORY ORDER	17.37	
						101450	JUN 20 GREENVLY/CARN	58.36	
68852	07/20/20	001097	1,011.89	GREENWASTE RECOVERY, INC.		101451	JUN 20 RESEARCH PK	358.89	
						101452	JUN 20 FREEDOM BLVD	58.36	
						101453	JUN 20 FREEDM/BOWKER	58.36	
						101454	JUN 20 HWY/BOULD CR	175.08	
						101455	JUN 20 AIRPORT/FREED	58.36	
						101456	JUN 20 KINGS VILLAGE	244.48	
68853	07/20/20	001745	15,146.22	HARTFORD LIFE AND ACCIDENT INS		101553	JULY 20 LTD	10,945.58	
						101554	JULY 20 LIFE AD&D	4,200.64	
68854	07/20/20	166	3,071.05	HOSE SHOP, THE INC		101437	RPR VEH#2211	1,289.83	
						101438	RPR VEH#2214	890.61	
68855	07/20/20	003284	921.00	KEISH ENVIRONMENTAL PC CORP		101460	RPR VEH#2235	890.61	
68856	07/20/20	1117	368.04	KELLEY'S SERVICE INC.		101547	OUTFALL MITIGATION	921.00	
						101436	INVENTORY ORDER	361.97	
						101467	RPR VEH#2050	6.07	
68857	07/20/20	003366	23,627.38	KEY GOVERNMENT FINANCE INC		101506	JUL 20 LEASE	23,627.38	
68858	07/20/20	003181	10,625.00	KL2 CONNECTS LLC		101514	RECRUITING SERVICES	10,625.00	
68859	07/20/20	003450	100.00	LANGUAGE LINE SERVICES INC		101498	JUN20 INTERPRET SERV	100.00	
68860	07/20/20	003362	5,592.87	LUMINATOR TECHNOLOGY GROUP INC		101509	VEH CAMERA INSTALL	1,600.00	
						101567	INVENTORY ORDER	1,444.08	
						101568	INVENTORY ORDER	1,453.33	
						101569	INVENTORY ORDER	727.40	
						101570	INVENTORY ORDER	368.06	
68861	07/20/20	003017	13,451.73	MANSFIELD OIL CO OF GAINSVILLE		101494	DIESEL 6/26/20	13,451.73	
68862	07/20/20	003273	2,206.03	MGP XI REIT LLC		101551	AUG 20 RENT	2,206.03	
68863	07/20/20	003361	1,037.50	MILLER MAXFIELD INC		101584	JUNE 20 PUB OUTREACH	1,037.50	
68864	07/20/20	041	741.59	MISSION UNIFORM		101440	LAUNDRY SUPPLIES	92.00	
						101441	UNIFORMS & SUPPLIES	607.84	
						101481	SUPPLIES	41.75	
68865	07/20/20	003291	5,000.00	MONTEREY BAY ECON PARTNERSHIP		101510	FY21 MEMBERSHIP	5,000.00	
68866	07/20/20	003219	3,968.00	MSDS ONLINE INC.		101508	RENEWAL 7/16-7/15/21	3,968.00	
68867	07/20/20	004	101.70	NORTH BAY FORD LINC-MERCURY		101466	INVENTORY ORDER	101.70	
68868	07/20/20	003218	15,020.18	NVB EQUIPMENT, INC.		101550	JUNE 20 FIRESUP SVC	15,020.18	
68869	07/20/20	009	10,083.95	PACIFIC GAS & ELECTRIC		101445	05/29-6/28 PACIFIC	3,698.64	

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68870	07/20/20	1,395.91 043		PALACE ART & OFFICE SUPPLY		101446	5/29-6/28 RIVER ST	5,545.72	
						101524	5/30-6/29 CHARGE STA	27.62	
						101576	6/4-7/2/20 SVT	62.39	
						101596	6/9-7/7 PARACRUZ	749.58	
						101471	OFFICE SUPPLIES	18.75	
						101472	OFFICE SUPPLIES	839.80	
						101499	OFFICE SUPPLIES	253.33	
						101533	OFFICE SUPPLIES	158.82	
						101534	OFFICE SUPPLIES	7.20	
						101577	OFFICE SUPPLIES MMF	82.33	
						101594	OFFICE SUPPLIES PC	35.68	
						101549	JUL 20 PEST CTRL WTC	79.50	
						101572	JUL 20 SMC KIOSK	40.00	
						101573	JUL 20 SMC MARKET	55.50	
						101574	JUL 20 SMC BETTY'S	60.00	
						101575	JUL 20 VERNON	260.50	
						101442	LEAK REPAIR	680.00	
						101483	COVID 19 SUPPLIES	33.30	
						101484	COVID 19 SUPPLIES	8.83	
						101485	COVID 19 SULLFIES	541.66	
						101486	SMALL TOOLS	18.67	
						101487	SUPPLIES	2.74	
						101488	COVID 19 SUPPLIES	5.23	
						101489	COVID 19 SUPPLIES	15.39	
						101545	PAINT SUPPLIES	9.81	
						101513	xxxx-xxxx-xxxx-1598	42.38	
						101469	6/28-7/27 LEASE ADM	315.24	
						101595	8/3-11/2 LEASE PC	209.58	
						101541	6/25 DOT DRUG TESTS	281.05	
						101458	JULY 20 MAINT ALL	639.17	
						101548	JULY 20 LEASE OPS	110.17	
						101590	4/1-6/30 COPY/ADMIN	1,765.51	
						101464	INVENTORY ORDER	177.78	
						101465	INVENTORY ORDER	160.79	
						101491	OFFICE SUPPLIES	8.61	
						101593	6/24 SHREDDING	40.00	
						101597	JUNE 20 PUBLICATION	254.40	
						101585	JUN 20 REPLENISHMENT	432.35	
						101448	JUNE 20 WATER SVT	186.70	
						101449	WTR 6/1-6/30	172.13	
						101522	SCCIC DOM NON PROF	20.00	
						101598	JUL 20 LEGISLATE SVC	2,500.00	
						101525	TEMP W/E 6/28/20	448.80	
						101526	TEMP W/E 7/5/20	687.23	
						101527	TEMP W/E 7/5/20	455.81	
						101537	TEMP W/E 6/28/20	855.00	

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68888	07/20/20	11,867.38	001075	SOQUEL III ASSOCIATES	7	101538	TEMP W/E 6/7/20	285.00	
68889	07/20/20	168.06	001040	TERRYBERRY CO., LLC		101539	TEMP W/E 6/14/20	570.00	
68890	07/20/20	621.66	003285	THE AFTERMARKET PARTS CO LLC		101540	TEMP W/E 6/21/20	541.50	
						101552	AUG 20 RENT RES PARK	11,867.38	
						101490	EMPLOYEE INCENTIVE	168.06	
						101461	INVENTORY ORDER	60.46	
						101462	CREDIT	-5.86	
						101493	INVENTORY PARTS	567.06	
						101435	FREIGHT	40.26	
						101459	FREIGHT	39.34	
						101497	FREIGHT	171.88	
						101528	INVENTORY ORDER	463.47	
						101529	INVENTORY ORDER	4,806.57	
						101530	INVENTORY ORDER	9.96	
						101531	CORE CREDIT	-264.93	
						101532	CORE CREDIT	-583.12	
						101586	COVID 19 SUPPLIES	1,673.07	
						101587	COVID 19 SUPPLIES	1,802.05	
						101588	COVID 19 SUPPLIES	312.55	
						101571	6/2-7/1/20 MMF	231.12	
						101583	6/2-7/1 CUSTOMER SER	51.08	
						101591	6/2-7/1/20 PARACRUZ	600.36	
						101592	6/2-7/1/20 PARACRUZ	308.88	
						101470	RPR VEH#2001	371.49	
						101602	APR 20 REPLENISH W/C	-34,334.36	
						101603	MAY 20 REPLENISH W/C	22,594.77	
						101604	JUN 20 REPLENISH W/C	59,768.47	
						101605	CLAIM#2001103388	226,100.00	
						101730	COVID 19 SUPPL WTC	387.78	
						101731	COVID 19 SUPPL SVT	387.93	
						101732	COVID 19 SUPPL SMC	387.78	
						101710	RPR VEH# 1213	385.00	
						101681	REIMBURSE FOR KEYS	95.59	
						101729	COVID 19 SUPPLIES	3,507.00	
						101742	GREASE PUMPOUT SMC	385.00	
						101611	6/13-7/12/20 PT2PT	1,815.36	
						101698	6/1-6/30 PT2PT WTC	573.38	
						101795	APR-JUN 20 SALES TAX	1,095.00	VOIDED
						101795	APR-JUN 20 SALES TAX	-1,095.00	**VOID
						101697	JULY20PARKINGPERMITS	935.00	
						101720	JUNE 20 LANDFILL	367.34	
						101607	LNG 7/3/20	6,229.88	
						101673	BOD MTG 6/26/20	494.50	
						101648	RPR VEH#4207	219.87	
						101649	RPR VEH#1206	146.37	
						101666	INVENTORY ORDER	3,747.63	

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68910	07/27/20	002505	757.50	DEPARTMENT OF TOXIC SUBSTANCE		101668	RPR VEH#1211	38.15	
68911	07/27/20	002224	32.50	*****DOCTORS ON DUTY		101712	INVENTORY ORDER	2,372.91	
68912	07/27/20	002224	5,892.50	DOCTORS ON DUTY MEDICAL CLINIC		101761	EPA ID/MANIFEST FEE	757.50	
						101762	DOT DRUG TESTING	32.50	
						101763	DOT DRUG TESTING	77.50	
						101764	DOT DRUG TESTING	32.50	
						101765	DOT DRUG TESTING	77.50	
						101766	DOT DRUG TESTING	93.00	
						101768	DOT DRUG TESTING	32.50	
						101769	DOT DRUG TESTING	77.50	
						101770	DOT DRUG TESTING	32.50	
						101771	DOT DRUG TESTING	77.50	
						101772	DOT DRUG TESTING	32.50	
						101773	DOT DRUG TESTING	77.50	
						101777	DOT DRUG TESTING	32.50	
68913	07/27/20	003274	5,435.83	EAST BAY TIRE CO.		101658	REVENUE TIRES PC	5,262.00	
						101659	DISMOUNT/BAL TIRE PC	266.81	
						101693	REVENUE TIRES	97.63	
						101705	REVENUE TIRES PC	618.53	
						101706	REVENUE TIRES	864.03	
						101707	TIRE DISPOSAL	567.97	
						101713	REVENUE TIRES	123.75	
						101714	REVENUE TIRES	1,135.95	
						101715	FLAT REPAIR	1,083.22	
						101716	REVENUE TIRES PC	29.92	
						101612	TEMP W/E 6/21/20	648.02	
68914	07/27/20	003485	15,147.56	EMPLOYNET INC		101613	TEMP W/E 7/5/20	810.00	
						101614	TEMP W/E 6/28/20	1,080.00	
						101642	TEMP W/E 7/12/20	1,080.00	
						101643	TEMP W/E 7/12/20	1,020.00	
						101735	TEMP W/E 6/14/20	1,428.00	
						101736	TEMP W/E 6/7/20	513.80	
						101737	TEMP W/E 5/31/20	841.31	
						101738	TEMP W/E 5/31/20	822.08	
						101739	TEMP W/E 5/17/20	3,442.50	
						101740	TEMP W/E 5/24/20	3,519.00	
68915	07/27/20	432	5,223.76	EXPRESS SERVICES INC.		101669	TEMP W/E 6/28/20	590.87	
						101691	TEMP W/E 7/5/20	2,271.20	
68916	07/27/20	002962	142.63	FIS		101682	MAY 20 MERCHANT FEE	2,952.56	
68917	07/27/20	117	742.75	GILLIG LLC		101677	RPR VEH#4207	142.63	
						101678	INVENTORY ORDER	183.30	
68918	07/27/20	M041	56.39	GOUVEIA, ROBERT	0	101692	INVENTORY ORDER	297.17	
68919	07/27/20	282	440.99	GRAINGER		101760	AUG 20 RETIREE SUPP	262.28	
						101608	COVID 19 SUPPLIES	56.39	
								204.51	

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68920	07/27/20	35,753.40	003109	HANSON BRIDGETT LLP		101609	INVENTORY ORDER	16.60	
						101615	RECYCLING CONTAINERS	8.51	
						101616	INVENTORY ORDER	17.37	
						101685	COVID 19 SUPPLIES	97.67	
						101694	INVENTORY ORDER MMF	27.18	
						101704	COVID 19 SUPPLIES	69.15	
						101797	M# 032117.001001	82.60	
						101798	M# 032117.005001	1,445.50	
						101799	M# 032117.006001	932.80	
						101800	M# 032117.006006	3,138.80	
						101801	M# 032117.006007	289.10	
						101802	M# 032117.006022	41.30	
						101803	M# 032117.006027	817.10	
						101804	M# 032117.006028	4,551.90	
						101805	M# 032117.008001	454.30	
						101806	JUN 20 RETAINER	24,000.00	
						101683	9/1-8/31/21 FLOOD	5,237.00	
68921	07/27/20	5,237.00	001144	HARTFORD FIRE/FLOOD INS CO		101684	RPR VEH#PC1110	2,280.57	
68922	07/27/20	2,280.57	003327	IO, RODNEY H		101748	8/1-10/31/20 MMF	579.37	
68923	07/27/20	562.79	003442	JOHNSON CONTROLS INC		101749	CREDIT OVERCHG WTC	-16.58	
68924	07/27/20	6,900.00	003468	KANEKO AND KRAMMER CORP		101774	PAYROLL SPEC STUDY	2,775.00	
						101775	CLASS/COMP STUDY	2,925.00	
						101776	COMP STUDY	1,200.00	
68925	07/27/20	572.66	1117	KELLEY'S SERVICE INC.		101686	INVENTORY ORDER	141.69	
						101687	RPR VEH#PC1107	385.02	
						101688	RPR VEH#PC1107	1.61	
						101689	INVENTORY ORDER	40.00	
						101690	RPR VEH#401	4.34	
						101744	PAINT WTC	237.13	
68926	07/27/20	237.13	036	KELLY-MOORE PAINT CO., INC.		101621	ROADRUNR MOBILE REC	32,644.29	
68927	07/27/20	68,660.93	003362	LUMINATOR TECHNOLOGY GROUP INC		101622	CAMERAS ON BUS #3	30.38	
						101623	CAMERAS ON BUS#3	1,998.11	
						101624	CAMERAS ON BUS#3	205.22	
						101625	CAMERAS ON BUS#3	3,243.07	
						101626	CAMERAS ON BUS#3	2,913.17	
						101627	CAMERAS ON BUS #3	357.51	
						101628	CAMERAS ON BUS#3	149.40	
						101629	CAMERAS ON BUS#3	1,410.16	
						101630	CAMERAS ON BUS #3	183.04	
						101631	CAMERAS ON BUS #3	183.65	
						101632	CAMERAS ON BUS#3	1,066.46	
						101633	CAMERAS ON BUS#3	182.95	
						101634	CAMERAS ON BUS#3	182.95	
						101635	CAMERAS ON BUS#3	2,204.57	
						101636	CAMERAS ON BUS#3	4,398.82	
						101637	CAMERAS ON BUS#3	4,183.59	

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68928	07/27/20	245.80 001555	MAC TOOLS INC DBA		101606	TOOL REPLACEMENT	245.80		
68929	07/27/20	12,680.52 001052	MID VALLEY SUPPLY INC.		101695	COVID 19 SUPPLIES	5,899.50		
					101696	COVID 19 SUPPLIES	5,011.17		
68930	07/27/20	109.98 002721	NEXTEL COMMUNICATIONS/SPRINT		101727	5/26-6/25 OPS	1,769.85		
68931	07/27/20	26.80 004	NORTH BAY FORD LINC-MERCURY		101711	RPR VEH# PC1107	109.98		
68932	07/27/20	2,382.47 009	PACIFIC GAS & ELECTRIC		101734	6/4-7/2 SVT PNR WTC	26.80		
68933	07/27/20	963.33 023	PACIFIC TRUCK PARTS, INC.		101671	INVENTORY ORDER	2,382.47		
68934	07/27/20	4,530.15 043	PALACE ART & OFFICE SUPPLY		101619	COVID 19 SUPPLIES	963.33		
					101672	OFFICE SUPPLIES	3,799.28		
					101699	OFFICE SUPPLIES	50.93		
					101700	OFFICE SUPPLIES	13.12		
					101701	OFFICE SUPPLIES	111.65		
					101702	OFFICE SUPPLIES	82.07		
					101746	OFFICE SUPPLIES	103.15		
					101747	OFFICE SUPPLIES	36.43		
					101728	JUNE 20 COURIER	333.52		
68935	07/27/20	1,430.00 002947	PEDX COURIER AND CARGO		101728	AUG 20 RETIREE SUP	1,430.00		
68936	07/27/20	56.39 M109	PEREZ, CHERYL		101796	JULY 20 VSP	56.39		
68937	07/27/20	43,640.70 002939	PREFERRED BENEFIT		101757	JULY 20 DENTAL	8,370.00		
					101758	RAKES PNR	35,270.70		
68938	07/27/20	732.40 107A	PROBUILD COMPANY LLC		101617	RPR & MAINT FAC	76.47		
					101618	ROOF PROJECT MMF	5.51		
					101718	COVID 19 SUPPLIES	418.66		
					101719	COVID 19 SUPPLIES	22.58		
					101721	SIGNAGE SMC	5.23		
					101750	SEAL DOORS VERNON	5.40		
					101751	REPAIR SBF	25.52		
					101752	COVID 19 SUPPLIES	16.69		
					101753	REPAIRS SBF	49.75		
					101754	SUPPLIES OPS	38.55		
					101755	COVID 19 SUPPLIES	3.27		
68939	07/27/20	355.00 003420	RICHARD HOWARD		101733	CARPET CLEANING IT	64.77		
68940	07/27/20	18,140.20 003502	RICHARD IRISH		101745	JUN 20 ENGINEER SERV	355.00		
68941	07/27/20	30.48 536	RIVERSIDE LIGHTING & ELECTRIC		101756	COVID 19 SUPPLIES	18,140.20		
68942	07/27/20	1,097.96 003154	ROMAINE ELECTRIC CORP		101717	INVENTORY ORDER	30.48		
68943	07/27/20	3,306.91 001379	SAFETY-KLEEN SYSTEMS INC		101610	HAZMAT RECOVERY PART	1,097.96		
68944	07/27/20	2,610.00 002186	SAN JOSE STATE UNIVERSITY		101807	Hwy 17 TICKET REFUND	3,306.91		
68945	07/27/20	103.69 135	SANTA CRUZ AUTO PARTS, INC.		101647	RPR VEH#401	2,610.00		
68946	07/27/20	607.19 079	SANTA CRUZ MUNICIPAL UTILITIES		101725	6/1-6/30 VERNON	103.69		
					101726	6/1-6/30 RIVER ST	570.42		
68947	07/27/20	2,545.54 003292	SLINGSHOT CONNECTIONS LLP		101644	TEMP W/E 7/12/20	36.77		

Attachment A - July 2020

DATE 08/03/20 11:23

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

PAGE 13

DATE: 07/01/20 THRU 07/31/20

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
68948	07/27/20	10,523.64 003285	THE AFTERMARKET PARTS CO LLC			101645	TEMP W/E 7/12/20	1,037.85	
						101646	TEMP W/E 7/5/20	392.70	
						101650	INVENTORY ORDER	828.20	
						101651	RPR VEH#9811	77.74	
						101652	RPR VEH#1305	0.39	
						101653	RPR VEH#1004	8.52	
						101654	RPR VEH#1210	8.52	
						101655	RPR VEH#1003	52.60	
						101656	RPR VEH#1003	1.39	
						101660	INVENTORY ORDER	2,888.73	
						101661	INVENTORY ORDER	2,517.30	
						101662	RPR VEH#1210	1,502.47	
						101663	RPR VEH#1305	395.22	
						101664	RPR VEH# 1004	307.90	
						101665	RPR VEH#9813/9811	89.80	
						101670	RPR VEH#1001/1301	361.23	
						101674	INVENTORY ORDER	209.14	
						101675	RPR VEH#1207	144.99	
						101676	RPR VEH#1204	40.88	
						101679	RPR VEH#1003/INV	231.67	
						101680	RPR VEH#1003	723.10	
						101743	INVENTORY ORDER	133.85	
				UNITED PARCEL SERVICE		101741	FREIGHT	155.96	
68949	07/27/20	155.96 007	UPS STORE #1128			101778	FINGERPRINTING	32.00	
68950	07/27/20	512.00 003200				101779	FINGERPRINTING	32.00	
						101780	FINGERPRINTING	32.00	
						101781	FINGERPRINTING	32.00	
						101782	FINGERPRINTING	32.00	
						101783	FINGERPRINTING	32.00	
						101784	FINGERPRINTING	32.00	
						101785	FINGERPRINTING	32.00	
						101786	FINGERPRINTING	32.00	
						101787	FINGERPRINTING	32.00	
						101788	FINGERPRINTING	32.00	
						101789	FINGERPRINTING	32.00	
						101790	FINGERPRINTING	32.00	
						101791	FINGERPRINTING	32.00	
						101792	FINGERPRINTING	32.00	
						101793	FINGERPRINTING	32.00	
						101794	6/13-7/12 WIFI BUSES	912.24	
68951	07/27/20	912.24 434	VERIZON WIRELESS		0	101708	SL FIELD SERV REPAIR	676.70	
68952	07/27/20	1,230.20 001353	VISION COMMUNICATIONS			101709	RADIO REPAIR	553.50	
						101759	JOB PLACEMENT AD	237.50	
68953	07/27/20	237.50 915	WORKIN.COM, INC.			101722	FIRST AID RESTOCKOPS	141.41	
68954	07/27/20	274.81 147	ZEE MEDICAL SERVICE CO.			101723	FIRST AID RESTOCKMMF	41.44	
						101724	FIRST AID RESTOCKMMF	91.96	

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DATE 08/03/20 11:23

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

PAGE 14

DATE: 07/01/20 THRU 07/31/20

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
68955	07/27/20	1,095.00	CALIFORNIA DEPARTMENT OF TAX		101809	APR-JUN 20 SALES TAX	1,095.00	
68956	07/27/20	2,890.00	COASTAL LANDSCAPING INC. DBA		101808	JUL 20 LANDSCAPING	2,890.00	
68957	07/30/20	149.00	CALIFORNIA DEPARTMENT OF TAX		101915	APR-JUN 20 DIESEL TAX	149.00	
68958	07/30/20	5,000.00	MOOR, BONNIE		101914	SEVERANCE PAYMENT	5,000.00	
TOTAL		1,943,857.90	ACCOUNTS PAYABLE			TOTAL CHECKS	230	1,943,857.90



DATE: August 28, 2020
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
**SUBJECT: ACCEPT AND FILE MINUTES OF THE JUNE 17, 2020 MAC MEETING
AND JUNE 26, 2020 METRO BOARD OF DIRECTORS MEETING**

I. RECOMMENDED ACTION

That the Board of Directors Accept and File the Minutes of the June 17, 2020 METRO Advisory Committee (MaC) Meeting and the June 26, 2020 Board of Directors Meeting

II. SUMMARY

- Staff is providing minutes from the Santa Cruz Metropolitan Transit District (METRO) June 26, 2020 Board of Directors Meeting and the June 17, 2020 METRO Advisory Committee (MAC) Meeting.
- Each meeting staff will provide minutes from the previous METRO Board and Committee meetings.

III. DISCUSSION/BACKGROUND

The Board requested that staff include, in the Board Packet, minutes from previous METRO Board and Committee meetings. Staff is enclosing the minutes from these meetings.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

The actions taken in this report tie to METRO's Stewardship and Accountability responsibility.

V. FINANCIAL CONSIDERATIONS/IMPACT

None.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

None.

VIII. ATTACHMENTS

Attachment A: Draft minutes for the Board of Directors Meeting of June 26, 2020

Attachment B: Draft minutes for the METRO Advisory Committee (MAC) Meeting of June 17, 2020

Prepared by: Gina Pye, Executive Assistant
Donna Bauer, Administrative Specialist

IX. APPROVALS

Alex Clifford, CEO/General Manager

A handwritten signature in blue ink, appearing to read "Alex Clifford", is written over a solid horizontal black line. The signature is stylized and cursive.

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Attachment A



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO) BOARD OF DIRECTORS MEETING MINUTES* JUNE 26, 2020 – 9:00AM MEETING HELD VIA TELECONFERENCE

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, June 26, 2020, via teleconference.

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.

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

- 1 **CALL TO ORDER** at 9:00 AM by Board Chair Rotkin.
- 2 **ROLL CALL:** The following Directors were **present** via teleconference, representing a quorum:

Director Ed Bottorff	City of Capitola
Director Trina Coffman-Gomez	City of Watsonville
Director Aurelio Gonzalez	City of Watsonville
Director John Leopold	County of Santa Cruz
Director Donna Lind	City of Scotts Valley joined 9:03
Director Cynthia Mathews	City of Santa Cruz
Director Bruce McPherson	County of Santa Cruz
Director Donna Meyers	City of Santa Cruz
Director Larry Pageler	County of Santa Cruz
Director Dan Rothwell	County of Santa Cruz
Director Mike Rotkin	County of Santa Cruz
Ex-Officio Director Dan Henderson	UC Santa Cruz
Ex-Officio Director Alta Northcutt	Cabrillo College

Additional METRO staff and presenters; presence confirmed via oral affirmative response.

Ciro Aguirre	COO
Angela Aitken	CFO
Alex Clifford	CEO/General Manager
Veronica Elsea	MAC Chair
Rufus Francis	Safety, Security & Risk Management Director
Kristina Mihaylova	Finance Deputy Director
Gina Pye	Executive Assistant
Margo Ross	COO
Julie Sherman	General Counsel
John Urgo	Planning and Development Director

3 ANNOUNCEMENTS

Chair Rotkin announced that today’s meeting will be broadcast by Community Television of Santa Cruz County.

Attachment A

4 BOARD OF DIRECTORS COMMENTS

Hearing none, Chair Rotkin moved to the next agenda item.

5 LABOR ORGANIZATION COMMUNICATIONS

John Bartholomew inquired as to when the bathrooms at Pacific Station would be open. CEO Clifford responded the date is undetermined at this time; we are working to keep everyone safe.

James Sandoval, General Chairperson of SMART, alerted the assembly as to what he foresees as ill timed, problematic METRO-management work environment changes that will pose safety issues; e.g., increase in bus capacity, discipline for calling in sick, etc. He asked the Board to support the operators and the passengers, many who do not have the means to find another transportation option. Peg Flechtner, a Bus Operator for 14 years, referred to her email on page 5.1 of the board packet. She thanked everyone for the current safety protocols, saying the move to increased capacity is not warranted; METRO has back-up buses to accommodate overflow passengers. She believes changing the capacity is extremely dangerous and will increase exposure risk to both operators and passengers.

Todd Pinsky read aloud the email he submitted (see page 5.7 of the board packet) and asked board members to honor the request and not change the status quo.

Joan Jeffries thanked METRO staff and the Facilities Department for the adjustments made to the office space. They are consolidating concerns from their members about returning full time to the office in August and will report to the CEO in their weekly meeting. They support the Operators, fellow union members, in their concerns.

Public comments

Elise Casby said she is glad to see the measures taken to protect the public and the drivers. She asked that the board respect the Operators' request to maintain physical distancing to prevent further spread of COVID. She also expressed concern about the cancellation of routes 4 and 91X.

Bonnie Morr said the obligation and responsibility for protecting the public and operators lies with the board and METRO management.

JLS63SS@ yahoo, Johnny Lopez, Bus Operator, appreciates the support to limit the capacity; it seems to be working well for the passengers and the Operators. He would like to maintain the current distancing standards, suggesting METRO wait until 2021 to change the distancing and discipline status quo. He also thanked the disinfecting crew.

Ezequiel, Bus Operator, reiterated others' comments regarding safety concerns. He asked the Board to put safety first and reconsider increasing the capacity.

Chair Rotkin asked CEO Clifford to respond to the expressed concerns, adding management is making the decisions they are legally entitled to make during this health crisis and has kept the Board informed as changes are implemented.

CEO Clifford began by noting this issue came up after the board agenda was posted; he had not planned to speak on this matter. The management team has been focused on the safety of the Operators and the public since the onset of the COVID crisis and has taken a number of measures to ensure their safety. When using executive emergency authority, he keeps the Board informed. As a federally identified critical infrastructure, METRO is obligated to provide service to our community.

In fact, we began preparing for the coming of the first case, over a month before the first case hit this area. After the first case hit, we went to an extraordinary measure for the Operators and created an A and B work schedule to limit their exposure; i.e., work 40 hours; receive pay for 80. We continue to be guided by the professionals: CDC, EPA, county and state health agencies, etc. Temporary employees have been hired as bus cleaners stationed at each bus transit center where they disinfect the buses as they come into the station, a fogging machine was purchased, clear curtains installed to protect the Operators on the bus, etc. The wearing of face coverings by Operators is mandatory; they are empowered to deny boarding to any passenger who refuses to wear a face covering. We are beginning to put more

Attachment A

service into place after reducing the schedules to weekend levels. Ridership and pass-by details are provided to the Board on a regular basis; ridership dropped by 95% over the past several months. As conditions change, METRO may change capacity, dependent upon County Health Officer orders.

Director Leopold agreed that we must follow the guidance of the officials as we work to protect our employees and the public. Dr. Newell and her staff have taken and continue to take the steps they believe correct to protect the county residents. He is confident that METRO's plan, with the approval of Dr. Newell, is appropriate.

Director Gonzalez suggested a wait and see approach until we know how the opening of the beaches and anticipated increase in public exposure affects our community; perhaps permitting the Operator flexibility to determine the capacity on his/her bus.

Director Lind supports METRO's measures implemented for the safety of the community and staff.

Director Bottorff and General Counsel Sherman reminded the assembly these brief responses are permitted under the Brown Act, but there is no specific bus capacity item requiring/requesting board action on today's agenda.

Given the recent return to work indications, Director Coffman-Gomez suggested close monitoring of a rider's ability to get to work.

Director Rothwell supports increasing capacity; but noted that COVID cases are increasing, which is an indicator of the pandemic worsening.

Regarding the policy on occurrences, CEO Clifford said we need our employees to come to work as we increase service, back-up and otherwise,. The employee has the right to use protected leaves. Never have we encouraged, demanded or otherwise that an employee come to work sick, even in a pre-COVID environment. If an employee does not feel well, they should not come to work. If they come to work sick and are identified as sick, we are going to send them home. We have implemented the MOU language. The employee is allowed 19 absences. Those who chose not to come to work for any reason were not charged with an "occurrence".

Mr. Sandoval said this issue was not raised in the weekly Union call; but communicated via email two days ago, leaving inadequate time to respond without coming directly to the Board.

6 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

Having none, Chair Rotkin moved to the next agenda item.

CONSENT AGENDA

7-01 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF MAY 2020

7-02 ACCEPT AND FILE: MINUTES OF THE MAY 15, 2020 BOARD OF DIRECTORS MEETING, THE JUNE 12, 2020 FINANCE, BUDGET & AUDIT STANDING COMMITTEE MEETING AND THE JUNE 12, 2020 PERSONNEL/HR STANDING COMMITTEE MEETING

7-03 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF APRIL 30, 2020

7-04 ACCEPT AND FILE: SEMI-ANNUAL REPORT ON THE STATUS OF METRO'S DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

Attachment A

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- 7-05 ACCEPT THE PROPOSED DISADVANTAGED BUSINESS ENTERPRISE (DBE) GOAL OF 2.65% FOR FEDERALLY FUNDED PROCUREMENTS FOR FFY21-FFY23 AND OPEN THE PUBLIC COMMENT PERIOD BEGINNING JUNE 26, 2020**
- 7-06 APPROVE CONSIDERATION OF RESOLUTION APPROVING THE FY20 REVISED CAPITAL BUDGET**
- 7-07 APPROVE: CONSIDERATION OF AWARD OF DECLARING VEHICLES AND/OR EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION**
- 7-08 APPROVE: ADOPTION OF A RESOLUTION AUTHORIZING THE EXAMINATION OF STATE BOARD OF EQUALIZATION AND CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION TRANSACTIONS (SALES) AND USE TAX RECORDS PERTAINING TO SANTA CRUZ METRO ORDINANCE 78-3-1**
- 7-09 APPROVE: RENEWAL OF LIABILITY AND VEHICLE PHYSICAL DAMAGE INSURANCE PROGRAM COVERAGE WITH CALTIP FOR FY21**
- 7-10 APPROVE: RECOMMENDED ACTION ON TORT CLAIMS**
- 7-11 APPROVE: REQUEST FOR AUTHORIZATION OF A CUSTOMER SERVICE ASSISTANT POSITION IN THE CUSTOMER SERVICE DEPARTMENT**
- 7-12 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE AN 8TH AMENDMENT EXTENDING THE CONTRACT FOR ONE YEAR WITH ALLIANT INSURANCE SERVICES, INC. FOR EXCESS WORKERS' COMPENSATION INSURANCE, INCREASING THE CONTRACT TOTAL BY AN AMOUNT NOT TO EXCEED \$150,000**
- 7-13 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO McDONNELL ROOFING, INC. FOR ROOF REPLACEMENT AT METRO MAINTENANCE FACILITY NOT TO EXCEED \$329,670**
- 7-14 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO DON CHAPIN CO., INC. FOR FIRE EGRESS PROJECT NOT TO EXCEED \$237,050**
- 7-15 CONSIDERATION OF ADOPTION OF A CODIFIED TARIFF FOR THE SANTA CRUZ METROPOLITAN TRANSIT SYSTEM**
- 7-16 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A SIX MONTH EXTENSION AMENDMENT (FIFTH AMENDMENT) TO THE CONTRACT FOR TRANSIT SERVICES WITH THE UNIVERSITY OF CALIFORNIA, SANTA CRUZ (UCSC)**
- 7-17 ACCEPT AND FILE: QUARTERLY PROCUREMENT REPORT FOR 1ST QUARTER OF FY21**
- 7-18 APPROVE: A MEMORANDUM OF UNDERSTANDING (MOU) WITH THE CITY OF SANTA CRUZ**

There was some brief discussion among the board members regarding agenda items 7-13 and 7-14. CEO Clifford advised METRO maintains a Transit Asset Management plan, mandated by the federal government, which establishes an asset life expectancy, forecasting replacement, rehabilitation, etc.

9-02A.4

Attachment A

Public comment.

In response to Mr. Bartholomew's question regarding agenda item 7-16, both CEO Clifford and Chair Rotkin addressed the uncertainty of physical versus virtual UCSC classes in the near future.

ACTION: MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED

MOTION: DIRECTOR LEOPOLD

SECOND: DIRECTOR MEYERS

MOTION PASSED WITH 11 AYES (Directors Bottorff, Coffman-Gomez, Gonzalez, Leopold, Lind, Mathews, McPherson, Meyers, Pageler, Rothwell and Rotkin)

REGULAR AGENDA

8 ORAL METRO ADVISORY COMMITTEE (MAC) SEMI-ANNUAL REPORT

MAC Chair Elsea reported that all MAC members are very engaged; however, MAC member Jason Lopez has announced his resignation as he is relocating out of the county.

There was no public comment.

9 INTRODUCTION OF MARGO ROSS, NEW CHIEF OPERATIONS OFFICER

CEO Clifford introduced Ms. Ross and provided a brief bio. He also announced the retirement of current COO, Ciro Aguirre. Ms. Ross thanked the board for the opportunity and expressed excitement to be with METRO.

Chair Rotkin welcomed her and spoke well of his time spent working with COO Aguirre.

There was no public comment.

10 COVID-19 TRANSIT FISCAL CRISIS ORAL REPORT

CEO Clifford reported that a number of issues, such as planning for upcoming bids, sales tax revenue implications, and other economy based revenues impacting METRO, etc. were discussed at the recent Finance, Budget and Audit Standing Committee meeting. After reviewing the material presented at that meeting, it appears that any fiscal cliff period of uncertainty has moved to calendar year end. METRO is doing everything possible to utilize CARES Act funding and sustain employment and service. The longer we wait to reboot to pre-COVID ridership, the greater the opportunity of losing a majority of the riders. We want to limit any service impacts to our riders.

There was no public comment.

11 CEO ORAL REPORT

CEO Clifford announced the following new hires and promotions:

- Margo Ross – new hire as COO
- Sandi Woods – new hire as Project Manager
- Kristina Mihaylova – promotion to Finance Deputy Director
- Joan Jeffries – promotion to Purchasing Agent

CEO Clifford provided state and federal legislative updates stressing the current and future financial uncertainties.

CEO Clifford introduced the FTA video and thanked METRO's front line essential workers for their dedication and service.

There was no public comment.

Attachment A

12 APPROVE SANTA CRUZ METRO'S POLICY STATEMENT REGARDING FY20 CARRYOVER TO THE FY21 AND FY22 OPERATING BUDGET

CEO Clifford spoke to the "bucket" slide, page 12A.1 of the board agenda packet. We anticipate having pulled down all CARES Act qualified funds by the end of August 2020, which will allow METRO to bridge any gap between former revenue sources. This policy takes those residual funds and puts them in the COVID reserve to access as needed until such time as it is exhausted – which may be through May of 2021 as currently modeled. He cautioned that all of this remains dependent upon actions taken by the state and federal bodies.

CFO Aitken added that METRO has been working closely with SCCRTC and other agencies to reflect the most current/accurate funding available.

There were no public comments.

ACTION: MOTION TO APPROVE SANTA CRUZ METRO'S POLICY STATEMENT REGARDING FY20 CARRYOVER TO THE FY21 AND FY22 OPERATING BUDGET AS PRESENTED

MOTION: DIRECTOR COFFMAN-GOMEZ

SECOND: DIRECTOR LEOPOLD

MOTION PASSED WITH 11 AYES (Directors Bottorff, Coffman-Gomez, Gonzalez, Leopold, Lind, Mathews, McPherson, Meyers, Pageler, Rothwell and Rotkin)

13 PUBLIC HEARING REGARDING THE FINAL ADOPTION OF SANTA CRUZ METRO'S FY21 AND FY22 OPERATING BUDGET AND FY21 CAPITAL BUDGET

PUBLIC HEARING OPENED AT 11:33AM

Angela Aitken, CFO, spoke to various slides in the presentation, referring to the budget as a "pre-COVID budget" and highlighted the changes to reflect known impacts.

There was no public comment.

PUBLIC HEARING CLOSED AT 11:37 AM

ACTION: MOTION TO ADOPT SANTA CRUZ METRO'S FY21 AND FY22 OPERATING BUDGET AND FY21 CAPITAL BUDGET AS PRESENTED RECOGNIZING THAT THIS BUDGET REFLECTS PRE-COVID STATUS AND IS A FLUID SITUATION; FUTURE CHANGES ARE ANTICIPATED.

MOTION: DIRECTOR

SECOND: DIRECTOR

MOTION PASSED WITH 10 ORAL AYES AND ONE 'RAISED HAND' AYE VOTE (Directors Bottorff, Coffman-Gomez, Gonzalez, Leopold, Lind, Mathews, McPherson (verbal recognition of his raised hand, indicating an "aye" vote), Meyers, Pageler, Rothwell and Rotkin)

14 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, spoke to the agenda item, noting METRO has a requirement to update and make any changes every two years to the Code. Each new position is examined for inclusion. This year, a new position and a new title have been added. Once approved by the Board, the updated Code will be provided to the County and the additional employee(s) notified of their compliance requirement.

There was no public comment.

ACTION: MOTION TO ADOPT SANTA CRUZ METRO'S AMENDED CONFLICT OF INTEREST CODE AND APPROVE THE RESOLUTION CONFIRMING THIS ACTION AS PRESENTED

MOTION: DIRECTOR LEOPOLD

SECOND: DIRECTOR MEYERS

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MOTION PASSED WITH 10 ORAL AYES AND ONE 'RAISED HAND' AYE VOTE (Directors Bottorff, Coffman-Gomez, Gonzalez, Leopold, Lind, Mathews, McPherson (verbal recognition of his raised hand, indicating an "aye" vote), Meyers, Pageler, Rothwell and Rotkin)

15 ORAL REPORT: RIDER SURVEY RESULTS

John Urgo, Planning and Development Director, provided a brief explanation of the process and a few examples of the survey questions. A full report will be presented to the Board in August. Mr. Urgo will provide the board members with a link to the survey. He noted ridership is up slightly in the past few days.

Public comments:

In response to James Sandoval's question, Mr. Urgo noted that there is an online link, which has been provided to the govdelivery subscribers as well as through our community partners.

16 CONSIDERATION OF APPROVAL OF PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP)

Rufus Francis, Safety, Security and Risk Management Director, spoke to the presented Plan.

There were no public comments

ACTION: MOTION TO APPROVE THE PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP) AS PRESENTED

MOTION: DIRECTOR LEOPOLD

SECOND: DIRECTOR McPHERSON

MOTION PASSED WITH 11 AYES (Directors Bottorff, Coffman-Gomez, Gonzalez, Leopold, Lind, Mathews, McPherson, Meyers, Pageler, Rothwell and Rotkin)

17 REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

General Counsel Sherman announced the closed session item as:

Conference with legal counsel – existing litigation (Government Code section 45956.9(d)(1)). Marie Sang, attorney, would be presenting to the Board. Ms. Sherman did not anticipate a report out after the closed session.

18 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, AUGUST 28, 2020 AT 9:00AM

When announcing the next meeting above, Chair Rotkin reminded the assembly to check the SCMTD website for venue updates, as we remain dependent upon the public health orders in place at this time.

Board recessed to closed session at 12:03PM. Director McPherson departed at 12:03PM.

Board reconvened at 12:15PM

General Counsel Sherman announced there were not reportable actions taken during the closed session.

19 ADJOURNMENT

Chair Rotkin adjourned the meeting at 12:17PM

Respectfully submitted,

Gina Pye
Executive Assistant

9-02A.7

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MINUTES*

MAC MEETING OF JUNE 17, 2020



The METRO Advisory Committee (MAC) met on Wednesday, June 17, 2020. The meeting was held via teleconference. *Minutes are "summary" minutes, not verbatim minutes.

1. **CALL TO ORDER** at 6:02 PM.
2. **ROLL CALL** - The following MAC Members were present via teleconference, representing a quorum:

Veronica Elsea, Chair	Michael Pisano
Joseph Martinez, Vice Chair (<i>Joined 6:22 PM</i>)	Becky Taylor
Jessica de Wit	James Von Hendy
Jason Lopez	

Additional METRO staff and presenters:

Alex Clifford, CEO/General Manager	John Urgo, Planning & Development Director
Angela Aitken, Chief Financial Officer	Rina Solorio, Interim Asst. Operations Manager
Ciro Aguirre, Chief Operations Officer	Pete Rasmussen, Transportation Planner II
Margo Ross, Chief Operations Officer	Donna Bauer, Administrative Specialist
Isaac Holly, IT and ITS Director	

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

Mr. Pisano thanked Santa Cruz Metropolitan Transit District (METRO) for an amazing job in responding to the COVID-19 Pandemic to ensure the safety of its employees and riders.

Mr. Pisano also mentioned that Santa Rosa CityBus uses a bus pass and parking pass together to encourage people to use their buses and suggested it may be something for METRO to explore.

Jason Lopez announced his resignation from MAC due to a relocation.

- 3.1 – June 10, 2020 Email from Alan K

Rina Solorio, Interim Assistant Operations Manager, responded to the email from Alan K. She announced that METRO's website has been updated with regard to Customer Service's hours and TVM locations. Chair Elsea recommended addressing the customer's remarks of not knowing where to email concerns about METRO. She suggested emphasizing the "Contact Me" link on the home page of the website to make it easier. Ms. Solorio responded that METRO would review that.

4. **RECEIVE AND FILE MINUTES FROM THE METRO ADVISORY COMMITTEE MEETING OF FEBRUARY 19, 2020**

MOTION: ACCEPT AND FILE THE MINUTES FROM THE METRO ADVISORY COMMITTEE MEETING OF FEBRUARY 19, 2020

MOTION: PISANO

SECOND: LOPEZ

MOTION PASSED WITH 6 AYES: Elsea, de Wit, Lopez, Pisano, Taylor, and Von Hendy. Martinez was absent.

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

Chair Elsea reported that on February 28, 2020 she gave the second half of the 2019 MAC update to the METRO Board of Directors (Board). Some of the topics dealt with alternative on-demand transportation, marketing of the passenger code of conduct, Capitola Mall, Kaiser in Scotts Valley, legislation, alternative fuels and possibly changing MAC bylaws. She expressed to the Board how interested, committed, and involved this Committee is and what a great job the members are doing.

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Michael Pisano thanked Chair Elsea for mentioning the on-demand transportation. He's been fascinated with that aspect, especially with the GO Santa Cruz Program.

Becky Taylor added her thanks to Chair Elsea for all that she does for MAC.

6. INTRODUCTION OF MARGO ROSS, NEW CHIEF OPERATIONS OFFICER

Alex Clifford, CEO/General Manager, introduced Margo Ross as METRO's Chief Operations Officer and gave a brief history of her transportation background. COO Ross expressed her excitement with joining METRO.

Chair Elsea and other MAC members welcomed COO Ross and invited her to attend any or all of the MAC meetings that she could.

7. COVID-19 UPDATE

CEO Clifford gave an oral update on COVID-19 and METRO's response to it, such as allowing employees to telecommute, reducing service to weekend levels, social distancing on the buses, enforcing essential travel, and eliminating fares.

METRO anticipates receiving \$20 million under the Coronavirus Aid, Relief, and Economic Security (CARES) Act. This anticipated funding allows METRO to avoid drastically reducing expenses.

Starting June 15, 2020, METRO began collecting fares again. Discussion ensued on the pros/cons of telecommuting versus returning to an office environment and how this could affect METRO's ridership in the long term.

Chair Elsea brought up the pass ups that are happening and remarked that it is hard to plan a trip not knowing if she would be passed by because capacity on the bus had been met. She also inquired if anything is open at Pacific Station. CEO Clifford said it is currently not open. In preparation for resuming fare collection, the Ticket Vending Machine (TVM) was moved to the outside of the building and the same was done at the Watsonville Transit Center for accessibility.

Chair Elsea said one of the challenges for riders is the disappearance of public bathrooms. With the extended waits for buses, it can get uncomfortable for riders. CEO Clifford said it is difficult for transit to own and operate restrooms because even in a non-COVID environment, it is costly to the organization. The building will continue to be closed for now to try to reduce the risk of introducing COVID-19 into the environment.

Vice Chair Martinez asked if the empty Customer Service booth at the Watsonville Transit Center could be used by the vendors to sell food. CEO Clifford said that Angela Aitken, Chief Financial Officer, has been talking to the vendors to see what can be done.

Discussion followed on Cabrillo College and UCSC's decisions to offer online courses in the Fall and the impact it would have on METRO's revenues.

James Von Hendy mentioned the Centers for Disease Control and Prevention (CDC) is recommending people drive their own individual cars and not take public transportation and asked what METRO is doing to counter that narrative. CEO Clifford said the American Public Transportation Association (APTA) represents transit agencies nationwide and is reaching out to the CDC to see if that opinion can be changed. In addition to that, an article "Fear of Public Transit Got Ahead of the Evidence" by Janette Sadik-Khan and Seth Solomonow posted in *The Atlantic* that dispels that notion.

John Urgo, Planning and Development Director, added some information from a recent survey METRO is conducting. The survey shows that the CDC is wrong in their assertion and that more than three-fourths of those surveyed said they are very likely or will return to our service. He gave a brief breakdown of the results. There were several questions on the survey asking what METRO

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can do to encourage riders to return and overwhelmingly the response was to improve and increase service and restore service to pre-COVID levels. The survey has only been out a week but the responses received are encouraging.

8. DRAFT FY21 AND FY22 OPERATING BUDGET AND FY21 CAPITAL BUDGET AS PRESENTED TO THE BOARD OF DIRECTORS ON MAY 15, 2020

Angela Aitken, Chief Financial Officer, reviewed the budget that was presented to the Board on May 15, 2020. She referred to it as the pre-COVID budget (i.e., one that would have been valid if COVID-19 had not occurred). The intent is to bring this budget to the Board so that METRO has an adopted budget by June 30, 2020. As information evolves, we may need to put forward an amended budget. Angela spoke to various slides regarding revenues, expenses, reserves, and capital budget projects.

Chair Elsea commended everyone involved in the preparation of the budget for their flexibility, creativity and time.

Mr. Pisano thanked Ms. Aitken for the thorough presentation. He asked if the Alternative Fuel Tax Credit is just for the compressed natural gas (CNG) buses or does it include electric buses, bio fuels, and any other carbon-saving fuel. Ms. Aitken said it is based on CNG usage.

Mr. Pisano remarked that employees at UCSC have been tracking all of their hours spent on COVID-19 so that it can be reported to FEMA for reimbursement. He asked if METRO was pursuing that path as well. Ms. Aitken replied yes; there is an opportunity to get reimbursement through FEMA.

9. UPDATE ON INFORMATION TECHNOLOGY SYSTEMS (ITS)

Isaac Holly, IT and ITS Director, informed the members that due to COVID-19, the Automatic Vehicle Location (AVL) project has been stalled. However, the vendor will be back on site in early July to finish installing the necessary components on the buses. Once completed, we will publish AVL and the real time passenger information component via web portal and app. We are also looking at early October to start installing e-signage at the bus stations with both real time passenger information and METRO specific information. Director Holly added that the new signage will be ADA compliant with an audible component.

Mr. Pisano asked if there were any plans to have the UCSC shuttle buses be part of METRO's AVL project. Director Holly said he has already talked to the vendor and they have contacted UCSC. UCSC may want to see how things play out with our system first before moving forward.

10. MOBILE RESPONSIVE WEBSITE

Director Holly said METRO has a desire to have a mobile responsive website. In order to have that capability, we would need to redesign the current website. We don't have the staff resources to build this, so we are looking at designing a spec and going out to bid to have a site built for us.

Chair Elsea added, for those using voice-over, the current METRO website works well on our phones. Director Holly said we got to that point by collaborating with you.

11. DEMONSTRATION: MOBILE TICKETING APP

Pete Rasmussen, Transportation Planner II, spoke to the presentation. After giving a brief background on the process, he highlighted the benefits of purchasing, storing, and accessing the pass on a smartphone. He walked through a purchase, showing the various app screens to accomplish this, activation and finally the live ticket.

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Implementation includes testing the accessibility features of the app with Vista Center for the Blind and Visually Impaired. METRO is currently pursuing a relationship with MasterCard to install electronic validators on the buses. We hope to launch this app on the Hwy. 17 Route this Fall. If the pilot goes well, we would expand the app to the fixed route fleet in 2021.

Discussion ensued on the location of the validator on the bus, how transfers would be handled and if a change card will be used in the future.

12. SERVICE PLANNING UPDATE

John Urgo, Planning & Development Director, introduced himself and provided a brief background of his work in transit.

a. Quarterly Ridership Report

Due to the Shelter-in-Place order in the latter half of March, overall ridership is down substantially.

a.i. COVID-19 Service Recovery Planning

Director Urgo said METRO has been focused on transporting essential workers in healthcare. We have really pared down our service and as shelter-in-place starts to lift, we are look forward to bringing service back. As more establishments are opening up, we are seeing ridership increase and this is causing more pass ups. To address this, Bus Operators are calling in when a pass up happens and we are adding service on the most used routes—71, 69, 35 and 66. We're looking at a phased approach to restoring service, trying to follow demand but also getting ahead of it to the extent that we can and to the extent that we know which sectors of the economy are opening, both where and when.

Discussion followed on handling the demand when the Boardwalk fully opens. Director Urgo said one thing that is going to help us this summer is running fewer UCSC trips and diverting that service to other routes.

b. Stops

b.i. Enterprise Technology Center

Director Urgo said it is going to be hard to add any type of service to this location in the immediate future while we are dealing with all of the service issues due to COVID-19. One thing being explored is comingling paratransit trips with on-demand microtransit trips.

c. Other Projects

c.i. Transit Corridor Alternatives Analysis

Director Urgo said the Santa Cruz County Regional Transportation Commission (SCCRTC) has narrowed down the transportation alternatives for the rail corridor to four options--light rail, heavy rail, bus rapid transit and autonomous road/train with rubber tires. These four alternatives are advancing to a more detailed analysis so that a preferred alternative can be presented by late Fall.

c.ii. Capitola Mall

Mr. Rasmussen said we haven't had any communication with the developers of the Capitola Mall project recently due to COVID-19.

c.iii. Legislation Regarding Fare Structures

CEO Clifford gave a quick overview of Assembly Bills 1350, 2176 and 2012. All three bills were withdrawn from the current legislative cycle and moved to consideration in 2021.

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13. ALTERNATIVE FUELS FOR BUSES

Ciro Aguirre, Chief Operations Officer, reminded the members that by 2040 METRO will be required to be all electric and by 2025 required to begin purchasing at least 25% of our vehicles as electric. The initial trials performed with an electric bus on Hwy. 17 were not successful or to our satisfaction. Now we are looking at fixed route, local service for the battery-electric buses.

METRO has received grant money to purchase four Proterra E2 Max buses with 660 kWh hours of battery capacity. We anticipate delivery of these buses in August 2020. We have already installed the infrastructure at the Judy K. Souza Facility.

Our intent is to charge the bus once, deploy it into service, have it run its full eight hour or plus route and then head back to the Judy K. Souza Facility for recharging. Based on all of the specifications and what we have been advised by our consultants, these buses will not only have the range capability but the power to maneuver into traffic easily and maintain speed limits.

METRO is also considering adding fuel-cell buses to the fleet. We have been attending conferences to learn more about these buses and the infrastructure required. COO Aguirre elaborated on the pluses and minuses of this type of bus. We think our fleet is going to become a mixture of both battery-electric buses for local routes and fuel-cell buses for more strenuous, challenging commuter routes over Hwy. 17.

Mr. Pisano thanked COO Aguirre for the information and asked if our hands are tied on using bio fuels past 2040 unless legislation changes. COO Aguirre said that is correct. The use of bio fuel could be integrated now into existing diesels but those diesel engines are running very clean. He relayed an experiment performed by VTA over a six-year period using bio diesel on some of their fleet and the results showed there was an increase in maintenance wear on certain fuel system components. Because of the restrictions that California will be placing on the purchase of diesel propulsion, METRO will keep trying to buy more CNG buses to hold us over and spending our resources in researching battery-electric and fuel-cell buses.

Vice Chair Martinez asked if all of the mechanics are being trained on this new technology. COO Aguirre responded that by having the diesel electric hybrids in the fleet, the mechanics have been exposed to the electrical componentry of that propulsion system which mirrors the battery-electric buses. There will be additional training as needed.

14. COMMUNICATIONS TO THE METRO CEO

Hearing none, Chair Elsea moved to the next item.

15. COMMUNICATIONS TO THE METRO BOARD OF DIRECTORS

Chair Elsea announced she would do the next semi-annual MAC update at the Board of Directors' meeting on Friday, June 26, 2020. She proposed that MAC offer its gratitude to the Bus Operators for being on the front lines and putting their lives in jeopardy. All MAC Members were supportive of this suggestion.

16. ITEMS FOR NEXT MEETING AGENDA

- METRO COVID-19 General Update
- Information Technology Systems Update
- Mobile Ticketing App Update
- COVID-19 Service Recovery Planning Update
- Transit Corridor Alternatives Analysis Update
- Capitola Mall Update
- Comingling ParaCruz Trips and On-Demand Microtransit Trips Update

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17. DISTRIBUTION OF VOUCHERS

Donna Bauer, Administrative Specialist, will mail out the vouchers to all members on Thursday, June 18, 2020.

18. ADJOURNMENT

The next MAC meeting is scheduled for August 19, 2020 at 6:00 PM. The location has yet to be determined.

Meeting adjourned at 7:59 PM.

Respectfully submitted,

Donna Bauer
Administrative Specialist

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.

9-02B.6

DATE: August 28, 2020
TO: Board of Directors
FROM: Angela Aitken, Chief Financial Officer
**SUBJECT: ACCEPT AND FILE THE YEAR TO DATE MONTHLY FINANCIAL
REPORT AS OF MAY 31, 2020**



I. RECOMMENDED ACTION

**That the Board of Directors accept and file the Year to Date Monthly
Financial Report as of May 31, 2020**

II. SUMMARY OF ISSUES

- An analysis of Santa Cruz Metropolitan Transit District's (METRO) financial status is prepared monthly in order to inform the Board of Directors regarding METRO's actual revenues and expenses in relation to the adopted operating and capital budgets for the fiscal year.
- This staff report is the web-accessible companion document to the attached PowerPoint presentation titled "Year to Date Monthly Financial Report as of May 31, 2020."
- Staff recommends that the Board of Directors accept and file the attached report.

III. DISCUSSION/BACKGROUND

Below are the written explanations of the various charts and graphs in the attached Year to Date Monthly Financial Report as of May 31, 2020. The fiscal year has elapsed 92%.

Slide 1

(Cover) Year to Date Monthly Financial Report as of May 31, 2020

Slide 2

FY20 Operating Revenue and Expenses for the Month Ending May 31, 2020

- Operating Revenues for the month are unfavorable by \$3,325K
- Operating Expenses
 - Labor Regular - favorable by \$456K
 - Labor OT - favorable by \$123K
 - Fringe Benefits – unfavorable by \$151K
 - Non-Personnel - favorable by \$82K

- Total Operating Expenses – favorable by \$511K
- Transfers – unfavorable by \$141K
- Operating Balance – unfavorable by \$2,674K*
*Expected to be covered by CARES Act funds

Slide 3

FY20 Operating Revenue and Expenses Year to Date as of May 31, 2020

- Operating Revenues for the month are unfavorable by \$4,534K
- Operating Expenses
 - Labor Regular - favorable by \$1,330K
 - Labor OT - unfavorable by \$1,062K
 - Fringe Benefits – favorable by \$390K
 - Non-Personnel - favorable by \$180K
- Total Operating Expenses –favorable by \$838K
- Transfers – unfavorable by \$8K
- Operating Balance – unfavorable by \$3,688K*
*Expected to be covered by CARES Act funds

Slide 4

FY20 Operating Revenue by Major Funding Source - Year to Date as of May 31, 2020

- Passenger Fares- actual is \$7,529K while budget is \$9,558K
- Sales Tax Revenue (including Measure D)- actual is \$22,786K while budget is \$23,824K
- Other Revenue- actual is \$1,013K while budget is \$709K
- TDA – actual is \$6,047K while budget is \$7,532K
- Federal Op Assistance – actual is \$4,442K while budget is \$4,458K
- STA – Op Assistance – actual is \$1,995K while budget is \$2,265K
- STIC – Op Assistance – actual and budget are both \$2,619K

Favorable/ (Unfavorable) Revenue Variance to Budget Year to Date as of May 31, 2020 are as follows:

- Passenger Fares variance to budget is unfavorable by \$2,029K primarily due to:
 - COVID-19 global health pandemic (Free Fares)

- Sales Tax Revenue variance to budget is unfavorable by \$1,038K due to lower than anticipated receipts due to COVID-19 decreasing sales.
- Other Revenue variance to budget is favorable by \$304K primarily due to Interest income (average cash balance at the County Treasury being much higher than budgeted).
- TDA variance to budget is unfavorable by \$1,485K, as funds will be received in June 2020. TDA variance to budget for the year (FY20) will be favorable due to the amended and increased TDA claim (based on actual FY19 TDA revenues).
- STA – Op Assistance variance to budget is unfavorable by \$270K due to lower allocations of funds as per SCO estimate from November 21, 2019.

Slide 5

FY20 Operating Expenses by Major Expense Category Year to Date as of May 31, 2020

- Labor - Regular- actual is \$14,691K while budget is \$16,021K
- Labor – OT - actual is \$2,772K while budget is \$1,710K
- Fringe Benefits - actual is \$20,950K (*of which \$5,737K is the Retirement Expense YTD due to prepayment of the CalPERS UAL in FY20*) while budget is \$21,340K
- Services - actual is \$3,641K while budget is \$3,650K
- Mobile Materials & Supplies - actual is \$2,324K while budget is \$2,438K
- Other Expenses - actual is \$2,530K while budget is \$2,586K.

Favorable/ (Unfavorable) Expense Variance to Budget Year to Date as of May 31, 2020 are as follows:

- Labor – Regular variance to budget is favorable by \$1,330K due to:
 - Vacant funded positions
 - Extended unpaid leaves of absence and COVID-19 related leaves of absence
- Labor – OT variance to budget is unfavorable by \$1,062K due to vacant positions and extended leaves of absence in various departments, as well as COVID-19 related additional duties.
- Fringe Benefits variance to budget is favorable by \$390K primarily due to lower medical and retirement costs YTD.
- Services variance to budget is favorable by \$9K primarily due to favorable budget variances in Prof & Tech Fees.

- Mobile Materials & Supplies variance to budget is favorable by \$114K due to Fuel & Lube Rev Veh under budget.
- Other Expenses variance to budget is favorable by \$56K primarily due to Misc. expenses (Employee Training).

Slide 6

FY20 Transfers Year to Date as of May 31, 2020

- Transfer to Capital Budget (2016 Net Sales Tax Measure D) - actual is \$1,868K while budget is \$1,876K.
- Transfer to Capital Budget (2016 Net Sales Tax Measure D) variance to budget is unfavorable by \$8K.

Slide 7

FY20 Capital Budget Spending Year to Date (by Funding Source) as of May 31, 2020

- Total Capital Spending year to date is \$5,698K; FY20 budget is \$33.7M
 - Low Carbon Transit Operations Program (LCTOP) spending is \$793K
 - Operating and Capital Reserve Fund spending is \$529K
 - Federal Capital Grants (FTA) spending is \$1,552K
 - Transfers from Operating Budget (Measure D) spending is \$1,268K
 - State Transportation Improvement Plan (STIP) spending is \$308K
 - State – PTMISEA (1B) spending is \$70K
 - Surface Transportation Block Grant (STBG) spending is \$500K
 - STA – SGR spending is \$674K
 - STA – SB1 spending is \$4K.

Slide 8

FY20 Capital Budget Spending Year to Date as of May 31, 2020

- Total Capital Projects spending year to date is \$5,698K; FY20 budget is \$33.7M
 - Revenue Veh Replacement & Campaigns – Electrification Projects spending is \$879K for the following projects:
 - Electric Bus (1) – Watsonville Circulator DAC (FY15/16 LCTOP)
 - EV Charging Infrastructure @ JKS (10 Bays) (FY19 LCTOP)
 - Completion of JKS Facility – ZEB Yard Changing Infrastructure
 - ZEB Deployment & Fleet Planning (CTE)
 - Non-Revenue Vehicle Purchases \$ Replacements spending is \$25K for the following project:

- Replace Custodial Support Vehicle (1) (FTA 5339a FY18)
- Fleet & Maintenance Equipment spending is \$81K for the following project:
 - Bus Yard Scrubber/Sweeper (FTA 5339a FY18)
 - Heavy Duty Opacity Smoke Meter
- Office Equipment spending is \$9K for the following project:
 - Workstations & Cubicles (HR)
- Misc. Projects spending is \$73K for the following project:
 - JKS Repeater Back-Up/Kite Hill Repeater Site
 - Ticket Vending Machine-SLV-Installation Costs
 - Square Cash Registers for Customer Service (2)
 - 2nd ID Card Printer (Pacific Station)
 - Watsonville Transit Mural
- Construction Related Projects spending is \$33K for the following projects:
 - New METRO Owned ParaCruz Facility (Grant Match for FTA5339(b))
 - Pacific Station/Metro Center – Conceptual Design/MOU
- IT Projects spending is \$6K for the following projects:
 - Replacement Laptops (4)
- Facilities Repairs & Improvements spending is \$514K for the following projects:
 - Vernon Generator Replacement Project
 - Fuel Management System (FTA 5339a FY17 & FY18, Reserves)
 - Facilities Improvements:
 - ADA Handrail (WTC)
 - Fencing at 138 Golf Club
 - Fire Egress
 - Awning – Fueling Station
 - Security Cameras Install (JKS)
 - Concrete Surface Repair – Bus Yard (FTA 5339a FY18)
 - Maint Yard – Security Hardening & Expanded Parking
- Revenue Vehicle Replacements & Campaigns spending is \$4,079K for the following projects:

- CNG Replacements (4 40') (FTA 5339b FY17)
- 2 ZEBs (FY18 STIP, LPP, HVIP)
- AVL/ITS (FY18 STIP, Measure D)
- VTA Bus Transfer – Decommission & Retrofit
- CNG Bus (1) – (STBG FY17 – via SCCRTC)
- Year 3 of 6 – Capitalized Lease – Principal only (3 New Flyer Buses)
- Mid-Life Bus Engine Overhaul (4) (FTA 5339a FY17)
- Cameras on Buses #2

Slide 9

(Cover Sheet) - Additional Information

Slide 10

Additional Information for the Month of May 2020

- Unemployment Rate % in Santa Cruz County is 14.6%
- \$ Gasoline per Gallon for the San Francisco-Oakland-San Jose area is \$2.835; \$ Diesel is \$3.182
- Ridership YTD as of May 2020 changed as follows, year-over-year (FY19 – FY20):
 - 25.7% decrease in Total ridership
 - 24.7% decrease in Highway 17 ridership
 - 25.8% decrease in Local ridership
 - 30.9% decrease in UCSC ridership
 - 26.0% decrease in Cabrillo ridership
 - 17.8% decrease in Non-Student ridership
- Enrollment Information, year-over-year (2018/19 – 2019/20):
 - UCSC: Spring (Total On-campus) enrollment decreased 1.6%
 - Cabrillo: Fall enrollment increased 9.2%

Actual Spring 2020 enrollment for UCSC and Cabrillo will be available later in the year.

Slide 11

FY20 Operating Revenue, Expenses, and Transfers Year to Date as of June 30, 2020: Preliminary

- Revenue (including CARES Act funding) – favorable by \$15,526K
- Operating Expenses:

- Personnel Expenses - unfavorable by \$58K
- Non-Personnel - favorable by \$362K
- Total Operating Expenses - favorable by \$304K
- Transfers – favorable by \$15,829K

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

Favorable budget variances in Operating Revenues and Expenses contributed to higher than anticipated Transfer to Capital Budget and favorable budget variance in Operating Balance, Year to Date as of May 31, 2020.

VI. CHANGES FROM COMMITTEE

N/A.

VII. ALTERNATIVES CONSIDERED

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

VIII. ATTACHMENTS

Attachment A: Year to Date Monthly Financial Report as of May 31, 2020
Presentation

Prepared by: Kristina Mihaylova, Finance Deputy Director

IX. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Chief Financial Officer



Alex Clifford, CEO/General Manager





Year to Date Monthly Financial Report as of May 31, 2020

Santa Cruz METRO Board of Directors

August 28, 2020

Angela Aitken, Chief Financial Officer

FY20 Operating Revenue and Expenses

For the Month Ending May 31, 2020

92% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual Favorable/ (Unfavorable)
Operating Revenue:	\$1,199	\$4,524	(\$3,325)
Operating Expenses:			
Labor - Regular	\$1,000	\$1,456	\$456
Labor - Overtime	\$32	\$155	\$123
Fringe Benefits	\$1,723	\$1,572	(\$151)
Non-Personnel Expenses	\$707	\$789	\$82
Total Operating Expenses:	\$3,462	\$3,973	\$511
Transfers:	(\$30)	(\$171)	(\$141)
Operating Balance:			(\$2,674)*

* Expected to be covered by CARES Act funds

FY20 Operating Revenue and Expenses

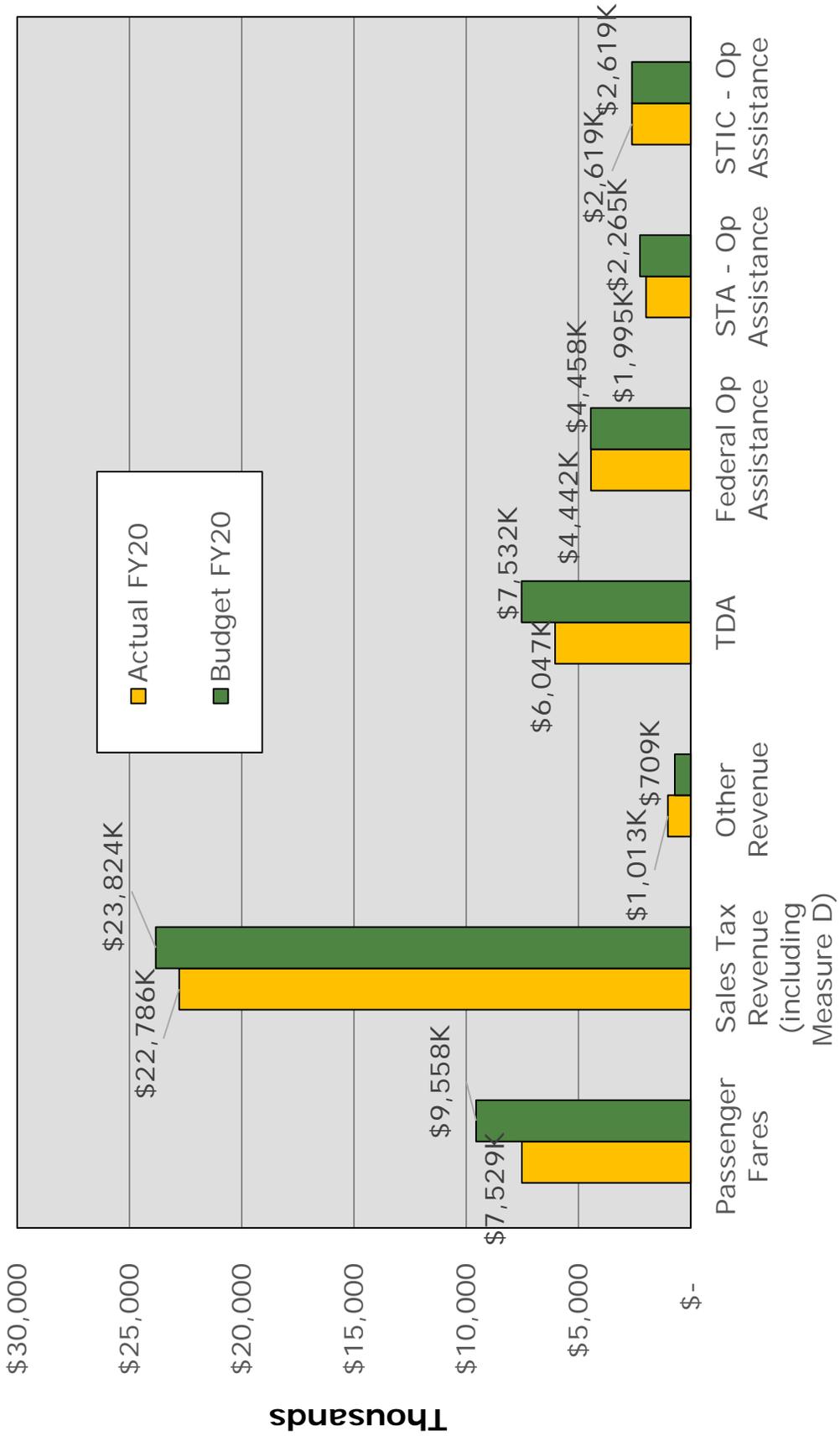
Year to Date as of May 31, 2020

92% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual Favorable/ (Unfavorable)
Operating Revenue:	\$46,431	\$50,966	(\$4,534)
Operating Expenses:			
Labor - Regular	\$14,691	\$16,021	\$1,330
Labor - Overtime	\$2,772	\$1,710	(\$1,062)
Fringe Benefits	\$20,950	\$21,340	\$390
Non-Personnel Expenses	\$8,494	\$8,674	\$180
Total Operating Expenses:	\$46,907	\$47,745	\$838
Transfers:	(\$1,868)	(\$1,876)	(\$8)
Operating Balance:			(\$3,688) *

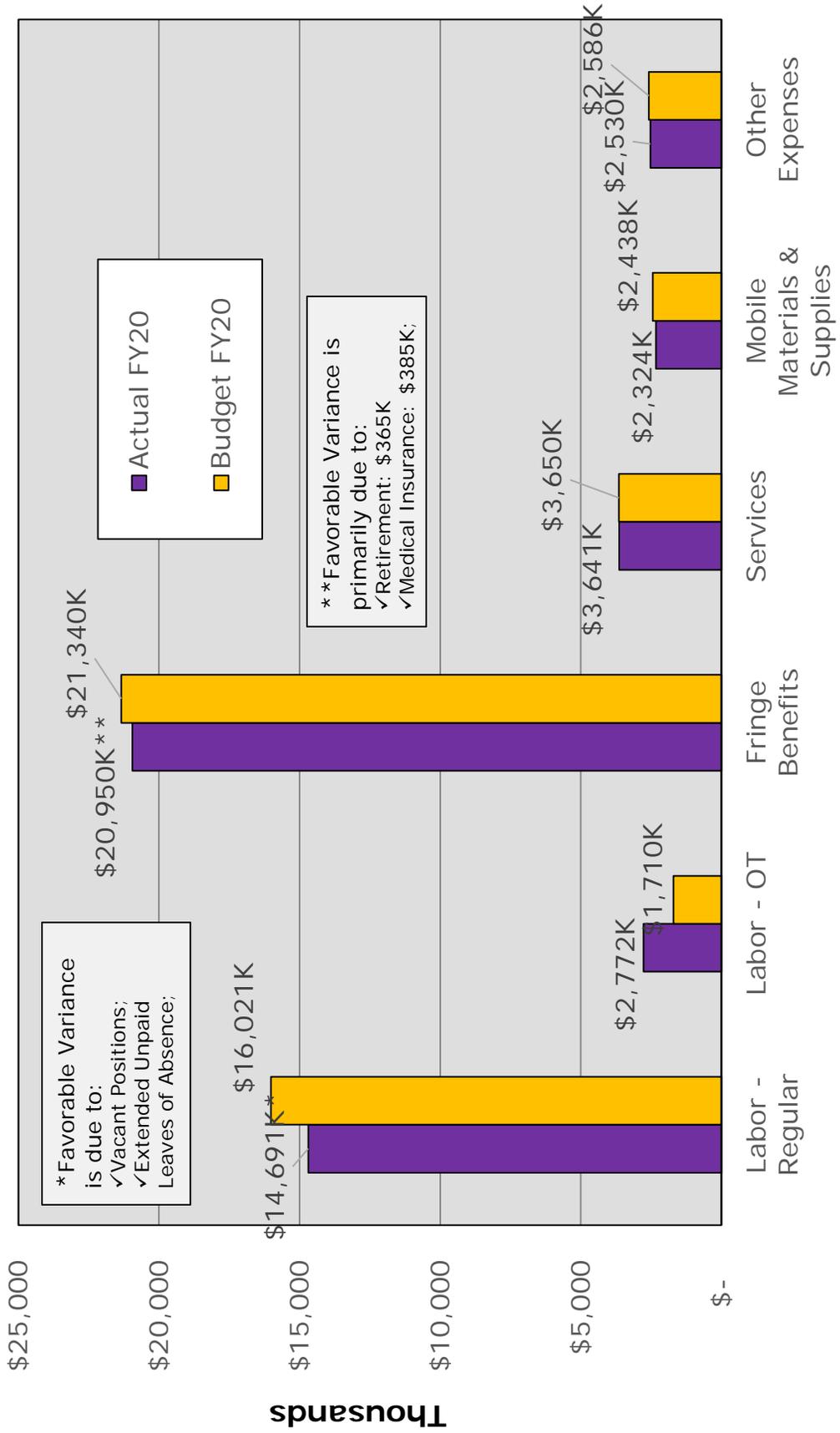
* Expected to be covered by CARES Act funds

FY20 Operating Revenue by Major Funding Source Year to Date as of May 31, 2020: 92% of Fiscal Year Elapsed



FY20 Operating Expenses by Major Expense Category Year to Date as of May 31, 2020

92% of Fiscal Year Elapsed

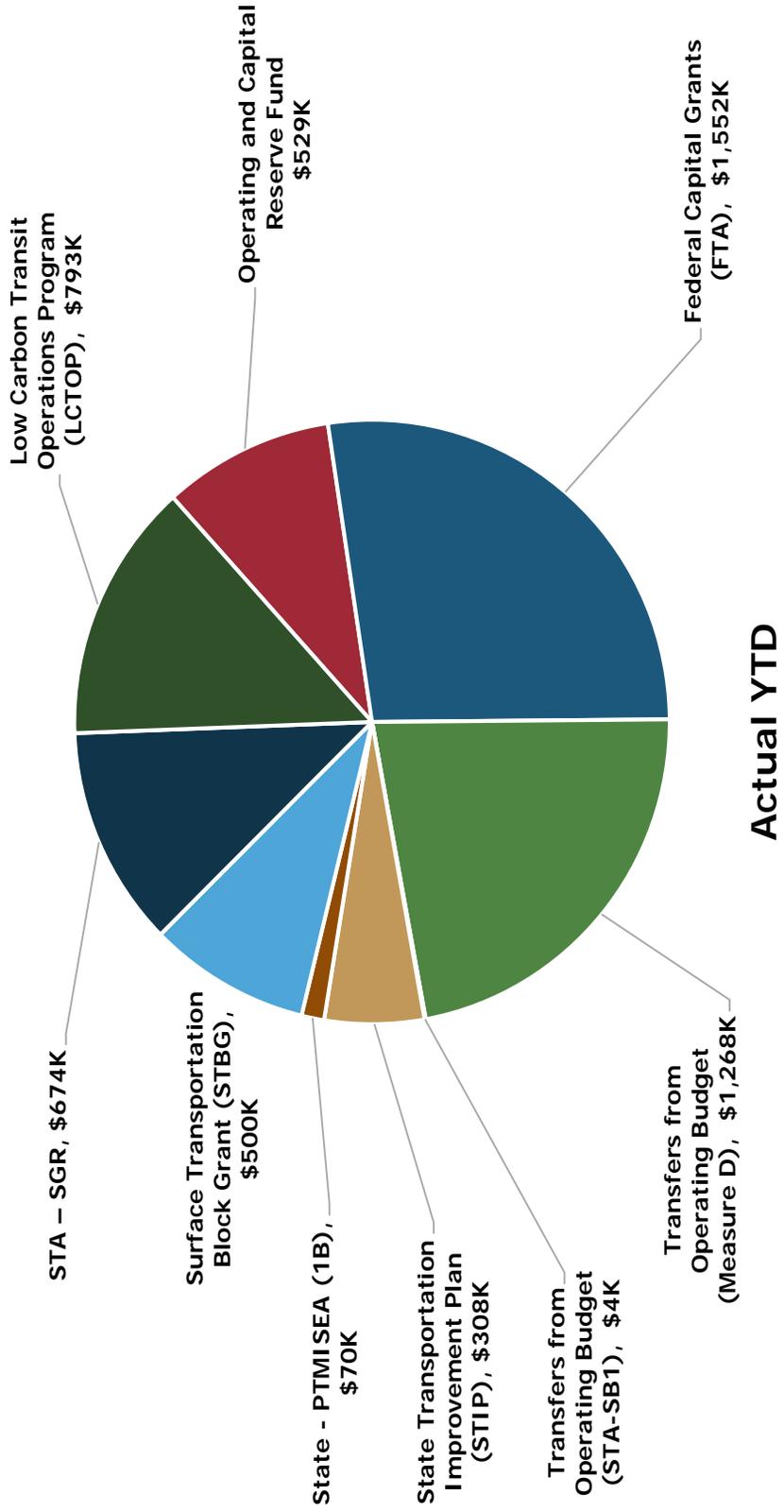


FY20 Capital Budget:

Spending Year to Date (by Funding Source) as of May 31, 2020

92% of Fiscal Year Elapsed

	Actual YTD	Total FY20 Budget	% Spent YTD
Total Capital Funding:	\$5,697,733	\$33,674,925	17%

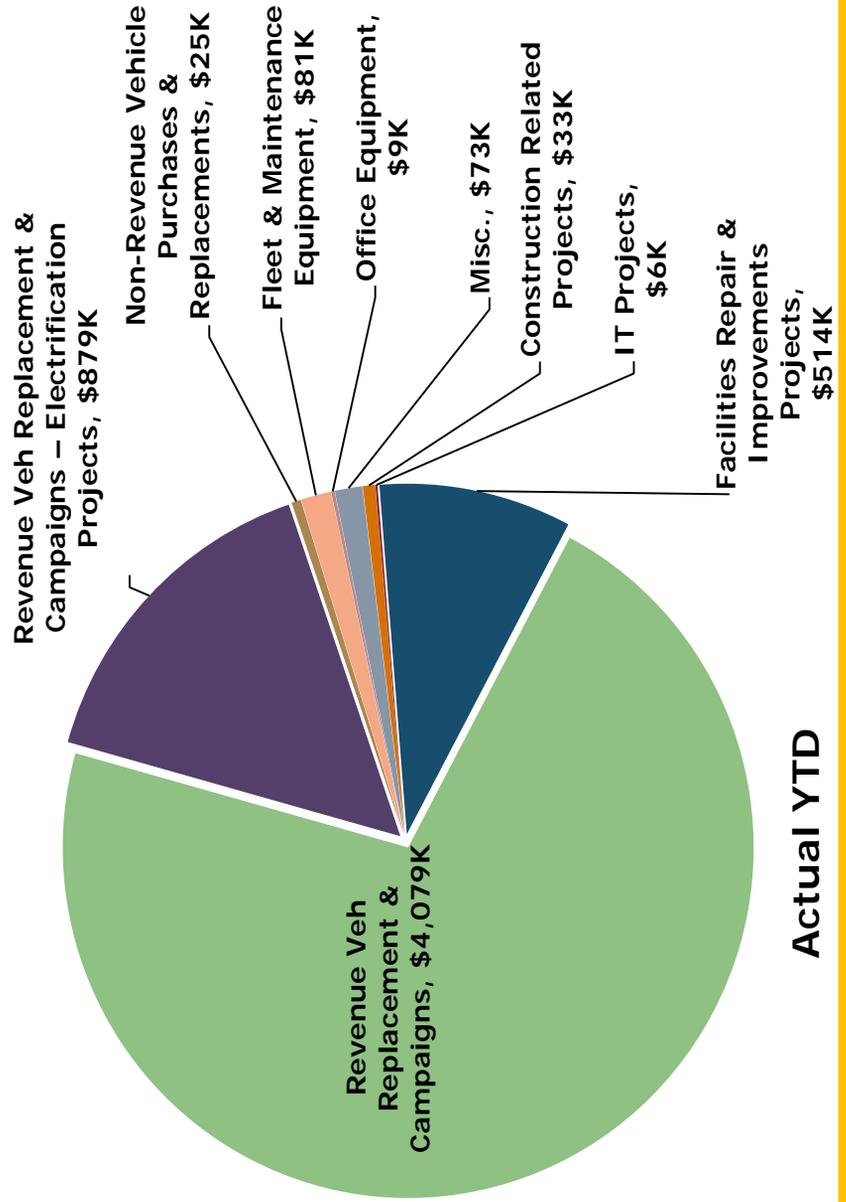


FY20 Capital Budget:

Spending Year to Date as of May 31, 2020

92% of Fiscal Year Elapsed

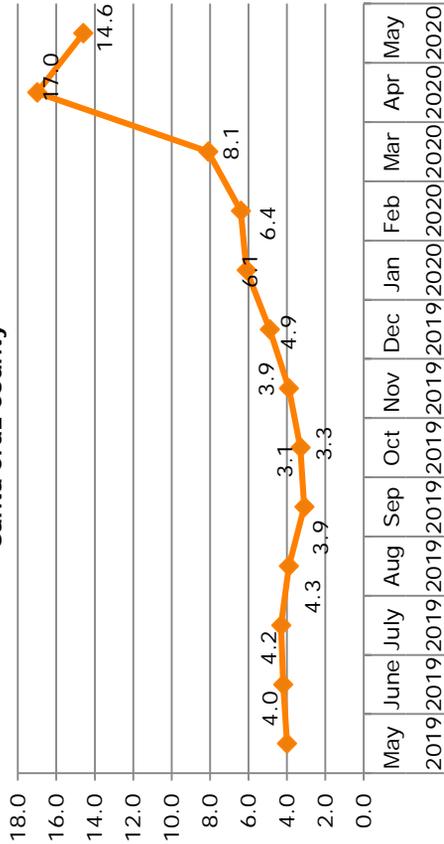
	Actual YTD	Total FY20 Budget	% Spent YTD
Total Capital Projects:	\$5,697,733	\$33,674,925	17%



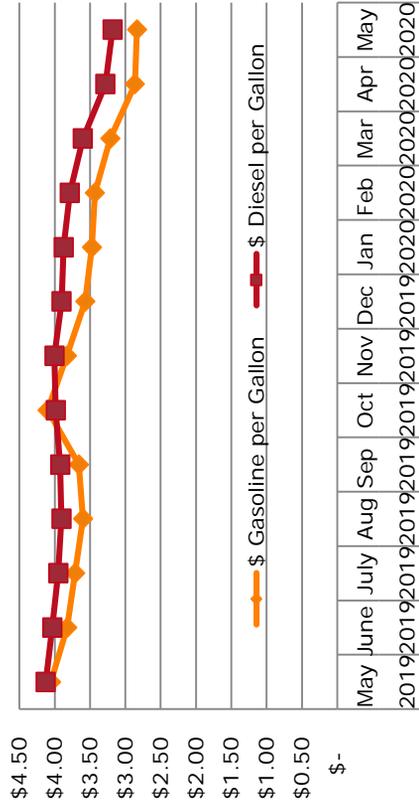
Additional Information

Economic Indicators & Ridership:

Unemployment Rate %
Santa Cruz County



\$ Diesel/Gasoline per Gallon
San Francisco – Oakland – San Jose



FY19-20 Ridership: May YTD			
Ridership	FY19	FY20	% Change
Total	4,700,887	3,492,950	-25.7%
Hwy 17	262,986	198,069	-24.7%
Local	4,437,901	3,294,881	-25.8%
UCSC	5,503,729	1,729,354	-30.9%
Cabrillo	296,612	219,410	-26.0%
Non-Student	1,637,560	1,346,117	-17.8%

Enrollment Information			
UCSC	Spring (Total On-campus)		
	2018/19	2019/20	% Change
	17,980	17,696	-1.6%
	Fall*		
Cabrillo	2018/19		
	2018/19	2019/20	% Change
	11,490	12,548	9.2%

*Actual Spring 2020 enrollment for Cabrillo will be available later in the year.

FY20 Operating Revenue, Expenses, and Transfers:

Year to Date as of June 30, 2020: PRELIMINARY:

100% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual Favorable/ (Unfavorable)
Revenue: (including CARES Act Funding)	\$72,282	\$56,756	\$15,526
Operating Expenses:			
Personnel Expenses	\$42,313	\$42,255	(\$58)
Non-Personnel Expenses	\$9,101	\$9,463	\$362
Total Operating Expenses:	\$51,414	\$51,718	\$304
Transfers:			
Transfers to Capital Budget	\$2,286	\$2,369	(\$83)
Transfers to Operating and Capital Reserve Fund (Fuel Tax Credit)	\$826	\$2,670	(\$1,844)
Transfers to COVID Reserves*	\$17,756	\$0	\$17,756
Total Transfers:	\$20,868	\$5,039	\$15,829
Operating Balance:	\$0	\$0	\$0

* METRO will reinvest the funds into the FY21 Operating budget, to sustain services to the greatest extent possible during the economic recovery, or until these funds are exhausted. Source will be FY20 Carryover comprised of METRO's 1979 Local Sales Tax and 2016 Measure D Sales Tax, TDA-STA, TDA-LTF and Farebox revenues, as presented to the BOD on June 26, 2020.

Questions



DATE: August 28, 2020

TO: Board of Directors

FROM: Angela Aitken, CFO

SUBJECT: CONSIDERATION OF APPROVAL OF AUDIT ENGAGEMENT LETTER WITH BROWN ARMSTRONG ACCOUNTANCY CORPORATION FOR FINANCIAL AUDIT AND TAX SERVICES FOR THE FISCAL YEAR ENDED JUNE 30, 2020

I. RECOMMENDED ACTION

That the Board of Directors approve and authorize execution of the Audit Engagement Letter with Brown Armstrong Accountancy Corporation for financial audit and tax services for the fiscal year ended June 30, 2020

II. SUMMARY

- Attached for review and approval is Brown Armstrong Accountancy Corporation's Audit Engagement Letter (Attachment A) for the fiscal year ended June 30, 2020.
- The Audit Engagement Letter states the terms and conditions of the engagement, principally addressing the scope of the engagement and the terms of compensation for Brown Armstrong Accountancy Corporation.
- The Audit Engagement Letter also defines the legal relationship between Santa Cruz Metropolitan Transit District (METRO) and Brown Armstrong Accountancy Corporation and provides a detailed description of the services that will be provided through the audit process.
- Annually, the auditors must obtain an audit engagement letter signed by management and those in charge of governance [the Chief Executive Officer (CEO) and a member of the Board of Directors (BOD) member] before they can finalize and issue their audit report to METRO.

III. DISCUSSION/BACKGROUND

State law requires that METRO undergo an audit of their financial statements on an annual basis. The statements are to be prepared and presented in conformity with accounting principles generally accepted in the United States of America and must be audited in accordance with auditing standards generally accepted in the United States of America by a firm of Certified Public Accountants licensed to practice in the State of California. Due to the significant level of Federal grant funding that METRO receives annually, the audit must also be conducted in accordance with the standards applicable to financial audits contained in *Government Auditing Standards* ("Yellow Book"), issued by the Comptroller

General of the United States of the Government Accountability Office (GAO), and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

Beginning with the FY18 audit, Brown Armstrong Accountancy Corporation will prepare a separate stand-alone audit report for the financial statements of Measure D funds received and used by METRO, and will report on evidence that the expenditure of Measure D sales tax funds was in accordance with the Expenditure Plan developed by the Santa Cruz County Regional Transportation Commission (SCCRTC) and adopted by Santa Cruz County voters in November 2016. This audit is a requirement under the Measure D Master Funding Agreement between the SCCRTC and METRO.

Additional requirements also include a separate audit report to indicate METRO's compliance, as outlined by Section 6667 of the California Administrative Code, with the Transportation Development Act (TDA), including Public Utility Code Section 99245; and compliance with all statutes related to the Public Transportation Modernization Improvement and Service Enhancement Account (PTMISEA) funding held and received during the year.

On May 18, 2018 METRO awarded a three-year contract with two one-year options to Brown Armstrong Accountancy Corporation for a total amount not to exceed \$124,149 for financial audit and tax services for fiscal years 2018-2020 (three-year contract). The contract will be amended to include \$5,000 in additional fees for the one-time preparation of the Independent Auditor Statement (IAS-FD) that is required for the FY18 FTA National Transit Database (NTD) submission, which increased the contract not-to-exceed amount to \$129,149. The all-inclusive maximum price for the FY20 audit, tax and NTD statement submission is \$43,152, and is reflected in Attachment A on page eight.

It is recommended that the Board approve and authorize execution of (sign) the attached Audit Engagement Letter in order to maintain compliance with the legal and regulatory requirements set forth herein. The Audit Engagement Letter needs to be signed by both the CEO and a member of the Board of Directors.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

The required funding in the amount of \$43,152 is included in the FY21 current fiscal year's Finance department operating budget within the Accounting / Audit Fees (503011) budget account.

VI. CHANGES FROM COMMITTEE

N/A.

VII. ALTERNATIVES CONSIDERED

Declining to sign the Audit Engagement Letter is an alternative, but is not recommended. Auditing standards dictate that the auditors obtain the written agreement of management and those in charge of governance acknowledging that they accept and understand their responsibilities pertaining to the audit. Without a signed engagement letter, the auditors can not accept the audit engagement; therefore, no audit report would be issued. Consequently, important grant funding would be jeopardized, as the timely submission of audited financial statement information to grantor agencies on an annual basis is a requirement for grant compliance and a condition for continued funding.

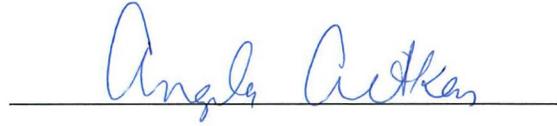
VIII. ATTACHMENTS

Attachment A: Brown Armstrong – Audit Engagement Letter

Prepared by: Kristina Mihaylova, Finance Deputy Director

IX. APPROVALS:

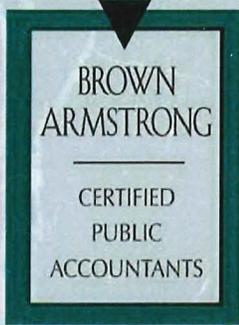
Approved as to fiscal impact:
Angela Aitken, CFO



Alex Clifford, CEO/General Manager



Attachment A



BROWN ARMSTRONG

Certified Public Accountants

July 22, 2020

To Alex Clifford, Executive Director and
and the Board of Directors
Santa Cruz Metropolitan Transit District
110 Vernon Street
Santa Cruz, California 95060-2130

**BAKERSFIELD OFFICE
(MAIN OFFICE)**

4200 TRUXTUN AVENUE
SUITE 300
BAKERSFIELD, CA 93309
TEL 661.324.4971
FAX 661.324.4997
EMAIL info@bacpas.com

FRESNO OFFICE

10 RIVER PARK PLACE EAST
SUITE 208
FRESNO, CA 93720
TEL 559.476.3592

STOCKTON OFFICE

1919 GRAND CANAL BLVD
SUITE C6
STOCKTON, CA 95207
TEL 888.565.1040

WWW.BACPAS.COM

Dear Mr. Clifford and Board of Directors:

We are pleased to confirm our understanding of the services we are to provide Santa Cruz Metropolitan Transit District (Santa Cruz METRO) for the year ended June 30, 2020. We will audit the financial statements of the business-type activities, including the related notes to the financial statements, which collectively comprise the basic financial statements, of Santa Cruz METRO as of and for the year ended June 30, 2020. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Santa Cruz METRO's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Santa Cruz METRO's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by accounting principles generally accepted in the United States of America and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Schedule of Changes in Net Pension Liability and Related Ratios
- 3) Schedule of Contributions – Pension
- 4) Schedule of Changes in the Net Other Postemployment (OPEB) Liability and Related Ratios
- 5) Schedule of Contributions – OPEB

We have also been engaged to report on supplementary information other than RSI that accompanies Santa Cruz METRO's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and

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reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- 1) Schedule of Expenditures of Federal Awards
- 2) Statement of Operating Expenses

Also, we will perform the following additional services as specified by our audit engagement with Santa Cruz METRO for the fiscal year ended June 30, 2020:

- 1) Measure D Audit Report

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Santa Cruz METRO's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Santa Cruz METRO's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s)

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in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to management and the Board of Directors of Santa Cruz METRO. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to Santa Cruz METRO or to acts by management or employees acting on behalf of Santa Cruz METRO. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, an unavoidable risk exists that some material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by auditing standards generally accepted in the United States of America.

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To Alex Clifford, Executive Director and
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Audit Procedures—Internal Control

Our audit will include obtaining an understanding of Santa Cruz METRO and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Santa Cruz METRO's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the U.S. Office of Management and Budget (OMB) *Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of Santa Cruz METRO's major programs. For federal programs that are included in the *Compliance Supplement*, our compliance and internal control procedures will relate to the compliance requirements that the *Compliance Supplement* identifies as being subject to audit. The purpose of these procedures will be to express an opinion on Santa Cruz METRO's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

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Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of Santa Cruz METRO in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including identification of all related parties and all related-party relationships and transactions, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within Santa Cruz METRO from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting Santa Cruz METRO involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud

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could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting Santa Cruz METRO received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that Santa Cruz METRO complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with accounting principles generally accepted in the United States of America. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with accounting principles generally accepted in the United States of America; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits,

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attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to Santa Cruz METRO; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Brown Armstrong Accountancy Corporation and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit

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Santa Cruz Metropolitan Transit District
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findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Brown Armstrong Accountancy Corporation personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Cognizant District, Oversight Agency for Audit, or Pass-through Entity. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We began our audit on approximately July 20, 2020, and expect to issue our reports no later than December 31, 2020. Thomas Young is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$43,152. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

All disputes under this agreement shall be submitted to mediation. Each party shall designate an executive officer empowered to attempt to resolve the dispute. Should the designated representatives be unable to agree on a resolution, a competent and impartial third party acceptable to both parties shall be appointed to mediate. Each disputing party shall pay an equal percentage of the mediator's fees and expenses. No suit or arbitration proceedings shall be commenced under this agreement until at least 60 days after the mediator's first meeting with the involved parties. In the event that the dispute is required to be litigated, the court shall be authorized to assess litigation costs against any party found not to have participated in the mediation process in good faith.

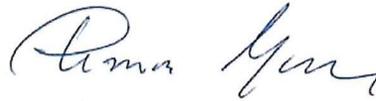
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To Alex Clifford, Executive Director and
and the Board of Directors
Santa Cruz Metropolitan Transit District
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We appreciate the opportunity to be of service to Santa Cruz Metropolitan Transit District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION



By: Thomas M. Young

TMY:mlc:jav
Enclosure

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RESPONSE:

This letter correctly sets forth the understanding of Santa Cruz Metropolitan Transit District.

Management signature: _____

Title: CEO/General Manager

Date: August 28, 2020

Governance signature: _____

Title: Board Chair

Date: _____

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DATE: August 28, 2020
TO: Board of Directors
FROM: Angela Aitken, Chief Financial Officer
SUBJECT: **FY21 RENEWAL OF PROPERTY INSURANCE COVERAGE WITH ZURICH AMERICAN INSURANCE COMPANY AND EMPLOYMENT PRACTICES LIABILITY COVERAGE WITH QBE SPECIALTY INSURANCE COMPANY**

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 QBE Specialty Insurance Company

II. SUMMARY

- Santa Cruz Metropolitan Transit District (METRO) maintains property insurance on all its owned and 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 \$58,748 and the renewal of the Employment Practices Liability (EPL) insurance coverage with QBE Specialty Insurance Co. for \$52,381.

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 QBE Specialty 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 \$58,748. The annualized year-over-year increase is \$1,405 or 2.45%.

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 QBE Specialty 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 QBL Specialty Insurance for \$52,381. The annualized year-over-year increase is \$22,430 or 75%. The significant increase is due to overall market pressures (COVID-19 and expected wrongful termination/discrimination claims).

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: \$111,129 (\$58,748 – Property insurance and \$52,381 – EPL insurance)
2. SOURCE OF FUNDING: FY21 Operating Budget
3. EXPENSE ACCOUNTS TO CHARGE: Ins. Property – 506011; EPL - 506021

VI. CHANGES FROM COMMITTEE

N/A.

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

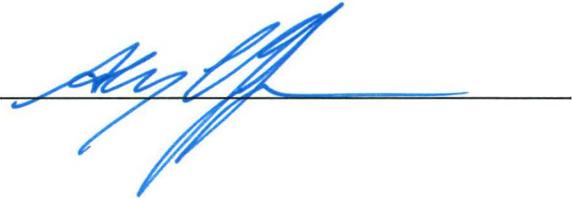
Prepared by: Kristina Mihaylova, Finance Deputy Director

VIII. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Chief Financial Officer



Alex Clifford, CEO/General Manager





DATE: August 28, 2020
TO: Board of Directors
FROM: Angela Aitken, CFO
SUBJECT: CONSIDERATION OF RESOLUTION APPROVING THE FY21 REVISED CAPITAL BUDGET

I. RECOMMENDED ACTION

That the Board of Directors adopt a resolution approving the FY21 Revised Capital Budget, as presented in Attachment B

II. SUMMARY

- The Board of Directors (Board) adopted the FY21 Capital Budget on June 26, 2020.
- Periodic capital budget revisions may be required due to new grant awards, new projects, changes to the scope of existing projects, spending adjustments and removal of projects that are no longer active.
- Revisions to an adopted capital budget require Board approval and the adoption of a resolution.

III. DISCUSSION/BACKGROUND

The Board must adopt an Operating and Capital Budget by June 30th each year. The Board adopted the FY21 & FY22 Operating and FY21 Capital Budget on June 26, 2020.

Periodically, capital budget revisions are required to add new projects, revise project balances and funding sources, update project descriptions, etc. This will be the first revision to the FY21 Capital Budget since adoption.

Staff requests that the Board adopt a resolution (Attachment A) to approve the FY21 Revised Capital Budget (Attachment B).

A Reconciliation by Project as of August 28, 2020 (Attachment C) is provided; this reconciles the (current) FY21 Revised Capital Budget against the (original) Final FY21 Capital Budget adopted on June 26, 2020.

This revision impacts multiple projects.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

The original FY21 Capital Budget adopted June 26, 2020 totals \$29,136,935.

- Revision 1 – August 28, 2020 – This revision added four (4) projects, removed eight (8) projects, revised the available budget balances for twelve (12) existing projects, added additional funding to one (1) existing project, and revised the description on one (1) project. This revision resulted in a net decrease of \$998,343, for an FY21 Revised Capital Budget balance of \$28,138,592.

The Reconciliation by Project as of August 28, 2020 (Attachment C) lists the detail of all changes by project since adoption on June 26, 2020, and includes an explanation for the action. The year to date change is a net decrease of \$998,343.

The estimated balance of the Operating and Capital Reserve Fund after this revision is an accrued balance of approximately \$834K. Reminder: The Operating and Capital Reserve Fund is comprised of Alternative Fuel Tax Rebates from prior years, and any excess revenues above actual expenses (carryover) transferred from the Operating Budget. Note that the estimate provided here includes deductions for approved capital projects *and* commitments (the required local match) against grants that may *not* yet have been awarded; those un-awarded projects are *not* included in the attached revised budget. If or when those grants are awarded, the capital budget will be revised accordingly.

VI. ALTERNATIVES CONSIDERED

There are no recommended alternatives at this time. If the revised budget is not approved, important capital improvements and capital projects could be delayed or cancelled.

VII. ATTACHMENTS

Attachment A: FY21 Capital Budget Resolution

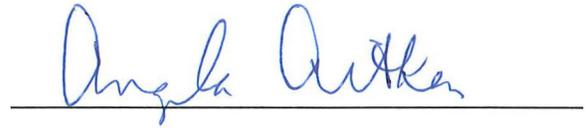
Attachment B: FY21 Revised Capital Budget as of August 28, 2020

Attachment C: FY20 Revised Capital Budget – Reconciliation by Project as of August 28, 2020

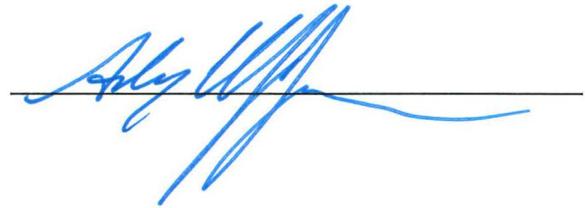
Prepared by: Kristina Mihaylova, Finance Deputy Director

VIII. APPROVALS

Approved as to fiscal impact:
Angela Aitken, CFO



Alex Clifford, CEO/General Manager



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Attachment A



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

Resolution No. _____
On the Motion of Director _____
Duly Seconded by Director _____
The following Resolution is adopted:

A RESOLUTION OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AUTHORIZING A REVISION TO THE FY21 CAPITAL BUDGET

WHEREAS, the Board of Directors approved the FY21 Capital Budget on June 26, 2020 with a total budget of \$29,136,935; and

WHEREAS, it is necessary to revise the adopted FY21 Capital Budget by \$998,343;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District hereby amends the FY21 Capital Budget per Attachment B to this resolution for a total FY21 Revised Capital Budget of \$28,138,592.

PASSED AND ADOPTED this 28th day of August 2020, by the following vote:

AYES: Directors -

NOES: Directors -

ABSENT: Directors -

ABSTAIN: Directors -

Approved _____
MIKE ROTKIN, Board Chair

ATTEST _____
ALEX CLIFFORD
CEO, General Manager

APPROVED AS TO FORM

JULIE A. SHERMAN
General Counsel

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY21 (REVISED) CAPITAL BUDGET
AS OF AUGUST 28, 2020**

PROJECT/ACTIVITY	FEDERAL FUNDS	RESTRICTED	PTMISEA (1B)	STIP	LCTOP	LPP	RESTRICTED	RESTRICTED	RESTRICTED	STA-SB1 (XFR FROM OPER BUDGET)	STA-SGR (SB 1)	MEASURE D (XFR FROM OPER BUDGET)	OPERATING & CAPITAL RESERVE FUND	TOTAL
Revenue Vehicle Purchases, Replacements & Campaigns														
20 19-0024			\$ 4,036,017									\$ 100,000		\$ 4,136,017
21 19-0026				\$ 725,790		\$ 786,000						\$ 656,811		\$ 2,168,601
22 19-0028				\$ 900,000								\$ 416,493		\$ 1,316,493
23 19-0027				\$ 688,163								\$ -		\$ 688,163
24 20-0001						\$ 302,000						\$ 302,000		\$ 604,000
25 19-0032												\$ 259,182		\$ 259,182
26 19-0033		\$ 200,000										\$ 52,132	\$ 7,210	\$ 259,342
27 19-0035												\$ 27,235	\$ 27,235	\$ 27,235
28 20-0002		\$ 1,088,000										\$ 272,000		\$ 1,360,000
29 20-0003											\$ 700,000	\$ 800,000		\$ 1,500,000
							\$ 1,288,000	\$ 2,313,953	\$ -	\$ 1,088,000	\$ 700,000	\$ 2,858,618	\$ 34,445	\$ 12,319,033
Revenue Vehicle Purchases, Replacements & Campaigns-Fleet Electrification Projects														
30 19-0037		\$ 3,568,123										\$ 1,087,153		\$ 4,655,276
31 19-0038					\$ 565,082							\$ 185,051		\$ 1,107,349
32 19-0039			\$ 357,216		\$ 863,102							\$ 231,843		\$ 1,094,945
33 19-0041													\$ 262,500	\$ 262,500
34 19-0042													\$ 8,500	\$ 8,500
35 20-0004													\$ 52,000	\$ 52,000
36 21-0002													\$ 526,060	\$ 526,060
							\$ 3,568,123	\$ 357,216	\$ -	\$ 1,428,184	\$ -	\$ 2,030,107	\$ 323,000	\$ 7,706,630
Non-Revenue Vehicle Purchases & Replacements														
37 19-0043		\$ 3,903												\$ 3,903
							\$ 3,903	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,903

9-06B.2

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY21 (REVISED) CAPITAL BUDGET
AS OF AUGUST 28, 2020**

PROJECT/ACTIVITY	FEDERAL FUNDS	PTMISEA (1B)	STIP	LCTOP	LPP	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	BUS REPLACEMENT FUND		OPERATING & CAPITAL RESERVE FUND	TOTAL
										\$3M PER YEAR (MEASURE D + SB1 STA&SGR) RESTRICTED	STA-SB1 (XFR FROM OPER BUDGET)		
Fleet & Maint Equipment													
38 19-0045 Floor Scrubber (1) for Maint. Shop (FTA 5339a FY18)	\$ 45,000												\$ 45,000
39 21-0003 Transmission Jack (VTA Gillig buses, vehicles 4201-4210)	\$ 45,000												\$ 45,000
Subtotal	\$ 45,000												\$ 45,000
Office Equipment													
Subtotal	\$ -												\$ -
Misc.													
40 19-0048 Misc Capital Contingency-\$800K - 11/15/19 BOD													\$ 515,160
41 19-0048b replacement)													\$ 44,529
42 19-0048e Laptop - Marketing													\$ 3,200
43 19-0050 TVM Pin Pad Bezel 8 Upgrade (6)													\$ 22,185
44 19-0054 Watsonville Transit Mural-(\$2,700 from Arts Council SC)													\$ 3,600
Subtotal	\$ -												\$ 588,674
TOTAL CAPITAL PROJECTS	\$ 6,089,423	\$ 4,393,233	\$ 2,313,953	\$ 1,428,184	\$ 1,088,000	\$ 29,658	\$ 700,000	\$ 6,896,425	\$ 5,199,717	\$ 28,138,592			

9-06B.3

Attachment B

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY21 (REVISED) CAPITAL BUDGET
AS OF AUGUST 28, 2020**

PROJECT/ACTIVITY	RESTRICTED	RESTRICTED	PTMISEA (1B)	STIP	LCTOP	LPP	RESTRICTED	BUS REPLACEMENT FUND		TOTAL
								\$3M PER YEAR (MEASURE D + SB1 STA&SGR) RESTRICTED	MEASURE D (XFR FROM OPER BUDGET) RESTRICTED	
CAPITAL PROGRAM FUNDING										
Federal Sources of Funds:										
Federal Grants (FTA)	\$ 5,889,423									\$ 5,889,423
Surface Transportation Block Grant (STBG)	\$ 200,000									\$ 200,000
State Sources of Funds:										
PTMISEA (1B)		\$ 4,393,233								\$ 4,393,233
State Transportation Improvement Program (STIP)				\$ 2,313,953						\$ 2,313,953
Low Carbon Transit Operations Program (LCTOP)					\$ 1,428,184					\$ 1,428,184
Local Partnership Program (LPP)						\$ 1,088,000				\$ 1,088,000
State Transit Assistance (STA)-Prior Years							\$ 29,658			\$ 29,658
Transfers from Operating Budget (STA-SB1)										\$ -
STA-SGR (SB1)								\$ 700,000		\$ 700,000
Transfers from Operating Budget (Measure D)									\$ 6,896,425	\$ 6,896,425
Local Sources of Funds:										
Operating and Capital Reserve Fund										\$ 5,199,717
TOTAL CAPITAL FUNDING BY FUNDING SOURCE	\$ 6,089,423	\$ 4,393,233	\$ 2,313,953	\$ 1,428,184	\$ 1,088,000	\$ 29,658	\$ 700,000	\$ 6,896,425	\$ 5,199,717	\$ 28,138,592
Restricted Funds	\$ 6,089,423	\$ 4,393,233	\$ 2,313,953	\$ 1,428,184	\$ 1,088,000	\$ 29,658	\$ 700,000	\$ 6,896,425	\$ 5,199,717	\$ 22,909,218
Unrestricted Funds										\$ 5,229,374
TOTAL CAPITAL FUNDING	\$ 6,089,423	\$ 4,393,233	\$ 2,313,953	\$ 1,428,184	\$ 1,088,000	\$ 29,658	\$ 700,000	\$ 6,896,425	\$ 5,199,717	\$ 28,138,592

* NOTE: The amounts listed here represent the amounts committed against awarded grants and projects, and therefore will not equal the \$3M allocated to the Bus Replacement Fund in any given year.

**FY21 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF AUGUST 28, 2020- 1st REVISION**

Attachment C

CAPITAL PROJECT	PJT#	SOURCE	AMOUNT	TOTAL
FY21 FINAL CAPITAL BUDGET ADOPTED JUNE 26, 2020:				\$ 29,136,935
<hr/>				
Revise Project Budget Balance: New METRO Owned Paracruz Facility	19-0001	OP & CAPITAL RESERVE	\$ 3,142	
Reason: Adjust available budget based on prior year spending				
<hr/>				
Revise Project Budget Balance: Pacific Station/Metro Center-Conceptual Design/MOU (5309)	19-0003	FTA & STA	\$ (3,447)	
Reason: Adjust available budget based on prior year spending				
<hr/>				
Revise Project Budget Balance: Main Yard-Security Hardening/Expanded Parking	19-0006	OP & CAPITAL RESERVE	\$ (26,168)	
Reason: Adjust available budget based on prior year spending				
<hr/>				
Revise Project Budget Balance: Maintenance Facility Roof Replacement (FTA 5339a FY19)	19-0007	FTA	\$ (120,330)	
Reason: Adjust available budget based on lower bid for the project				
<hr/>				
Remove: Vernon Generator Replacement Project	19-0008	OP & CAPITAL RESERVE	\$ (17,536)	
Reason: Project Completed in prior year				
<hr/>				
Add Funds: 138 Golf Club Fire Egress (FTA 5339a FY17 & FY19, Reserves)	19-0017	FTA OP & CAPITAL RESERVE	\$ 116,943 \$ 22,584	
Reason: Add additional funding needed to backfill the difference between the cost of the project and the amount of the grant awards (FTA 5339a FY17)				
<hr/>				
Revise Project Budget Balance: Fire Egress - (Design Only) was Facilities Improvements	19-0014	OP & CAPITAL RESERVE	\$ (8,151)	
Reason: Adjust available budget based on prior year spending				
<hr/>				
Revise Project Budget Balance: Awning @ Fueling Station A&E only	19-0018	FTA OP & CAPITAL RESERVE	\$ (337) \$ (2,333)	
Reason: Adjust available budget based on prior year spending				
<hr/>				

**FY21 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF AUGUST 28, 2020- 1st REVISION**

Attachment C

CAPITAL PROJECT	PJT#	SOURCE	AMOUNT	TOTAL
Remove: Security Camera Install - JKS	19-0019	MEASURE D	\$ (3,687)	
Reason: Project Completed in prior year				
Revise Project Budget Balance: Asphalt Repair-Pac Station Layover	19-0021	FTA	\$ (12,362)	
Reason: Adjust available budget based on prior year spending				
Remove: Fencing Behind Diesel Tank	19-0023	FTA	\$ (575)	
Reason: Project Completed in prior year				
Revise Project Budget Balance: FY18 STIP - AVL/ITS (STIP, Measure D)	19-0027	STIP	\$ (53,086)	
Reason: Adjust available budget based on prior years spending				
Remove: VTA Bus Transfer - Decommission & Retrofit 10 Electric	19-0029	MEASURE D	\$ (544,149)	
Reason: Project Completed in prior year				
Remove: CNG Bus (1) "Bus 6"	19-0030	FTA MEASURE D	\$ (456,957) \$ (207,158)	
Reason: Project Completed in prior year				
Change Description Only: 3 New Flyer Repl. Capital Lease - Year 4 of 6 Prin Only	19-0032	MEASURE D	\$ -	
Reason: Title change				
Remove: Mid-Life Bus Engine Overhaul (4)	19-0034	FTA	\$ (7,966)	
Reason: Project Completed in prior year				
Revise Project Budget Balance: Completion of Cameras on Buses (6 buses)	19-0035	OP & CAPITAL RESERVE	\$ (72,765)	
Reason: Adjust available budget based on prior years spending				
Remove: Cameras on Buses #2	19-0036	MEASURE D	\$ (2,438)	
Reason: Project Completed in prior year				
Revise Project Budget Balance: Electric Bus (3) + Infra & Proj Mgmt	19-0037	FTA	\$ (20,499)	
Reason: Adjust available budget based on prior years spending				

**FY21 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF AUGUST 28, 2020- 1st REVISION**

Attachment C

CAPITAL PROJECT	PJT#	SOURCE	AMOUNT	TOTAL
Revise Project Budget Balance: Completion of JKS Facility - ZEB Yard Charging Infrastructure	19-0041	OP & CAPITAL RESERVE	\$ (2,603)	
Reason: Adjust available budget based on prior years spending				
Remove: Workstation & Cubicles (HR)	19-0047	OP & CAPITAL RESERVE	\$ (10,768)	
Reason: Project Completed in prior year				
Revise Project Budget Balance: Misc Capital Contingency-\$800K - 11/15/19 BOD	19-0048	OP & CAPITAL RESERVE	\$ (120,211)	
Reason: Adjust available budget based on prior years spending				
Add project: Laptop - Marketing	19-0048e	OP & CAPITAL RESERVE	\$ 3,200	
Reason: New equipment needed				
Add project: Watsonville Bus Shelter	21-0001	OP & CAPITAL RESERVE	\$ 15,554	
Reason: New equipment needed				
Add project: Drivers Barriers	21-0002	MEASURE D	\$ 526,060	
Reason: New equipment needed (remaining funding from project 19-0029 VTA Bus Transfer - Decommission & Retrofit 10 Electric Hybrids)				
Add project: Transmission Jack (VTA Gillig buses, vehicles 4201-4210)	21-0003	MEASURE D	\$ 7,700	
Reason: New equipment needed (remaining funding from project 19-0029 VTA Bus Transfer - Decommission & Retrofit 10 Electric Hybrids)				
FUNDING SUMMARY:				
		OP & CAPITAL RESERVE	\$ (673,012)	
		FTA	\$ (47,884)	
		LCTOP	\$ -	
		LPP	\$ -	
		MEASURE D	\$ (223,672)	
		PTMISEA	\$ -	
		STA	\$ (689)	
		STA-SGR	\$ -	
		STBG	\$ -	
		STIP	\$ (53,086)	
TOTAL CAPITAL BUDGET REVISIONS THROUGH 8/28/20:			\$ (998,343)	
FY21 REVISED CAPITAL BUDGET AS OF AUGUST 28, 2020:			\$ 28,138,592	

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DATE: August 28, 2020
TO: Board of Directors
FROM: Wondimu Mengistu, Grants/Legislative Analyst
SUBJECT: ACCEPT AND FILE QUARTERLY STATUS REPORT OF GRANT APPLICATIONS, ACTIVE AND PENDING GRANTS FOR THE FOURTH QUARTER OF FY20

I. RECOMMENDED ACTION

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

II. SUMMARY

- During the fourth quarter (Q4) of FY20 (April 1 - June 30, 2020), the Santa Cruz Metropolitan Transit District (METRO) received approval for five formula grants, which will be used for both operating and capital assistance.
- Staff also submitted a formula grant application for the Federal Transit Administration (FTA) FFY20 Federal Section 5311 Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funds for rural operating assistance.
- Previously awarded grant-funded projects are underway to purchase vehicle replacements and upgrade facilities.
- A list of METRO's active grants (Attachment A) and pending applications (Attachment B) is provided quarterly to apprise the Board of Directors (Board) of grant funding status.
- No action is required; this report is for information only.

III. DISCUSSION/BACKGROUND

During Q4 of FY20, METRO received five formula grants. METRO applied for and received \$20,560,417 in FTA FFY20 Federal Section 5307 formula funds through the Coronavirus Aid, Relief, and Economic Security (CARES) Act, approved by Congress and signed into law on March 27th, 2020. The CARES Act funds will pay for FTA qualifying METRO operating expenses going back to January 20, 2020 to help offset the extraordinary direct costs and revenue losses as a result of the novel coronavirus (COVID-19) pandemic. METRO also received \$7,282,012 in formula funds for FY20 FTA 5307 operating assistance for public transit service within the Santa Cruz and Watsonville urbanized areas.

During the quarter, METRO received \$180,962 in formula funds for FY19 FTA 5311 rural operating assistance administered by Caltrans. Caltrans also approved METRO's FY20 Low Carbon Transit Operations Program (LCTOP) allocation request of \$969,394 to install new fast charging infrastructure at Watsonville Transit Center (WTC) to allow Battery Electric Buses (BEB) serving the Watsonville Disadvantage Community (DAC) service area to stay in operation throughout the day by extending their mileage and operating time. The Santa Cruz County Regional Transportation Commission (RTC) approved METRO's FY21 claim for Transportation Development Act (TDA) formula funds. TDA funds will contribute \$10,637,008 for fixed-route public transit and American Disability Act (ADA) complementary paratransit operations in Santa Cruz County and \$897,067 for capital improvements for FY21.

Staff submitted formula grant application for the FTA FFY20 Federal Section 5311 CARES Act funds for rural operating assistance. FTA Sections 5311 CARES Act formula funds will provide a total of \$584,604 for fixed-route rural operating assistance.

Closed, Active, Pending and Future Grants

This staff report appraises the Board of closed, active (Attachment A), and pending and future (Attachment B) grants which fund METRO's operations and capital improvements.

There are no closed-out grants during this quarter. However, staff submitted closeout reports to Caltrans for FY15 Public Transportation Modernization and Service Enhancement Account (PTMISEA) funds allocated to MetroBase Phase II and Pacific Station renovation projects, pending Caltrans' approval. MetroBase Phase II project was formally closed out in 2019. At its 11/15/19 meeting, the METRO Board authorized moving the remaining funds in Metrobase and Pacific Station Renovation projects to the highest priority Bus and Bus Facility project (existing) to purchase a minimum of four CNG buses. Staff also submitted closeout reports to Caltrans for FY15-16 LCTOP, pending Caltrans' approval. With Caltrans approval of the LCTOP Corrective Action Plan (CAP) submitted on 12/21/2018, the FY15-16 LCTOP project was dissolved into the FY17-18 LCTOP project and the expenditure deadline for the FY17-18 funds will be 7/10/2022.

Active operating and capital improvement grants total \$69,755,132 in formula and \$12,672,055 in competitive funds. Of this amount, \$9,173,699 is to replace and refurbish buses. The remaining awarded funds are for operating assistance and capital improvement projects.

Pending grant applications request \$24,663,977 of new formula funding and \$1,360,000 of new discretionary funding. Of this \$26,023,977 in funding requests, \$2,825,975 is to replace and refurbish buses. The remaining applications request funds for operating assistance and facilities improvement projects.

METRO staff continuously seeks grant funds for operating assistance and capital improvements. During the next three months, staff will prepare grant applications for State and Federal disaster relief funding through the California Office of Emergency Services (CalOES) and the FY20 FTA 5339(a) Buses and Bus Facilities Formula Program.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

Current active grants (Attachment A) of \$82,427,187 for METRO's operations and capital improvements projects. The Operating and Capital Budgets will be amended as necessary when grants are awarded.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

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

VIII. ATTACHMENTS

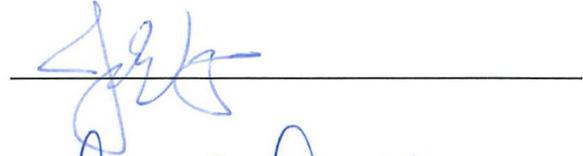
Attachment A: Active Grants as of August 2020

Attachment B: Pending Grants as of August 2020

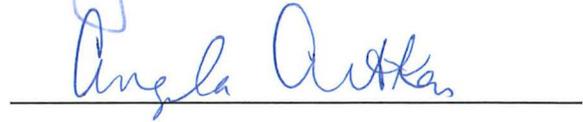
Prepared by: Wondimu Mengistu, Grants/Legislative Analyst

IX. APPROVALS

John Urgo, Planning
and Development Director



Approved as to fiscal impact:
Angela Aitken, CFO



Alex Clifford, CEO/General Manager



Santa Cruz METRO						
Active Grants as of 8/28/2020						
Competitive Grant						
Formula Grant						
#	Project Description	Project Scope	Funding Source	\$ Budget Grant	\$ Budget Total Project	Project % Complete
Operating Projects						
1	Operate Watsonville Circulator	Operate new circulator route w/ ZEB in Wats DAC	FY18 Air District 2018 AB2766 Program Award: 1/18/18	\$ 200,000	\$ 678,111	5%
2	FY20 Urban Transit Operations	FY20 FTA 5307 CARES ACT Formula Operating Assistance	FFY20 Federal Section 5307 CARES Act funds	\$20,560,417	\$ 20,560,417	60%
3	FY20 Urban Transit Operations	FY20 FTA 5307 Formula Operating Assistance	FY20 FTA 5307 Formula Operating Assistance	\$7,282,012	\$14,564,024	100%
4	FY20 Operating assistance	Operating assistance	FY20 SCCRTC Transportation Development Act-Local Transportation Fund (TDA-LTF) Award: 5/2/19	\$ 7,288,208	\$ 14,576,416	100%

Santa Cruz METRO						
Active Grants as of 8/28/2020						
5	FY20 operating and capital assistance	Operating and capital assistance	FY20 SCCRTC Transportation Development Act-State Transit Assistance (TDA-STA) Award: 5/2/19	\$4,237,429	\$ 8,474,858	100%
End of Operating Projects						
Capital Projects						
6	1 CNG Replacement Bus	Purchase 40" CNG Bus	FY13-17 Caltrans Discretionary FTA 5339 Program Award: 4/4/2018	\$ 456,957	\$ 664,799	75%
7	3 ParaCruz Vans Replacement	Purchase 3 ParaCruz Vans Replacement	SCCRTC FY19 Surface Transportation Block Grant program Award: 9/5/19	\$ 200,000	\$ 222,940	20%
8	Vouchers for 4 ZEBs	HVIP for 4 Proterra ZEBs	CALSTART Heavy-duty zero-emission Vehicle Incentive Program (HVIP) for 4 ZEBs	\$ 600,000	\$ 600,000	50%
9	FY20 LCTOP Capital assistance	Caltrans FY20 Formula Capital assistance	Caltrans FY20 Formula Capital assistance Award:7/28/2020	\$ 969,394	\$ 1,256,489	0%
10	Roof for Golf Club Facility	Renovating Golf Club Roof	FTA FY19 5339(a) Bus and Bus Facilities Formula Program Pre-Award: 12/10/19	\$ 450,000	\$ 450,000	20%

Santa Cruz METRO

Active Grants as of 8/28/2020

11	Bus Washer	Mid-life overhaul for bus washer	FTA FY19 5339(a) Bus and Bus Facilities Formula Program Pre-Award: 12/10/19	\$ 100,000	\$ 100,000	20%
12	Gate control-bus entries at JKS	Install Gate control-bus entries at JKS-Lower	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 100,000	\$ 100,000	20%
13	Maintenance Facility-Paint Exterior	Paint Exterior-Maintenance Facility	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 60,000	\$ 60,000	25%
14	Custodial Vehicles	Purchase Custodial Vehicles	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 30,000	\$ 30,000	100%
15	Floor scrubber	Purchase Floor scrubber	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 45,000	\$ 45,000	75%
16	Bus Yard Scrubber/Swee per	Purchase Bus Yard Scrubber	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 75,000	\$ 75,000	75%
17	SBF-Awning A&E	Engineering and design cost for ABF-awning	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 25,000	\$ 25,000	20%

Santa Cruz METRO

Active Grants as of 8/28/2020

18	Fencing projects	Fencing behind diesel tank for facilities	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 7,000	\$ 7,000	75%
19	Metro Center-layover Lot repair	Metro Center-layover Lot repair	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 16,000	\$ 16,000	75%
21	Facilities improvement bucket	Used for emergency security gate at Facilities and other projects	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 85,000	\$ 85,000	100%
21	Concrete surface repair-bus yard	Concrete surface repair-bus yard	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 10,000	\$ 10,000	50%
22	CS Call Center cubicles & furniture	CS Call Center cubicles & furniture	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 19,000	\$ 19,000	100%
23	Bus stop improvements	Bus stop improvements	FTA FY18 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 124,725	\$ 124,725	20%
24	Charging Infrastructure	Depot charging for 10 ZEBs	FY19 Low Carbon Transit Operations Program (LCTOP) Award: 6/28/19	\$ 646,496	\$ 646,496	95%

Attachment A

Santa Cruz METRO									
Active Grants as of 8/28/2020									
25	Bus Mid-Life Overhauls (4)	Bus Mid-Life Overhauls for 4 CNG buses	FTA FY17 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 160,000	\$ 160,000	\$ 160,000	95%		
26	Fuel Management System	New Fuel Management System-Linking up with ITS	FTA FY17 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 180,000	\$ 180,000	\$ 180,000	25%		
27	Golf Club Fire Escape	ADA and safety compliance	FTA FY17 5339(a) Bus and Bus Facilities Formula Program Award: 7/9/19	\$ 97,523	\$ 97,523	\$ 97,523	20%		
28	Watsonville Mural	Repainting WTC	FY18 Arts Council of Santa Cruz Award: 9/17	\$ 2,700	\$ 2,700	\$ 6,600	90%		
29	1 Electric Bus for Watsonville DAC	Watsonville Circulator	FY17 and FY18 Low Carbon Transit Operations Program (LCTOP) Award: 6/30/18	\$ 709,292	\$ 709,292	\$ 1,251,559	50%		
30	1 Electric Bus for Watsonville DAC	Serving Watsonville DAC area	FY16 Low Carbon Transit Operations Program (LCTOP) Award: 3/31/16.	\$ 863,102	\$ 863,102	\$ 1,094,945	50%		
31	2 ZEBs	STIP purchase 2 ZEBs	CTC FY18 Local Partnership Program CTC FY19 STIP Award: 10/17/18	\$ 870,000	\$ 870,000	\$ 2,312,811	50%		
32	Refurbish 4 buses	Extend useful life of the bus by 6-8 years	CTC FY19 STIP Award: 10/17/18	\$ 900,000	\$ 900,000	\$ 1,316,493	75%		

Santa Cruz METRO						
Active Grants as of 8/28/2020						
33	Automatic Vehicle Locator	Install tracking system to manage an overview of vehicle travel.	CTC FY19 STIP Application: 8/25/17 Award: 10/17/18	\$ 1,400,000	\$ 1,581,385	75%
34	Comprehensive Security and Surveillance to purchase CCTV, lighting, generator replacement	Purchase CCTV, lighting, generator replacement	FY17 Proposition 1B California Transit Security Program Award: 6/15/17	\$ 352,404	\$ 352,404	100%
35	Fleet fire escape. Construction support	Engineering and design cost for Fire Egress	Changed to Cash reserve	\$ 34,180	\$ 34,180	20%
36	3 Electric replacement buses for Highway 17 Express	Purchase 3 ZEBs, Depot and end-route charging	FTA FY16 5339(c) LoNo On hold Award:8/21/17	\$ 3,810,348	\$ 4,936,512	20%
37	6 CNG Bus Replacements	Buy 6 CNG Buses w/ remaining PTMISEA funding per BOD: 11/15/2019	FY10 - 13, FY15 Public Transportation Modernization, Infrastructure and Service Enhancement Act (PTMISEA) Award:10/25/16	\$ 4,000,000	\$ 4,000,000	20%

Santa Cruz METRO						
Active Grants as of 8/28/2020						
38	Pacific Station expansion and renovation architectural services	Design and engineering	FY08 FTA 5309 CA-04-0102 Award:9/12/08	\$ 490,000	\$ 612,500	90%
39	Pacific Station expansion and renovation architectural services	Design and engineering	FY06 FTA 5309 CA-04-0021 Award:2/14/07	\$ 396,000	\$ 495,000	90%
41	ParaCruz Van	Purchase 6	FY19 LPP	\$ 302,000	\$ 604,000	5%
			Total	\$ 58,155,187	\$ 82,427,187	
End of Active Grants						

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Attachment B

Santa Cruz METRO					
Pending Grants as of 8/28/2020					
Competitive Grant					
Formula Grant					
#	Project Description	Project Scope	Funding Source	\$ Budget Grant	\$ Budget Total Project
1	FY20 Rural Transit Operations	Phase II FTA FY20 5311 CARES ACT Formula Operating Assistance	FTA FY20 5311 CARES ACT Formula Operating Assistance Phase II Award: TBD	\$584,604	\$584,604
2	FY21 Operating assistance	Operating assistance	FY21 SCCRTC Transportation Development Act-Local Transportation Fund (TDA LTF) Award Revised 6/29/2020 RTC AGENDA Special Meeting	\$6,304,655	\$12,609,310
3	FY21 operating and capital assistance	Operating and capital assistance	FY21 SCCRTC Transportation Development Act-State Transit Assistance (TDA-STA and SGR) Award: TBD	\$5,229,420	\$10,458,840
4	FY20 Rural Transit Operations	FTA FY20 5311 Formula Operating Assistance	FY20 FTA5311 Rural Operating Assistance Award:TBD	\$191,234	\$442,315
5	Replace two 1998 diesel-fueled buses with two CNG buses	FY20 State of California FTA Section 5339 program	CalTrans FY20 5339 Discretionary Funds	\$1,088,000	\$1,360,000
6	FY20 capital assistance	FY20 FTA 5339a Formula Buses and Bus Facilities	FY20 FTA 5339a Buses and Bus Facilities	\$568,908	\$568,908
Total				\$ 13,966,821	\$ 26,023,977
End of Pending Grants					

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DATE: August 28, 2020
TO: Board of Directors
FROM: Daniel L. Zaragoza, Operations Manager, Paratransit Division
SUBJECT: ACCEPT AND FILE THE METRO PARACRUZ OPERATIONS STATUS REPORT FOR APRIL, MAY AND JUNE 2020

I. RECOMMENDED ACTION

That the Board of Directors accept and file the quarterly METRO ParaCruz Operations Status Report for April, May and June 2020

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 7,153 rides. On Time Performance for this period was 98.92%.
- ParaCruz is currently funded for 30 Paratransit Operators; two of these positions are vacant.

III. DISCUSSION/BACKGROUND

- Summary review of monthly operational statistics for ParaCruz.
Comparing the monthly statistics of FY19 to the monthly statistics of FY20:
 - In April, the number of ParaCruz rides decreased by: 4,610
 - In May, the number of ParaCruz rides decreased by: 4,233
 - In June, the number of ParaCruz rides decreased by: 2,664
- Summary review of monthly operational information about ParaCruz:
 - April number of total ParaCruz rides: 1,878
 - May number of total ParaCruz rides: 2,165
 - June number of total ParaCruz rides: 3,110

- Comparing March 2020 statistics to April 2020, ParaCruz rides decreased by 2,119
- Comparing April 2020 statistics to May 2020, ParaCruz rides increased by 287
- Comparing May 2020 statistics to June 2020, ParaCruz rides increased by 945

IV. PARACRUZ RESPONSE TO COVID-19

ParaCruz has experienced a decrease in ridership due to the COVID-19 pandemic Shelter in Place order.

ParaCruz Operators and Dispatchers worked on an ABC group schedule during this period, one day of work with two days off.

ParaCruz vehicles are sanitized after every shift.

ParaCruz implemented a mandatory facemask policy for ParaCruz office staff, ParaCruz Operators and riders, and a mandatory face shield for all ParaCruz Operators when securing any mobility device.

ParaCruz self-imposed passenger capacity limits for all revenue vehicles. However, in doing so, we are still complying with the FTA mandated 30 minute window.

V. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

VI. FINANCIAL CONSIDERATIONS/IMPACT

There are no financial considerations for this report.

VII. CHANGES FROM COMMITTEE

N/A

VIII. COORDINATION

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

IX. 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
- Attachment G:** Top Monthly Ride Destinations for April, May and June.

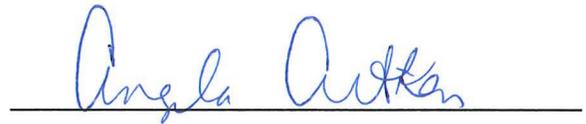
Prepared by: Daniel L. Zaragoza, Operations Manager, Paratransit Division

IX. APPROVALS

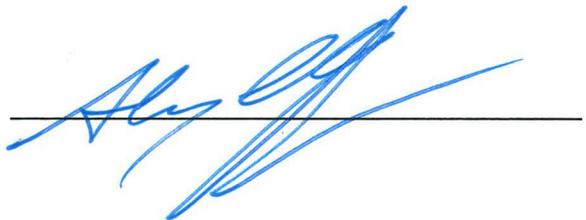
Daniel L. Zaragoza, Operations
Manager, Paratransit Division



Approved as to fiscal impact:
Angela Aitken, CFO



Alex Clifford, CEO/General Manager



Attachment A

ParaCruz On-time Performance Report for April 2020

	April 2019	April 2020
Total pick ups	6,488	1878
Percent in “ready window” *	86.47%	99.15%
1 to 5 minutes late	4.64%	.48%
6 to 10 minutes late	3.45%	.22%
11 to 15 minutes late	1.91%	.11%
16 to 20 minutes late	1.43%	.00%
21 to 25 minutes late	.80%	.04%
26 to 30 minutes late	.51%	.00%
31 to 35 minutes late	.40%	.00%
36 to 40 minutes late	.12%	.00%
41 or more minutes late (excessively late/missed trips)	.26%	.00%
Total beyond “ready window”	13.53%	.85%

*Target: 90%

On-time Performance

During April, ParaCruz’ on time performance increased by 2.82% from last month. Ridership decreased from last month. ParaCruz had one Operator on long-term disability. The total number of available working ParaCruz Operators is now 25 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 2020, ParaCruz received two Customer Service Reports. One of the reports was a valid complaint: a rider not feeling safe because an Operator was not wearing a facemask. One was a compliment for a ParaCruz Operator.

Attachment A

ParaCruz On-time Performance Report for May 2020

	May 2019	May 2020
Total pick ups	6,398	2165
Percent in “ready window”	94.97%	99.35%
1 to 5 minutes late	1.83%	.42%
6 to 10 minutes late	1.17%	.18%
11 to 15 minutes late	.91%	.05%
16 to 20 minutes late	.39%	.00%
21 to 25 minutes late	.33%	.00%
26 to 30 minutes late	.20%	.00%
31 to 35 minutes late	.08%	.00%
36 to 40 minutes late	.05%	.00%
41 or more minutes late (excessively late/missed trips)	.08%	.00%
Total beyond “ready window”	5.03%	.65%

*Target: 90%

On-time Performance

During May, ParaCruz' on time performance increased by .20% from last month. Ridership increased from last month. ParaCruz has one Operator position unfilled. The total number of available working ParaCruz Operators is 24 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 2020, ParaCruz received one Customer Service Report: an inquiry on how to renew certification for ParaCruz during the closure at Pacific Station.

Attachment A

ParaCruz On-time Performance Report for June 2020

	June 2019	June 2020
Total pick ups	5,774	3,110
Percent in “ready window”	94.31%	98.49%
1 to 5 minutes late	1.92%	.71%
6 to 10 minutes late	1.83%	.32%
11 to 15 minutes late	.72%	.23%
16 to 20 minutes late	.55%	.16%
21 to 25 minutes late	.27%	.06%
26 to 30 minutes late	.14%	.00%
31 to 35 minutes late	.13%	.00%
36 to 40 minutes late	.11%	.00%
41 or more minutes late (excessively late/missed trips)	.03%	.03%
Total beyond “ready window”	5.69%	1.51%

*Target: 90%

On-time Performance

During June, ParaCruz' on time performance decreased by .86 % from last month. June had a decrease in ridership from last month. ParaCruz has two Operator positions unfilled. The total number of available working ParaCruz Operators is 24 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 2020, ParaCruz received two Customer Service Reports. Both were compliments for ParaCruz Operators.

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Attachment B

Comparative Operating Statistics through April 2020

	April 2019	April 2020	FY 19	FY 20	Performance Averages	Performance Goals
Requested	7,392	3,561	70,197	64,064	6,574	
Performed	6,488	1,878	61,321	56,356	5,711	
Cancels	22.29%	36.74%	22.81%	20.45%	21.05%	
No Shows	3.77%	4.22%	3.74%	4.08%	4.47%	Less than 3%
Total miles	51,359	18,973	496,734	298,385	45,281	
Av trip miles	5.77	6.47	6.03	5.97	5.91	
Within ready window	86.47%	99.15%	82.84%	94.95%	95.09%	90.00% or better
Call center volume	5,807	1,635	N/A	51,398	5225	
Hold times less than 2 minutes	93.88%	98.12%	N/A	93.44%	93.63%	Greater than 90%
Distinct riders	686	208	1,554	1,527	638	
Most frequent rider	57 rides	53 rides	367 rides	431 rides	53 rides	
Shared rides	66.3%	24.5%	65.5%	68.78%	56.48%	Greater than 60%
Passengers per rev hour	1.92	1.87	1.97	1.91	1.85	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	62.48%	53.46%	62.45%	62.23%	61.85%	
Rides > 10 miles	37.52%	46.54%	37.55%	37.77%	38.15%	
Denied Rides	0	0	0	0	0	Zero
Missed Trips	18	0	186	40	4	
Excessively Long Trips	2	0	25	16	1.50	
# Trips at Base Fare	3,976	965	38,665	23,193	3,494	
# Trips > Base Fare	1,247	398	10,879	7,024	1,023	

ParaCruz Operations Status Report

9-08B.1

Attachment B

Comparative Operating Statistics through May 2020

	May 2019	May 2020	FY 19	FY 20	Performance Averages	Performance Goals
Requested	7,424	3,516	77,621	67,562	6,248	
Performed	6,398	2,165	67,693	58,521	5,358	
Cancels	24.33%	35.93%	22.96%	24.07%	22.02%	
No Shows	3.56%	3.91%	3.72%	4.07%	4.50%	Less than 3%
Total miles	52,084	21,562	548,797	319,911	42,712	
Av trip miles	5.86	6.41	6.02	5.99	5.95	
Within ready window	94.97%	99.35%	83.98%	95.11%	95.45%	90.00% or better
Call center volume	5391	1,939	N/A	53,337	4,937	
Hold times less than 2 minutes	94.50	98.11%	N/A	93.86%	93.93%	Greater than 90%
Distinct riders	728	234	1,622	1,597	597	
Most frequent rider	54 rides	62 rides	390 rides	468 rides	54 rides	
Shared rides	62.3%	28.8%	65.1%	27.75%	53.69%	Greater than 60%
Passengers per rev hour	1.82	1.90	1.96	1.91	1.86	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	62.46%	57.41%	62.45%	62.05%	61.43%	
Rides > 10	37.54%	42.59%	37.55%	37.95%	38.83%	
Denied Rides	0	0	0	0	0	Zero
Missed Trips	5	0	191	40	4	N/A
Excessively Long Trips	1	0	26	16	1.42	
# Trips Base Fare	3,956	1065	42,618	24,258	3,253	
# Trips > Base Fare	1,160	563	12,042	7,587	973	

Attachment B

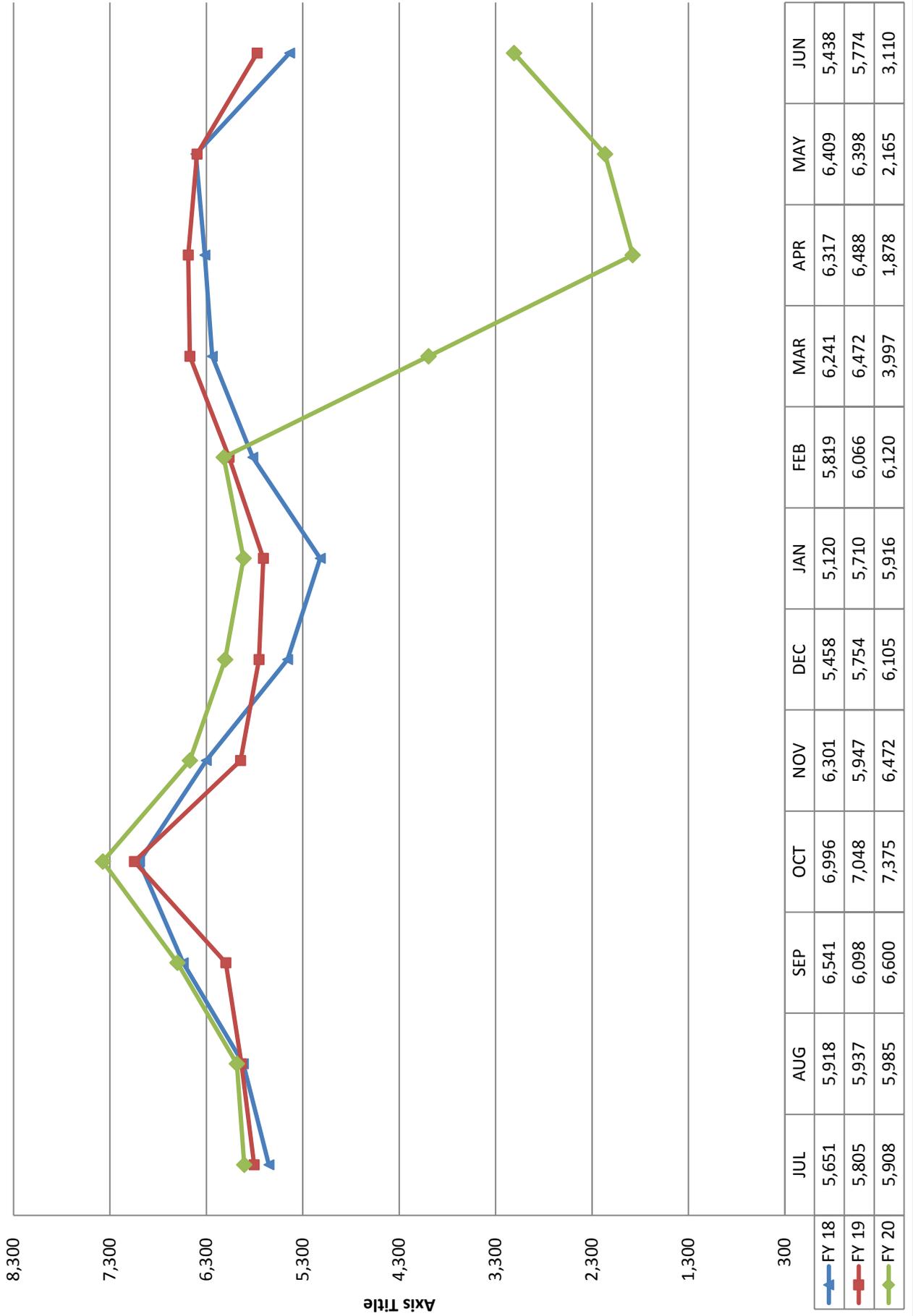
Comparative Operating Statistics through June 2020

	June 2019	June 2020	FY 19	FY 20	Performance Averages	Performance Goals
Requested	6,381	5,013	84,002	72,575	6,134	
Performed	5,774	3,110	73,467	61,631	5,136	
Cancel	22.03%	35.39%	22.89%	25.02%	23.13%	
No Shows	3.67%	4.00%	3.71%	4.07%	4.53%	Less than 3%
Total miles	46,329	23,184	595,072	343,095	47,784	
Av trip miles	5.80	6.07	6.00	5.99	5.98	
Within ready window	94.31%	98.49%	84.75%	95.28%	95.80%	90.00% or better
Call center volume	5,096	2,509	N/A	55,846	4,654	information not available
Hold times less than 2 minutes	93.16	97.50%	N/A	94.17%	94.29%	Greater than 90%
Distinct riders	658	331	1,689	1,629	570	
Most frequent rider	57 rides	60 rides	421 rides	499 rides	54 rides	
Shared rides	59.8%	31.3%	65.8%	24.47%	50.74%	Greater than 60%
Passengers per rev hour	1.80	2.04	1.95	1.92	1.88	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	62.83%	57.91%	62.48%	61.84%	61.02%	
Rides > 10 miles	37.17%	42.09%	37.52%	38.16%	38.98%	
Denied Rides	0	0	0	0	0	Zero
Missed Trips	2	1	193	41	3	N/A
Excessively Long Trips	1	0	27	16	1.33	
# Trips Base Fare	3,537	1,375	46,155	25,633	3,073	
# Trips > Base Fare	987	928	13,029	8,515	968	

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Attachment C

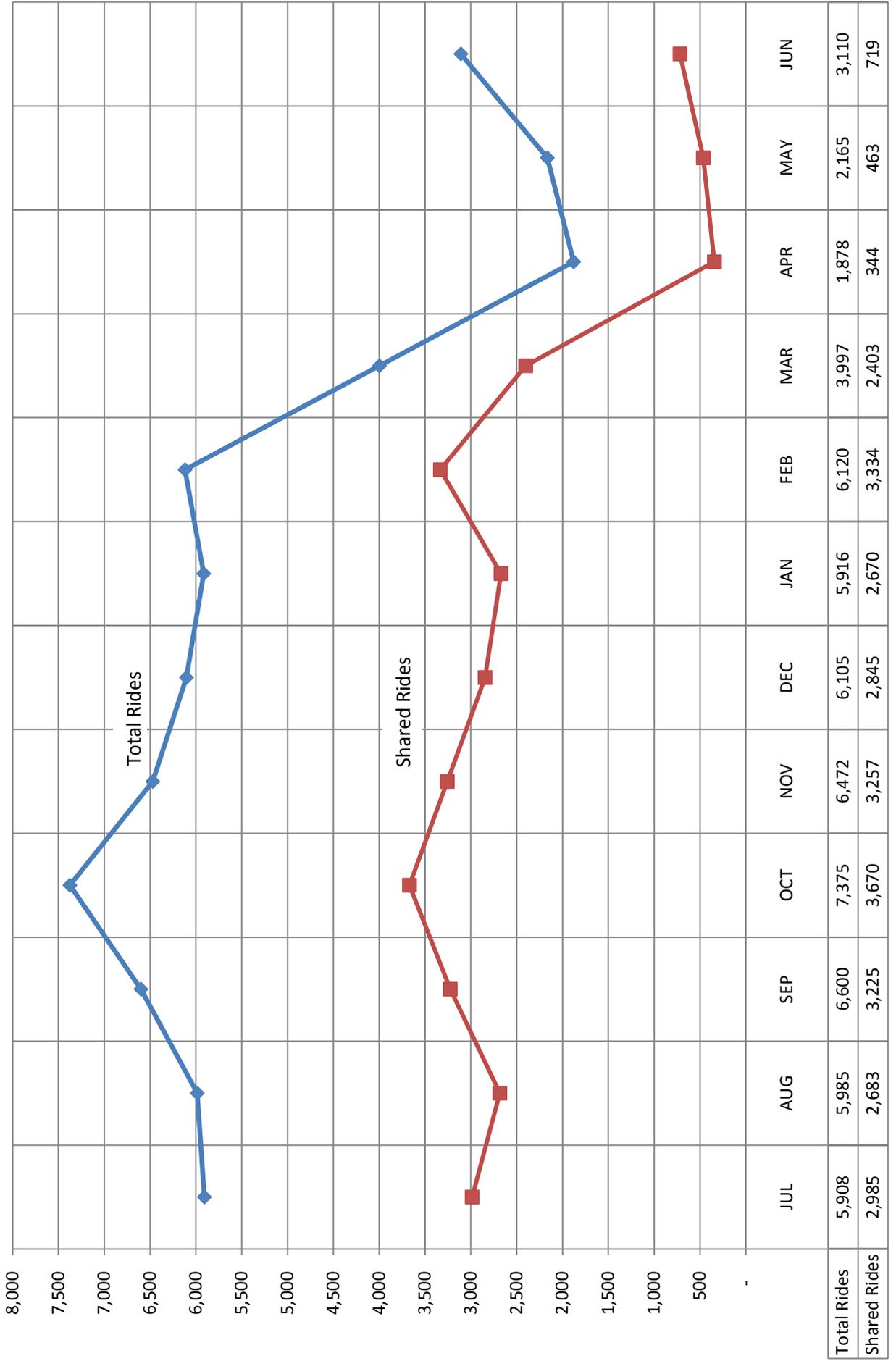
Number of Rides Comparison



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Attachment D

Total Ride vs. Shared Ride Count

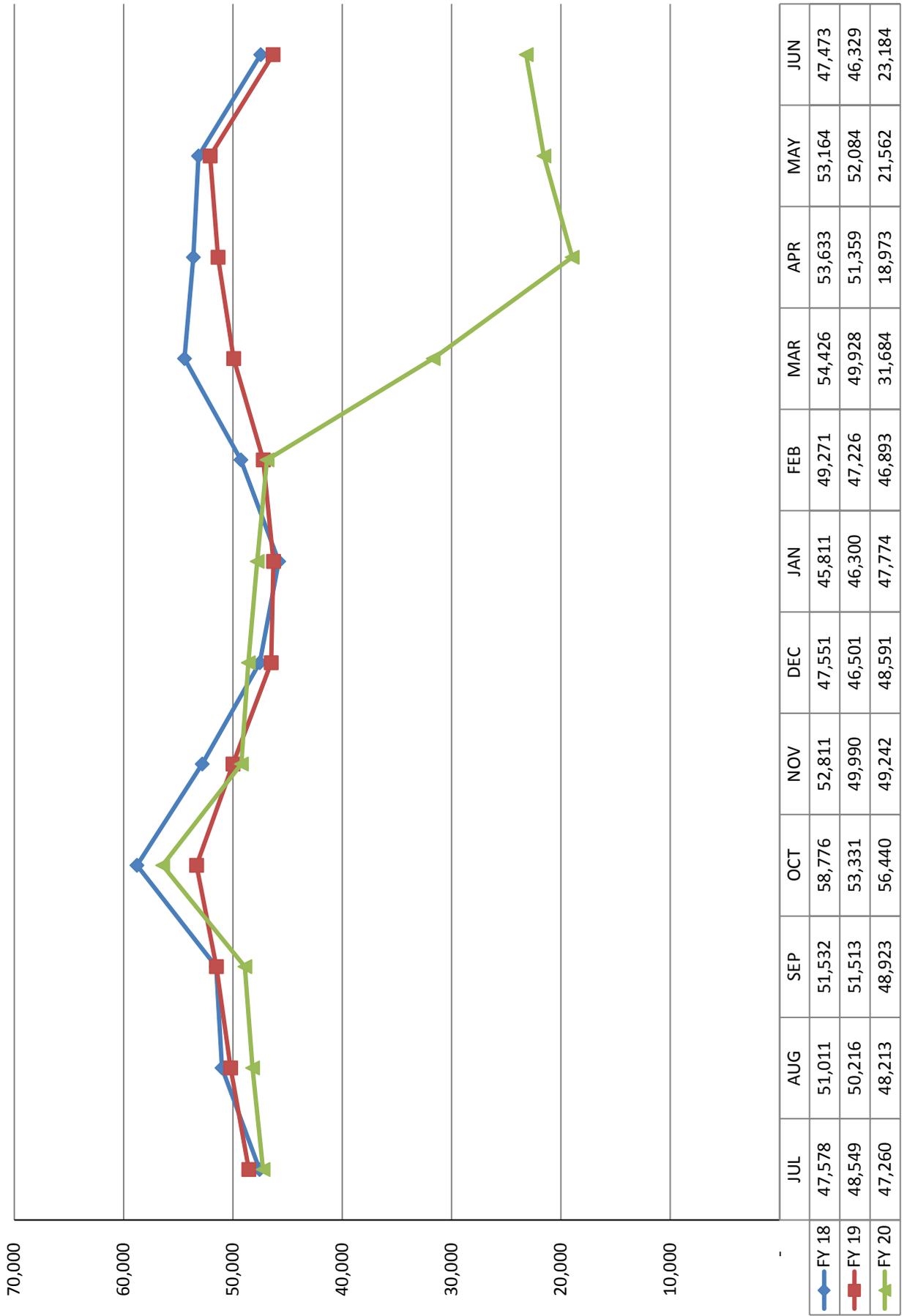


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Attachment E

Annual Miles Comparison



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Attachment F

Monthly Assessments

MONTHLY ASSESSMENTS						
	UNRESTRICTED	RESTRICTED CONDITIONAL	RESTRICTED TRIP BY TRIP	TEMPORARY	DENIED	TOTAL
JULY 2019	16	0	0	2	0	18
AUGUST 2019	25	1	0	5	0	31
SEPTEMBER 2019	27	0	1	2	0	30
OCTOBER 2019	22	1	0	2	0	25
NOVEMBER 2019	23	0	0	1	0	24
DECEMBER 2019	18	0	0	2	0	18
JANUARY 2020	15	0	0	0	0	15
FEBRUARY2020	0	0	0	55	0	55
MARCH 2020	0	0	0	49	0	49
APRIL 2020	0	0	0	23	0	23
MAY2020	0	0	0	32	0	32
JUNE 2020	0	0	0	36	0	36

Number of Eligible Riders for the month of April 2020 = 3,639
 Number of Eligible Riders for the month of May 2020 = 3,647
 Number of Eligible Riders for the month of June 2020 = 3,651

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

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

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

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

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Attachment G

Top Ride Destinations

LOCATION	APRIL	MAY	JUNE	TOTAL
Satellite Dialysis - Capitola	456	463	471	1390
Satellite Dialysis - Watsonville	305	292	301	898
Santa Cruz Post-Acute Skilled Nursing	213	195	301	709
Watsonville Community Hospital	114	150	148	412
Palo Alto Medical Foundation- Soquel Ave. Location	44	65	113	222
Sutter Health	30	33	86	149
Palo Alto Medical Foundation- Chanticleer Ave. Location	30	23	86	139
Safeway - Soquel	40	57	31	128
Safeway - Watsonville	4	33	84	121
Pacific Coast Manor Covenant	34	27	55	116
The Home Depot - Soquel	48	27	39	114
Lucky's Supermarket - Capitola	26	16	32	74

Number of rides for the month of April 2020 = **1,878**

Number of rides for the month of May 2020 = **2,165**

Number of rides for the month of June 2020 = **3,110**

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DATE: August 28, 2020
TO: Board of Directors
FROM: John Urgo, Planning & Development Manager
SUBJECT: ACCEPT AND FILE THE METRO SYSTEM RIDERSHIP REPORTS FOR THE FOURTH QUARTER OF FY20

I. RECOMMENDED ACTION

That the Board of Directors accept and file the METRO system ridership report for the fourth quarter of FY20

II. SUMMARY

- FY20 Q4 total ridership decreased 91.0% (-1,293,155) compared to FY19 Q4.
- Non-student ridership decreased 74.9% (-346,396)
- Highway 17 ridership decreased 93.8% (-68,984)
- UCSC ridership decreased 99.3% (-806,025)
- Cabrillo College ridership decreased 99.0% (-71,750)

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 FY20 (April 1 – June 30, 2020). Quarterly ridership reports keep the Board of Directors apprised of METRO's ridership statistics and ridership trends:

- Attachment A shows system-wide and college student ridership statistics for Q4 of FY20 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 FY20 Q4 total fixed route ridership by week compared to FY19 Q4.

FY20 Q4 total fixed-route ridership decreased 91.0% compared to FY19 Q4.

Reason(s) include:

- Shelter-in Place directives, and continued remote learning and telecommuting in response to COVID-19.
- In response to decreased ridership, METRO reduced vehicle revenue hours operated by an average of 47.8%.
- Local ridership declined 90.9%. [96.4% of total fixed route ridership].
 - Non-Student ridership on METRO's local system decreased 74.9%. [94.5% of local ridership].
 - Student pass usage decreased 99.2% [5.5% of local ridership].
 - Total UCSC ridership decreased 99.3%.
 - No in-person classes were held in Q4 FY20.
 - Total Cabrillo ridership decreased 99.0%.
 - No in-person classes were held in Q4 FY20.
 - In Q4 of FY19 student ridership was 65.7% of local METRO ridership. Student ridership was only 5.5% of local ridership in FY20 Q4. While UCSC expects to have around 4000 residential students on campus in the fall, it is unclear how many will be transit-dependent or the frequency with which they will use transit to access off-campus locations. Furthermore, the Cabrillo Student Pass Program was suspended as of June 2020, until Cabrillo College resumes in-person classes and the collection of the Student Transportation Fee. With remote learning likely to be in place for UCSC and Cabrillo College through the end of 2020, it is anticipated that the majority of student ridership will not return to the system through the end of 2020.
- Highway 17 ridership decreased 93.8%. [3.6% of total fixed route ridership].
 - Shelter-in-Place directives implemented in both Santa Cruz and Santa Clara County, and the resulting increases in telecommuting and remote learning, severely depressed Highway 17 ridership.
 - According to recent survey results, about one-third of respondents indicated that they were likely to ride less due to increased telecommuting. Furthermore, it is expected that remote learning for universities and colleges will continue through the end of 2020. As a result, Highway 17 ridership is likely to have reduced boardings through the end of 2020.

- Quarterly discounted ridership decreased 94.1% [Passes -96.1% and Cash -90.5%]
- Regular pass and cash fares decreased 94.9% (Passes -95.5% and Cash -94.6%)
 - Shelter-in-Place directives discouraged all non-essential travel and reduced overall ridership demand.
 - In an effort to reduce on-board contact, METRO permitted free boardings for all rides in Q4 of FY20, excepting from June 15-30. There were 94,073 total free boardings in Q4. [73.8% of total recorded boardings].

Attachment B shows average ridership per trip for all weekday and weekend routes in Q4 of FY20.

- Total ridership per trip decreased 81.7% (WeekDay -81.3% & WeekEnd -82.1%).
- System-wide, there are 6.1 riders on the average weekday trip and an average of 4.8 riders on weekend trips.
 - The weekday route with the highest ridership average is the Route 71
 - This route is an intercity route that operates round-trip service from Santa Cruz to Watsonville.
 - Due to highest ridership demand, this route operated at the greatest frequency and span in the weekday schedule.
 - The weekend route(s) with the highest ridership average are routes 71 and 69W.
 - The route 71 is an intercity route that operates round-trip service between Santa Cruz and Watsonville.
 - This route operated at the greatest frequency and span in the weekend schedule
 - The route 69W is an intercity route that runs Santa Cruz to Watsonville, and along Capitola Road
 - This route operated with one of the greatest spans of service in the weekend schedule, serving Capitola and Cabrillo College in Aptos.
 - The weekday and weekend route with the lowest ridership average is the Route 79 [WD-2.0 / WE-1.6]
 - Route 79 serves local Watsonville along Pajaro/East Lake.
 - This route is consistently the route with the lowest riders per trip.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

Revenue derived from passenger fares and passes is reflected in the FY20 operating budget. The COVID-19 pandemic fallout will dramatically affect our actual passenger fares negatively in the remainder of FY20 and into FY21. The severity of this negative impact will be realized in the coming months.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

There are no alternatives to consider.

VIII. ATTACHMENTS

Attachment A: Quarterly System Ridership Summary for FY20 Q4 April 1, 2020-June 30, 2020

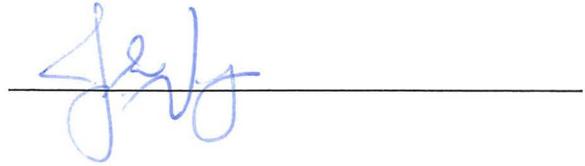
Attachment B: Quarterly Average Ridership by Route Report for FY20 Q4 April 1, 2020-June 30, 2020

Attachment C: FY20 Q4 Total Fixed Route Ridership by Week Compared to FY19 Q4

Prepared by: Cayla Hill, Planning Analyst

IX. APPROVALS

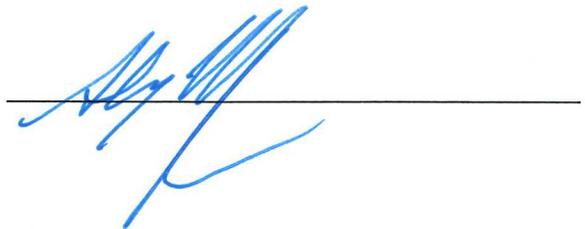
John Urgo
Planning and Development Director



Approved as to fiscal impact:
Angela Aitken, CFO



Alex Clifford, CEO/General Manager



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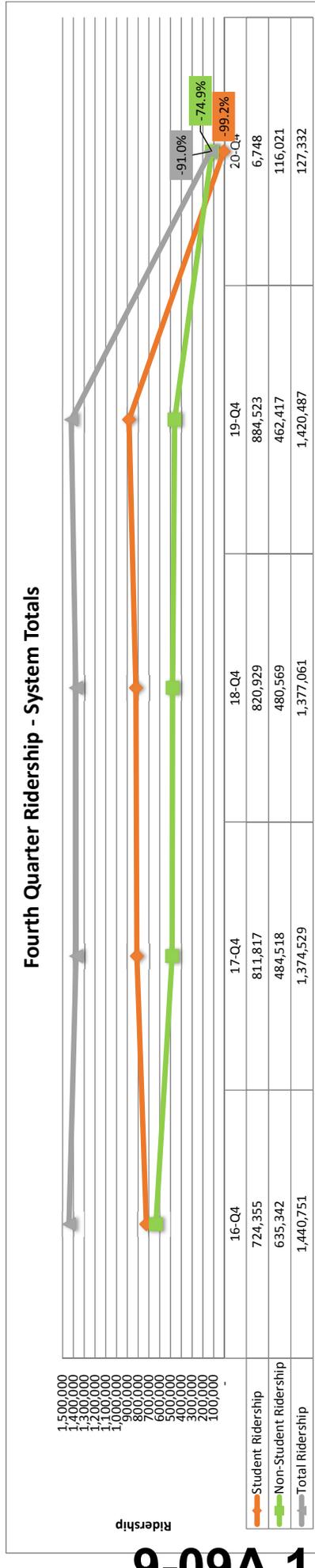
Quarterly System Ridership Summary

FY20 Q4 (April 1 - June 30, 2020)

Calendar Operating Days			Discounted Pass Usage (Senior/Disabled)			Regular Pass Usage				
	This Year	Last Year	FY20 Q4	FY19 Q4	Difference	% Change	FY20 Q4	FY19 Q4	Difference	% Change
Weekdays	62	65	4,115	104,992	(100,877)	-96.1%	3,324	124,887	(121,563)	-97.3%
Weekends	26	24					350	30,017	(29,667)	-98.8%
UCSC School Days *	0	53								
* No in-person classes										
Cabrillo School Days **	0	40	90,943	13,563	77,380	570.5%	15	2,426	(2,411)	-99.4%
** No in-person classes										
Total Pass Usage			3,130	789	2,341	296.7%	3,937	164,097	(160,160)	-97.6%
Free Boardings			94,073	14,352	79,721	555.5%				

Discounted Cash Usage (Senior/Disabled)			Regular Cash Usage			Student Pass Totals		
	FY20 Q4	FY19 Q4	Difference	% Change	FY20 Q4	FY19 Q4	Difference	% Change
Local Single Cash Fare	5,405	52,673	(47,268)	-89.7%	9,473	157,993	(148,520)	-94.0%
Hwy 17 Single Cash Fare	128	5,497	(5,369)	-97.7%	801	33,708	(32,907)	-97.6%
Total Cash Usage	5,533	58,170	(52,637)	-90.5%	10,274	191,701	(181,427)	-94.6%

System Totals			Quarterly Totals (Q4)					
	FY20 Q4	FY19 Q4	Difference	% Change	FY20 Q4	FY19 Q4	Difference	% Change
Local Fixed Route	122,769	1,346,940	(1,224,171)	-90.9%	6,007	812,032	(806,025)	-99.3%
Highway 17 Express	4,563	73,547	(68,984)	-93.8%	741	72,491	(71,750)	-99.0%
System Total	127,332	1,420,487	(1,293,155)	-91.0%	6,748	884,523	(877,775)	-99.2%



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Quarterly Average Ridership by Route Report

April 1, 2020 - June 30, 2020		Average Weekday Ridership per Trip					Average Weekend Ridership per Trip					* Regular Fares and Passes includes Free Boardings	
Route	Corridor	Total Riders	UCSC Riders %	Cabrillo Riders %	Discount Fares and Passes %	*Regular Fares & Passes %	Total Riders	UCSC Riders %	Cabrillo Riders %	Discount Fares and Passes %	*Regular Fares and Passes %		
UCSC													
10	UCSC via High St.	3.3	44.9%	0.3%	1.9%	52.9%	2.5	37.8%	0.8%	3.3%	58.1%		
16	UCSC via Laurel East	3.1	38.3%	0.4%	1.8%	59.5%	2.4	30.0%	0.4%	1.5%	68.0%		
19	UCSC via Lower Bay	4.3	38.2%	0.3%	6.1%	55.3%	3.6	36.2%	0.5%	3.9%	59.4%		
20	UCSC via West Side	4.3	30.4%	0.4%	3.3%	65.9%	3.4	27.5%	0.3%	1.3%	70.8%		
Intercity													
35/35A	Santa Cruz/Scotts Valley/SLV	6.9	0.5%	0.6%	7.2%	91.7%	5.3	0.4%	0.9%	4.9%	93.8%		
69A	Capitola Road/Watsonville	7.8	0.7%	0.5%	8.5%	90.4%	6.1	1.6%	0.3%	7.1%	91.0%		
69W	Cap. Road/Cabrillo/Watsonville	8.5	0.8%	0.7%	8.2%	90.2%	6.8	1.0%	0.9%	7.1%	91.0%		
71	Santa Cruz to Watsonville	9.1	0.6%	0.7%	8.7%	90.0%	7.1	0.7%	0.5%	7.1%	91.7%		
91X	Santa Cruz/Watsonville Express	4.7	0.0%	0.0%	36.9%	63.1%							
Rural													
42	Davenport/Bonny Doon	3.9	1.0%	0.0%	10.7%	88.3%	3.3	0.0%	5.2%	3.5%	91.3%		
Local													
3	Mission/Beach	2.1	5.6%	0.0%	10.0%	84.4%	1.8	12.6%	0.0%	5.7%	81.6%		
4	Harvey West/Emeline	3.2	0.1%	0.2%	9.8%	89.9%							
55	Rio Del Mar	3.5	0.4%	0.4%	10.1%	89.0%	2.9	1.3%	0.0%	9.8%	88.9%		
66	Live Oak via 17th	4.5	1.9%	0.5%	10.3%	87.4%	3.8	1.4%	0.9%	9.3%	88.4%		
68	Like Oak via Broadway/Portola	2.2	3.3%	1.4%	9.4%	85.9%	1.8	2.4%	1.5%	12.1%	84.0%		
72	Watsonville Hospital/Pinto Lake	4.8	0.6%	1.0%	9.3%	89.1%	2.9	0.5%	0.8%	9.3%	89.4%		
75	Green Valley Road	6.1	0.6%	1.0%	11.0%	87.4%	3.7	0.5%	0.3%	11.7%	87.6%		
79	Pajaro/East Lake	2.0	0.8%	0.3%	9.8%	89.2%	1.6	0.8%	1.6%	3.9%	93.7%		
Highway 17													
Hwy 17	Hwy 17 Express	3.7	-	-	0.7%	99.3%	2.2	-	-	2.8%	97.2%		
Avg. Ridership per Trip		6.1	4.8%	0.6%	7.8%	80.2%	4.8	4.6%	0.6%	6.5%	88.3%		

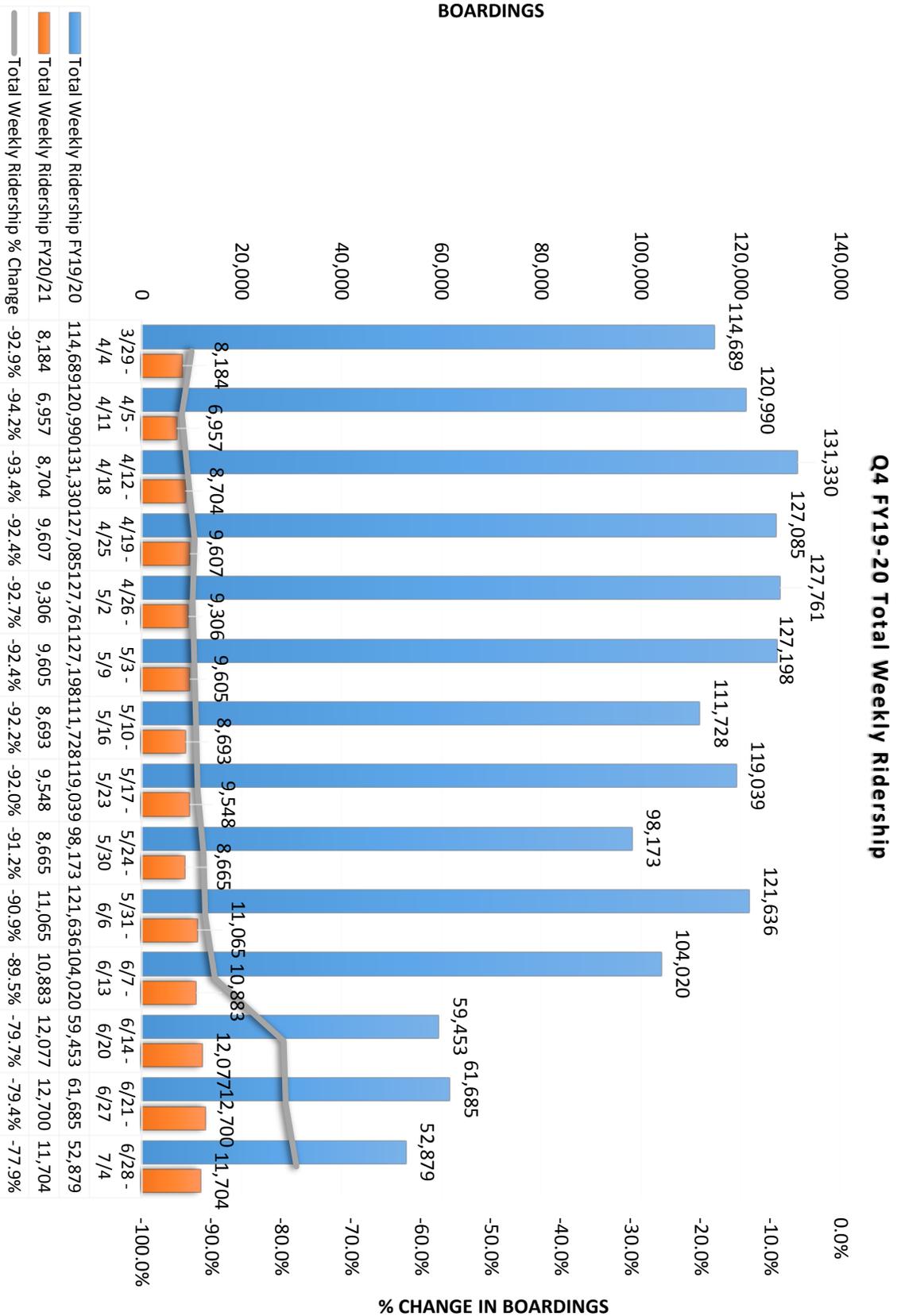
0 * Calendar School Days of SJSU
 0 * Calendar School Days of Cabrillo
 0 * Calendar School Days of UCSC

* In-person Classes Suspended, due to COVID-19

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Attachment C

FY20 Q4 total fixed route ridership by week compared to FY19 Q4



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DATE: August 28, 2020
TO: Board of Directors
FROM: John Urgo, Planning & Development Director
SUBJECT: **CONSIDERATION OF AUTHORIZING THE CEO TO AMEND THE CONTRACT WITH WEBER, HAYES & ASSOCIATES TO ADD AN ADDITIONAL \$45,000**

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to amend the contract with Weber Hayes & Associates to add an additional \$45,000 to the Contract Purchase Order for limited soil and soil vapor sampling at Pacific Station in FY21, increasing contract authority from \$45,000 to \$90,000

II. SUMMARY

- On February 7, 2018, the Santa Cruz Metropolitan Transit District (METRO) established a contract with Weber, Hayes and Associates (Weber Hayes) for services to perform soil and soil vapor sampling at METRO Center and the adjoining NIAC building (Pacific Station) through December 31, 2019.
- Additional field-testing and laboratory analysis will be required by METRO in FY21, requiring an amendment to the existing contract with Weber Hayes and an increase to the spending amount on the Contract Purchase Order.

III. DISCUSSION/BACKGROUND

As part of the Pacific Station conceptual design process, Weber, Hayes & Associates developed a work plan to characterize the nature and extent of contamination under Pacific Station. METRO conducted a sole-source procurement to solicit Weber, Hayes and Associates services to perform the work plan tasks, and established a contract with Weber Hayes in February 2018. The Contract Purchase Order expiration date was extended until December, 31, 2019, to allow for the completion of the existing scope of work. Additional soil and soil vapor sampling will be required by METRO in FY21. Weber, Hayes & Associates provided an updated Cost Proposal for the 2021 fiscal year.

METRO paid \$44,706.17 to Weber, Hayes on the previous purchase order. Amending the current contract with Weber, Hayes will increase the contract authority from \$45,000 to \$90,000. The new contract amount with this vendor will be \$90,000, which exceeds \$50,000, requiring Board approval for additional funding. It is recommended that the Board of Directors authorize the CEO to execute an amendment to the contract with Weber, Hayes and Associates for an

additional \$45,000 with a corresponding not to exceed amount of \$45,000 on the new Contract Purchase Order for services rendered in FY21.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report ties to METRO's State of Good Repair strategic priority.

V. FINANCIAL CONSIDERATIONS/IMPACT

This action will fund this Contract Purchase Order through FTA 5309 grant funding.

The Contract Purchase Order for this work is for a one year period and a total of \$45,000 additional funds. Expiring 5309 funds are available to cover these costs. Failure to spend this money will put METRO in jeopardy of losing these 5309 funds.

VI. ALTERNATIVES CONSIDERED

The Board of Directors could choose not to amend the contract, but this is not recommended. Soil and soil vapor sampling at Pacific Station is required by METRO. If the contract with Weber, Hayes & Associates is not amended, then the agency will need to undertake a new procurement to select a vendor to perform these services; this approach would delay the work and likely result in duplication of efforts and a requirement for more funds (resulting from changing a vendor mid-project). Furthermore, METRO would be in danger of losing the existing FTA 5309 funding.

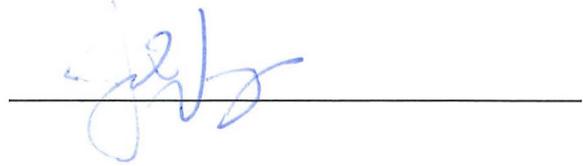
VII. ATTACHMENTS

Attachment A: Cost Proposal

Prepared by: Cayla Hill, Planning Analyst

VIII. APPROVALS

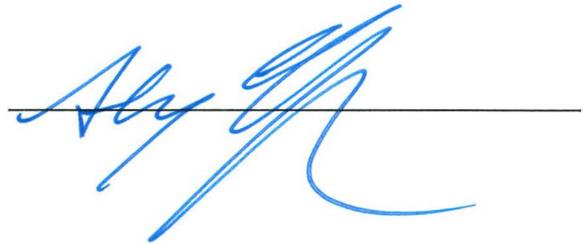
John Urgo, Planning & Development
Director



Approved as to fiscal impact:
Angela Aitken, CFO



Alex Clifford, CEO/General Manager



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August 6, 2020

Client: Santa Cruz Metropolitan Transit District
c/o: Wondimu Mengistu
110 Vernon Street
Santa Cruz, California 95060

WMengistu@scmttd.com
(831) 420-2580

Proposal: Agency Required Off-Site Vapor Intrusion Investigation & Soil Vapor Monitoring

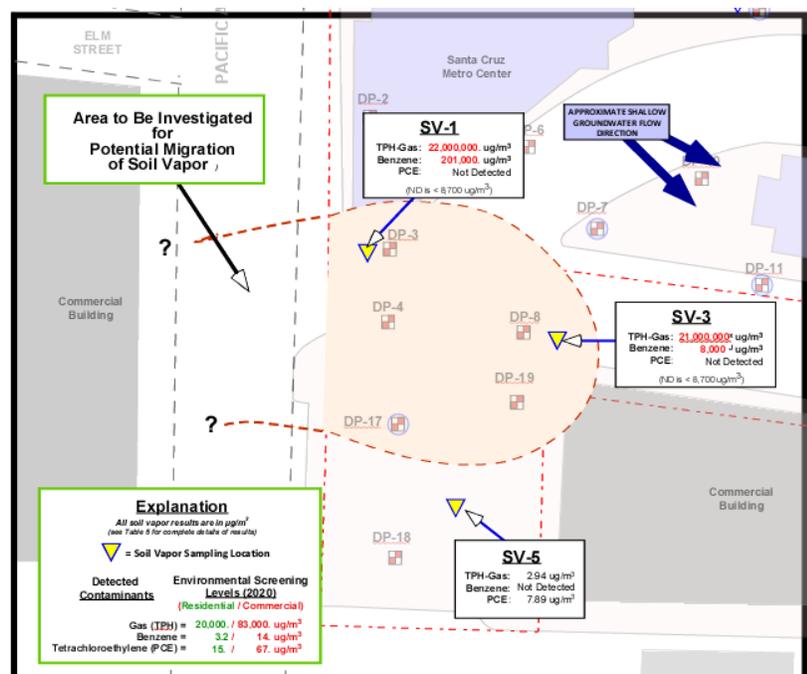
Location: Pacific Station Project, 920 Pacific Avenue, Santa Cruz

This proposal describes tasks required to achieve compliance with Santa Cruz County Environmental Health Services (SCC-EHS) most recent directive (*Preliminary Response to Covenant and Site Management Plan*).¹ The big picture goal of this scope of work will be to:

- Complete agency-required investigation and monitoring tasks designed to confirm there is no risk of contaminant soil vapor intrusion from historic contaminants underlying the site. The complete agency record is archived on the Water Board website.²
- Develop a deed restriction (*Environmental Land-use Covenant*) that allows historic, residual contamination safely left-in-place that includes a *Site Management Plan* that provides guidance for future handling of subsurface media in the future, including during redevelopment activities. Lead SCC-EHS staff have indicated they are willing to implement a deed restriction with the caveat that the lateral extent of a relic vapor plume must first be fully characterized to the west, across Pacific Avenue.

We are providing this proposal to achieve these goals, and tasks include the following:

1. **Workplan:** Submit a due-diligence *Workplan for Off-site Vapor Intrusion and Monitoring (Workplan)* to SCC-EHS for this phase of work. The *Workplan* will describe standard of care field activities and protocols for the tasks described below. SCC-EHS will review and approve this plan before field operations are scheduled.
2. **Off-Site Vapor Delineation Assessment:** Our field staff will core exploratory borings and install temporary soil vapor probes across Pacific Avenue (see clip to the right) to accurately map the lateral extent of any residual, contaminant soil vapor. There is a very low likelihood of encountering any kind of significant concentrations, but defining the lateral extent is a standard of care requirement



¹: SCC-EHS: *Preliminary Response to Covenant and Site Management Plan*; Pacific Station; 920 Pacific Avenue, Santa Cruz. April 11, 2019.

²: State Water Resources Control Board *GeoTracker* archive < [Link to Site Archive, Case #T1000006376](#) >

Attachment A

Proposal: Agency Required Investigation Tasks

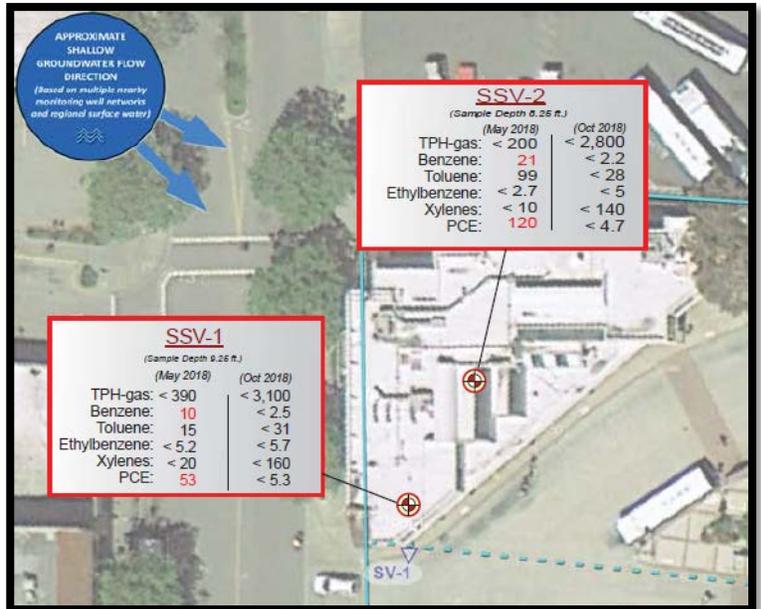
August 7, 2020

for the evaluation of contaminant soil gas plumes. Work tasks will include acquisition of a City of Santa Cruz encroachment permit, utility clearance, limited traffic control during soil coring work, sample collection, laboratory analysis, and summary reporting.

3. Complete On-going Monitoring: SCC-EHS has also requested completion of sub-slab soil vapor and indoor air monitoring based on previous indoor air detections in the METRO and NIAC buildings (see clip to the right). This proposal includes a final round of dry-wet season soil vapor monitoring (a total of two (2) seasonal sampling events). The seasonal sampling is designed to capture potential seasonal variability and confirm that vapor intrusion is not a risk for building occupants.

4. Development of an Environmental Land-Use Covenant:

In order to leave residual contamination in place and eliminate on-going environmental monitoring or active remediation requirements, an *Environmental Land-use Covenant (Environmental LUC)* will be developed for review and approval by METRO staff. will document residual contamination on-site. The purpose of the *Environmental LUC* is to document the presence of contaminant-impacted media beneath the site for future users of the site and provide a specific set of tasks for future soil and/or groundwater management. A *Site Management Plan* is a separate but integrated element of the *Environmental LUC* and will be completed document specific handling and notification protocols for handling subsurface media when they are encountered in the future, including during and after redevelopment.



Budget/Schedule: Attached is a detailed spreadsheet itemizing the estimated time and materials costs and is based on our experience with similar projects. **We estimate the cost to complete these follow-up, agency-required work tasks is estimated to be \$38,324.** METRO will be billed strictly on a time and materials basis (unit/line item charges are in accordance with the attached *Schedule of Charges*).

Please call/email with any questions or input you have regarding this proposal, or any other aspect of this project (722-3580)

Pat Hoban, PG, QSD
Principal Environmental Geologist

Attachments: *Schedule of Charge*, References (agency correspondence, and plan view maps of existing soil vapor data driving the agency-required investigation), and insurance documentation.³

Attachment A

Off-Site Vapor Intrusion Investigation, On-going Vapor Monitoring, and Support Services (Includes Soil Core Rig, State-Certified Laboratory Testing, and Reporting)

Pacific Station, 920 Pacific Avenue, Santa Cruz

ITEM / DESCRIPTION	UNIT	UNIT COST	NUMBER OF UNITS	ITEM COST	ITEM TOTAL
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Task 1: Workplan

Workplan Preparation, Data Review, Regulatory/Client Correspondence, Site-visit

Senior Geologist - Project Management and Technical Review	hr.	\$130	10	\$1,300
Staff Scientist - Report Production	hr.	\$75	20	\$1,500
Administrative Assistance - Word Processing/Data Entry/Drafting/Copying, etc.	hr.	\$55	10	\$550

Workplan Preparation: \$3,350

Task 1 Sub-Total: \$3,350

Task 2: Off-Site Vapor Intrusion Investigation - Drilling, State-certified laboratory testing, & reporting.

- Field work includes permitting, utility clearance, drilling and sampling approx. four (4) temporary vapor probes, and probe closure.

Fieldwork (preparation, pre-drill utility clearance, sample collection, materials)

Senior Geologist - Project Coordination and Technical Review	hr.	\$130	8	\$1,040
Senior Scientist - Scheduling, Project Management, Drilling and Field Work	hr.	\$85	28	\$2,380
Field Equipment - Photoionization Field Meter, Truck, Disposables, Sample Gauges, Teflon Tubing	lump	\$400	1	\$400

Field Labor Subtotal: \$3,820

Summary Reporting & Project Coordination

Senior Geologist - Client Updates and Technical Review	hr.	\$130	8	\$1,040
Staff Scientist - Report Production	hr.	\$75	18	\$1,350
Administrative Assistance - Word Processing/Data Entry/Drafting/Copying, etc.	hr.	\$55	6	\$330

Project Management & Reporting Subtotal: \$2,720

Labor Total: \$6,540

Subcontractors (includes 15% mark-up)

Driller: C-57 Licensed Driven Probe Drilling Subcontractor (includes mob/demob and materials)	ea.	\$3,335	1	\$3,335
Underground Utility Locator (Coast Wide Utility Locators)	ea.	\$201	5	\$1,006
Traffic Control - Stop Company	lump	\$874	1	\$874
Encroachment Permit - City of Santa Cruz	lump	\$411	1	\$411
State-Certified Laboratory Analyses (BC Laboratories)				
- Soil vapor x 4 locations: Volatile Organic Compounds by EPA Method TO-15	ea.	\$184	4	\$736
Soil Disposal (IWM) -- if needed, see note below.	ea.	\$400	0	\$0

Subcontractors Total: \$6,362

Task 2 Sub-total: \$12,902

Task 3: On-going Vapor Intrusion Monitoring

- includes (2) rounds of sub-slab vapor sampling and indoor air testing

Fieldwork (field prep, notifications and mobilization, sample collection, materials)

Senior Geologist - Project Coordination and Technical Review	hr.	\$130	8	\$1,040
Senior Scientist - Project Management, Sampling and Field Work	hr.	\$85	28	\$2,380
Field Equipment - Truck, Disposables, Sample Liners, Photoionization Field Meter	lump	\$400	1	\$400

Field Labor Subtotal: \$3,820

Summary Reporting & Client/Agency Coordination

Senior Geologist - Client Updates and Technical Review	hr.	\$130	20	\$2,600
Staff Scientist - Report Production	hr.	\$75	20	\$1,500
Administrative Assistance - Word Processing/Data Entry/Drafting/Copying, etc.	hr.	\$55	8	\$440

Project Management & Reporting Subtotal: \$4,540

Labor Total: \$8,360

Subcontractors (includes 15% mark-up)

State-Certified Laboratory Analyses (BC Laboratories)				
- Sub-Slab Soil vapor x 4 locations (per-round): Volatile Organic Compounds by EPA Method TO-15	ea.	\$184	8	\$1,472
- Ambient Air x 9 locations (per-round): Volatile Organic Compounds by EPA Method TO-15	ea.	\$230	18	\$4,140

Subcontractors Total: \$5,612

Task 3 Sub-total: \$13,972

Task 4: On-going Redevelopment Environmental Assistance and Land-use Covenant Support (on call and as-needed)

Client and Regulatory Correspondence, Land-use Covenant Preparation

Senior Geologist - Project Management and Technical Review	hr.	\$130	40	\$5,200
Staff Scientist - Report Production	hr.	\$75	24	\$1,800
Administrative Assistance - Word Processing/Data Entry/Drafting/Copying, etc.	hr.	\$55	20	\$1,100

Task 4 Sub-Total: \$8,100

Estimated Total Investigation Budget: \$38,324

Assumptions:

All extra services will be billed on a Time & Materials basis.

Assumes one day for the drilling mobilization and drill locations on Pacific Avenue will be accessible after acquiring an encroachment permit through the City of Santa Cruz

Utility Clearance: As required by law, we will mark drilling locations for clearance by utility companies (by USA Location Service). The property owner and/or our client is responsible for identifying the location of underground on-site utilities but this due diligence screening will provide additional utility clearance assurances. If utilities should be encountered during drilling/digging, we will not be responsible for damage, but if requested, we will repair on a time and materials basis.

Laboratory Analysis Turnaround Time: Standard turnaround time for laboratory analysis is 7-10 business days.

- If requested, RUSH laboratory turnaround time can be completed for the following (with lab RUSH surcharge): 3-day RUSH (+20%), 2-day RUSH (+50%), 1-day RUSH (+100%).

If lab results/field observations indicated soil cores are impacted, the soil cuttings will be properly disposed (certified) at the unit price shown above as an extra service.

- Clean soil cuttings (i.e. no lab detections and no evidence of contaminants) can be disposed of on site.

Attachment A



Weber, Hayes & Associates
Hydrogeology and Environmental Engineering
120 Westgate Drive, Watsonville, CA 95076
(831) 722-3580 // www.weber-hayes.com

SCHEDULE OF CHARGES♦

PERSONNEL CHARGES

Word Processing/Administrative Support	\$55 per hour
Information Technician/Draftsperson/Technical Writer.....	\$70 per hour
Water System Specialist/Field Technician	\$75 per hour
Staff Scientist/Technician	\$75 per hour
Senior Scientist/Senior Technician	\$85 per hour
Accountant.....	\$85 per hour
Staff Geologist/Engineer.....	\$90 per hour
Project Geologist/Engineer.....	\$110 per hour
Senior Geologist/Engineer	\$130 per hour
Principal Geologist/Engineer	\$150 per hour
Associate	\$200 per hour
Court Appearances/Expert Witness (minimum half-day charge)	\$1,600 per day

ADDITIONAL CHARGES

Charges for special outside services, equipment, and facilities not furnished directly by Weber, Hayes and Associates will be billed at *cost plus 10 percent*. Such charges may include, but are not limited to, the following services:

Printing and reproduction	Special permits, fees, etc.
Rental of field equipment	Travel expenses
Subcontractors	Meals and lodging per diem
Rental & operation of drilling or excavation equipment	Shipping Costs
Rental or purchase of remediation equipment	

Travel Time is billed in accordance with the above schedule, to a maximum of 8 hours per day.

Weber, Hayes and Associates rates are effective as of July 2020

Thank you for the opportunity to serve you. 9-10A.4

-
**Agency Communication
&
Data Figures Showing Results of
Soil Vapor and Sub-Slab Contaminant Detections**

Attachment A

From: John Gerbrandt <John.Gerbrandt@santacruzcounty.us>
Sent: Thursday, April 11, 2019 12:18 PM
To: Barrow emerson
Cc: Pat Hoban; Rebecca Supplee
Subject: Preliminary Response to Covenant and Site Management Plan; Pacific Station; 920 Pacific Ave, Santa Cruz

Dear Mr. Emerson,

This is an informal correspondence in response to the METRO's need for a County of Santa Cruz Environmental Health Division (CSCEHD) letter considering the proposed covenant and *Site Management Plan* prior to planned redevelopment activities.

I have reviewed the *Updated Data Gap Assessment Report (Includes Field and Laboratory Results of Indoor & Outdoor Air Sampling and a Ground Penetrating Radar Survey)*, dated January 14, 2019, by Weber, Hayes & Associates (WHA). Based on the reported data, I concur with WHA's recommendation to collect concurrently one additional round of ambient air (indoor/outdoor) and sub-slab vapor sampling to evaluate for wet-dry fluctuations in concentrations. We note that groundwater, soil, and soil-gas chemical concentrations have been detected above health and/or ecological risk-based screening levels at the subject site. However, if after the proposed additional indoor/outdoor sampling is conducted the data indicates the current site configuration and use do not present an unacceptable health and/or ecological risk, our agency is not opposed to considering postponing additional assessment, remediation, and/or mitigation onsite until planned redevelopment activities occur if a covenant and *Site Management Plan* is put in place.

A caveat to this plan is if the proposed redevelopment activities are postponed for more than a couple of years. If an onsite covenant and *Soil Management Plan* are put in place and the proposed redevelopment activities are postponed more than a couple of years, our agency would want to make sure the petroleum hydrocarbon soil gas plume is characterized offsite as well. Specifically, the concern is for the vapor intrusion pathway to offsite building on the west side of the 900 Pacific Avenue block (opposite side of Pacific Avenue from the site). According to the *Final, Guidance for the Evaluation and Mitigation of Subsurface Vapor Intrusion to Indoor Air (Vapor Intrusion Guidance)*, dated October 2011, by DTSC, buildings within 100 feet of soil gas or groundwater plumes should be evaluated for vapor intrusion. The subject site is described as "mostly cement encapsulated," so the 100-foot separation distance between subsurface plumes and buildings might not be sufficient because when a continuous low permeability surface (such as pavement) covers the ground between the contamination and the building, soil gas discharge to the atmosphere is restricted, thus enhancing migration toward buildings (DTSC, 2011).

The DTSC, 2011 document can be found and reviewed at the following web link: https://www.dtsc.ca.gov/sitecleanup/vapor_intrusion.cfm

If you have any questions regarding this correspondence, please let me know.

Sincerely,

John Gerbrandt, P.G., R.E.H.S. | Environmental Health Specialist

Hazardous Materials Program

Environmental Health Division | Santa Cruz County Health Services Agency

701 Ocean Street, Room 312, Santa Cruz, CA 95060

Attachment A

SV-2

Benzene: **ND.** < 1.4 ug/m³
 MTBE: **ND.** < 1.7 ug/m³
 PCE: **ND.** < 1.8 ug/m³
 TCE: **ND.** < 2.6 ug/m³
 cis-1,2-DCE: **ND.** < 1.1 ug/m³
 Vinyl Chloride: **ND.** < 1.3 ug/m³

SV-1

TPH-Gas: **22,000,000.** ug/m³
 Benzene: **201,000.** ug/m³
 PCE: **Not Detected**
 (ND is < 8,700 ug/m³)

SV-3

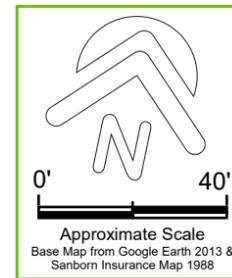
TPH-Gas: **21,000,000^x** ug/m³
 Benzene: **8,000^J** ug/m³
 PCE: **Not Detected**
 (ND is < 8,700 ug/m³)

SV-4

Benzene: **ND.** < 1.4 ug/m³
 MTBE: **ND.** < 1.7 ug/m³
 PCE: **ND.** < 1.8 ug/m³
 TCE: **ND.** < 2.6 ug/m³
 cis-1,2-DCE: **ND.** < 1.1 ug/m³
 Vinyl Chloride: **ND.** < 1.3 ug/m³

SV-5

TPH-Gas: 2.94 ug/m³
 Benzene: Not Detected
 PCE: 7.89 ug/m³



APPROXIMATE SHALLOW
 GROUNDWATER FLOW
 DIRECTION

Area to Be Investigated
 for
 Potential Migration
 of Soil Vapor

Explanation

All soil vapor results are in ug/m³
 (see Table 5 for complete details of results)

▼ = Soil Vapor Sampling Location

Detected Contaminants	Environmental Screening Levels (2020) (Residential / Commercial)
Gas (TPH) =	20,000. / 83,000. ug/m ³
Benzene =	3.2 / 14. ug/m ³
Tetrachloroethylene (PCE) =	15. / 67. ug/m ³

Attachment A

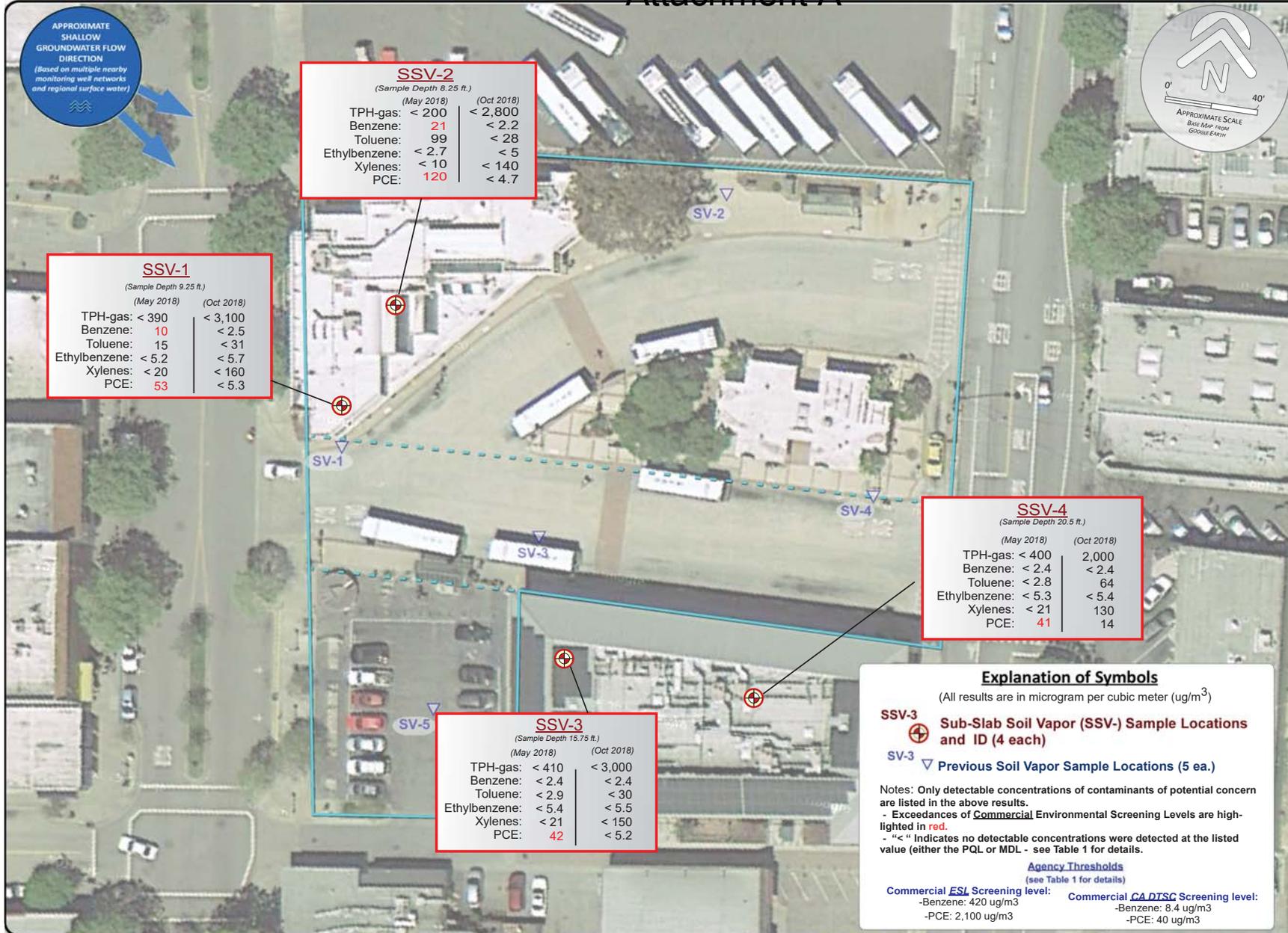


FIGURE 2
Project 24657

SUB-SLAB SOIL VAPOR SAMPLE RESULTS

UPDATED DATA GAP ASSESSMENT REPORT

SITE: METRO
ADDRESS: 920 PACIFIC AVENUE, SANTA CRUZ, CALIFORNIA

DATE: DECEMBER 2018 REVISIONS/NOTES:



-
Insurance & W9



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/7/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Dealey, Renton & Associates P. O. Box 12675 Oakland CA 94604-2675	CONTACT NAME: PHONE (A/C. No. Ext): 510-465-3090		FAX (A/C. No.): 510-452-2193
	E-MAIL ADDRESS: certificates@dealeyrenton.com		
INSURED Weber, Hayes & Associates, Inc. 120 Westgate Drive Watsonville CA 95076	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Trumbull Insurance Company		27120
	INSURER B: Westchester Surplus Lines Insurance Company		
	INSURER C: United Financial Casualty Company		
	INSURER D:		
	INSURER E:		

COVERAGES

CERTIFICATE NUMBER: 1956007826

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	G28161621004	9/16/2019	9/16/2020	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$50,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
C	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y		064061432	12/20/2019	12/20/2020	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	57WEGGF5356	9/1/2019	9/1/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
B	Professional Liability+ Pollution Liability			G28161621004	9/16/2019	9/16/2020	\$2,000,000 \$4,000,000 \$2,000,000 per Claim Annual Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: Pacific Station Project, 920 Pacific Avenue, Santa Cruz, CA - Santa Cruz METRO, its officers, officials, employees and volunteers are named as Additional Insureds as respects General and Auto Liability as required per written contract or agreement. General Liability insurance is Primary/Non-Contributory per policy form wording. Severability of interest applies to General Liability policy. Insurance coverage includes Waiver of Subrogation per the attached.

CERTIFICATE HOLDER**CANCELLATION 30 Day Notice of Cancellation**

Santa Cruz Metropolitan Transit District Attn: Joan Jeffries Purchasing Department 110 Vernon Street Santa Cruz CA 95060	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	---

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Attachment A



ADDITIONAL INSURED ENDORSEMENT – ONGOING WORK OR OPERATIONS

Named Insured Weber, Hayes & Associates, Inc.			Endorsement Number
Policy Symbol ECP	Policy Number G28161621 004	Policy Period 09/16/2019 to 09/16/2020	Effective Date of Endorsement 09/16/2019
Issued By (Name of Insurance Company) Westchester Surplus Lines Insurance Company			

Insert the policy number. The remainder of the information is to be completed only when this endorsement is issued subsequent to the preparation of the policy.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

THIS ENDORSEMENT MODIFIES INSURANCE PROVIDED UNDER THE FOLLOWING:

CONTRACTORS POLLUTION LIABILITY COVERAGE PART

SCHEDULE:

Name of Person(s) or Organization(s): As required by written contract or agreement signed by both parties prior to a loss to which this insurance applies.

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

A. SECTION II - WHO IS AN INSURED is amended to include as an additional insured the persons or organizations shown in the Schedule, but only with respect to liability for injury or damage, to which this insurance applies, caused, in whole or in part, by:

1. Your acts or omissions; or
 2. The acts or omissions of those acting on your behalf;
- in the performance of your ongoing operations for the additional insureds.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following exclusion is added:

Exclusions

This insurance does not apply to injury or damage occurring after:

- a. All work or operations, including materials, parts or equipment furnished in connection with such work or operations, on the project (other than service, maintenance or repairs) to be performed by you or on your behalf at the site of the covered operations has been completed; or
- b. That portion of **your work** out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for the additional insured as a part of the same project.

Attachment A

Westchester

A Chubb Company

ADDITIONAL INSURED ENDORSEMENT – PRODUCTS-COMPLETED OPERATIONS HAZARD

Named Insured Weber, Hayes & Associates, Inc.			Endorsement Number
Policy Symbol ECP	Policy Number G28161621 004	Policy Period 09/16/2019 to 09/16/2020	Effective Date of Endorsement 09/16/2019
Issued By (Name of Insurance Company) Westchester Surplus Lines Insurance Company			

Insert the policy number. The remainder of the information is to be completed only when this endorsement is issued subsequent to the preparation of the policy.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

THIS ENDORSEMENT MODIFIES INSURANCE PROVIDED UNDER THE FOLLOWING:

CONTRACTORS POLLUTION LIABILITY COVERAGE PART

SCHEDULE

Name of Person or Organization: As required by written contract or agreement signed by both parties prior to a loss to which this insurance applies.

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

A. SECTION II – WHO IS AN INSURED is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for injury or damage, to which this insurance applies, caused by or resulting from **your work** performed for that additional insured and included in the **products-completed operations hazard**, and only to the extent that such injury or damage is caused, in whole or in part, by your negligence or the negligence of those acting on your behalf.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to SECTION III - LIMITS OF INSURANCE:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

All other terms and conditions of this policy remain unchanged.

Attachment A

Westchester

A Chubb Company

PRIMARY AND NONCONTRIBUTORY – OTHER INSURANCE CONDITION

Named Insured Weber, Hayes & Associates, Inc.			Endorsement Number
Policy Symbol ECP	Policy Number G28161621 004	Policy Period 09/16/2019 to 09/16/2020	Effective Date of Endorsement 09/16/2019
Issued By (Name of Insurance Company) Westchester Surplus Lines Insurance Company			

Insert the policy number. The remainder of the information is to be completed only when this endorsement is issued subsequent to the preparation of the policy.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

THIS ENDORSEMENT MODIFIES INSURANCE PROVIDED UNDER THE FOLLOWING:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART
CONTRACTOR'S POLLUTION LIABILITY COVERAGE PART**

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

Primary and Noncontributory Insurance

This policy is primary to, and will not seek contribution from, any other insurance available to an additional insured under this policy, provided that:

- a.** The additional insured is a named insured under such other insurance; and
- b.** You have agreed in a written contract or agreement that this insurance would:
 - (1)** act as primary insurance; and
 - (2)** would not seek contribution from any other insurance available to the additional insured.

All other terms and conditions of this policy remain unchanged.

Attachment A

Named Insured Weber, Hayes & Associates, Inc.			Endorsement Number
Policy Symbol ECP	Policy Number G28161621004	Policy Period 09/16/2019 to 09/16/2020	Effective Date of Endorsement 09/16/2019
Issued By (Name of Insurance Company) Westchester Surplus Lines Insurance Company			

Insert the policy number. The remainder of the information is to be completed only when this endorsement is issued subsequent to the preparation of the policy.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART
CONTRACTORS POLLUTION LIABILITY COVERAGE PART**

SCHEDULE

Name of Person or Organization:

Any person or organization that is an owner of real property or personal property on which you are performing operations, or a contractor on whose behalf you are performing operations, and only at the specific written request of such person or organization to you, wherein such request is made prior to commencement of operations.

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

The **TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US Condition** is amended by the addition of the following:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or **your work** done under a contract with that person or organization and included in the **products-completed operations hazard**. This waiver applies only to the person or organization shown in the Schedule above.

All other terms and conditions remain the same.

Attachment A



THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WORKERS' COMPENSATION BROAD FORM ENDORSEMENT EXTENDED OPTIONS

Policy Number: 57 WEG GF5356

Endorsement Number:

Effective Date: 09/01/19

Effective hour is the same as stated on the Information Page of the policy.

Named Insured and Address: WEBER HAYES & ASSOCIATES, INC

120 WESTGATE DR
WATSONVILLE CA 95076

Section I of this endorsement expands coverage provided under WC 00 00 00.

Section II of this endorsement provides additional coverage usually only provided by endorsement.

Section III of this endorsement is a Schedule of Covered States.

You may use the index to locate these coverage features quickly:

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04 Liberalization	2	03 Waiver of Our Right to Recover from Others	4
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Attachment A

SECTION I

PARTS ONE and TWO

1. WE WILL ALSO PAY

D. We Will Also Pay of Part One (WORKERS' COMPENSATION INSURANCE); and

E. We Will Also Pay of Part Two (EMPLOYERS' LIABILITY INSURANCE) is replaced by the following:

We Will Also Pay

We will also pay these costs, in addition to other amounts payable under this insurance, as part of any claim, proceeding, or suit we defend:

1. reasonable expenses incurred at our request, **INCLUDING** loss of earnings;
2. premiums for bonds to release attachments and for appeal bonds in bond amounts up to the limit of our liability under this insurance;
3. litigation costs taxed against you;
4. interest on a judgment as required by law until we offer the amount due under this law; and
5. expenses we incur.

PART THREE

2. How This Insurance Applies

Paragraph 4. of **A. How This Insurance Applies of Part 3** (Other States Insurance) is replaced by the following:

4. If you have work on the effective date of this policy in any state not listed in Item 3.A. of the Information Page, coverage will not be afforded for that state unless we are notified within **sixty** days.

PART SIX

3. Transfer Of Your Rights and Duties

C. Transfer Of Your Rights and Duties of Part 6 (Conditions) is replaced by the following:

Your rights or duties under this policy may not be transferred without our written consent.

If you die and we receive notice within **sixty** days after your death, we will cover your legal representative as insured.

4. Liberalization

If we adopt a change in this form that would broaden the coverage of this form without extra charge, the broader coverage will apply to this policy. It will apply when the change becomes effective in your state.

SECTION II

VOLUNTARY COMPENSATION AND EMPLOYERS' LIABILITY COVERAGE

5. Voluntary Compensation Insurance

A. How This Insurance Applies

This insurance applies to bodily injury by accident or bodily injury by disease. Bodily injury includes resulting death.

1. The bodily injury must be sustained by any officer or employee not subject to the workers' compensation law of any state shown in Item 3.A. of the Information Page.
2. The bodily injury must arise out of and in the course of employment or incidental to work in a state shown in Item 3.A. of the Information Page.

3. The bodily injury must occur in the United States of America, its territories or possessions, or Canada, and may occur elsewhere if the employee is a United States or Canadian citizen, or otherwise legal resident, and legally employed, in the United States or Canada and temporarily away from those places.
4. Bodily injury by accident must occur during the policy period.
5. Bodily injury by disease must be caused or aggravated by the conditions of the

Attachment A

officer's or employee's employment. The officer's or employee's last day of last exposure to the conditions causing or aggravating such bodily injury by disease must occur during the policy period.

B. We Will Pay

We will pay an amount equal to the benefits that would be required of you as if you and your employees were subject to the workers' compensation law of any state shown in Item 3.A. of the Information Page. We will pay those amounts to the persons who would be entitled to them under the law.

C. Exclusion

This insurance does not cover:

1. any obligation imposed by workers' compensation or occupational disease law or any similar law.
2. bodily injury intentionally caused or aggravated by you.
3. officers or employees who have elected not to be subject to the state workers' compensation law.
4. partners or sole proprietors not covered under the Standard Sole Proprietors, Partners, Officers and Others Coverage Endorsement.

D. Before We Pay

Before we pay benefits to the persons entitled to them, they must:

1. Release you and us, in writing, of all responsibility for the injury or death.
2. Transfer to us their right to recover from others who may be responsible for the injury or death.
3. Cooperate with us and do everything necessary to enable us to enforce the right to recover from others.

If the persons entitled to the benefits of this insurance fail to do those things, our duty to pay ends at once. If they claim damages from you or from us for the injury or death, our duty to pay ends at once.

E. Recovery From Others

If we make a recovery from others, we will keep an amount equal to our expenses of recovery and the benefits we paid. We will pay the balance to the persons entitled to it.

If the persons entitled to the benefits of this insurance make a recovery from others, they must reimburse us for the benefits we paid them.

F. Employers' Liability Insurance

Part Two (Employers' Liability Insurance) applies to bodily injury covered by this endorsement as though the State of Employment was shown in Item 3.A. of the Information Page.

This provision 5. does not apply in New Jersey or Wisconsin.

EMPLOYERS' LIABILITY STOP GAP COVERAGE

6. Employers' Liability Stop Gap Coverage

- A. This coverage only applies in Montana, North Dakota, Ohio, Washington, West Virginia and Wyoming.
- B. Part One (Workers' Compensation Insurance) does not apply to work in states shown in Paragraph A above.
- C. Part Two (Employers' Liability Insurance) applies in the states, shown in Paragraph A., as though they were shown in Item 3.A. of the Information Page.
- D. Part Two, Section C. **Exclusions** is changed by adding these exclusions.

This insurance does not cover;

5. bodily injury intentionally caused or aggravated by you or in Ohio bodily injury resulting from an act which is determined by an Ohio court of law to have been committed by you with the belief than an injury is substantially certain to occur. However, the cost of defending such claims or suits in Ohio is covered.
 13. bodily injury sustained by any member of the flying crew of any aircraft.
 14. any claim for bodily injury with respect to which you are deprived of any defense or defenses or are otherwise subject to penalty because of default in premium under the provisions of the workers' compensation law or laws of a state shown in Paragraph A.
- E. This insurance applies to damages for which you are liable under West Virginia Code Annot. S 23-4-2.

Attachment A

EXTENDED OPTIONS

1. Employers' Liability Insurance

Item 3.B. of the Information Page is replaced by the following:

B. Employers' Liability Insurance:

1. **Part Two** of the policy applies to work in each state listed in Item 3.A.

The Limits of Liability under Part Two are the higher of:

**Bodily Injury
by Accident** \$500,000 Each Accident

**Bodily Injury
by Disease** \$500,000 Policy Limit

**Bodily Injury
by Disease** \$500,000 Each Employee

OR

2. The amount shown in the Information Page.

This provision 1 of **EXTENDED OPTIONS** does not apply in New York because the Limits Of Our Liability are unlimited.

In this provision the limits are changed from **\$500,000** to **\$1,000,000** in California.

2. Unintentional Failure to Disclose Hazards

If you unintentionally should fail to disclose all existing hazards at the inception date of your policy, we shall not deny coverage under this policy because of such failure.

3. Waiver of Our Right To Recover From Others

A. We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against any person or organization for whom you perform work under a written contract that requires you to obtain this agreement from us.

This agreement shall not operate directly or indirectly to benefit anyone not named in the agreement.

- B. This provision 3. does not apply in the states of Pennsylvania and Utah.

4. Foreign Voluntary Compensation and Employers' Liability Reimbursement

A. How This Reimbursement Applies

This reimbursement provision applies to bodily injury by accident or bodily injury by disease. Bodily injury includes resulting death.

1. The bodily injury must be sustained by an officer or employee.
2. The bodily injury must occur in the course of employment necessary or incidental to work in a country not listed in Exclusion C.1. of this provision.
3. Bodily injury by accident must occur during the policy period.
4. Bodily injury by disease must be caused or aggravated by the conditions of your employment. The officer or employee's last exposure to those conditions of your employment must occur during the policy period.

B. We Will Reimburse

We will reimburse you for all amounts paid by you whether such amounts are:

1. voluntary payments for the benefits that would be required of you if you and your officers or employees were subject to any workers' compensation law of the state of hire of the individual employee.
2. sums to which Part Two (Employers' Liability Insurance) would apply if the Country of Employment were shown in Item 3.A. of the Information Page.

C. Exclusions

This insurance does not cover:

1. any occurrences in the United States, Canada, and any country or jurisdiction which is the subject of trade or economic sanctions imposed by the laws or regulations of the United States of America in effect as of the inception date of this policy.
2. any obligation imposed by a workers' compensation or occupational disease law, or similar law.
3. bodily injury intentionally caused or aggravated by you.

Attachment A

4. liability for any consequence, whether direct or indirect, of war, invasion, act of Foreign enemy, hostilities (whether war be declared or not), civil war, rebellion, revolution, insurrection or military or usurped power. No endorsement now or subsequently attached to this policy shall be construed as overriding or waiving this limitation unless specific reference is made thereto.

D. Before We Pay

Before we reimburse you for the benefits to the persons entitled to them, you must have them:

1. release you and us, in writing, of all responsibility for the injury or death,
2. transfer to us their right to recover from others who may be responsible for their injury or death,
3. cooperate with us and do everything necessary to enable us to enforce the right to recover from others.

If the persons entitled to the benefits paid fail to do these things, our duty to reimburse ends at once. If they claim damages from us for the injury or death, our duty to reimburse ends at once.

E. Recovery From Others

If we make a recovery from others, we will keep an amount equal to our expenses of recovery and the benefits we reimbursed. We will pay the balance to the persons entitled to it. If persons entitled to the benefits make a recovery from others, they must repay us for the amounts that we have reimbursed you.

F. Reimbursement for Actual Loss Sustained

This endorsement provides only for reimbursement for the loss you actually sustain. In order for you to recover loss or expenses under this reimbursement you must:

1. actually sustain and pay the loss or expense in money after trial, or
2. secure our consent for the payment of the loss or expense.

G. Repatriation

Our reimbursement includes the additional expenses of repatriation to the United States

of America necessarily incurred as a direct result of bodily injury.

Our reimbursement shall be limited as follows:

1. to the amount by which such expenses exceed the normal cost of returning the officer or employee if in good health, or
2. in the event of death, to the amount by which such expenses exceed the normal cost of returning the officer or employee if alive and in good health.

In no event shall our reimbursement exceed the bodily injury by accident limit shown in Item 3.B. of the Information Page as respects any one such officer or employee whether dead or alive.

H. Endemic Disease

The word "disease" includes any endemic diseases.

The coverage applies as if endemic diseases were included in the provisions of the workers' compensation law.

5. Longshore and Harbor Workers' Compensation Act Coverage

General Section C. Workers' Compensation Law is replaced by the following:

C. Workers' Compensation Law

Workers' Compensation Law means the workers or workers' compensation law and occupational disease law of each state or territory named in Item 3.A. of the Information Page and the Longshore and Harbor Workers' Compensation Act (33 USC Sections 901-950). It includes any amendments to those laws that are in effect during the policy period. It does not include any other federal workers or workers' compensation law, other federal occupational disease law or the provisions of any law that provide nonoccupational disability benefits.

Part Two (Employers' Liability Insurance), C. Exclusions, exclusion 8, does not apply to work subject to the Longshore and Harbor Workers' Compensation Act.

This coverage does not apply to work subject to the Defense Base Act, the Outer Continental Shelf Lands Act, or the Nonappropriated Fund Instrumentalities Act.

Attachment A

SECTION III

1. SCHEDULE OF COVERED STATES

A. This endorsement only applies in the states listed in this Schedule of Covered States.

B. If a state, shown in Item 3.A. of the Information Page, approves this endorsement after the effective date of this policy, this endorsement will apply to this policy. The coverage will apply in the new state on the effective date of the state approval

C. Schedule of Covered States:

CA

Countersigned by _____ Authorized Representative

Attachment A

Form **W-9**
(Rev. January 2011)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)
Weber, Hayes and Associates

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification (required):
 Individual/sole proprietor C Corporation S Corporation Partnership Trust/estate
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____
 Other (see instructions) ▶ _____

Address (number, street, and apt. or suite no.)
120 Westgate Drive

City, state, and ZIP code
Watsonville, CA 95076

List account number(s) here (optional)

Requester's name and address (optional)

Exempt payee

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number								
			-			-		

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Employer identification number								
7	7	-	0	2	6	7	7	6

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here
Signature of U.S. person ▶

Pat Hoban, President

Date ▶ **August 6, 2020**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

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DATE: August 28, 2020
TO: Board of Directors
FROM: John Urgo, Planning and Development Director
**SUBJECT: ADOPTION OF AN AMENDED PRIVACY AND USE POLICY FOR THE
SANTA CRUZ METRO WEBSITE AND SMARTPHONE APPLICATIONS**

I. RECOMMENDED ACTION

That the Board of Directors adopt the amended METRO Privacy and Use Policy

II. SUMMARY

- A Privacy and Use Policy was developed for the Santa Cruz Metropolitan Transit District (METRO) website prior to 2010.
- The Policy needs to be updated to reflect implementation of new smartphone applications - a parking payment application that METRO has recently deployed, and a mobile ticketing application that METRO will be deploying in the near future.

III. DISCUSSION/BACKGROUND

Because METRO receives certain types of personal information from visitors to its website (scmtd.com) and the websites and smartphone applications of various vendors that provide services to METRO customers, METRO has established terms and conditions regarding the use of that information.

METRO has had in place a Privacy and Use Policy for use of the METRO website prior to 2010. With deployment of new smartphone applications for transit fare payment and parking permits, an update to the existing policy is necessary.

This Privacy and Use Policy discloses what information METRO gathers and how METRO uses that information. By using METRO's website, the websites of METRO's vendors, and METRO-affiliated smartphone applications, users consent to the collection and use of this information by METRO, as provided for by this policy.

METRO will only gather personally identifiable information through lawful means, and it limits the collection of personal information to what is relevant and necessary to accomplish a lawful purpose of METRO.

In general, METRO collects two types of information: the personal information provided voluntarily by users, and aggregated information about users as a whole that METRO collects automatically.

If the Board of Directors takes the recommended action, METRO will post the new Policy on its Privacy and Use Policy web page, scmtd.com/en/privacy-policy.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This Policy is tied to the Strategic Plan priority of improving Internal and External Technology.

V. FINANCIAL CONSIDERATIONS/IMPACT

Adoption of the Policy should result in minimal fiscal impact.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

Leave the current Privacy and Use Policy unchanged. This is not recommended because new applications collect different types of personal information. Application users deserve to be informed of the types of personal information collected.

VIII. ATTACHMENTS

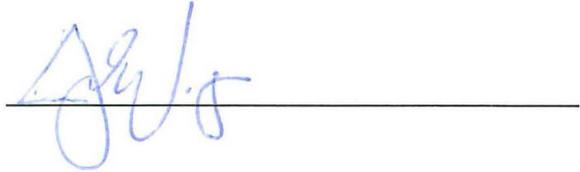
Attachment A: Revised Privacy and Use Policy

Attachment B: Resolution Approving Revised Privacy and Use Policy

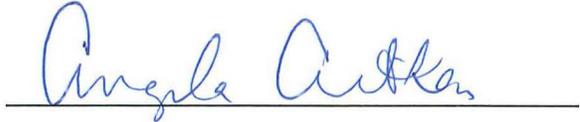
Prepared by: Pete Rasmussen, Transportation Planner II

IX. APPROVALS

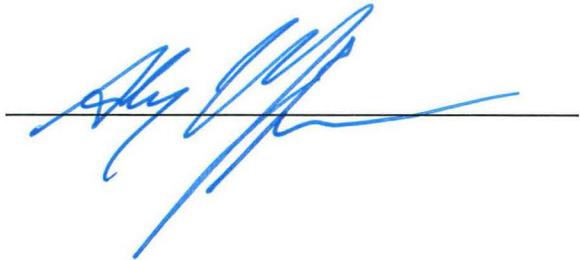
John Urgo,
Planning and Development Director



Approved as to fiscal impact:
Angela Aitken, CFO



Alex Clifford, CEO/General Manager



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Santa Cruz METRO Privacy & Use Policy

1. Privacy and Use Policy for the METRO Website and Smartphone Applications and Websites for Fare Payment and Parking Permit Payment

The website scmtd.com is owned and operated by the Santa Cruz Metropolitan Transit District (METRO). METRO also partners with Masabi LLC (Masabi) to provide mobile pass sales through Masabi's Mobile Ticketing App (METRO Splash Pass) and METRO's associated web portal (URL to be determined) under the brand name "justride." Additionally, METRO partners with Passport Labs, Inc. (Passport) to provide mobile parking permit sales through the Passport Parking App and website, passportparking.com (Passport Parking App). Because METRO receives certain types of information from visitors to the website and through the METRO Splash Pass and Passport Parking App (collectively "Apps" or "App") and associated web portals, METRO wants you to understand the terms and conditions regarding the use of that information. This Privacy and Use policy discloses what information METRO gathers and how METRO uses that information. By using METRO's website or smartphone apps, you consent to the collection and use of this information by METRO, as provided for by this policy.

2. Personal Information Collected From the Website

"Personally identifiable information" or "personal information" is information about an individual that identifies or describes that specific individual, including, the individuals' name, address, phone number, email address, purchase history, service used, and any comments, feedback or inquiries that you send to us.

METRO will only gather personally identifiable information through lawful means, and it limits the collection of personal information to what is relevant and necessary to accomplish a lawful purpose of METRO. METRO collects personal information from you only if you volunteer to use some of METRO's services, including by visiting METRO's website, and the collection of the information is necessary to deliver to you the specific service, such as to respond to your customer service report or provide subscriptions that you have chosen. If you complete METRO's employment application, METRO may also request other type of personal information required to process your application, such as social security number. If you purchase bus passes, METRO will also collect your credit card number and other information that might aid in collecting payment from you. METRO does not store credit card information on its webserver.

3. Use of Your Personal Information Collected from the Website

If you choose to submit information to METRO, METRO will only use your personal information to provide you with the services you have requested or to provide you with the information regarding METRO's services. METRO does not sell or rent personally identifiable information to any third party. METRO will not disclose personally identifiable information to any third party not affiliated with METRO, except for disclosures to service providers who may assist METRO in

Attachment A

such areas as data collection, extraction and storage, other business activities, and disclosures that are required by law, as discussed in Section 5 below. METRO's service providers do not share information gathered from METRO clients with other parties for promotional purposes, and limits their use of client information to advance their ability to deliver requested services to METRO. Your contact information may be used by METRO to deliver products or services you purchase from METRO or that METRO provides without cost to you.

Financial information may be used by METRO and shared with its affiliates or other companies for the purpose of collecting payment for bus passes you purchase from METRO.

4. Collection and Use of Personal Information for the Apps

We collect personal information from you when you choose to create an account (first and last name, phone number and email address) with and/or purchase tickets through an App. You provide this information on a voluntary basis, and we use this information to implement the features, provide the services or information requested, and make improvements to the Apps and METRO's services.

The personal information gathered from you when you use the METRO Splash Pass includes the following:

- Information about mobile tickets purchased, such as the mobile ticket ID, type of mobile ticket, date and time of purchase of the mobile ticket, and the validity period of the mobile ticket.
- Payment details, information about the financial transactions related to the credit or debit cards used for purchases, the email address the purchase receipt was sent to, and information about credit or debit cards saved in your account.
- Information about mobile ticket activations, such as the type of mobile ticket and the date and time of activation, end of the validity time, or expiration of the mobile ticket.
- Device information: We may also collect information about your device each time you use the App. For example, we may collect information on the type of mobile device that you are using and its unique device identifier (for example, the IMEI number, the device's mobile phone number, or the MAC address of the device's wireless network interface), the type of mobile browser that you are using, the mobile operating system that you are using, mobile network information, and the time zone setting.

METRO uses a consultant to oversee the operations of the METRO Splash Pass, which is currently Masabi. This consultant collects and uses the personal information described above on our behalf. Further information about the consultant's use of your information is described in the consultant's privacy policy, accessible here: <https://www.masabi.com/privacy-statement/> and <https://www.masabi.com/privacy-notice/>.

Attachment A

If in the future we use a different consultant for overseeing the METRO Splash Pass, or other vendors for payment processing, we may share the personal information identified above with that consultant to the extent reasonably necessary.

The personal information gathered from you when you use the parking payment App includes the following:

- Your first and last name
- Your email address
- Your phone number
- Your license plate number
- Your payment information

METRO uses a consultant to oversee the operations of the Passport Parking App, which is currently Passport. This consultant collects and uses the personal information described above on our behalf. Further information about the consultant's use of your information is described in the consultant's privacy policy, accessible here: <https://www.passportinc.com/privacy-policy/>.

If in the future we use a different consultant for overseeing the Passport Parking App, or other vendors for payment processing, we may share the personal information identified above with that consultant to the extent reasonably necessary.

5. Disclosure of Personal Information as Required by Law

In the State of California, laws exist to ensure that government is open and that the public has a right to access appropriate records and information possessed by state and local government. METRO is a local government entity. At the same time, there are exceptions to the public's right to access public records. These exceptions serve various needs, including maintaining the privacy of individuals. Both state and federal laws provide exceptions. All information collected at this website becomes a public record that may be subject to inspection and copying by the public, unless a legal exception, exclusion or exemption in law exists. In the event of a conflict between this Privacy and Use Policy and any federal or state statute or regulation, the latter will prevail. Nothing in this Privacy and Use Policy is intended to infringe on any privacy right based on statute or regulation. Nothing in this Privacy and Use Policy is intended to create a new right of privacy or to give any user any cause of action against the METRO.

In addition, METRO will disclose personal information when required by law, or if we have a good-faith belief that such action is necessary to (a) comply with a current judicial proceeding, a court order or legal process served on METRO, (b) protect and defend METRO's rights, or (c) protect the rights, property, and others interests of METRO's users or others. Information in anonymous, aggregated form may be shared freely.

Attachment A

6. Voluntary Customer Surveys

METRO may periodically conduct both business and individual customer surveys. METRO encourages its customers to participate in these surveys because they provide METRO with important information that helps METRO to improve the services it offers. METRO takes the information it receives from individuals responding to its customer surveys and combines (or aggregates) it with the responses of other METRO customers to create broader, generic responses to the survey questions (such as gender, age, residence, hobbies, education, employment, industry sector or other demographic information). METRO then uses the aggregated information to improve the quality of its services to you and to develop new services and products. This aggregate, non-personally identifying information may be shared with third parties.

7. Aggregated Information

METRO receives certain types of information about general activity at the METRO website. If you do nothing during your visit at METRO's website but browse, read pages or download information, METRO automatically collects and stores the following information about your visit:

1. The Internet Protocol Address and domain name used (such as "att.com" or "comcast.net") but not your email address. The Internet Protocol address is a number assigned either to your Internet service provider or directly to your computer;
2. The type of browser (such as Chrome, Safari, or Firefox) and operating system (such as Windows or iOS) you used and your connection speed;
3. The date and time you visited METRO's website;
4. The web pages or services you accessed at this website;
5. The website you visited prior to coming and immediately upon leaving this website.

This aggregated information does not include personal identifying information and, therefore, METRO cannot use aggregated information to identify you. METRO gathers and compiles this information into an aggregate form for statistical analysis and reporting to improve the content of its web services and to help METRO understand how people are using its services.

METRO uses third party measurement software from Google Analytics to gather and compile aggregated website usage information. Google Analytics does not collect, track or have any access to personal information received at the METRO website. To find out more about Google Analytics, their technology, or their privacy policy, please visit:

<http://www.google.com/analytics>.

8. Links

The METRO website contains links to other websites. If you access those links, you will leave the METRO website. METRO does not control those other websites, and therefore is not

Attachment A

responsible for the privacy practices or content of these other websites. METRO encourages you to be aware when you leave METRO's website and to read the privacy and use statements and terms/conditions of use for each and every website that collects personally identifiable information. This privacy and use policy applies solely to information collected by the METRO website.

9. Security

METRO has taken several steps to safeguard the integrity of its telecommunications and computing infrastructure. Credit card purchases are transacted over a secure connection (https://). Security measures have been integrated into the design, implementation, and day-to-day practices of the entire operating environment as part of our continuing commitment to risk management. This should not, however, be deemed in any way as warranting or guaranteeing the absolute security of the information provided via this website.

10. Children's Privacy

METRO does not knowingly collect information from children under 13 years of age. Any personal information from a child under the age of 13 that has been unknowingly collected and stored by METRO will be deleted upon written request from the child's parent or legal guardian. Deletion requests should be addressed to:

Santa Cruz Metropolitan Transit District
Attn: Web Master
110 Vernon
Santa Cruz, CA 95060

11. Consent

By using the METRO website, you consent to the collection and use of information as described above.

12. Accessibility and Accuracy

METRO will make reasonable efforts to include accurate and up-to-date information on its website available to all users. However, neither METRO, nor any department, officer or employee of METRO warrants the accuracy, reliability or timeliness of any information published by this system nor endorses any content, viewpoints, products or services linked from this system and shall not be held liable for any losses caused by reliance on the accuracy, reliability, or timeliness of such information. Portions of such information may be incorrect or not current. Any person or entity that relies on any information obtained from this system does so at his/her own risk. METRO shall not be liable for any direct, incidental, consequential, or indirect or punitive damages arising out of access to, use of or inability to use this website, or any errors or omissions in the content thereof.

Attachment A

13. Unauthorized Attempts

Unauthorized attempts to upload information, change information on this site, or cause disruption of service are strictly prohibited and may be punishable under Federal and State law.

14. Updates

If METRO decides to update its privacy and use policy, METRO will update this page so that you are always aware of what information METRO collects, how METRO uses it, and under what circumstances METRO discloses it. METRO reserves the right to update this privacy and use policy at any time.

This Privacy Policy is effective and was last updated on August 28, 2020.

Attachment B



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

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

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AUTHORIZING AMENDMENT OF THE PRIVACY AND USE POLICY

WHEREAS, the Santa Cruz Metropolitan Transit District (METRO) receives certain types of information from visitors to its own website and the websites and smartphone applications created and operated by its consultants; and

WHEREAS, METRO wants its customers to understand the terms and conditions regarding the use of that information; and

WHEREAS, METRO's Website Privacy and Use Policy was last updated on March 18, 2010; and

WHEREAS, METRO has recently expanded its technology options to include smartphone applications and complementary websites provided by third-party consultants; and

WHEREAS, METRO's General Counsel has reviewed the amended Privacy and Use Policy for websites and smartphone applications and has approved the recommended changes to reflect current law, technology, and practices; and

WHEREAS, Staff recommends that the Board of Directors approve the amended Privacy and Use Policy.

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

1. The Privacy and Use Policy last updated March 18, 2010 is hereby rescinded.

Attachment B

Resolution #
Page 2 of 2

2. The amended Privacy and Use Policy attached and labeled "Exhibit A", is hereby adopted.

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Metropolitan Transit District on August 28, 2020, by the following vote;

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Mike Rotkin, Chair

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Julie A. Sherman, General Counsel



DATE: August 28, 2020
TO: Board of Directors
FROM: Wondimu Mengistu, Grants/Legislative Analyst
SUBJECT: **CONSIDER A RESOLUTION DESIGNATING THE CEO AS THE AUTHORIZED AGENT TO SUBMIT A PROJECT LIST AND EXECUTE AGREEMENTS TO RECEIVE CALIFORNIA STATE OF GOOD REPAIR FUNDS**

I. RECOMMENDED ACTION

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

II. SUMMARY

- The California Road Repair and Accountability Act of 2017 (SB 1) created a State of Good Repair (SGR) formula program for transit capital improvement projects.
- The State Controller's Office (SCO) apportions SGR funds to the Santa Cruz County Regional Transportation Commission (RTC) and the Santa Cruz Metropolitan Transit District (METRO) according to the formula established for apportionment of State Transit Assistance (STA) funds.
- For FY21, the SCO apportioned \$761,476 to Santa Cruz County, \$401,148 to RTC and \$360,328 to METRO.
- The RTC sub-allocated its apportionment to METRO as currently shown in RTC's amended FY21 Budget.
- METRO has committed its entire apportionment of FY21 SGR funds, as well 100% (\$401,148) of RTC's apportionment of FY21 SGR funds, for bus replacements and/or for the required local match for competitive grant opportunities.
- The RTC approved METRO's request to transfer METRO's entire SGR apportionment, as well as its 100% of population-based SGR revenue, to METRO for transit capital improvements.
- Staff recommends that the Board of Directors (Board) adopt a resolution designating the CEO as the Authorized Agent to submit an application and to

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

III. DISCUSSION/BACKGROUND

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

The SCO apportions funds to eligible entities throughout the state based upon the revenue it anticipates collecting throughout the year from the Transportation Improvement Fee. For FY21, the SCO apportioned \$761,476 to Santa Cruz County, \$401,148 for the §99313 share to RTC and \$360,328 to METRO for the §99314 share. Both shares, however, are disbursed directly to the RTC, which is responsible for sub-allocating the §99314 SGR funds to METRO and for paying the §99313 SGR funds to METRO or to any other transit operator in the county.

METRO has already committed its entire anticipated FY21 apportionment, as well as 100% of RTC's FY21 SGR funds, for bus replacement projects and/or for the required local match for competitive grant opportunities. At its May 7, 2020 meeting, the RTC approved METRO's request to transfer METRO's entire SGR apportionment, as well as its 100% of population-based SGR revenue, to METRO for transit capital improvements. METRO's highest capital improvement priority is to replace buses that have exceeded their useful lifespan. In FY18, a new METRO capital budget funding strategy was introduced that would result in an estimated \$3M per year to be dedicated to the annual capital budget. The strategy of creating a "Bus Replacement Fund" establishes consistent annual transfers of SGR, STA-SB1 funds and Measure D funds to the capital budget to provide stable funding to purchase and/or provide required local match(es) for fixed-route buses that have exceeded their useful life. METRO plans to use all of its FY21 SGR funds (\$360,328) as well as 100% (\$401,148) of RTC's FY21 SGR funds for bus replacements and/or for the required local match for competitive grant opportunities.

Staff recommends that the Board of Directors adopt a resolution (Attachment A) to:

1. Designate the CEO as the Authorized Agent to submit a project list to Caltrans and to execute all documents and take all further actions necessary to receive FY21 SGR funds (Attachment B).

2. Authorize the CEO to execute the Certifications and Assurances necessary to receive the SGR funds (Attachment C).

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

METRO would receive \$761,476 from Santa Cruz County's FY21 SGR apportionment to use for bus replacement projects and/or for the required local match(es) for competitive grant opportunities. If METRO chooses not to use the funds to purchase or lease CNG replacement buses, METRO will reprogram the SGR funds as matching funds required for competitive grant opportunities.

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

VI. ALTERNATIVES CONSIDERED

There are no alternatives. METRO has already committed the anticipated SGR funds for bus replacements.

VII. ATTACHMENTS

- Attachment A:** Authorizing Resolution
- Attachment B:** Authorized Agent Form
- Attachment C:** Certifications and Assurances

Prepared by: Wondimu Mengistu, Grants/Legislative Analyst

VIII. APPROVALS:

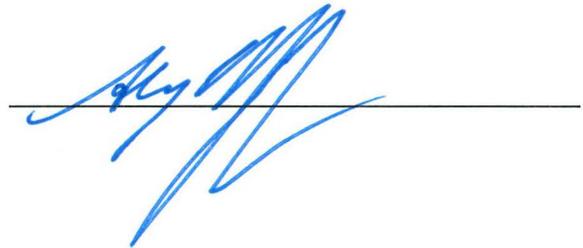
John Urgo, Planning
and Development Director



Approved as to fiscal impact:
Angela Aitken, CFO



Alex Clifford, CEO/General Manager



Attachment A



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

Resolution No. _____

On the Motion of Director: _____

Duly Seconded by Director: _____

The Following Resolution is Adopted:

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

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

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

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

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

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

Attachment A

Resolution No. _____

Page 3

WHEREAS, the Santa Cruz Metropolitan Transit District authorizes submittal of the following project list to Caltrans for the FY21 SGR funds:

Project Name: Bus replacements

Total SGR Funds Requested: \$761,476

RTC FY21 apportionment: \$401,148

METRO FY21 apportionment: \$360,328

Short Description: Use FY21 SGR funds to replace buses that have exceeded their useful lifespan.

Contributing Sponsor: Santa Cruz County Regional Transportation Commission

-OR-

Project Name: For the required local match for competitive grant opportunities

Total SGR Funds Requested: \$761,476

RTC FY21 apportionment: \$401,148

METRO FY21 apportionment: \$360,328

Short Description: Use FY21 SGR funds for the required local match for competitive grant opportunities.

Contributing Sponsor: Santa Cruz County Regional Transportation Commission

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

THEREFORE, BE IT FURTHER RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District hereby authorizes Alex Clifford, CEO/General Manager, to establish an agreement with the Santa Cruz County Regional Transportation Commission to transfer the County's population-based apportionment of FY21 State of Good Repair funds to the Santa Cruz Metropolitan Transit District to use the funds for bus replacements and/or to pay the local match for competitive grant opportunities to buy CNG replacement buses; and

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

PASSED AND ADOPTED this 28th Day of August 2020 by the following vote:

AYES: Directors -

NOES: Directors -

9-12A.2

Attachment A

Resolution No. _____
Page 4

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED _____
Mike Rotkin
Board Chair

ATTEST _____
ALEX CLIFFORD
CEO/General Manager

APPROVED AS TO FORM:

JULIE SHERMAN
General Counsel

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Attachment B



STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION
Division of Rail and Mass Transportation
State Transit Assistance State of Good Repair Program
Authorized Agent Form

Authorized Agent

The following individual(s) are hereby authorized to execute for and on behalf of the named Regional Entity/Transit Operator, and to take any actions necessary for the purpose of obtaining State Transit Assistance State of Good Repair funds provided by the California Department of Transportation, Division of Rail and Mass Transportation. This form is valid at the beginning of Fiscal Year 2020-2021 until the end of the State of Good Repair Program. If there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself.

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

(Name and Title of Authorized Agent) OR

(Name and Title of Authorized Agent)

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

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

Alex Clifford
(Print Name)

CEO/General Manager
(Title)

(Signature)

Approved this 28th day of August, 2020

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Attachment C

Santa Cruz Metropolitan Transit District

Page 1

State Transit Assistance State of Good Repair Program

Recipient Certifications and Assurances

Recipient: Santa Cruz Metropolitan Transit District.

Effective Date: August 28, 2020.

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

A. General

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

B. Project Administration

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

Attachment C

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

C. Reporting

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

D. Cost Principles

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

Attachment C

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

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

E. Record Retention

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

Attachment C

Santa Cruz Metropolitan Transit District

Page 4

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

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

F. Special Situations

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

I certify all of these conditions will be met.

Santa Cruz Metropolitan Transit District

BY:

Alex Clifford, CEO/General Manager

9-12C.4



DATE: August 28, 2020
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
SUBJECT: METRO ADVISORY COMMITTEE (MAC) VACANCIES

I. RECOMMENDED ACTION

The METRO Board of Directors open a thirty-day nomination period beginning September 1, 2020 to solicit and accept Board nominees and citizen applications for three seats on the METRO Advisory Committee (MAC). After such time the MAC Ad Hoc Committee will convene to review and recommend candidates to the METRO Board.

II. SUMMARY

- One MAC member resigned effective June 18, 2020. That seat expires on December 31, 2021.
- Two MAC members' seats expire on December 31, 2020.
- Request METRO Board of Directors to open a thirty-day nomination period to solicit and accept applications to fill these three seats.

III. DISCUSSION/BACKGROUND

The METRO Advisory Committee (MAC) is to be comprised of seven members.

The MAC Bylaws Section 3.5 state when a vacancy is created or a MAC member's term expires, the METRO Board shall be solicited for nominations.

Due to a relocation, MAC received a resignation letter on June 18, 2020. This seat's term expires on December 31, 2021. In addition, two current members of MAC have terms that expire on December 31, 2020.

In an effort to fill these three seats, staff requests the METRO Board of Directors open a thirty-day nomination period beginning September 1, 2020. 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 23, 2020 meeting.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report pertains to METRO's Strategic Alliances and Community Outreach.

V. FINANCIAL CONSIDERATIONS/IMPACT

None.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

None.

VIII. ATTACHMENTS

Attachment A: Resignation Letter of Jason Lopez

Attachment B: MAC Bylaws – Adopted January 26, 2018

Prepared by: Donna Bauer, Administrative Specialist

IX. APPROVALS

Alex Clifford, CEO/General Manager



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Attachment A

From: [Jason Lopez](#)
To: [Donna Bauer](#)
Subject: Resignation Notice for Metro Advisory Committee
Date: Thursday, June 18, 2020 7:56:33 AM

Hi Donna,

Please consider this my official resignation notice from the Metro Advisory Committee, effective July 1, 2020 as I am moving out of the area. It has been a pleasure serving on the committee and thank you for everything you do to make everything run so smoothly.

Please feel free to let me know if you need any additional information and thank you again.

Best Regards,
Jason Lopez

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BYLAWS

Metro Advisory Committee

ADOPTED JANUARY 26, 2018

Attachment B

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.

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- 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.

Attachment B

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.

Attachment B

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

Attachment B

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"

Attachment B

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 B

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, at 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 28, 2020
TO: Board of Directors
FROM: Dawn Crummié, HR Director
**SUBJECT: CONSIDERATION OF APPROVAL OF CALPERS RESOLUTIONS TO
UPDATE MEDICAL PREMIUM CONTRIBUTION RATES**

I. RECOMMENDED ACTION

That the Board of Directors approve the attached resolutions to update the medical contribution rates for employees and retirees under the respective Memorandum of Understanding for SMART Fixed Route, Paratransit and SEIU as agreed to by each labor organization. _____

II. SUMMARY

- Santa Cruz Metropolitan Transit District (METRO) contracts with CalPERS to provide employee/retiree medical insurance coverage.
- The International Association of Sheet Metal, Air, Rail and Transportation workers SMART Local 0023 Fixed Route and Paratransit (SMART Fixed Route and Paratransit) and METRO reached agreement and adopted a new Memorandum of Understanding (MOU) effective August 2019.
- The Service Employees International Union Local 521 (SEIU) and METRO reached agreement and adopted a new Memorandum of Understanding (MOU) effective July 2019.
- As a result of the newly adopted MOUs between METRO and its Labor Organizations, SEIU and SMART, a resolution must be adopted setting premium contributions rates for these groups.

III. DISCUSSION/BACKGROUND

The California Public Employees' Medical and Hospital Care Act (PEMHCA) requires local public agencies contracting with CalPERS for employee and retiree medical insurance to fix the amount of the employer's contribution(s). In order to revise the maximum monthly contribution rates as agreed to by METRO in the current MOUs, the three attached resolutions must be approved by the Board of Directors (Board) and submitted to CalPERS.

Once approved by the Board, METRO must file the new resolutions with CalPERS to change the monthly employer health contribution rates, as established in the newly adopted MOUs by and between METRO and SEIU, METRO and SMART Fixed Route, and METRO and SMART Paratransit.

Below are the updated medical contribution rates for each MOU.

Service Employees International Union (SEIU) Local 521

Effective January 1, 2021, METRO will pay 95% of the monthly premium for the Public Employees' Medical & Hospital Care Act (PEMHCA) Medical Insurance Program Plan selected by the employee/retiree for the employee/retiree and their eligible dependents. For retirees who retire before January 1, 2021, METRO continues to agree to pay the amount specified in the MOU in effect at the time of their retirement, or the amount stated in METRO's contract with CalPERS, whichever is the greater amount. This will ensure that METRO contributes at least as much for retirees as for employees in the same group.

SMART Local 23 – Fixed Route

Effective January 1, 2021, METRO agrees to pay 95% of any monthly medical insurance premium under the CalPERS medical program chosen by the employee. For retirees who retire before January 1, 2021, METRO continues to agree to pay the amount that METRO paid toward the represented individual's medical premiums at the time of their retirement, or the amount that METRO is paying for the active employees represented by SMART, whichever is the greater amount. This will ensure that METRO contributes at least as much for retirees as for employees in the same group.

SMART Local 23 – ParaCruz Operation

Effective June 1, 2022, METRO shall pay 97% of any monthly medical insurance premium under the CalPERS medical program chosen by the employee. For retirees who retire before June 1, 2022, METRO continues to agree to pay the amount that METRO paid toward the represented individual's medical premiums at the time of their retirement, or the amount that METRO is paying for the active employees represented by SMART ParaCruz, whichever is the greater amount. This will ensure that METRO contributes at least as much for retirees as for employees in the same group.

Staff is recommending approval of the three attached resolutions.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This item aligns to the following Strategic Plan Priorities:

- Financial Stability, Stewardship & Accountability
- Employee Engagement: Attract, Retain and Develop
- State of Good Repair

V. FINANCIAL CONSIDERATIONS/IMPACT

The financial cost has been addressed in the current budget.

VI. ALTERNATIVES CONSIDERED

Doing nothing is not an option because METRO and the unions agreed to this action through the negotiation of the new MOUs, and CalPERS requires that the attached Resolutions be approved by the Board to implement the new employer contribution rates.

VII. ATTACHMENTS

- Attachment A:** Resolution fixing the employer contribution under the Public Employee's Medical and Hospital Care Act for SMART Fixed Route
- Attachment B:** Resolution fixing the employer contribution under the Public Employee's Medical and Hospital Care Act for SMART Paratransit
- Attachment C:** Resolution fixing the employer contribution under the Public Employee's Medical and Hospital Care Act for SEIU

Prepared by: Dawn Crummie, HR Director
Monik Delfin, HR Deputy Director
Rickie-Ann, Paralegal II

VIII. APPROVALS

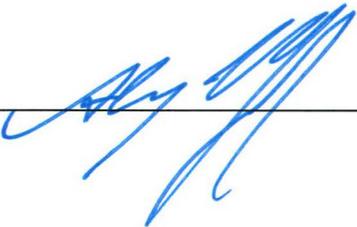
Dawn Crummié, HR Director



Approved as to fiscal impact:
Angela Aitken, CFO



Alex Clifford, CEO/General Manager





Attachment A

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

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

FIXING THE EMPLOYER CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION 001 SMART LOCAL 0023 FIXED ROUTE

- WHEREAS, (1) **Santa Cruz Metropolitan Transit District** is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act") for participation by members of **Smart Local 0023 Fixed Route (formerly United Transport Local 23)**; and
- WHEREAS, (2) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and
- WHEREAS, (3) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; now, therefore be it
- RESOLVED, (a) That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **95% of the total premium** per month, plus administrative fees and Contingency Reserve Fund assessments; and be it further
- RESOLVED, (b) **Santa Cruz Metropolitan Transit District** has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further
- RESOLVED, (c) That the participation of the employees and annuitants of **Santa Cruz Metropolitan Transit District** shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **Santa Cruz Metropolitan Transit District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further
- RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, Human Resources Director to file with the Board a verified copy of this resolution, and to perform on behalf of **Santa Cruz Metropolitan Transit District** all functions required of it under the Act; and be it further

Attachment A

RESOLVED, (e) That coverage under the Act be effective on **January 1, 2021**.

Adopted at a public meeting of the Santa Cruz Metropolitan Transit District Board of Directors in Santa Cruz, this 28th day of August, 2020.

Signed: _____
Mike Rotkin, Chair

Attest: _____
Alex Clifford, CEO/General Manager

Approved as to form: _____
Julie Sherman, General Counsel

Attachment B



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

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

FIXING THE EMPLOYER CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION 004 SMART LOCAL 0023 PARACRUZ OPERATION

- WHEREAS, (1) **Santa Cruz Metropolitan Transit District** is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act") for participation by members of **Smart Local 0023 Paracruz Operation (formerly Paratransit Employees)**; and
- WHEREAS, (2) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and
- WHEREAS, (3) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; now, therefore be it
- RESOLVED, (a) That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **97% of the total premium** per month, plus administrative fees and Contingency Reserve Fund assessments; and be it further
- RESOLVED, (b) **Santa Cruz Metropolitan Transit District** has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further
- RESOLVED, (c) That the participation of the employees and annuitants of **Santa Cruz Metropolitan Transit District** shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **Santa Cruz Metropolitan Transit District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further
- RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, Human Resources Director to file with the Board a verified copy of this resolution, and to perform on behalf of **Santa Cruz Metropolitan Transit District** all functions required of it under the Act; and be it further

Attachment B

RESOLVED, (e) That coverage under the Act be effective on **June 1, 2022**.

Adopted at a public meeting of the Santa Cruz Metropolitan Transit District Board of Directors in Santa Cruz , this 28th day of August, 2020.

Signed: _____
Mike Rotkin, Chair

Attest: _____
Alex Clifford, CEO/General Manager

Approved as to form: _____
Julie Sherman, General Counsel

Attachment C



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:

FIXING THE EMPLOYER CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION 003 SEIU, LOCAL 521

- WHEREAS, (1) **Santa Cruz Metropolitan Transit District** is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act") for participation by members of **SEIU, Local 521 (formerly SEIU, Local 415)**; and
- WHEREAS, (2) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and
- WHEREAS, (3) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; now, therefore be it
- RESOLVED, (a) That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **95% of the total premium** per month, plus administrative fees and Contingency Reserve Fund assessments; and be it further
- RESOLVED, (b) **Santa Cruz Metropolitan Transit District** has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further
- RESOLVED, (c) That the participation of the employees and annuitants of **Santa Cruz Metropolitan Transit District** shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **Santa Cruz Metropolitan Transit District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further
- RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, Human Resources Director to file with the Board a verified copy of this resolution, and to perform on behalf of **Santa Cruz Metropolitan Transit District** all functions required of it under the Act; and be it further

Attachment C

RESOLVED, (e) That coverage under the Act be effective on **January 1, 2021**.

Adopted at a public meeting of the Santa Cruz Metropolitan Transit District Board of Directors in Santa Cruz, this 28th day of August, 2020.

Signed: _____
Mike Rotkin, Chair

Attest: _____
Alex Clifford, CEO/General Manager

Approved as to form: _____
Julie Sherman, General Counsel



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

TO

FRANCISCO ESTRADA
BUS OPERATOR

FOR THE COMPLETION OF **20 YEARS OF SERVICE**
BETWEEN 2000 AND 2020

GIVEN THIS 28TH DAY OF AUGUST 2020

Mike [Signature]

CHAIR, BOARD OF DIRECTORS

[Signature]

CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

TO

ANDREW HILL
BUS OPERATOR

FOR THE COMPLETION OF **35 YEARS OF SERVICE**
BETWEEN 1985 AND 2020

GIVEN THIS 28TH DAY OF AUGUST 2020

CHAIR, BOARD OF DIRECTORS

CEO / GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

TO

MARISELA MENDOZA VEHICLE SERVICE WORKER II

FOR THE COMPLETION OF **20 YEARS OF SERVICE**
BETWEEN 2000 AND 2020

GIVEN THIS 28TH DAY OF AUGUST 2020

CHAIR, BOARD OF DIRECTORS

CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

To

JOHN THOMAS
BUS OPERATOR

FOR THE COMPLETION OF **20 YEARS OF SERVICE**
BETWEEN 2000 AND 2020

GIVEN THIS 28TH DAY OF AUGUST 2020

Mike [Signature]

CHAIR, BOARD OF DIRECTORS

[Signature]
CEO/GENERAL MANAGER



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

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

RESOLUTION OF APPRECIATION FOR THE SERVICES OF ANDREW HILL 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 Andrew Hill to serve in the position of Bus Operator, and

WHEREAS, served as a member of the Operations Department of METRO for the time period of July 22, 1985 to July 22, 2020, and

WHEREAS, Andrew Hill provided METRO with dedicated service and commitment during the time of employment, and

WHEREAS, Andrew Hill served METRO with distinction, and

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

WHEREAS, during the time of Mr. Hill'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 Andrew Hill.

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 28th Day of August 2020 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Mike Rotkin, Chair

Attest:

Alex Clifford, 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 MICHAEL MULLIS 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 Michael Mullis to serve in the position of Bus Operator, and

WHEREAS, served as a member of the Operations Department of METRO for the time period of September 14, 2006 to July 4, 2020, and

WHEREAS, Michael Mullis provided METRO with dedicated service and commitment during the time of employment, and

WHEREAS, Michael Mullis served METRO with distinction, and

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

WHEREAS, during the time of Mr. Mullis's service, METRO improved existing facilities 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 Michael Mullis.

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 28th Day of August 2020 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Mike Rotkin, Chair

Attest:

Alex Clifford, 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 ARLEN ROY 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 Arlen Roy to serve in the position of Bus Operator, and

WHEREAS, served as a member of the Operations Department of METRO for the time period of June 26, 2001 to May 31, 2020, and

WHEREAS, Arlen Roy provided METRO with dedicated service and commitment during the time of employment, and

WHEREAS, Arlen Roy served METRO with distinction, and

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

WHEREAS, during the time of Mr. Roy's service, METRO improved existing facilities 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 Arlen Roy.

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 28th Day of August 2020 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Mike Rotkin, Chair

Attest:

Alex Clifford, 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 ESTEVAN RUIZ 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 Estevan Ruiz to serve in the position of Bus Operator, and

WHEREAS, served as a member of the Operations Department of METRO for the time period of June 15, 2006 to July 22, 2020, and

WHEREAS, Estevan Ruiz provided METRO with dedicated service and commitment during the time of employment, and

WHEREAS, Estevan Ruiz served METRO with distinction, and

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

WHEREAS, during the time of Mr. Ruiz'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 Estevan Ruiz.

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 28th Day of August 2020 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Mike Rotkin, Chair

Attest:

Alex Clifford, 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 DONNA SMITH 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 Donna Smith to serve in the position of Bus Operator, and

WHEREAS, served as a member of the Operations Department of METRO for the time period of February 20, 2001 to August 19, 2020, and

WHEREAS, Donna Smith provided METRO with dedicated service and commitment during the time of employment, and

WHEREAS, Donna Smith served METRO with distinction, and

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

WHEREAS, during the time of Ms. Smith'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 Donna Smith.

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

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

PASSED AND ADOPTED this 28th Day of August 2020 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Mike Rotkin, Chair

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Julie Sherman, General Counsel

VERBAL PRESENTATION

INTRODUCTION OF DANIELLE GLAGOLA, MARKETING, COMMUNICATIONS AND CUSTOMER SERVICE DIRECTOR

Alex Clifford

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VERBAL PRESENTATION

COVID-19 TRANSIT FISCAL CRISIS

Alex Clifford

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CEO COVID-19 Report

August 28, 2020

Alex Clifford, CEO/General Manager

Additional COVID Prevention Measures Taken Since April

- Hand washing stations deployed to the Watsonville Transit Center, Scotts Valley Transit Center & Pacific Station (METRO Center)
- Hand sanitizer dispensers installed on all buses. Due to stock availability, there are 32 remaining ParaCruz vehicles needing dispensers but they are on backorder.
- Clear plastic sneeze barriers are in the process of being installed between rows on all buses. Over 50% of the fleet has been retrofitted as of 8/27/20.
- Updated all COVID-19 prevention flyers and bus car-cards
- Increased the self-imposed bus capacity limits to 25% of total bus capacity.
 - Note: Hwy 17 commuter buses remain at a maximum of eight passengers plus two wheelchairs due to a more restrictive Santa Clara County Health Order. As of today, Santa Clara County COVID cases remain at a higher per capita rate than Santa Cruz County.
- Bus operator driver's compartment clear plastic curtain installed on all buses – completed by June 15, 2020
- Resumption of fare collection on June 15, 2020

Additional COVID Prevention Measures Taken Since April

- Hired “Cleaners” that are stationed at all transit centers. They board all buses and quickly clean high-touch surfaces.
- On April 25th, METRO started enforcing the new County Health Agency Order that all customers waiting at a bus stop, boarding a bus, and riding the bus must wear face coverings at all times.
No mask – No ride
- METRO also monitors daily all COVID-19 prevention information produced by the CDC, California Health Agency, and the Santa Cruz County Health Agency along with all industrywide transit best practices
- In order to better serve our customers, METRO has installed customer service windows at Pacific Station and Watsonville Transit Center that can be accessed from outside the building. This allows METRO to assist customers with transit fares including cash transactions and bus information (WTC contract awarded and expected to open in mid-September).
- For ease of processing credit card transactions or to reload Cruz Cards, we have moved the two transit ticket vending machines from inside the facilities to the outside and they are available 24-hours a day.
- Deployed the new electrostatic disinfectant fogger for use nightly on our buses

Additional COVID Prevention Measures Taken Since April

- Hired an HVAC technician to review inside/outside air exchange rates in all METRO buildings and increase airflow where possible – Air exchange rate improved to about 50% of previous rate for most of METRO's buildings
- Upgraded HVAC air filters to MERV 13, where possible
- To date, employees have used 6,741 hours of Families First Act expanded paid FMLA leaves, through 8/19/20. Lost productivity roughly equivalent to 3.2 FTEs.
- Initiated work on two customer service kiosks, one each to be located at Watsonville Transit Center and Pacific Station. Provides a video phone call direct to customer service. Estimated completion date: September 4th.
- ParaCruz vehicles are also going to the transit centers in-between customers to have the interior high-touch surfaces disinfected
- Purchased tables and chairs for use by bus operators and other employees at the transit centers – Provides more opportunity for physical distancing when on breaks, and in some cases, the ability to take advantage of taking a break outside.

Additional COVID Prevention Measures Taken Since April

- Continue to offer some non-precedent temporary emergency pandemic telecommuting for qualifying employees
- Continue weekly management COVID meetings and weekly COVID meetings with the two Unions.
 - SEIU surveyed members for their safety requests that would make the workplace feel safer
- Face Shields issued to all bus operators for use when securing wheelchair passengers
- Virtual All-Hands COVID Townhall meeting for SMART members on August 25th
- Virtual All-Hands COVID Townhall meeting for SEIU members on August 26th

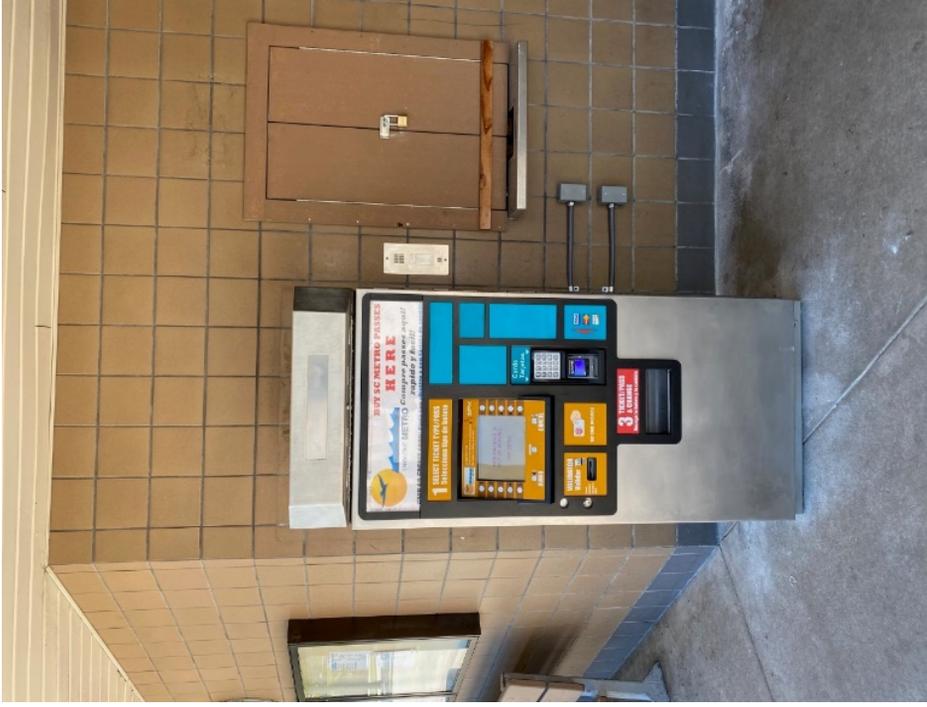
What METRO and Our Customers Are Doing/Requiring

Commitments	METRO	Customers
Government Guidance	We follow CDC, State, and Local guidance whenever possible	We follow Federal, State, Local, and METRO guidance
Protecting Each Other	We deep clean high-touch surfaces and disinfect our buses, ParaCruz vehicles, and facilities	We always wear a face covering properly when at a bus stop and when riding the bus. We never remove our face covering while riding the bus. We follow CDC guidance and wash our hands.
Informed Choices	We provide useful COVID-19 prevention information and resources to support safe travel	We adjust our travel time to the off-peak whenever possible to help reduce the number of people on the bus
Health First	Our employees use PPE; adjust the air flow within the bus to increase the exchange of outside air; deploy the protective clear curtain; provide hand sanitizer dispensers on the bus; and don't come to work sick	We don't ride sick; observe physical distancing from bus operators/drivers and others; don't sit in blocked seats; and don't talk when riding the bus

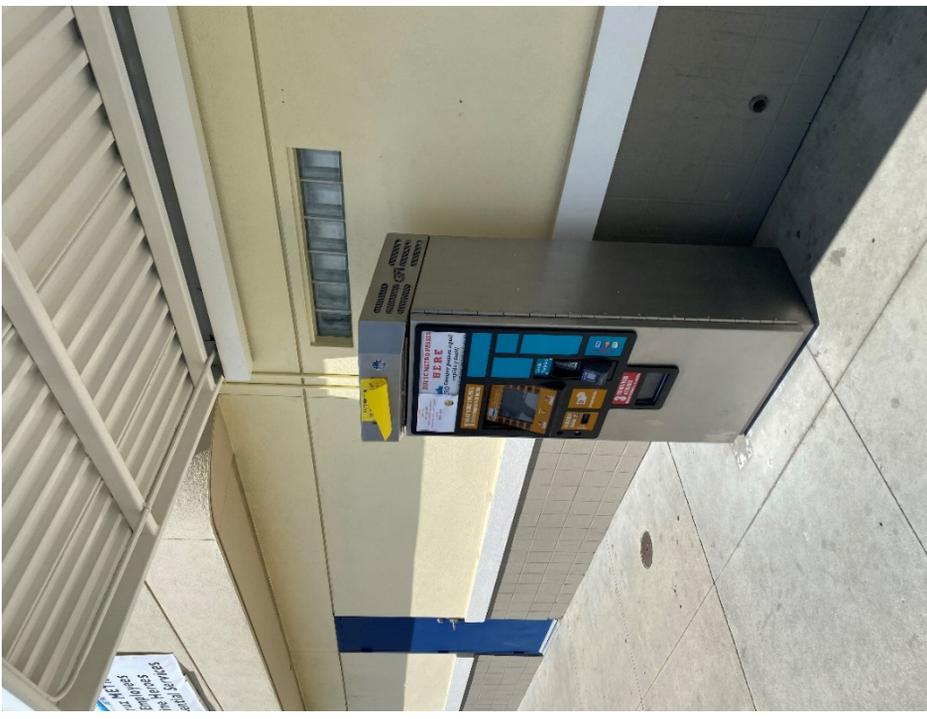
COVID Prevention Measures

Ticket Vending Machines Relocated to Exterior of Transit Centers

Pacific Station



Watsonville Transit Center

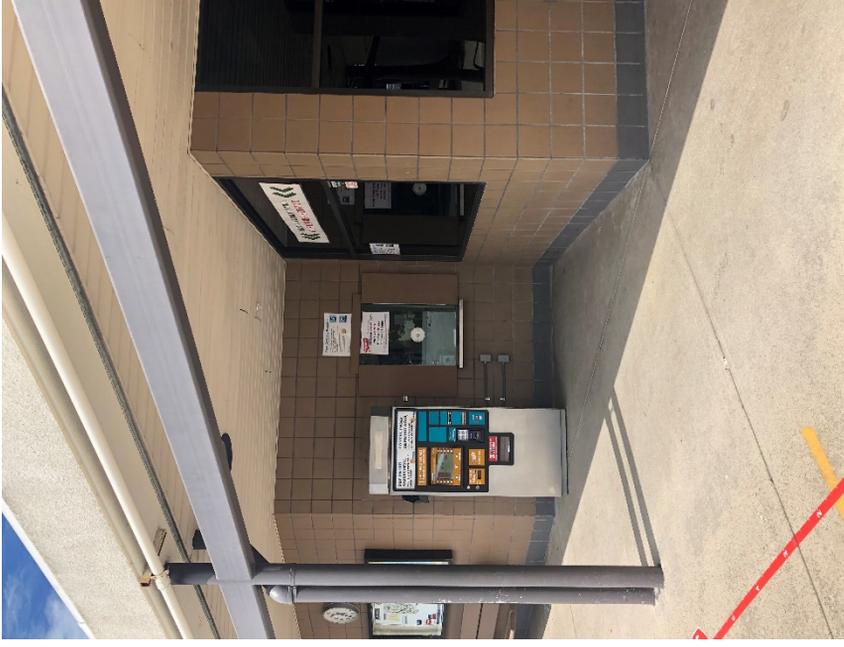


COVID Prevention Measures

Watsonville Transit Center
New Customer Service Window
(Under Construction: Est. Completion mid-Sept)

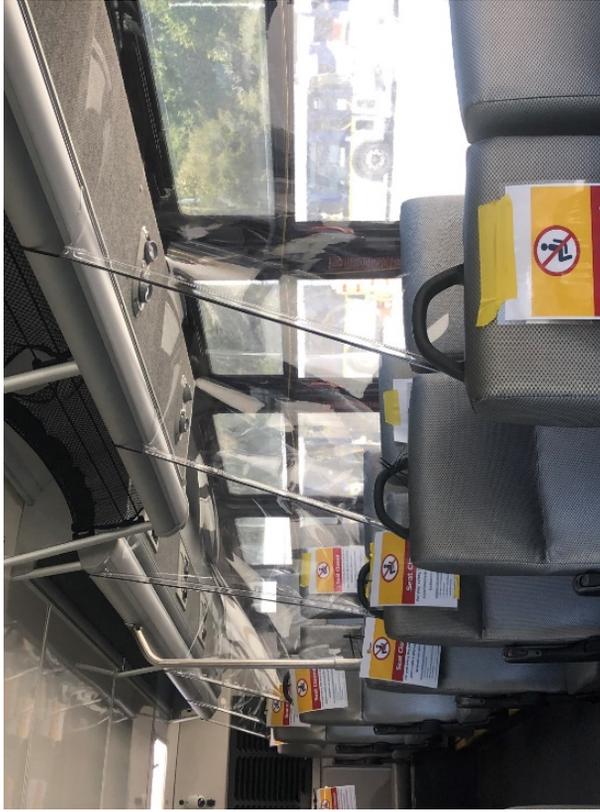


Pacific Station (METRO Center)
New Customer Service Window



COVID Prevention Measures

Protecting Our Customers Plastic Sneeze Barriers



COVID Prevention Measures

Protecting Our Customers



Disinfecting High-Touch Surfaces on Buses Throughout the Day at Transit Centers

Hand Washing Stations at Three Transit Centers



COVID Prevention Measures

Protecting Our Customers

Nightly Disinfecting of Buses Using an Electrostatic Fogger



Onboard Hand Sanitizer Dispensers



COVID Prevention Measures



6ft Social Distance
Per Santa Clara County Health Officer July 10, 2020 Order



6 pies de distancia social
Según la orden del Oficial de Salud del Condado de Santa Clara el 10 de Julio, 2020

Unless traveling with immediate family, protect yourself and other riders by maintaining 6 feet of social distance, including while waiting in line.

A menos que viaje con su familia inmediata, protéjase y proteja a otros pasajeros manteniendo 6 pies de distancia social, incluso mientras espera en fila.




Let's Connect From a Distance

Customer Service Call Center
Available Daily: **(831) 425-8600**.

Visit us online at **scmttd.com**.

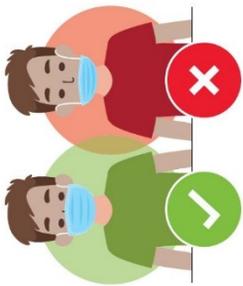
Schedule-by-Stop
Receive real-time route information by texting the Location ID to **468-311**.

Text/Email Notifications
Subscribers receive route alerts. Details at **scmttd.com/connect**.

Follow us!




Face Covering Mandatory!



Your face covering prevents airborne droplets from infecting others.

- Always fully cover your nose and mouth.
- Do not pull your face covering below your nose or mouth.
- Make sure that ear loops are properly adjusted behind your ears.
- Discard or sanitize/wash face coverings after use.




PHYSICAL DISTANCE
DISTANCIA FÍSICA

Unless traveling with immediate family, protect yourself and other riders by maintaining as much physical distance as possible.

A menos que usted viaje con su familia inmediata, protéjase y proteja a otros pasajeros manteniendo la mayor distancia física posible.



* Signage also posted in Spanish

COVID Prevention Measures

**No Mask?
No Ride!**

**¿No mascarilla?
¡No viaje!**



- Wash your hands often with soap and water for at least 20 seconds.
- Cover your cough and sneeze.
- Stay home when sick.
- Use hand sanitizer with at least 60% alcohol.
- For added safety, talking, singing, and yelling are discouraged on the bus.

More information
at [cdc.gov](https://www.cdc.gov)



* Signage also posted in Spanish

COVID Prevention Measures

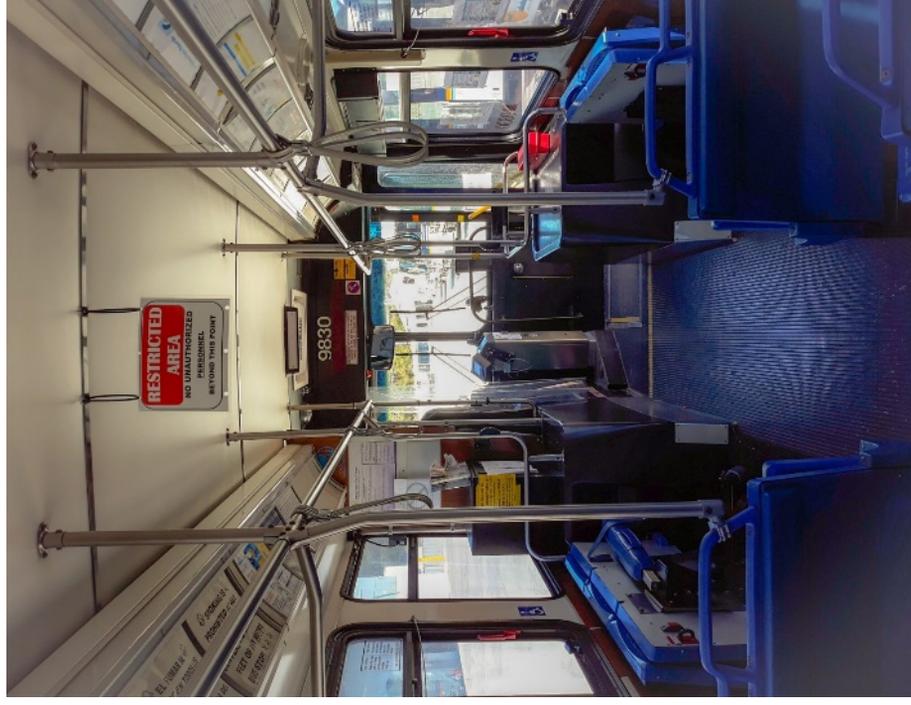
Thank you FTA for the 5,000 free face coverings that we distributed to METRO customer's AND the additional 5,500 face coverings the FTA provided METRO for our employees



COVID Prevention Measures

Protecting Our Bus Operators

Physical Distancing: 8.5' from a wheelchair in the Securement Area and 12' from the first seated passenger. No ambulatory passengers or standees in the ADA Securement Area.



COVID Prevention Measures

Protecting Our Bus Operators

Clear Plastic Curtain



Gloves, Hand Sanitizer, Face Masks & Anti-Fogging Spray





COVID Prevention Measures



Protecting Our Employees

Clear Plastic Curtains for Cubicles



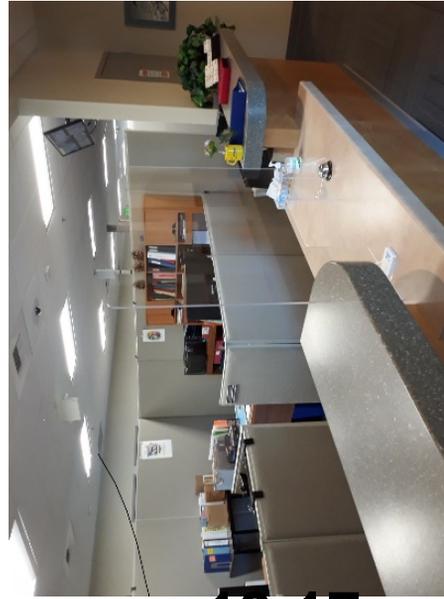
Twenty-Three
3-Stage HEPA Air Purifiers
Distributed at Agency Facilities



Installed Taller Cubicle Walls at
Fleet Maintenance Building



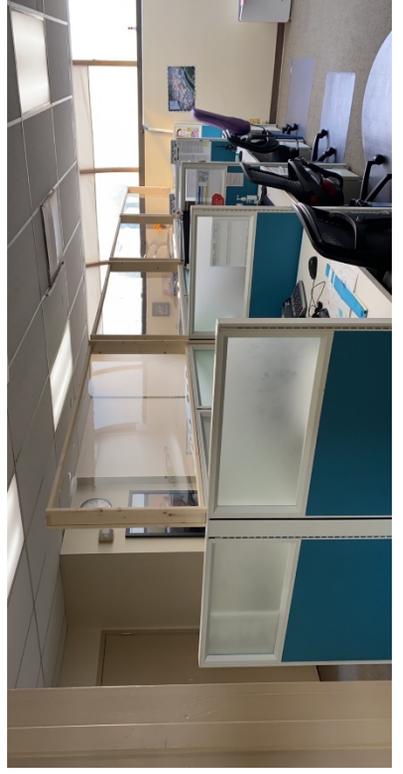
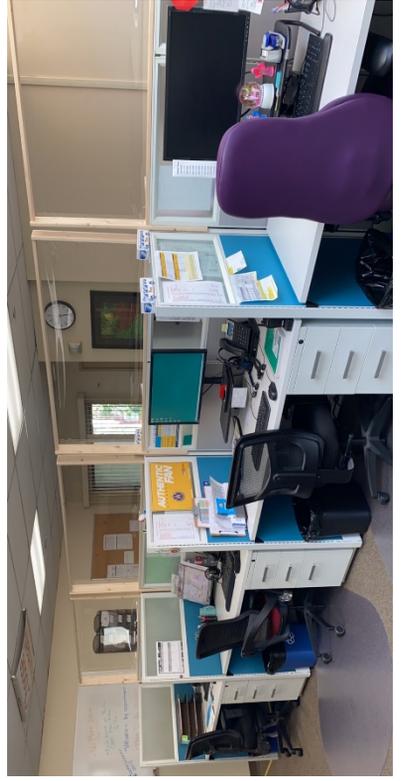
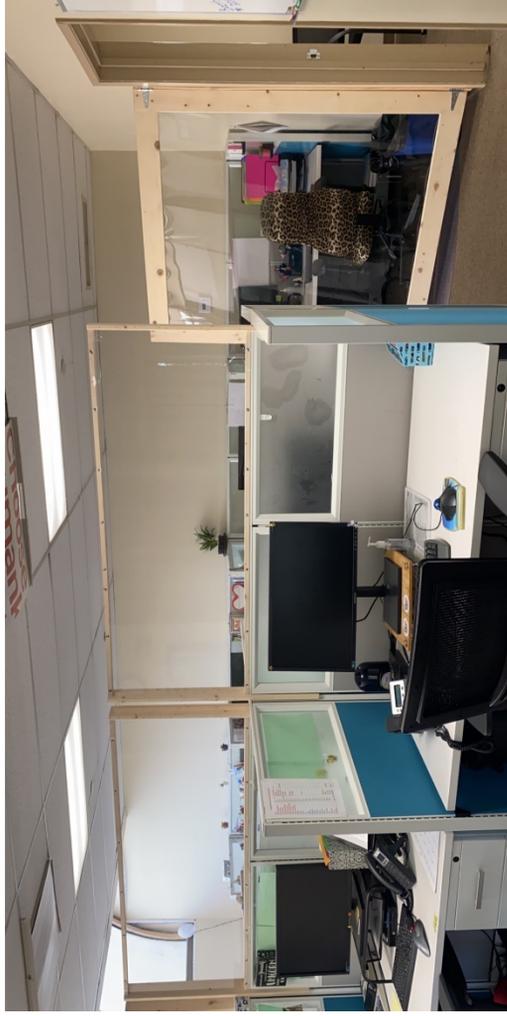
Administrative Areas at Various Facilities – Installation of Plexiglass Shields



COVID Prevention Measures

Protecting Our Employees

Customer Service



Fall Service - Looking Forward

- If you build it – they will come...back?
- METRO is returning to pre-COVID levels of service countywide, with a few exceptions
- The biggest exceptions remain School Term and Highway 17 service. With UCSC and Cabrillo campuses moving the majority of classes online, School Term service has been suspended until further notice.
- Fall service changes will support enhanced essential travel, provide adequate physical distancing onboard, and sustain the gradual reopening of economic activity.
- When we surveyed customers this spring about the types of improvements needed to support ridership during the COVID-19 pandemic, the highest ranked response was to increase service.

Fall Service - Looking Forward

- Highway 17 service will operate with modified weekday and weekend schedules - greater than the Summer schedule but still at reduced levels from a normal Fall schedule
- METRO will make the most of a slightly larger than normal cohort of standby (X-Board) operators to respond to changes in ridership and adjust service as needed to reduce pass-ups
- New service initiatives include the ability to purchase passes with your mobile phone – Target soft launch Sept. 3rd
- Cabrillo College notified METRO of available funding to restart the Student Pass - Restarted August 24th

Welcoming Back our Customers
METRO is a Safe Place to Be
(Bus Ads)

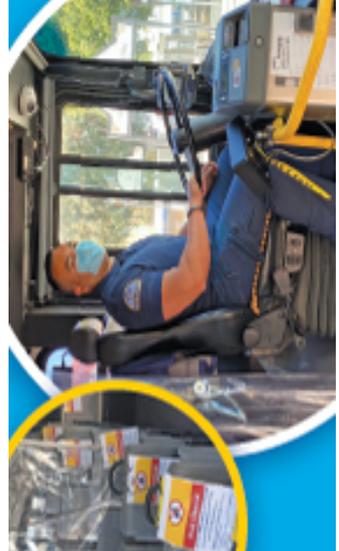
Deliberately
DISINFECTING



SERIOUSLY
SANITIZING



SERIOUS ABOUT
SAFETY



Financial Overview

Projected Operating Expenses before transfers through June 30th (end of FY20): \$304,000 under budget (favorable)

Operating Revenue through May 31, 2020 is \$4,534,000 under budget (unfavorable)

- Economy-Dependent Revenue Sources
 - **Passenger: Fares: (\$2.03 million)**
 - **Sales Tax: (\$1.04 million)**
 - **TDA-LTF (sales tax): (\$ 1.5 million PENDING)**
 - **TDA – STA (diesel tax): (\$270,000)**

Financial Overview

FEMA* Qualified Expenses (March – June)

Estimated = \$228,912

Note: Separate from FEMA qualified expenses, we are already reimbursed 100% by CARES Act** funds for the District Paid COVID -19 labor costs (eg: A/B and A/B/C schedules & other modified District Paid schedules) and the FFCRA*** paid leaves.

* Federal Emergency Management Agency (FEMA)

** Coronavirus Aid, Relief, and Economic Security Act (CARES Act)

*** Families First Coronavirus Response Act (FFCRA) Employer Paid Leave

Financial Overview

Total COVID Related Costs

Personnel Costs: (March –August)

OT: \$4,546

District Paid COVID-19: \$1,159,769

FFCRA (new COVID-19 Leaves): \$150,302

Total Personnel: \$1,310,071

+

Non-Personnel Costs (March – July):

COVID -19 materials & supplies & COVID-19 related temp help:

\$409,799 (as of 8/12/20)

Total COVID Operating Expenses: \$1,719,870

(Through July/August)

Financial Overview - METRO Tenants

Provided METRO tenants the following relief from their rents

All METRO tenants were told to shut down in March 2020 when the Shelter in Place Order was issued. Rent was held in abeyance from April until reopening could be worked out.

Watsonville Transit Center

- **Jessica's Grocery**
 - Will start charging rent October 1st
- **Vacant Space (previously La Mancha)**
 - Space was vacated in January when owner passed away
 - New lease being signed – effective September 1st

Pacific Station

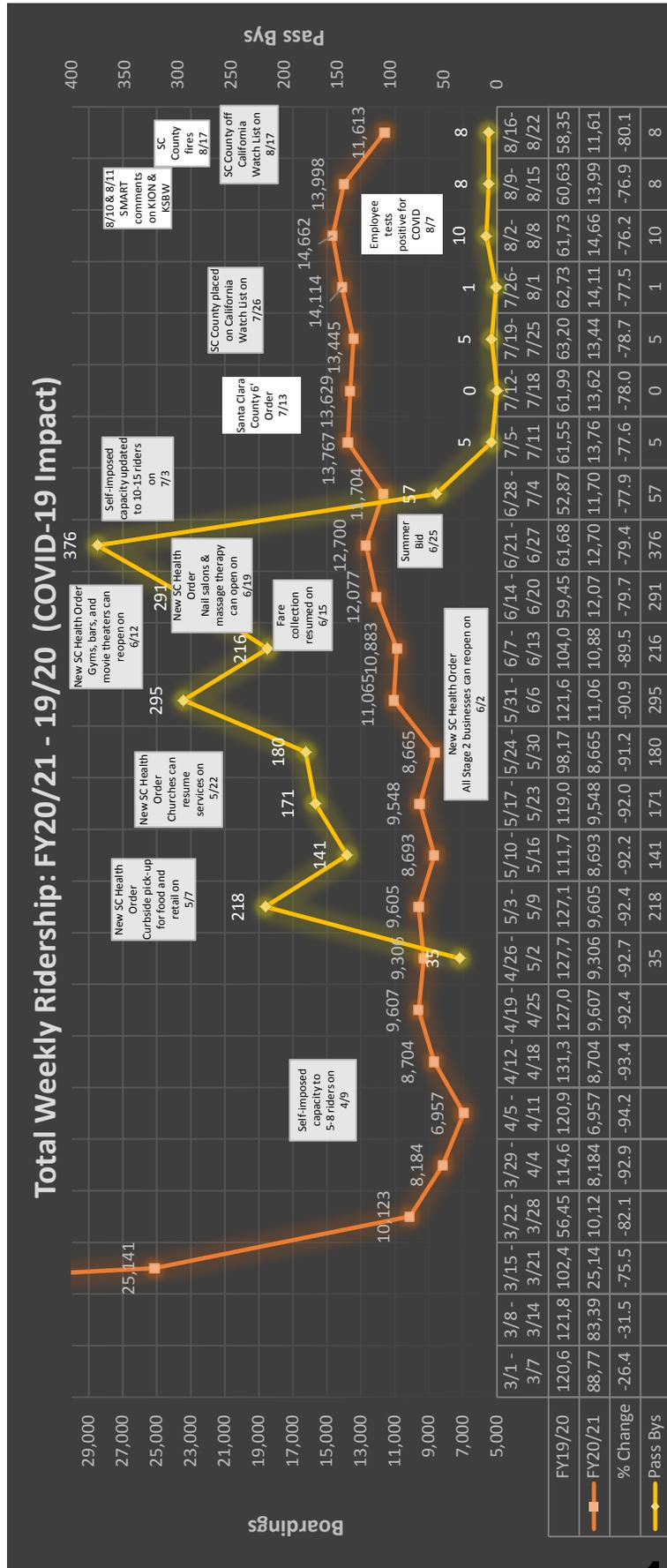
- **El Huarache**
 - Business started paying rent August 1, 2020
- **Java Cruz**
 - Space was vacated and lease terminated Friday, August 7, 2020

Financial Overview - METRO Tenants

Provided METRO tenants the following relief from their rents

- **Local Jerk**
 - Business reopened around the end of June
 - METRO reduced rent to \$500 instead of \$772 for July
 - Paid full rent August 1st less ½ month credit owed
- **Greyhound**
 - Lobby is closed - Greyhound cannot open ticket booth nor use storage space within lobby
 - METRO is exploring with Greyhound a relocation to the vacated Java Cruz space – decision pending
 - No Greyhound buses have been coming to Santa Cruz for at least the past couple of months
- **Metro Market**
 - METRO is working with the tenant to reopen Metro Market
 - Business has also expressed interest in the “Betty’s Noodle” space if it is vacated
- **Betty’s Noodle House**
 - Business has not been open since August 2019
 - Currently business is in default of paying rent for August 2020

Ridership & Pass-Bys



Bus Capacity Limits: Real Data

As of **August 25, 2020**, COVID cases in Santa Cruz County and adjacent counties were:

Santa Cruz County

1,708 cases* - County Population: 273,213
= **6.25/1000**

Off the State's Watch List on 8/17/20

Santa Cruz County was on the County Data Monitoring Watch List (CDM) for approx. 3 weeks

Santa Clara County

16,199 cases* - County Population: 1,927,852
= **8.40/1000**

The County has been on the CDM Watch List since 7/12/20**

Monterey County

7,333 cases* - County Population: 434,061
= **16.89/1000**

The County has been on the CDM Watch List since 7/02/20**

California State Resilience Roadmap***

STAGE 1: Safety and preparedness

STAGE 2: As of August 6, 2020 Lower-risk workplaces

STAGE 3: Higher-risk workplaces

STAGE 4: End of Stay Home Order

* Source: <https://data.ca.gov/dataset/covid-19-cases/resource/926fd08f-cc91-4828-af38-bd45de97f8c3>
** Source: <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/CountyMonitoringDataStep2.aspx>

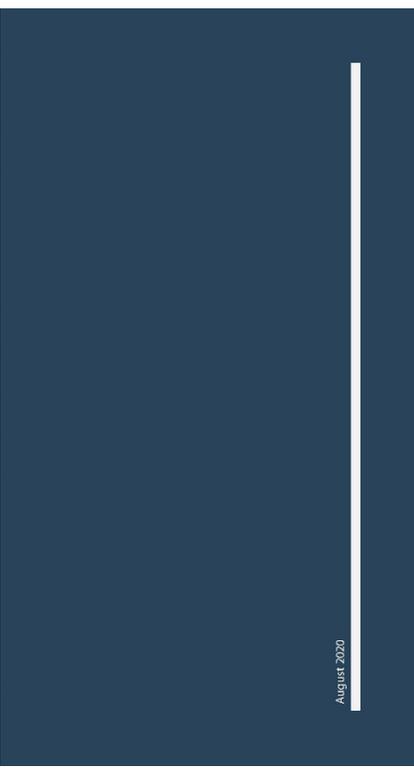
*** Source: <https://covid19.ca.gov/roadmap/>

Bus Capacity Limits: Bay Area Blue Ribbon Transit Recovery Task Force



6

Riding Together: Bay Area Healthy Transit Plan



- ⊗ Develop, implement and communicate to employees a process for equitable face-covering compliance strategies. At a minimum, to protect bus operators or others in direct contact with public, provide de-escalation options and support if conflict ensues.
 - Optionally, as a de-escalation technique, provide or make available face-coverings, as capabilities allow, at defined locations from staff or for sale such as vending machines).
 - Consider other de-escalation techniques and inform operators of their options, such as dealing with face coverings in a similar manner as fare payment.

Paratransit and demand response face coverings is discussed further in Section 5, Paratransit, Demand Response and Vulnerable Populations.

Physical Distancing



COVID-19 is thought to spread mainly from person-to-person, between people who are in close contact with each other and through respiratory droplets produced when an infected person coughs, sneezes or talks (CDC, 2020b). The World Health Organization and multiple European transportation agencies are using a 1 meter (approximately 3 feet) minimum requirement for physical distancing when face coverings are worn.

The CDC currently advises 6 feet, however, it should be noted that face coverings were not encouraged or mandated by CDC when the 6-foot distancing metric was introduced. Where practicable, Bay Area public transportation providers will provide for a minimum 3-foot physical distancing metric, coupled with mandatory, properly worn face coverings.

Customer Responsibilities

Public transportation customers are expected to remain a minimum of 3 feet or optimally 6 feet, as practicable, from others not in their households when in stations, transit facilities or in vehicles, in addition to complying with the facial covering requirement.

If assistance is required from the operator or other staff, the customer will allow the operator to manage the securement in the safest manner possible for both passenger and operator.

Public Transportation Provider Responsibilities

Public transportation providers will:

- ⊗ Communicate to their customers the physical distancing minimum standards for safely riding public transportation.
- ⊗ Manage capacity, as possible, to provide spacing to achieve the 3-foot physical distancing minimum requirement.
- ⊗ Evaluate disability device securement and advise operators how to manage securement practices to reduce risk to all parties.

Paratransit and demand response physical distancing is discussed further in Section 5, Paratransit, Demand Response and Vulnerable Populations.

Hand Hygiene



Good hand hygiene can help slow the spread of COVID-19. This includes washing hands with soap and water for at least 20 seconds or using an alcohol-based hand sanitizer containing at least 60 percent alcohol (CDC, 2020a).

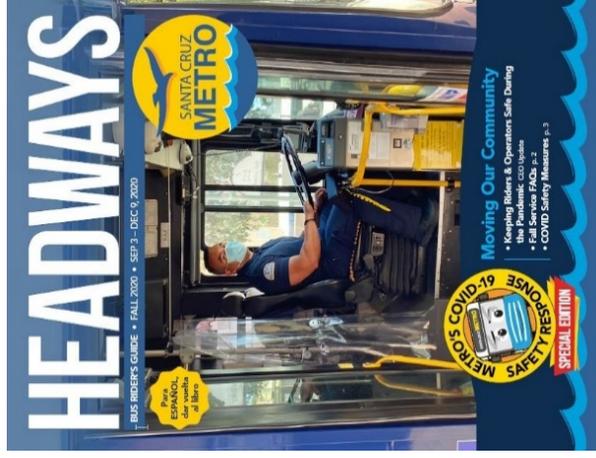
Customer Responsibilities

Public transportation customers should bring hand sanitizer or disinfecting wipes to clean their hands before and after using public transportation and after contact with potentially contaminated surfaces or use hand washing facilities, as available.

Riding Together: Bay Area Healthy Transit Plan

What's Next

- Contactless/touchless:
 - Expansion of Hwy 17 pilot smart phone flash pass app to the entire system
 - Focused marketing effort to migrate customers from cash and other fare media to the Cruz Cash & Cruz Pass smart cards
 - Other technology being reviewed by the Planning Department
- School age child care – Working with employees
- Fall Headways – Safety & COVID Prevention Oriented Messages



What's Next

- Investigating automated temperature kiosks
- Investigating permanent plexiglass bus operator barriers
- Investigating permanent between row plexiglass sneeze barriers
- Fall to late Fall – Planning underway for an on-demand transit pilot. Currently testing booking app with Ecolane
- Investigating funding possibilities for Automatic Passenger Counters on buses to be integrated with the automated vehicle locator smartphone app so customers can see how full the approaching bus is – possible installation late 2020/early 2021
- Investigating Wi-Fi on all fixed-route buses – possible installation late 2020/early 2021
- On August 17, 2020 Santa Cruz County was taken off the State Watch List. The County must remain off list for 14 days in order to see changes.
- As permitted by state and local ordinance, METRO will likely remain at a self-imposed capacity limit of 25% - California Resilience Roadmap Stage 2, with future increases in capacity likely occurring as the County progresses through the State's Four Stages of Resilience. For example, if permitted by state and local ordinance, Santa Cruz County Stage 3 Resilience - possible capacity increase to 50%; and Santa Cruz County Stage 4 Resilience - possible capacity increase to 75% - 100%.

Questions



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DATE: August 28, 2020
TO: Board of Directors
FROM: John Urgo, Planning & Development Director
SUBJECT: COVID-19 RIDER SURVEY

I. RECOMMENDED ACTION

That the Board of Directors accept and file a report on METRO's COVID-19 rider survey

II. SUMMARY

- In June 2020, staff distributed a survey to Santa Cruz Metropolitan Transit District (METRO) email subscribers and through social media to gather feedback on the impact of the COVID-19 pandemic on riding habits.
- While most of the respondents (75%) plan to ride METRO once the shelter in place order is lifted, the survey results suggest ridership could remain up to 50% below normal into the next year or beyond as customers wait for schools and the economy to fully reopen, for a significant decrease in new cases, and for the development of a vaccine.
- The results also suggest METRO can expect long term ridership loss of up to 25% driven primarily by: frequent riders not returning or riding less, an increase in telecommuting, and lingering concerns about vehicle cleanliness and physical distancing.
- However, the primary reasons for not riding or for riding less are linked more to perceptions of safety (e.g., cleanliness and physical distancing) than external factors, such as loss of employment or a switch to online learning. This suggests there are actions within METRO's control to encourage riders to return.
- The survey results were used by staff to analyze the effectiveness of various strategies to encourage customers to ride METRO again or more often in the future, which will inform future service recovery planning efforts.

III. DISCUSSION/BACKGROUND

Throughout the COVID-19 pandemic, METRO has been committed to serving riders who rely on public transit to conduct essential business and access vital resources, such as healthcare. In response to the 90% decrease in ridership

precipitated by Santa Cruz County's shelter-in-place order, and to protect the health of METRO employees and the public from the early unknowns of COVID-19, METRO reduced service nearly 50% beginning in March. Service was gradually increased in summer to 25% below normal. Even during a pandemic, METRO is indispensable to those who rely on public transit to reach their jobs and access essential services. Yet, ridership has rebounded slowly and to date remains 80% lower than normal.

Objectives

This report presents the results of a survey staff used to gather feedback from riders on the impact of the pandemic on their riding habits and the likelihood and timing of their returning to METRO. The results will be used by staff to gauge the effectiveness of various strategies to encourage customers to ride METRO again or more often in the future, and to inform future service recovery planning efforts.

Methodology

A link to the online survey in English and Spanish was emailed to 2,894 METRO email subscribers on two occasions. Other riders were encouraged to participate in the survey through posts on METRO social media channels.

A total of 247 responses were received between June 10th and June 26th. All responses related to this survey were anonymized and only survey responses were disclosed.

A copy of the survey is included in Attachment A.

A summary of findings is presented in Attachment B.

Key Findings

Most riders plan to ride METRO again once the shelter in place order is lifted, although some may not ride as much as before: 75% of all respondents said they would be somewhat likely, very likely or would definitely return, while 90% of frequent riders (those riding 5 or more days per week) indicated the same. Two-thirds of respondents indicated they would ride METRO the same as before, while 17% indicated they would ride less. A slightly larger share (20%) of frequent riders indicated they would ride less.

The primary reasons for being unlikely to ride included concerns about social distancing on the bus (mentioned by 54% of unlikely to ride respondents), cleanliness (40%) and faster driving times (37%). One third of unlikely riders indicated they would ride less due to telecommuting more. Relatively few indicated being laid off or unemployed (3%) or taking classes online (12%) as reasons for riding less. Responses were generally the same between frequent and infrequent riders, although a greater share of frequent riders (18%) indicated they would ride less due to being laid off or unemployed.

While the majority of riders plan to return, ridership is likely to rebound slowly. Over a third of all respondents, and half of frequent riders, said they would feel comfortable returning to METRO once the shelter in place order is lifted. 25% of both groups indicated they would return gradually, ranging from a month after shelter in place ends (6%), to later this year (11%), to after schools reopen (7%). Just over a third of all respondents and a quarter of frequent riders indicated they would wait an unknown period of time before riding METRO again: 16% of both groups said they would wait for a vaccine or treatment, while 20% of all riders and 12% of frequent riders said that they did not know when they would return.

Given that more than half of respondents indicated they would wait beyond the end of the shelter in place order before returning, METRO can expect ridership loss as high as 50% into the next year or beyond as riders wait for schools and the economy to fully reopen and for the development of a vaccine. Long term ridership loss could be as high as 25% driven by: frequent riders not returning or riding less, increases in telecommuting, and lingering perceptions that riding METRO is unsafe.

However, the fact that the primary reasons for not riding, or for riding less, are linked to perceptions of safety (e.g., cleanliness of vehicles and physical distancing) rather than external factors, such as loss of employment or a switch to online learning, suggests there are actions METRO can take to encourage riders to ride again or more often in the future.

COVID-19 Strategies

In order to gauge the effectiveness of specific COVID-19 measures, the survey asked respondents to rank the importance of factors related to service quality, COVID-19, technology and infrastructure.

Among all respondents, the highest ranked response was to improve or increase service (ranked by 77% as important or very important), followed by the maintenance of enhanced cleanliness and social distancing measures (57%), technology enhancements (39%) and infrastructure improvements (21%). Even when asked about COVID-19 measures in particular, restoring service ranked higher (75%) than all other measures, except for enhanced cleaning (78%), with the next highest responses being requiring customers and operators to wear personal protective equipment (PPE) (72%) and seeing a significant decrease in new COVID-19 cases (72%).

The responses were analyzed by rider type – frequent riders, riders unlikely to return, and riders planning to ride less – revealing important differences about the effectiveness of strategies among different customer segments.

Frequent Riders

Frequent riders comprised 45% of respondents. With respect to COVID-19, the largest share of this group (83%) ranked ensuring vehicles are cleaned and

sanitized frequently as important or very important towards motivating them to ride more frequently in the future, followed by the restoration of service to pre-COVID levels (82%), and requiring customers and operators to wear PPE (76%). Interestingly, while concerns about social distancing ranked relatively high among frequent riders as a reason they would be unlikely to ride, limiting vehicle capacity did not rank high as a measure that would motivate this group to ride again or more in the future.

Riders Planning to Ride Less

Riders planning to ride less comprised 17% of respondents. With respect to COVID-19, the largest share of this group (90%) ranked the existence of a treatment or vaccine as important or very important to motivating them to ride more in the future. Equal shares (80%) ranked PPE, enhanced cleaning and seeing a significant decrease in new cases as the next most important measures.

Unlikely Riders

Unlikely riders comprised 25% of respondents. With respect to COVID-19, the largest share of this group (70%) ranked the existence of a treatment or vaccine as important or very important for motivating them to return to METRO in the future, followed by a significant decrease in new cases (67%) and enhanced cleaning measures (67%).

Conclusion

Because frequent riders comprise a larger share of overall ridership compared to occasional or infrequent riders, and because the majority of their concerns are related to measures within METRO's control, staff recommends that early service planning recovery efforts focus on retaining these customers. Not surprisingly, frequent riders are most concerned about factors intrinsic to the experience of riding the bus. The most important measures METRO can take in the short term to encourage these riders to return are to continue to restore service to previous levels while ensuring a safer customer experience through enhanced cleaning and requiring PPE.

Staff recommends that second and third tier service planning recovery efforts focus on riders planning to ride less or not at all. As opposed to frequent riders, these riders are less concerned about METRO service and more about external factors beyond METRO's control. However, enhanced cleaning ranked high among all groups and should continue to be prioritized.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This item supports METRO's Service Quality and Delivery.

V. FINANCIAL CONSIDERATIONS/IMPACT

There is no financial impact associated with this informational item.

VI. CHANGES FROM COMMITTEE

N/A.

VII. ALTERNATIVES CONSIDERED

There are no alternatives associated with this informational item.

VIII. ATTACHMENTS

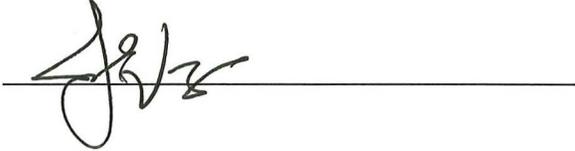
Attachment A: METRO COVID-19 Rider Survey – English and Spanish versions

Attachment B: COVID-19 Rider Survey Summary of Findings

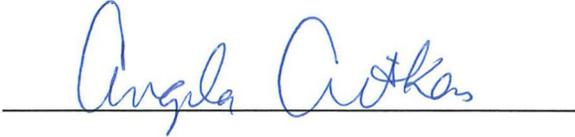
Prepared by: John Urgo, Planning and Development Director

IX. APPROVALS

John Urgo,
Planning and Development Director



Approved as to fiscal impact:
Angela Aitken, CFO



Alex Clifford, CEO/General Manager



Santa Cruz METRO COVID-19 Survey



Q1 Before the stay at home order, how frequently did you ride METRO?
Multiple Choice

Q2 Once the stay at home order is lifted, how likely are you to ride METRO again?
Multiple Choice

Q3 What are the primary reasons why you would be unlikely to ride? (Please check all that apply).
Multiple Choice

Q4 How soon would you feel comfortable riding METRO again?
Multiple Choice

Q5 In the future, how frequently would you ride METRO compared to before the stay-at-home order?
Multiple Choice

Q6 Which of the following general improvements would motivate you to take METRO again / more often in the future? Please rate from 1 (LEAST important) to 4 (MOST important).
Scoring

Q7 With regard to COVID-19, how likely would any of the following motivate you to take METRO again / more often in the future?
Scoring

Before the stay at home order, how frequently did you ride METRO? *

- 1 day per month or less
- 1 day per week
- 1-3 days per week
- 5 or more days per week
- Never

Once the stay at home order is lifted, how likely are you to ride METRO again? *

- Definitely Will
- Very Likely
- Somewhat Likely
- Somewhat Unlikely
- Very Unlikely
- Definitely will not
- Don't know

How likely would any of the

Santa Cruz METRO COVID-19 Survey



Q1

Before the stay at home order, how frequently did you ride METRO?

Multiple Choice

Q2

Once the stay at home order is lifted, how likely are you to ride METRO again?

Multiple Choice

Q3

What are the primary reasons why you would be unlikely to ride? (Please check all that apply).

Multiple Choice

Q4

How soon would you feel comfortable riding METRO again?

Multiple Choice

Q5

In the future, how frequently would you ride METRO compared to before the stay-at-home order?

Multiple Choice

Q6

Which of the following general improvements would motivate you to take METRO again / more often in the future? Please rate from 1 (LEAST important) to 4 (MOST important).

Scoring

Q7

With regard to COVID-19, how likely would any of the following motivate you to take METRO again / more often in the future?

Scoring

all that apply).

- I am laid off/unemployed
- I am going to school online
- Driving my car is cheaper
- Concerned about cleanliness on the bus
- I will telecommute more often
- Driving my car is faster
- Concerned about social distancing on the bus
- I feel safer in my own car

How soon would you feel comfortable riding METRO again? *

- Once stay at home order is lifted
- A month after
- After schools open
- Sometime later this year
- Next year
- After a treatment or vaccine exists
- Don't know

How likely would any of the

Santa Cruz METRO COVID-19 Survey



stay-at-home order ?

Q1 Before the stay at home order, how frequently did you ride METRO?
Multiple Choice

More often

The same

Less

Q2 Once the stay at home order is lifted, how likely are you to ride METRO again?
Multiple Choice

Q3 What are the primary reasons why you would be unlikely to ride? (Please check all that apply).
Multiple Choice

Which of the following general improvements would motivate you to take METRO again / more often in the future? Please rate from 1 (LEAST important) to 4 (MOST important).*

Q4 How soon would you feel comfortable riding METRO again?
Multiple Choice

Least important Most important

1 2 3 4

Q5 In the future, how frequently would you ride METRO compared to before the stay-at-home order?
Multiple Choice

Improve/increase service (e.g. increased frequency, faster travel times)

Q6 Which of the following general improvements would motivate you to take METRO again / more often in the future? Please rate from 1 (LEAST important) to 4 (MOST important).
Scoring

Maintenance of COVID-19 specific measures (e.g. enhanced cleaning, enforced physical distancing)

Technology enhancements (e.g. mobile fare payment, real time arrival information)

Q7 With regard to COVID-19, how likely would any of the following motivate you to take METRO again / more often in the future?
Scoring

Infrastructure improvements (e.g. newer buses, more bus shelters)

[Reset](#)

How likely would any of the

Santa Cruz METRO COVID-19 Survey



Q1 Before the stay at home order, how frequently did you ride METRO?
Multiple Choice

Q2 Once the stay at home order is lifted, how likely are you to ride METRO again?
Multiple Choice

Q3 What are the primary reasons why you would be unlikely to ride? (Please check all that apply).
Multiple Choice

Q4 How soon would you feel comfortable riding METRO again?
Multiple Choice

Q5 In the future, how frequently would you ride METRO compared to before the stay-at-home order?
Multiple Choice

Q6 Which of the following general improvements would motivate you to take METRO again / more often in the future? Please rate from 1 (LEAST important) to 4 (MOST important).
Scoring

Q7 With regard to COVID-19, how likely would any of the following motivate you to take METRO again / more often in the future?
Scoring

to take METRO again / more often in the future? *

Please check all that apply.

Very Unlikely Very Likely

1 2 3 4

Require personal protective equipment (PPE) for operators and passengers

Observe social distancing on vehicles/limit number of passengers

Significant decrease in new COVID-19 cases

Ensure vehicles are cleaned/sanitized frequently

Existence of a treatment or vaccine

Increase/restore service to pre-COVID-19 levels

Install hand sanitizer dispensers on buses

Continue free or reduced fare period

[Reset](#)

How likely would any of the following service improvements motivate you to take METRO again / more often in the future. *

How likely would any of the

Santa Cruz METRO COVID-19 Survey



Q1 Before the stay at home order, how frequently did you ride METRO?
Multiple Choice

Q2 Once the stay at home order is lifted, how likely are you to ride METRO again?
Multiple Choice

Q3 What are the primary reasons why you would be unlikely to ride? (Please check all that apply).
Multiple Choice

Q4 How soon would you feel comfortable riding METRO again?
Multiple Choice

Q5 In the future, how frequently would you ride METRO compared to before the stay-at-home order?
Multiple Choice

Q6 Which of the following general improvements would motivate you to take METRO again / more often in the future? Please rate from 1 (LEAST important) to 4 (MOST important).
Scoring

Q7 With regard to COVID-19, how likely would any of the following motivate you to take METRO again / more often in the future?
Scoring

Unlikely Likely

1 2 3 4

More frequent service

Improved on-time performance

Faster travel times (e.g. bus only lanes, express service)

More routes or bus stops closer to my home and/or destination

More early morning or late night service

Increase/restore service to pre-COVID-19 levels

More weekend service

[Reset](#)

How likely would any of the following infrastructure and technology improvements motivate you to take METRO again / more often in the future. *

Please check all that apply.

Very Unlikely Very Likely

1 2 3 4

Improved bus stop amenities (lighting, benches, shelters)

How likely would any of the

[Reset](#)

Santa Cruz METRO COVID-19 Survey



Q1

Before the stay at home order, how frequently did you ride METRO?

Multiple Choice

Q2

Once the stay at home order is lifted, how likely are you to ride METRO again?

Multiple Choice

Q3

What are the primary reasons why you would be unlikely to ride? (Please check all that apply).

Multiple Choice

Q4

How soon would you feel comfortable riding METRO again?

Multiple Choice

Q5

In the future, how frequently would you ride METRO compared to before the stay-at-home order?

Multiple Choice

Q6

Which of the following general improvements would motivate you to take METRO again / more often in the future? Please rate from 1 (LEAST important) to 4 (MOST important).

Scoring

Q7

With regard to COVID-19, how likely would any of the following motivate you to take METRO again / more often in the future?

Scoring

Redesigned signage, maps and rider guides

Real time bus arrival info (e.g. at transit centers or via smartphone app)

Contactless fare payment (e.g. via smartphone app or contactless credit card)

[Reset](#)

The following questions are for statistical and research purposes only. The information you provide will be kept entirely confidential. If there are any questions you do not wish to answer, please select "Prefer not to answer" or move on to the next question.

What is your home address or nearest major intersection or landmark to your home address?

What is the address or nearest intersection or landmark to your primary destination (i.e. school, work)?

How likely would any of the

Santa Cruz METRO COVID-19 Survey



Q1

Before the stay at home order, how frequently did you ride METRO?

Multiple Choice

Q2

Once the stay at home order is lifted, how likely are you to ride METRO again?

Multiple Choice

Q3

What are the primary reasons why you would be unlikely to ride? (Please check all that apply).

Multiple Choice

Q4

How soon would you feel comfortable riding METRO again?

Multiple Choice

Q5

In the future, how frequently would you ride METRO compared to before the stay-at-home order?

Multiple Choice

Q6

Which of the following general improvements would motivate you to take METRO again / more often in the future? Please rate from 1 (LEAST important) to 4 (MOST important).

Scoring

Q7

With regard to COVID-19, how likely would any of the following motivate you to take METRO again / more often in the future?

Scoring

What is your age?

- Under 18
- 18 – 24
- 25 – 44
- 45 – 61
- 62 and older
- Prefer not to answer

To which gender identity do you most identify?

- Female
- Male
- Transgender Female
- Transgender Male
- Gender Variant/Non-Conforming
- Not Listed
- Prefer not to answer

How likely would any of the

Santa Cruz METRO COVID-19 Survey



Q1

Before the stay at home order, how frequently did you ride METRO?

Multiple Choice

Q2

Once the stay at home order is lifted, how likely are you to ride METRO again?

Multiple Choice

Q3

What are the primary reasons why you would be unlikely to ride? (Please check all that apply).

Multiple Choice

Q4

How soon would you feel comfortable riding METRO again?

Multiple Choice

Q5

In the future, how frequently would you ride METRO compared to before the stay-at-home order?

Multiple Choice

Q6

Which of the following general improvements would motivate you to take METRO again / more often in the future? Please rate from 1 (LEAST important) to 4 (MOST important).

Scoring

Q7

With regard to COVID-19, how likely would any of the following motivate you to take METRO again / more often in the future?

Scoring

 White not Hispanic/Latino

 Hispanic or Latino

 African American/Black

 Asian or Pacific Islander

 Other

 Prefer not to answer

Are you...?

 Employed full or part-time

 Full-time student

 Part-time student

 Retired

 Homemaker

 Not employed

 Prefer not to answer

 Other

 If you selected student, where are you enrolled?

What is your annual household income?

14A.English.8

Santa Cruz METRO COVID-19 Survey



Q1

Before the stay at home order, how frequently did you ride METRO?
Multiple Choice

\$24,000 - \$34,999

\$35,000 - \$49,999

\$50,000 - \$74,999

\$75,000 - \$99,999

\$100,000 - \$149,999

\$150,000 or more

Prefer not to answer

Q2

Once the stay at home order is lifted, how likely are you to ride METRO again?
Multiple Choice

Q3

What are the primary reasons why you would be unlikely to ride? (Please check all that apply).
Multiple Choice

Q4

How soon would you feel comfortable riding METRO again?
Multiple Choice

Do you have access to a personal vehicle?

Yes

No

Q5

In the future, how frequently would you ride METRO compared to before the stay-at-home order?
Multiple Choice

Q6

Which of the following general improvements would motivate you to take METRO again / more often in the future? Please rate from 1 (LEAST important) to 4 (MOST important).
Scoring

Never submit sensitive information such as account numbers or passwords through SurveyPlanet. [Report abuse.](#)

Submit

Q7

With regard to COVID-19, how likely would any of the following motivate you to take METRO again / more often in the future?
Scoring

How likely would any of the

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COVID-19 Encuesta de Pasajeros METRO



Q1 Antes de la orden de cuarentena, ¿con qué frecuencia viajaba en METRO?
Multiple Choice

Q2 Una vez que se levante la orden de cuarentena, ¿qué posibilidades hay de volver a viajar con METRO?
Multiple Choice

Q3 ¿Cuáles son las razones principales por las que es poco probable que no viajes? (Por favor marque todos los que apliquen)
Multiple Choice

Q4 ¿Qué tan pronto se sentiría cómodo viajando con METRO nuevamente?
Multiple Choice

Q5 En el futuro, ¿con qué frecuencia viajaría en METRO en comparación con antes de la orden de cuarentena?
Multiple Choice

Q6 ¿Cuál de las siguientes mejoras generales lo motivaría a viajar con METRO nuevamente/con más frecuencia en el futuro? Califique de 1 (MENOS importante) a 4 (MÁS importante).
Scoring

Con respecto a COVID-19, ¿qué probabilidad hay de que cualquiera de los siguientes lo motivaría a viajar con METRO?

Antes de la orden de cuarentena, ¿con qué frecuencia viajaba en METRO? *

- 1 día por mes o menos
- 1 día por semana
- 1-3 días por semana
- 5 o más días por semana
- Nunca

Una vez que se levante la orden de cuarentena, ¿qué posibilidades hay de volver a viajar con METRO? *

- Definitivamente lo haré
- Muy probable
- Algo probable
- Poco probable
- Muy improbable
- Definitivamente no lo haré
- No sé

COVID-19 Encuesta de Pasajeros METRO



Q1

Antes de la orden de cuarentena, ¿con qué frecuencia viajaba en METRO?
Multiple Choice

Q2

Una vez que se levante la orden de cuarentena, ¿qué posibilidades hay de volver a viajar con METRO?
Multiple Choice

Q3

¿Cuáles son las razones principales por las que es poco probable que no viajes? (Por favor marque todos los que apliquen)
Multiple Choice

Q4

¿Qué tan pronto se sentiría cómodo viajando con METRO nuevamente?
Multiple Choice

Q5

En el futuro, ¿con qué frecuencia viajaría en METRO en comparación con antes de la orden de cuarentena?
Multiple Choice

Q6

¿Cuál de las siguientes mejoras generales lo motivaría a viajar con METRO nuevamente/con más frecuencia en el futuro? Califique de 1 (MENOS importante) a 4 (MÁS importante).
Scoring

Con respecto a COVID-19, ¿qué probabilidad hay de que cualquiera de los siguientes lo motivaría a viajar con METRO

(Por favor marque todos los que apliquen) *

- Estoy desempleado
- Conducir mi auto es más rápido
- Estoy preocupado por el distanciamiento social
- Me siento más seguro en mi propio auto
- Estoy preocupado por la limpieza en el autobús
- Trabajaré desde casa más a menudo
- Conducir mi auto es más barato
- Voy a la escuela en línea

¿Qué tan pronto se sentiría cómodo viajando con METRO nuevamente? *

- Una vez que se levante la orden de cuarentena
- Un mes después
- Después de que abran las escuelas
- En algún momento a finales de este año
- El próximo año
- Después que un tratamiento o vacuna exista
- No sé

COVID-19 Encuesta de Pasajeros METRO



Q1

Antes de la orden de cuarentena, ¿con qué frecuencia viajaba en METRO?
Multiple Choice

de la orden de cuarentena? *

 Más seguido

 Lo mismo

 Menos

Q2

Una vez que se levante la orden de cuarentena, ¿qué posibilidades hay de volver a viajar con METRO?
Multiple Choice

Q3

¿Cuáles son las razones principales por las que es poco probable que no viajes? (Por favor marque todos los que apliquen)
Multiple Choice

¿Cuál de las siguientes mejoras generales lo motivaría a viajar con METRO nuevamente/con más frecuencia en el futuro? Califique de 1 (MENOS importante) a 4 (MÁS importante). *

Q4

¿Qué tan pronto se sentiría cómodo viajando con METRO nuevamente?
Multiple Choice

Least important Most important

1 2 3 4

Q5

En el futuro, ¿con qué frecuencia viajaría en METRO en comparación con antes de la orden de cuarentena?
Multiple Choice

Mejorar/aumentar el servicio (por ejemplo, mayor frecuencia, tiempos de viaje más rápidos)

Medidas específicas de COVID-19 (por ejemplo, limpieza mejorada, distanciamiento físico forzado)

Q6

¿Cuál de las siguientes mejoras generales lo motivaría a viajar con METRO nuevamente/con más frecuencia en el futuro? Califique de 1 (MENOS importante) a 4 (MÁS importante).
Scoring

Mejorar la tecnología (por ejemplo, pago de tarifa móvil, información de llegada en tiempo real)

Con respecto a COVID-19, ¿qué probabilidad hay de que cualquiera de los siguientes lo motivaría a viajar con METRO

COVID-19 Encuesta de Pasajeros METRO



Q1 Antes de la orden de cuarentena, ¿con qué frecuencia viajaba en METRO?
Multiple Choice

Mejoría en la infraestructura (por ejemplo, autobuses más nuevos, más paradas de autobuses)

[Reiniciar](#)

Q2 Una vez que se levante la orden de cuarentena, ¿qué posibilidades hay de volver a viajar con METRO?
Multiple Choice

Con respecto a COVID-19, ¿qué probabilidad hay de que cualquiera de los siguientes lo motivaría a viajar con METRO nuevamente/con más frecuencia en el futuro? (Por favor marque todos los que apliquen) *

Q3 ¿Cuáles son las razones principales por las que es poco probable que no viajes? (Por favor marque todos los que apliquen)
Multiple Choice

Q4 ¿Qué tan pronto se sentiría cómodo viajando con METRO nuevamente?
Multiple Choice

Muy Improbable Muy Probable

1 2 3 4

Q5 En el futuro, ¿con qué frecuencia viajaría en METRO en comparación con antes de la orden de cuarentena?
Multiple Choice

Requerir equipo de protección personal (EPP) para choferes y pasajeros

Asegurar de que los vehículos se limpien/desinfecten con frecuencia

Q6 ¿Cuál de las siguientes mejoras generales lo motivaría a viajar con METRO nuevamente/con más frecuencia en el futuro? Califique de 1 (MENOS importante) a 4 (MÁS importante).
Scoring

Observar el distanciamiento social en vehículos/límite de pasajeros

Disminución significativa en nuevos casos de COVID-19

Existencia de un tratamiento o vacuna

Con respecto a COVID-19, ¿qué probabilidad hay de que cualquiera de los siguientes lo motivaría a viajar con METRO

[Reiniciar](#)

COVID-19 Encuesta de Pasajeros METRO



Q1 Antes de la orden de cuarentena, ¿con qué frecuencia viajaba en METRO?
Multiple Choice

Aumentar/restaurar el servicio a niveles anteriores a COVID-19

Q2 Una vez que se levante la orden de cuarentena, ¿qué posibilidades hay de volver a viajar con METRO?
Multiple Choice

Instalen dispensadores de desinfectante para manos en los autobuses

Continuar con tarifa gratis o reducida

[Reiniciar](#)

Q3 ¿Cuáles son las razones principales por las que es poco probable que no viajes? (Por favor marque todos los que apliquen)
Multiple Choice

¿Qué tan probable es que alguna de las siguientes mejoras en el servicio lo motiva a viajar con METRO nuevamente/con más frecuencia en el futuro? (Por favor marque todos los que apliquen) *

Q4 ¿Qué tan pronto se sentiría cómodo viajando con METRO nuevamente?
Multiple Choice

Q5 En el futuro, ¿con qué frecuencia viajaría en METRO en comparación con antes de la orden de cuarentena?
Multiple Choice

Muy Improbable				Muy Probable
	1	2	3	4

Servicio más frecuente

Q6 ¿Cuál de las siguientes mejoras generales lo motivaría a viajar con METRO nuevamente/con más frecuencia en el futuro? Califique de 1 (MENOS importante) a 4 (MÁS importante).
Scoring

Rendimiento mejorado a tiempo

Tiempos de viaje más rápidos (por ejemplo, carriles solo para autobuses, servicio expreso)

Con respecto a COVID-19, ¿qué probabilidad hay de que cualquiera de los siguientes lo motivaría a viajar con METRO

Más rutas o paradas de autobús más cercanas a mi casa y/o destino

[Reiniciar](#)

COVID-19 Encuesta de Pasajeros METRO



Q1 Antes de la orden de cuarentena, ¿con qué frecuencia viajaba en METRO?
Multiple Choice

Más servicio temprano en la mañana o tarde en la noche

Más servicio de fin de semana

[Reiniciar](#)

Q2 Una vez que se levante la orden de cuarentena, ¿qué posibilidades hay de volver a viajar con METRO?
Multiple Choice

Q3 ¿Cuáles son las razones principales por las que es poco probable que no viajes? (Por favor marque todos los que apliquen)
Multiple Choice

¿Qué tan probable es que alguna de las siguientes mejoras de infraestructura y tecnología lo motive a viajar con METRO nuevamente/con más frecuencia en el futuro? (Por favor marque todos los que apliquen) *

Q4 ¿Qué tan pronto se sentiría cómodo viajando con METRO nuevamente?
Multiple Choice

Muy Improbable				Muy Probable
	1	2	3	4

Q5 En el futuro, ¿con qué frecuencia viajaría en METRO en comparación con antes de la orden de cuarentena?
Multiple Choice

Servicios de parada de autobús mejorados (iluminación, bancos, refugios)

Señalización actualizada, mapas y guías para pasajeros

Q6 ¿Cuál de las siguientes mejoras generales lo motivaría a viajar con METRO nuevamente/con más frecuencia en el futuro? Califique de 1 (MENOS importante) a 4 (MÁS importante).
Scoring

Información de llegada del autobús en tiempo real (por ejemplo, en los centros de tránsito o mediante la aplicación de teléfono inteligente)

Con respecto a COVID-19, ¿qué probabilidad hay de que cualquiera de los siguientes lo motivaría a viajar con METRO

[Reiniciar](#)

COVID-19 Encuesta de Pasajeros METRO



Q1

Antes de la orden de cuarentena, ¿con qué frecuencia viajaba en METRO?

Multiple Choice

Pago de tarifa sin contacto
(por ejemplo, a través de la aplicación de teléfono inteligente o tarjeta de crédito sin contacto)



[Reiniciar](#)

Q2

Una vez que se levante la orden de cuarentena, ¿qué posibilidades hay de volver a viajar con METRO?

Multiple Choice

Q3

¿Cuáles son las razones principales por las que es poco probable que no viajes? (Por favor marque todos los que apliquen)

Multiple Choice

Las siguientes preguntas son solo para fines estadísticos y de investigación. La información que proporcione se mantendrá totalmente confidencial. Si hay alguna pregunta que no desea responder, seleccione "Prefiero no responder" o pase a la siguiente pregunta.

¿Cuál es la dirección de su casa o la intersección o punto de referencia principal más cercano a su dirección de casa?

Q4

¿Qué tan pronto se sentiría cómodo viajando con METRO nuevamente?

Multiple Choice

Q5

En el futuro, ¿con qué frecuencia viajaría en METRO en comparación con antes de la orden de cuarentena?

Multiple Choice

Q6

¿Cuál de las siguientes mejoras generales lo motivaría a viajar con METRO nuevamente/con más frecuencia en el futuro? Califique de 1 (MENOS importante) a 4 (MÁS importante).

Scoring

¿Cuál es la dirección o la intersección o punto de referencia más cercano a su destino principal (es decir, escuela, trabajo)? Deje esta respuesta en blanco si no lo sabe.

Con respecto a COVID-19, ¿qué probabilidad hay de que cualquiera de los siguientes lo motivaría a viajar con METRO?

COVID-19 Encuesta de Pasajeros METRO



Q1

Antes de la orden de cuarentena, ¿con qué frecuencia viajaba en METRO?
Multiple Choice

Q2

Una vez que se levante la orden de cuarentena, ¿qué posibilidades hay de volver a viajar con METRO?
Multiple Choice

Q3

¿Cuáles son las razones principales por las que es poco probable que no viajes? (Por favor marque todos los que apliquen)
Multiple Choice

Q4

¿Qué tan pronto se sentiría cómodo viajando con METRO nuevamente?
Multiple Choice

Q5

En el futuro, ¿con qué frecuencia viajaría en METRO en comparación con antes de la orden de cuarentena?
Multiple Choice

Q6

¿Cuál de las siguientes mejoras generales lo motivaría a viajar con METRO nuevamente/con más frecuencia en el futuro? Califique de 1 (MENOS importante) a 4 (MÁS importante).
Scoring

Con respecto a COVID-19, ¿qué probabilidad hay de que cualquiera de los siguientes lo motivaría a viajar con METRO?

¿Cuál es su edad?

- Menos de 18
- 18 – 24
- 25 – 44
- 45 – 61
- 62 o Mayor
- Prefiero no responder

¿Con qué identidad de género te identificas más?

- Femenino
- Masculino
- Mujer transgénero
- Hombre transgénero
- Variante de género/No conforme
- No enlistado
- Prefiero no responder

COVID-19 Encuesta de Pasajeros METRO



Q1

Antes de la orden de cuarentena, ¿con qué frecuencia viajaba en METRO?
Multiple Choice

 Blanco no Hispano/Latino

 Hispano o Latino

 Afroamericano/Negro

 Isleño Asiático o del Pacífico

 Otro

 Prefiero no responder

Q2

Una vez que se levante la orden de cuarentena, ¿qué posibilidades hay de volver a viajar con METRO?
Multiple Choice

Q3

¿Cuáles son las razones principales por las que es poco probable que no viajes? (Por favor marque todos los que apliquen)
Multiple Choice

¿Es usted...?

 Empleado a tiempo completo o parcial

 Estudiante a tiempo completo

 Estudiante de medio tiempo

 Retirado

 Ama de casa

 Desempleado

 Prefiero no responder

 Otro

 Si seleccionó estudiante, ¿dónde está matriculado?

Q4

¿Qué tan pronto se sentiría cómodo viajando con METRO nuevamente?
Multiple Choice

Q5

En el futuro, ¿con qué frecuencia viajaría en METRO en comparación con antes de la orden de cuarentena?
Multiple Choice

Q6

¿Cuál de las siguientes mejoras generales lo motivaría a viajar con METRO nuevamente/con más frecuencia en el futuro? Califique de 1 (MENOS importante) a 4 (MÁS importante).
Scoring

Con respecto a COVID-19, ¿qué probabilidad hay de que cualquiera de los siguientes lo motivaría a viajar con METRO?

¿Cuál es tu ingreso anual?

14A.Spanish.9

COVID-19 Encuesta de Pasajeros METRO



Q1

Antes de la orden de cuarentena, ¿con qué frecuencia viajaba en METRO?
Multiple Choice

 \$24,000 - \$34,999

 \$35,000 - \$49,999

 \$50,000 - \$74,999

 \$75,000 - \$99,999

 \$100,000 - \$149,999

 \$150,000 o más

 Prefiero no responder

Q2

Una vez que se levante la orden de cuarentena, ¿qué posibilidades hay de volver a viajar con METRO?
Multiple Choice

Q3

¿Cuáles son las razones principales por las que es poco probable que no viajes? (Por favor marque todos los que apliquen)
Multiple Choice

¿Tiene acceso a un vehículo personal?

Q4

¿Qué tan pronto se sentiría cómodo viajando con METRO nuevamente?
Multiple Choice

 Si

 No

Q5

En el futuro, ¿con qué frecuencia viajaría en METRO en comparación con antes de la orden de cuarentena?
Multiple Choice

Nunca envíe información confidencial como números de cuenta o contraseñas a través de SurveyPlanet. [Reportar abuso.](#)

Enviar

Q6

¿Cuál de las siguientes mejoras generales lo motivaría a viajar con METRO nuevamente/con más frecuencia en el futuro? Califique de 1 (MENOS importante) a 4 (MÁS importante).
Scoring

Con respecto a COVID-19, ¿qué probabilidad hay de que cualquiera de los siguientes lo motivaría a viajar con METRO?



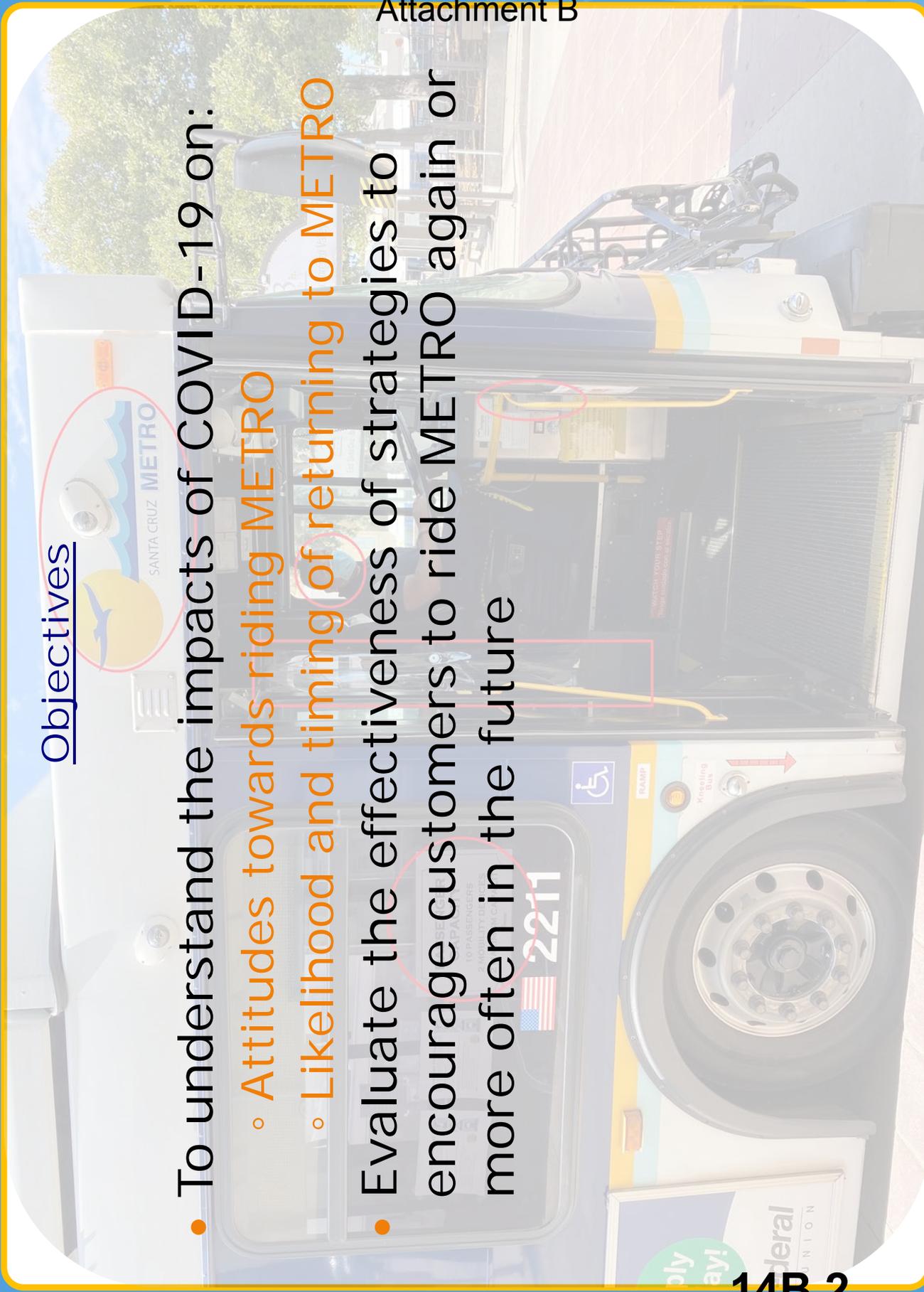
COVID-19 Rider Survey

8/28/20

John Urgo
Planning & Development Director

Objectives

- To understand the impacts of COVID-19 on:
 - Attitudes towards riding METRO
 - Likelihood and timing of returning to METRO
- Evaluate the effectiveness of strategies to encourage customers to ride METRO again or more often in the future



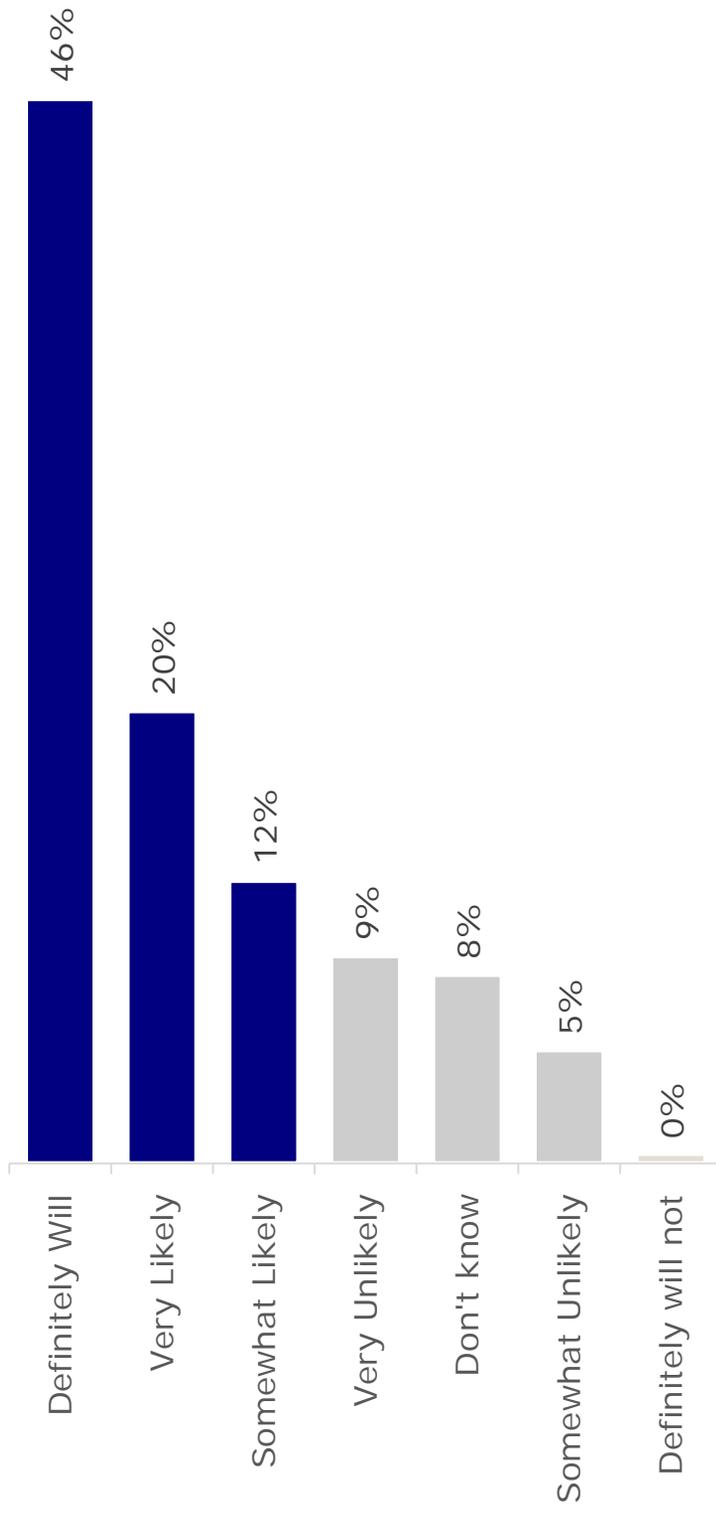
Methodology

- Link to online survey in English and Spanish emailed to **2,984 METRO email subscribers** on two occasions
- Survey open June 10th and June 26th
- **247 responses** received

Key Findings

- Over **75%** of riders likely to ride METRO once the shelter in place order is lifted (**25%** unlikely to return):

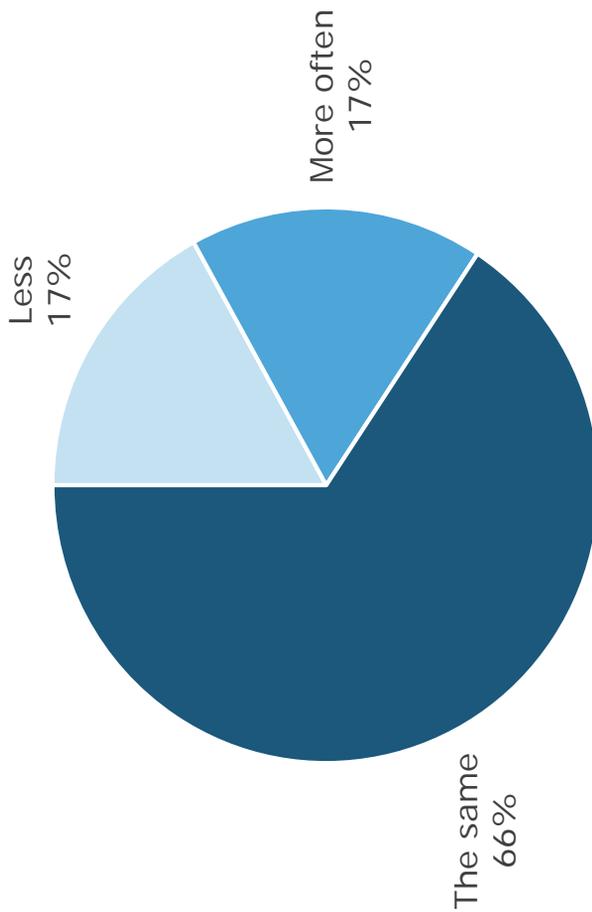
Q2: Once the stay at home order is lifted, how likely are you to ride METRO again? (n=246)



Key Findings

- Most riders plan to ride as much as before:

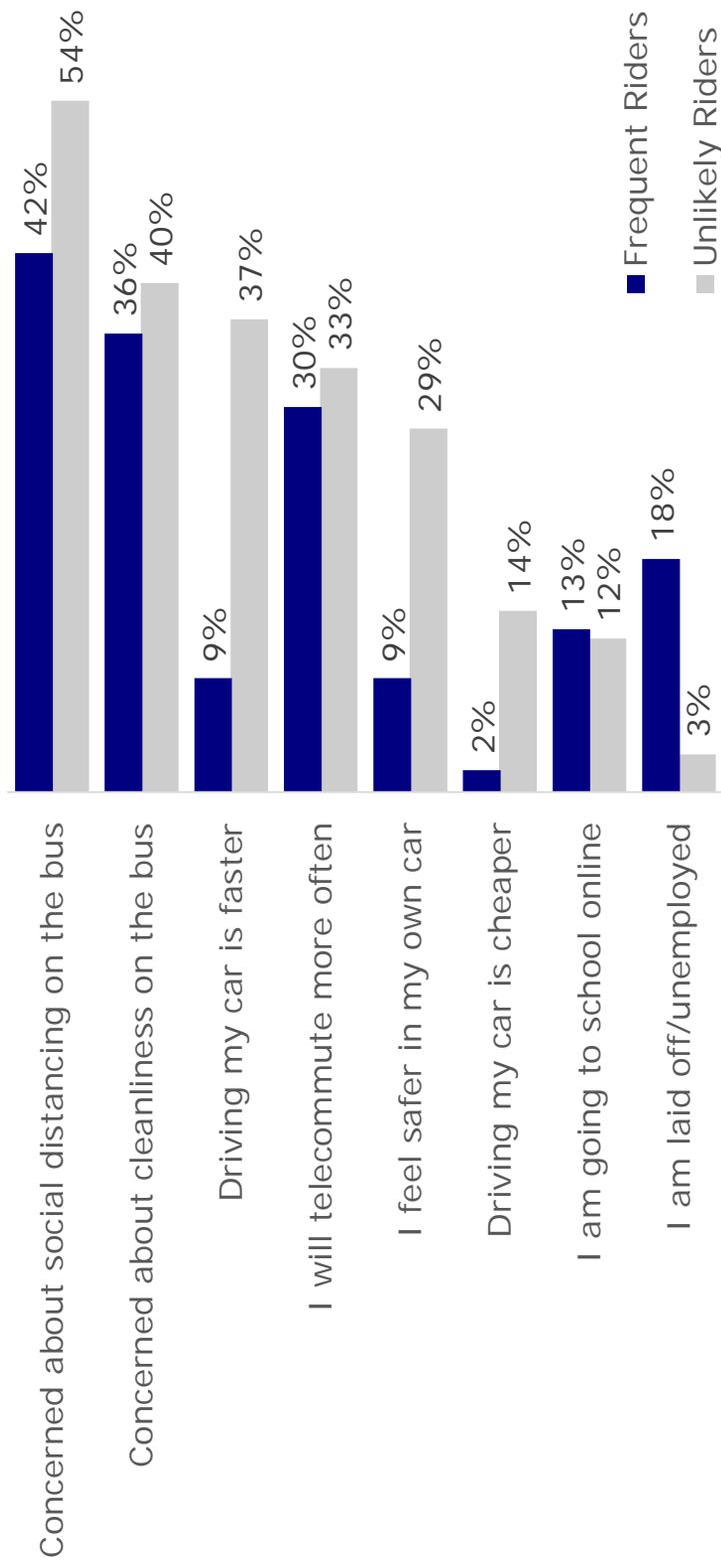
Q5: In the future, how frequently would you ride METRO compared to before the stay-at-home order? (n=236)



Key Findings

- Concerns about **physical distancing and vehicle cleanliness** are main barriers for those **unlikely** to ride again

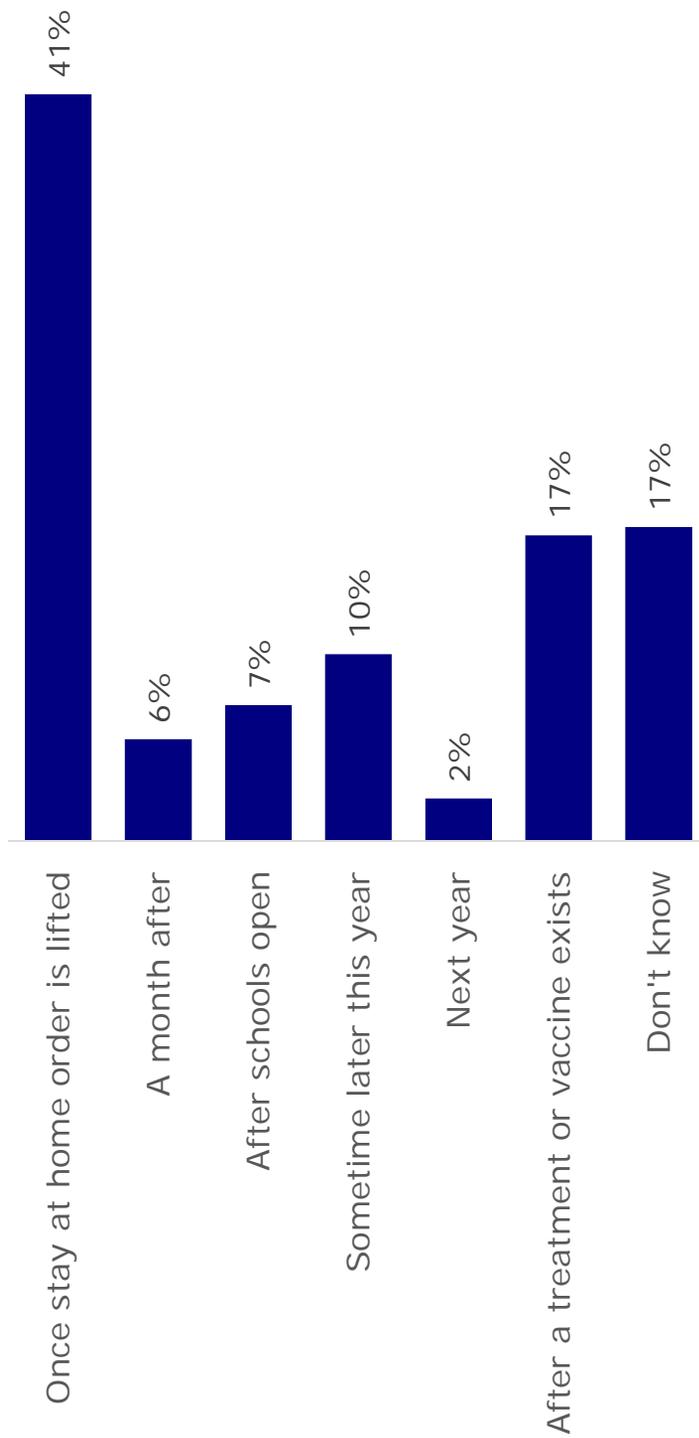
What are the primary reasons why you would be unlikely to ride?



Key Findings

- Most riders plan to return, but **ridership is likely to rebound slowly**:

How soon would you feel comfortable riding METRO again?
(n=216)



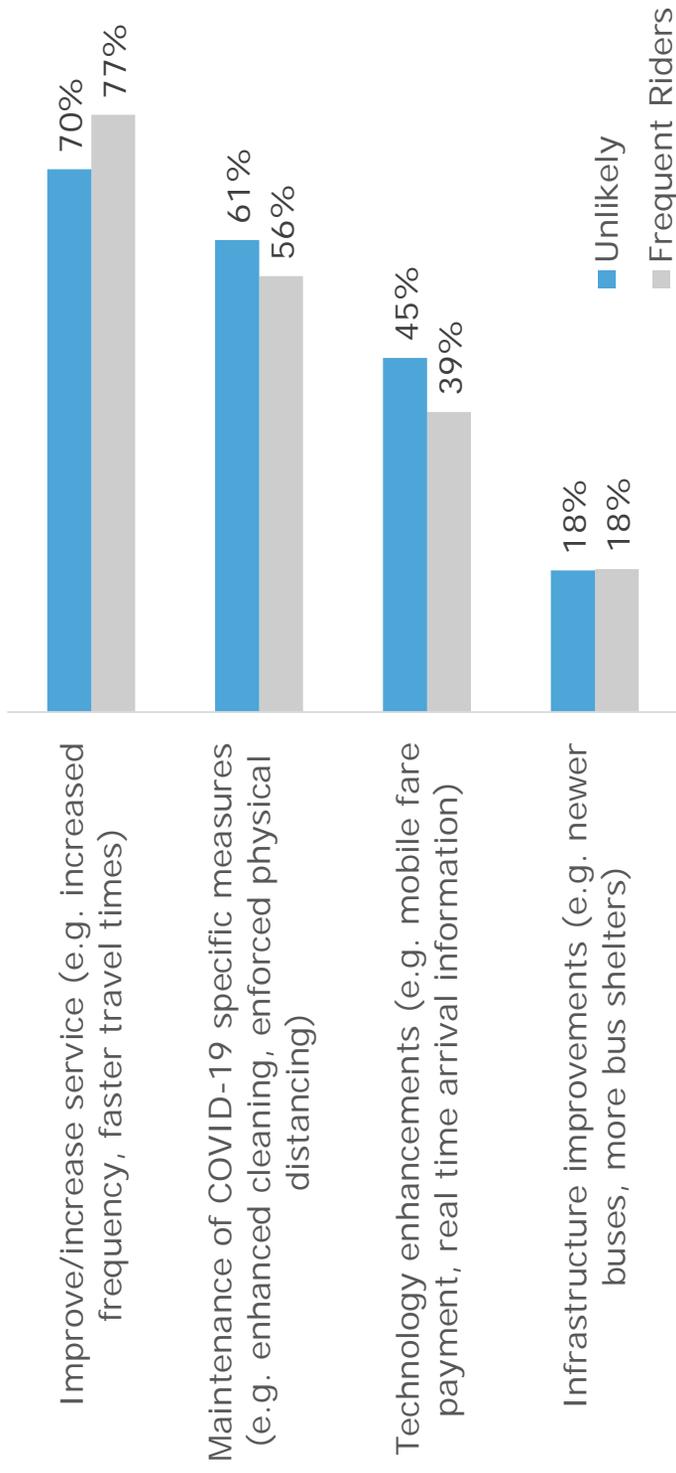
Key Findings

- **Short to medium term ridership loss** could be **50%** as riders wait for schools and the economy to reopen and for the development of a vaccine
- **Long term ridership loss** could be **25%** given the number of respondents unlikely to ride again
- **Concerns about safety** (e.g. physical distancing, vehicle cleanliness) and **not external factors** (e.g. job loss, online learning) are main barriers, suggesting there are measures with METRO's control to encourage riders to return

Key Findings

- Among all riders **service improvements** ranked more important than all other measures

Which of the following general improvements would motivate you to take METRO again / more often in the future? Percent of top two mentions.

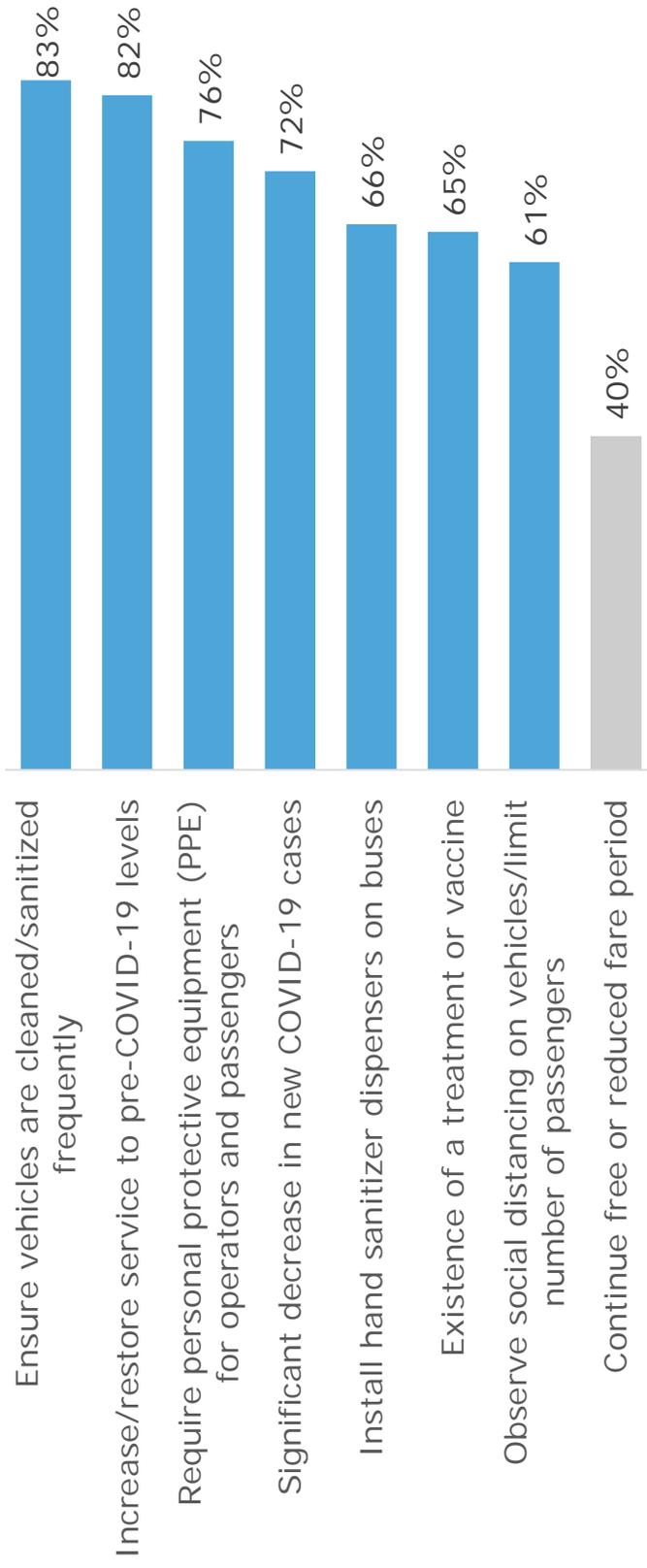


Key Findings

- **Vehicle cleanliness and service restoration** are most likely to motivate **frequent riders**

With regard to COVID-19, how likely would any of the following motivate you to take METRO again / more often in the future?

Percent of top two mentions. (n=112)

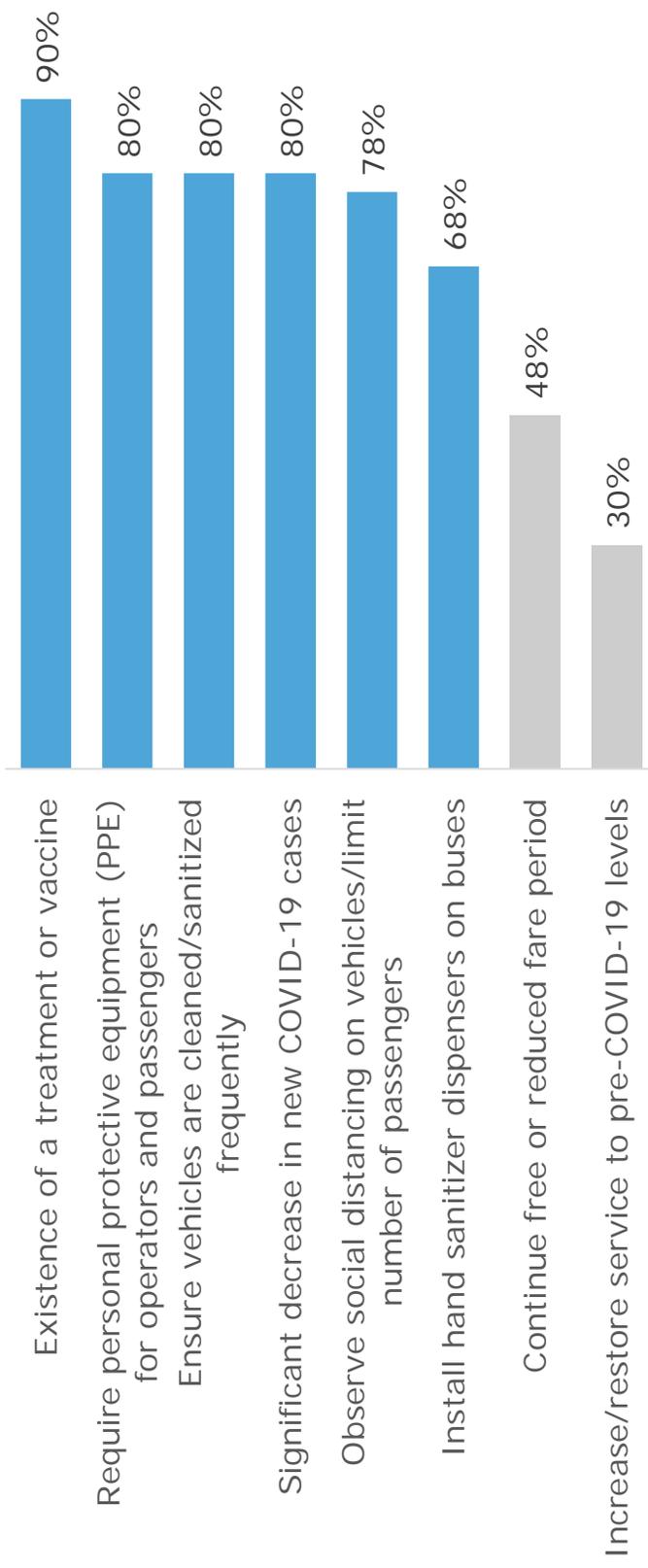


Key Findings

- **The existence of a vaccine and requiring PPE are most likely to motivate riders planning to ride less**

With regard to COVID-19, how likely would any of the following motivate you to take METRO again / more often in the future?

Percent of top two mentions.

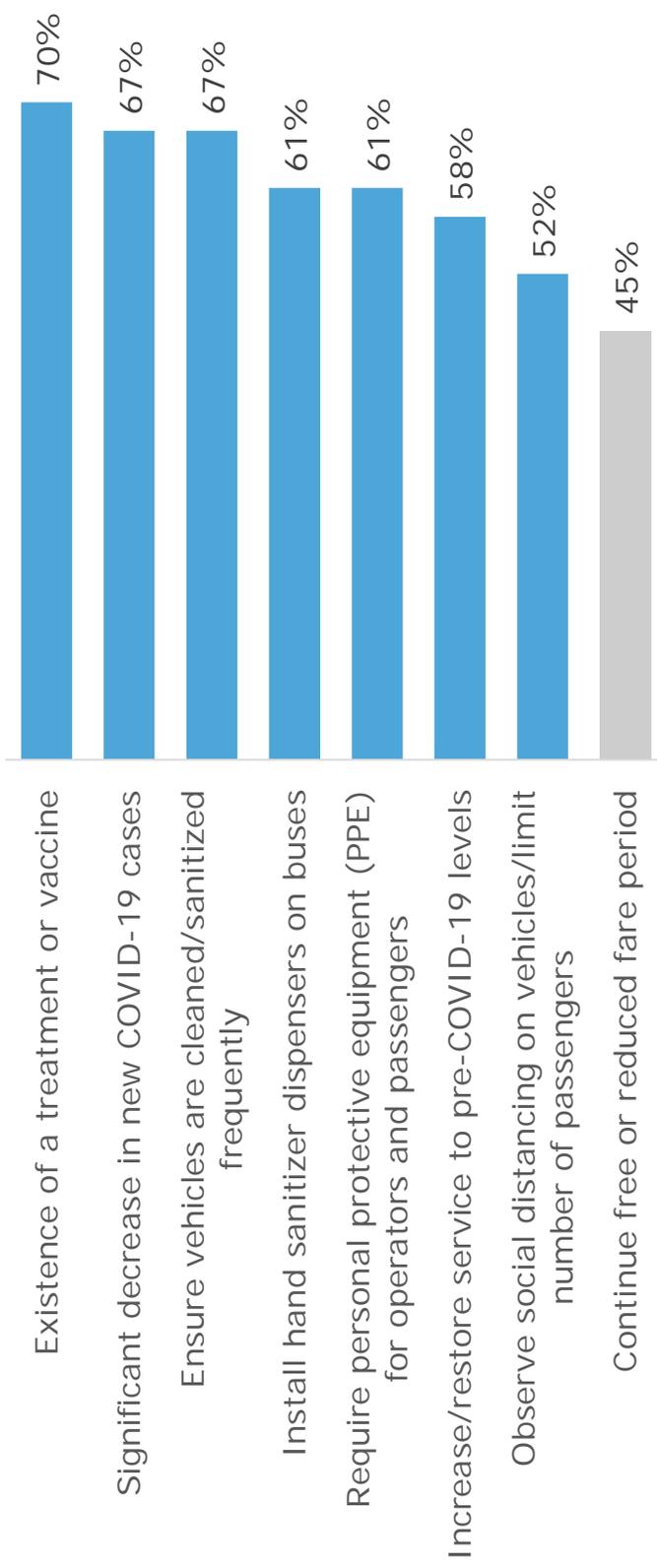


Key Findings

- **The existence of a vaccine and a decrease in new cases are most likely to motivate riders unlikely to ride**

With regard to COVID-19, how likely would any of the following motivate you to take METRO again / more often in the future?

Percent of top two mentions.



Conclusions

- **Initial service planning recovery efforts should focus on frequent riders.** These riders comprise a larger share of overall ridership and their primary concerns – service restoration, vehicle cleanliness, and requiring PPE – are directly within METRO's control.
- **Subsequent efforts should focus on riders planning to ride less or not at all.** These riders are more motivated by factors outside of METRO's control – the existence of vaccine and a decrease in new COVID-19 cases – and will therefore take time to draw back.
- **Enhanced cleaning** ranked high among all groups and should continue to be prioritized.

Questions

VERBAL PRESENTATION

CEO UPDATE

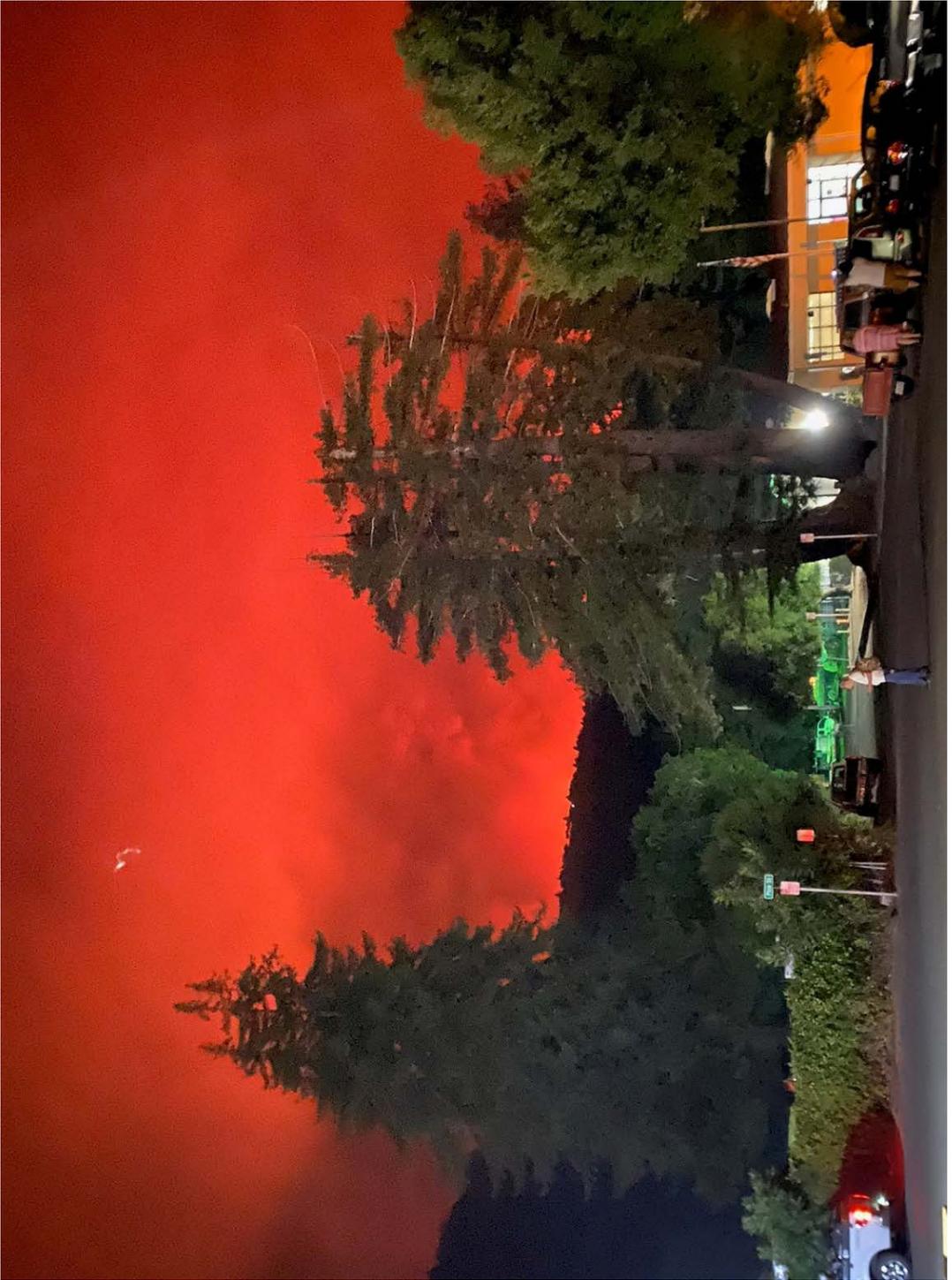
Alex Clifford

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CEO ORAL REPORT

Alex Clifford, CEO

























CEO ORAL REPORT

Fire Egress Update





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DATE: August 28, 2020

TO: Board of Directors

FROM: Angela Aitken, DBE Liaison Officer and Chief Financial Officer

SUBJECT: **PUBLIC HEARING TO RECEIVE PUBLIC COMMENTS ON SANTA CRUZ METRO'S PROPOSED DISADVANTAGED BUSINESS ENTERPRISE (DBE) GOAL OF 2.65% FOR FEDERALLY FUNDED PROCUREMENTS FOR FEDERAL FISCAL YEARS 2021-2023 (FFY21-FFY23) WILL COMMENCE AT 9:00AM, OR AS SOON THEREAFTER AS THE MATTER CAN BE HEARD ON AUGUST 28, 2020 VIA ZOOM**

I. RECOMMENDED ACTION

That the Board of Directors conduct a public hearing to receive comments on Santa Cruz METRO's proposed DBE Goal of 2.65% for federally funded procurements for FFY21–FFY23, and consider adopting the proposed goal

II. SUMMARY

- As a recipient of Federal Transit Administration (FTA) Funds, the Santa Cruz Metropolitan Transit District (METRO) is required to comply with Title 49 of the Code of Federal Regulations, Part 26 (49 CFR Part 26), which states that grantees must establish and implement a Disadvantaged Business Enterprise (DBE) program and set DBE participation targets in DOT-Assisted contracts.
- Staff is proposing a DBE Goal for FFY21-FFY23 of 2.65%, using the goal setting methodology in Attachment A.
- METRO's Public Notice announcing its proposed DBE Goal for FFY21-FFY23 was published in the Santa Cruz Sentinel and Pajaronian on July 10, 2020, and posted at METRO's Administrative office, its transit centers, and on its website.
- Two Public Outreach meetings were held via Zoom to receive feedback from the public on METRO's proposed DBE Goal for FFY21-FFY23.
- Today's Public Hearing via Zoom offers another opportunity for members of the public to comment on the proposed DBE goal and its rationale.
- METRO staff contacted the Federal Transit Administration (FTA) and obtained an extension to submit the 3-year DBE Goal. METRO's DBE Goal must be submitted by October 1, 2020 to comply with FTA Civil Rights requirements.

III. DISCUSSION/BACKGROUND

As a recipient of more than \$250,000 annually in FTA funds, METRO is required to comply with Title 49 of the Code of Federal Regulations, Part 26 (49 CFR 26), which states that recipients must establish and implement a Disadvantaged Business Enterprise (DBE) program and set a DBE participation goal. METRO will receive approximately \$3,179,455 in FTA funding FFY21 through FFY23. A DBE firm is a for-profit “small business concern” that is at least 51 percent woman or racial minority owned.

METRO’s policy is to ensure that DBEs have an equal opportunity to receive and participate in FTA-assisted contracts. METRO will never exclude any person from participating in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR 26 on the basis of race, color, sex, national origin, disability or sexual orientation.

Beginning with FFY12, the FTA required recipients to calculate and submit a new DBE goal every three years rather than annually as had been required in the past. The goal currently under consideration is for federal fiscal years 2021 - 2023 (FFY21-FFY23).

METRO staff used the methodology published in 49 CFR 26.45 to establish the FFY21-FFY23 DBE goal. This three-year goal was calculated using current federally funded projects, as well as anticipated future grant awards that METRO is likely to receive. METRO proposes a goal of 2.65% for the FFY20-FFY23 period based upon the methodology described in *Attachment A*.

METRO staff used the FY19 and FY20 Capital Budgets, as well as anticipated grant awards during the period, to establish the FFY21-FFY23 DBE goal. If federal funding and contract opportunities change significantly during the three-year period, METRO can modify its DBE Goal and submit a revised goal to the FTA at such time.

Outreach/Public Comment Period

METRO disseminated Public Notices in English and Spanish announcing the proposed DBE goal for FFY21-FFY23. These Notices were published in general circulation media, minority-focused media, on METRO’s web site, via GovDelivery, at its transit centers and the METRO Administration Building. METRO also sent emails to over 120 community-based organizations inviting participation in two Public Outreach meetings held via Zoom, the first on August 13th and the second on August 17th.

Comments are being accepted through the end of today’s Public Hearing, which is being conducted via Zoom. Conducting a Public Hearing today allows the public

another opportunity to comment on the proposed FFY21-FFY23 DBE Goal. Adopting the proposed DBE Goal of 2.65% will meet FTA Civil Rights requirements to calculate and submit a DBE Goal every three years.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The costs associated with the publication of METRO's proposed DBE Goal was less than \$800.00. Adopting the DBE goal for FFY21-FFY23 has no significant financial impact; however, contracts funded with FTA assistance will be monitored and reported regularly for DBE goal achievement.

V. ALTERNATIVES CONSIDERED

There is no alternative, as not participating in the DBE process would jeopardize METRO's receipt of federal funds.

VI. ATTACHMENTS

Attachment A: FFY21-FFY23 DBE Overall Goal and Goal Setting Methodology

Attachment B: Pajaronian & Santa Cruz Sentinel (newspaper) Public Notices

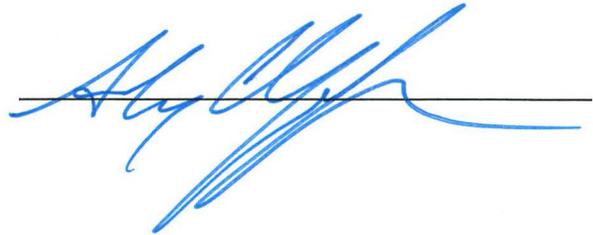
Prepared By: Rickie-Ann Kegley, Paralegal II
Joan Jeffries, Purchasing Agent
Wondimu Mengistu, Grants/Legislative Analyst
Cayla Hill, Planning Analyst

VII. APPROVALS:

Angela Aitken, DBE Liaison Officer &
Chief Financial Officer



Alex Clifford, CEO/General Manager



Attachment A



Federal Fiscal Year FFY21-FFY23 Disadvantaged Business Enterprise Overall Goal and Goal Setting Methodology

I. INTRODUCTION

The Santa Cruz Metropolitan Transit District (“Santa Cruz METRO”) is the sole public transit operator in Santa Cruz County, and operates its transit services through 4 transit centers and 996 bus stops. It has a fleet of 98 buses to operate 26 routes. Santa Cruz METRO also provides paratransit services utilizing a fleet of shuttles and mini-vans. Santa Cruz METRO’s service area is the entire county, with a population of 273,213¹, and provides over 5 million rides annually. As a recipient of Federal Transit Administration funding, Santa Cruz METRO is required to have a Disadvantaged Business Enterprise (DBE) Program and develop and submit a Triennial Overall DBE Goal for its FTA-assisted capital projects.

Santa Cruz METRO herein sets forth its Overall DBE goal and corresponding federally prescribed goal-setting methodology for the three-year FFY21-FFY23 period (October 1, 2020 through September 30, 2023), pursuant to Title 49 Code of Federal Regulations (CFR) Part 26 “Participation by Disadvantaged Business Enterprises in U.S. Department of Transportation Programs.” The purpose of the DBE goal-setting process is to level the playing field so that DBEs can compete fairly for Department of Transportation-assisted contracts, however, the program must be narrowly tailored in accordance with applicable law.

Santa Cruz METRO anticipates receiving approximately \$3,179,455 in federal funding for its capital project expenditures from October 1, 2020 through September 30, 2023, and has developed a 2.65% DBE Goal, with a 100% race neutral and 0% race conscious split to be applied to this funding. Santa Cruz METRO does not have FTA sub-recipients or pass-through FTA funds to other agencies; therefore, sub-recipient contracting opportunities do not exist and are not included in the goal calculation.

Santa Cruz METRO will periodically evaluate the goal and the award of federally assisted contracts to determine whether the present goal continues to be realistic or whether mid-course adjustments will be necessary. The DBE goal developed for FTA-assisted contracts identify the relative availability of DBEs, based on evidence of ready, willing and able DBEs in relationship to all comparable businesses that are likely to be available to compete for Santa Cruz METRO’s FTA-assisted contracts. The three-year overall goal reflects Santa Cruz METRO’s determination of the level of DBE participation that would be expected absent the effects of discrimination.

¹ <https://www.census.gov/quickfacts/santacruzcountycalifornia>

Attachment A

II. FTA-ASSISTED CONTRACTING OPPORTUNITIES FOR FFY21-FFY23

Table 1 represents Santa Cruz METRO’s FTA-assisted contracting opportunities, which consist of both projects that Santa Cruz METRO has already been awarded the funding for, and anticipated projects based on current and planned grant applications. These projects, which include Construction, Professional Services and Materials/Supplies contracting opportunities, are as follows:

Project Name/Description	Estimated Total Project Cost in Period
Maintenance Facility Interior Rehabilitation	\$150,000.00
Fuel and Wash Facility Rehabilitation	\$100,000.00
Upgrade Pasatiempo Northbound Stop	\$142,500.00
Bus Washer Mid-life Overhaul	\$100,000.00
Cavallaro Transit Center Roof Replacement and Solar Panels	\$150,000.00
Maintenance Facility Bay 11 and Other Modifications	\$360,000.00
Capital Upgrade of Bus Stops, Parking Lots, Transit Centers, Buildings	\$365,750.00
Vernon Street Bus Stop - Install Base and Concrete to Bus Stop Pad	\$572,954.00
Fuel and Wash Facility - Awning Construction Phase	\$215,000.00
On Route Construction/Installation	\$237,500.00
Inductive Charger Purchase	\$735,751.00
Maintenance Facility Electronic Access Control	\$50,000.00
TOTAL	\$3,179,455.00

Attachment A

Table 2 provides a summary of the categories of work with the estimated cost for each. Categories of work are groups utilizing the comparable North American Industry Classification System (NAICS) codes for purposes of weighting the categories based on the project’s estimated cost.

Category of Work	NAICS Code	Estimated \$ by NAICS	Estimated NAICS %
Commercial and Institutional Building Construction	236220	\$700,183.00	22.02%
Electrical Contractors and Other Wiring Installation Contractors	238210	\$381,961.00	12.01%
Plumbing & HVAC Contractors	238220	\$109,500.00	3.44%
Painting and Wall Covering Contractors	238320	\$200,000.00	6.29%
Engineering Services (Building Inspection Services)	237310	\$17,881.10	0.56%
Site Preparation Contractor (grading, drainage)	238910	\$223,090.90	7.02%
Poured Concrete Foundation and Structural Contractors	238110	\$342,090.90	10.76%
Other Heavy and Civil Engineering Construction (land drainage contractors)	237990	\$12,750.00	0.40%
Prefabricated Metal Building and Component Manufacturing (bus shelter)	332311	\$78,000.00	2.45%
Car Washes	811192	\$70,000.00	2.20%
All Other Support Services (includes water softening and conditioning)	561990	\$10,000.00	0.32%
Roofing Contractors	238160	\$110,000.00	3.46%
Solar Electric Power Generation	221114	\$40,000.00	1.26%
All other Specialty Trade Contractors (parking lot paving and sealing)	238990	\$96,029.90	3.02%
Water and Sewer Line and Related Structures Construction	237110	\$12,062.20	0.38%
Landscape Architectural Services	541320	\$30,155.00	0.95%
All Other Miscellaneous Electrical Equipment and Component Manufacturing (inductive charger purchase)	335999	\$735,751.00	23.14%
Locksmiths	561622	\$10,000.00	0.32%
TOTAL		\$3,179,455.00	100.00%

III. OVERALL GOAL SETTING METHODOLOGY

The two-step goal setting process required by 49 CFR 26.45 regulations has been used to determine the recommended overall goal for FFY21-FFY23. The two steps for setting an overall DBE goal are:

1. Establish a base figure for the relative availability of DBEs
2. Determine the base figure adjustment, if necessary

In order to establish the base figure for the relative availability of DBEs, Santa Cruz METRO staff determined a simple percentage of DBE vendors in the contracted types of work, weighted by the proportion of total project-based contract opportunities in that type of work. The base DBE goal was

Attachment A

then further adjusted to reflect Santa Cruz METRO's actual experience to narrowly tailor the base goal to market conditions. This multi-step process is set forth in detail below.

Step 1: Establishing a Base Figure

A. Analyzing Available DBEs in the Relevant Contracting Markets

To establish Santa Cruz METRO's Base Figure of the relative availability of DBEs to all comparable firms (DBE and Non-DBE) available to bid or propose on Santa Cruz METRO's contracting opportunities, staff followed the prescribed federal methodology. This was accomplished by accessing data from the California Department of Transportation (Caltrans) database of all statewide, certified DBE vendors, and the latest (2017) US Bureau of Census County Business Patterns (CBP) database. Both the CBP and Caltrans DBE vendor database offer vendor groupings according to the type of work vendors perform, as categorized by NAIC.

Staff first determined the market area from which vendors that bid on Santa Cruz METRO contracts would likely be chosen by reviewing Santa Cruz METRO's bidder's list and identifying all surrounding counties from which vendors typically submit bids or proposals. The following 14 counties create Santa Cruz METRO's market area for the purposes of developing the base DBE goal:

- Alameda County
- Contra Costa County
- Marin County
- Monterey County
- Napa County
- San Benito County
- San Francisco County
- San Luis Obispo County
- San Mateo County
- Santa Barbara County
- Santa Clara County
- Santa Cruz County
- Solano County
- Sonoma County

After determining the relevant market area, staff extracted a count of all vendors in the market area from the County Business Patterns (CBP) database and the Caltrans DBE vendor directory (using Caltrans Districts 04 and 05 which correspond to the 14 counties) by using the same NAICS code attached to each piece of potential contract work identified in the Contracting Opportunities.

By using the formula below, the Base Figure is derived by dividing the number of ready, willing and able DBE firms identified for each work category by the number of all firms identified for each corresponding work category (relative availability), weighting the relative availability for each work category by the corresponding work category weight from Table 2 (weighted ratio), and adding the weighted ratio figures together. A concerted effort was made to ensure

Attachment A

that the type of businesses included in the numerator was as similar as possible to the type of businesses in the denominator.

$$\text{Base Figure} = \frac{\sum (\text{CUCP DBE Database of Certified Firms} \times \text{Category Weight})}{\sum (\text{2017 U.S. Census Bureau's Business Patterns Database} \times \text{Category Weight})} \times 100$$

For the numerator: CUCP DBE Database of Certified Firms

For the denominator: 2017 U.S. Census Bureau's Business Patterns Database. The result of the Base Figure calculation is shown in **Table 3** as follows:

Category of Work	NAICS	Category Weight	DBEs	All Firms	Weighted Ratio
Commercial and Institutional Building Construction	236220	22.02%	40	1010	0.87%
Electrical Contractors and Other Wiring Installation Contractors	238210	12.01%	39	2200	0.21%
Plumbing & HVAC Contractors	238220	3.44%	15	2471	0.02%
Painting and Wall Covering Contractors	238320	6.29%	16	1443	0.07%
Engineering Services (Building Inspection Services)	237310	0.56%	130	2828	0.03%
Site Preparation Contractor (grading, drainage)	238910	7.02%	40	581	0.48%
Poured Concrete Foundation and Structural Contractors	238110	10.76%	35	443	0.85%
Other Heavy and Civil Engineering Construction (land drainage contractors)	237990	0.40%	31	76	0.16%
Prefabricated Metal Building and Component Manufacturing (bus shelter)	332311	2.45%	0	6	0.00%
Car Washes	811192	2.20%	0	327	0.00%
All Other Support Services (includes water softening and conditioning)	561990	0.32%	13	298	0.01%
Roofing Contractors	238160	3.46%	6	638	0.03%
Solar Electric Power Generation	221114	1.26%	0	11	0.00%
All other Specialty Trade Contractors (parking lot paving and sealing)	238990	3.02%	61	677	0.27%
Water and Sewer Line and Related Structures Construction	237110	0.38%	25	196	0.05%
Landscape Architectural Services	541320	0.95%	28	342	0.08%
All Other Miscellaneous Electrical Equipment and Component Manufacturing (inductive charger purchase)	335999	23.14%	1	53	0.44%
Locksmiths	561622	0.32%	0	118	0.00%
BASE FIGURE					3.58%

Attachment A

Step 2: Adjusting the Base Figure

Upon establishing the Base Figure, staff considered the possible use of the Caltrans 2016 Disparity Study, reviewed past DBE goal attainment, and considered if there may be other evidence or information that would have an impact on achieving the DBE Goal.

A. Evidence from Disparity Studies

Santa Cruz METRO has not recently participated in a regional disparity study for use in the DBE three-year overall goal for FFYs 2021-2023. The State of California's Department of Transportation, Caltrans, performed a disparity study in 2016. The study was amended in April 2017. The original study counted a high dollar construction contract twice. The amended study corrected the data and no additional clarifications were required. Santa Cruz METRO was informed that it may be able to use this study in its DBE Program.

Staff reviewed and analyzed the study to determine if it would be applicable to Santa Cruz METRO's local market area, and if using race conscious methods based on this study would be appropriate. The study mostly found disparity in the area of construction, which makes up a large part of the contracting opportunities for this goal period. This is also the main area that Santa Cruz METRO has been able to engage DBEs, and it may be an area with an opportunity to increase participation. However, since this study covered the entire State of California, staff did not feel it was representative of Santa Cruz METRO's local market and would likely not qualify as being "narrowly tailored" to Santa Cruz METRO's DBE Program.

Should Santa Cruz METRO's goals not be met through race-neutral measures, a local disparity study may be considered in the future.

B. Statistical Disparities Relating to Financing, Bonding and Insurance

The Caltrans 2017² Disparity study revealed that marketplace conditions indicate that minorities, women, and minority- and woman-owned businesses face substantial barriers nationwide and in California. Race and gender-based disparities exist in terms of acquiring human capital, accruing financial capital, owning businesses, and operating successful businesses.

C. Past DBE Goal Attainment

As outlined in the USDOT's, "Tips for Goal-Setting in the Disadvantaged Business Enterprise (DBE) Program," if warranted, a Step-2 adjustment for past participation may be made by calculating a median past participation percentage. Based on DBE attainment data for the last four years, METRO could consider 2.65% as its potential overall DBE goal—the average of the 3.58% current base figure and 1.72% past participation median value rounded to the nearest tenth percent.

² <https://dot.ca.gov/-/media/dot-media/programs/civil-rights/documents/f0007117-proposedgoalandmethodology.pdf>

Attachment A

D. Employment and Other Data

In 2016, the U.S. Small Business Administration published data on California small businesses reflecting that 99.8% of California business are small businesses, and that 1.6 million of the 3.8 million small businesses are minority owned. This data is encouraging as it supports that there are ready, willing and able DBEs and small businesses in the overall California marketplace.

According to California's Employment Development Department (EDD), as of February 2020 the unemployment rate of 3.9%³ was the lowest since 2006. Previous to the COVID-19 pandemic, EDD projected construction jobs statewide to increase 36% over the next ten years. However, due to the COVID-19 pandemic, the unemployment rate has jumped to 16.1% for California and 14.4% for the nation during the same period.⁴ The areas of education and health services, government and construction saw the greatest numbers of job losses. While California's job growth between 2018 and 2019 was responsible for 22% of the nationwide growth, well outperforming all other states, the unemployment rate in Santa Cruz County was 17.4 percent in April 2020, up from a revised 8.1 percent in March 2020, and above the year-ago estimate of 5.3 percent.

Upon consideration of all of the above information and applying it to the planned projects, Santa Cruz METRO is making an adjustment for past participation to the Base Figure. The adjusted goal of 2.65% appears to be obtainable and beneficial to the DBE and small business contracting community.

IV. PROPOSED OVERALL DBE GOAL

The final Proposed Overall DBE Goal for FFY21-23 for Santa Cruz METRO's FTA-assisted contracts is 2.65%. As part of the prescribed goal-setting methodology, Santa Cruz METRO must project the percentage of its Proposed Overall Goal that can be met utilizing race-neutral and race-conscious measures.

V. RACE-CONSCIOUS & RACE-NEUTRAL PROJECTION

Santa Cruz METRO has achieved its goal through race-neutral means for two out of the last four federal fiscal years. DBE participation was higher in years in which the majority of contracting opportunities were in construction projects; DBE participation was lower when transportation, wholesale, and services contracts predominated. Since the majority of contracting opportunities in the current period are related to construction, Santa Cruz METRO will continue to employ an entirely race-neutral program.

³The last data released was for **February 2020**. <https://www.labormarketinfo.edd.ca.gov/data/Top-Statistics.html#UR>

⁴ [https://www.labormarketinfo.edd.ca.gov/file/lfmonth/scrz\\$pd.pdf](https://www.labormarketinfo.edd.ca.gov/file/lfmonth/scrz$pd.pdf)

Attachment A

RACE-CONSCIOUS & RACE-NEUTRAL PROJECTIONS	
DBE Base Figure	2.65%
Race-Conscious Component	0.00%
Race-Neutral Component	2.65%

VI. RACE-NEUTRAL IMPLEMENTATION MEASURES

The U.S. DOT Regulations require that the maximum feasible portion of the DBE overall goal be met by using race-neutral methods. Race-neutral methods include efforts made to assure that bidding and contracting requirements facilitate participation by DBEs and other small businesses, such as unbundling large contracts to make them more accessible, encouraging prime contractors to subcontract portions of the work, and providing technical assistance, outreach and communications programs.

The three-year overall DBE goal also complies with the California Civil Rights Initiative, Proposition 209, in that any continuing race-conscious measures for new contracts, or contracts in progress, apply only to U.S. DOT-assisted contracts. The race-neutral elements of Santa Cruz METRO's DBE Program are applicable to all third-party contracts, regardless of funding source, in a manner that is consistent with Proposition 209. By this means, the administration of Santa Cruz METRO's contracts to include the participation of DBEs on a nondiscriminatory basis is preserved.

Efforts to meet the goal in this manner include:

- Santa Cruz METRO will focus on developing, refining and implementing race-neutral methods for facilitating DBE participation by advising prospective contractors of the areas for possible subcontracting opportunities, and providing contract information on available DBE firms who perform such work. Santa Cruz METRO will continue to solicit DBE participation on an ongoing basis, use DBE firms that have successfully completed prior projects, encourage eligible firms to become certified as DBEs, and provide requested technical assistance and related services when feasible.
- Santa Cruz METRO's website and solicitation documents advise its contracting community of the online directory of certified DBEs, found at the California Unified Certification Program website: <https://dot.ca.gov/programs/civil-rights/dbe-certification-information>.
- Using the Caltrans DBE database, procurement staff proactively sends formal solicitations to registered DBEs that may be interested. Pre-bid and pre-proposal conferences are held, which include a networking component to promote teaming opportunities between prospective prime contractors and the DBE and Small Business contracting community.
- Santa Cruz METRO will provide assistance in overcoming limitations such as inability to obtain bonding or financing (by means of simplifying the bonding process, eliminating the impact of surety costs from bids, and providing assistance with obtaining bonding and insurance when

Attachment A

possible). Staff will refer the DBE and Small Business contracting community to the SBA Bonding Assistance Program.

- Santa Cruz METRO attends regular Business Fairs, providing information on its DBE Program and soliciting Small Businesses to participate in its contracts. The last event attended was a “Meet the Primes” event hosted by the Business Outreach Committee (a consortium of Bay Area transportation agencies) on November 5, 2019.
- Santa Cruz METRO will monitor carefully its progress during the course of each year and consider whether contract-based DBE goals would increase participation. All contracts that have DBE commitments will be monitored for compliance.

VII. Fostering Small Business Participation

Santa Cruz METRO has implemented several strategies to foster small business participation in its contracting process. In addition to what is noted above, Santa Cruz METRO:

- Evaluates large projects for consideration of unbundling contracting opportunities into smaller portions so that small businesses, including DBEs, would have a greater opportunity to compete.
- Strongly encourages bidders on prime contracts to consider their subcontracting opportunities be a size that small businesses, including DBEs, can reasonably perform, and reach out to those communities proactively.
- Will partner with other local agencies and organizations to identify and advertise small business contracting opportunities, such as the Central Coast Small Business Development Center, the Business Outreach Committee, and the Regional Business Diversity Program (administered by the Valley Transportation Authority).

VIII. Public Participation and Facilitation

Federal Regulations require that Santa Cruz METRO publish a notice in general circulation and DBE-oriented media announcing the proposed goal for FFY21 through FFY23 contracts assisted by U.S. DOT. An advertisement in both English and Spanish was published in July 2020 in the Santa Cruz Sentinel and the Register-Pajaronian, and posted at all four major transit centers. Santa Cruz METRO also used its own website and subscriber notification system, GovDelivery, to publish information about the Proposed Goal and solicit input from interested parties.

A copy of the notice is attached as Attachment B.

A Public Comment period was opened on June 26, 2020, wherein staff will solicit comments from the public. The proposed goal and methodology was available for inspection during normal business hours at METRO's administrative office for thirty (30) days from the date of publication of the notice. Comments could also be submitted to METRO within that time frame. At the conclusion of the public review and comment period, METRO received four requests from the public for information regarding development of the proposed goal and two comments about the goal-setting methodology. During

Attachment A

this period, staff also contacted as many diverse and disadvantaged business organizations as possible in order to meet with them, review the proposed goal and methodology, consider their input, and incorporate all comments into the final document submitted to the FTA. A Public Hearing was scheduled for August 28, 2020 to finalize the Overall Goal.

CLASSIFIED ADS



DISADVANTAGED BUSINESS ENTERPRISE GOAL FOR FEDERAL FISCAL YEARS 2021-2023 (FFY21-FFY23)

Notice is hereby given that the Santa Cruz Metropolitan Transit District (Santa Cruz METRO) is proposing a Disadvantaged Business Enterprise (DBE) goal of 2.65% for U.S. Department of Transportation assisted contracts for FFY21-FFY23. This goal has been set based upon information currently available. As part of this program, Santa Cruz METRO must establish a goal for DBE participation in procurements to be federally funded. A DBE firm is defined as a for-profit "small business concern" that is at least 51 percent owned and controlled by one or more socially and economically disadvantaged individuals. California DBE firms are certified as such through the California Unified Certification Program (CUCP).

It is the policy of Santa Cruz METRO to ensure non-discrimination on the basis of race, color, sex, national origin, disability and/or sexual orientation in the award and administration of DOT-assisted contracts. It is the intention of Santa Cruz METRO to create a level playing field on which DBEs can compete fairly for DOT-assisted contracts.

The rationale for this goal and supporting information regarding Santa Cruz METRO's DBE Program will be available for public inspection from 7/10/20 through 8/27/20 on Santa Cruz METRO's website www.scmtd.com.

Santa Cruz METRO and the Federal Transit Administration will accept written comments on Santa Cruz METRO's proposed DBE goal and its rationale through August 27, 2020. Comments should be submitted to Angela Aitken, DBE Liaison Officer, 110 Vernon Street, Santa Cruz, CA 95060, by email: DBE@scmtd.com or to the Federal Transit Administration, Region 9 Office, San Francisco Federal Bldg., 90 7th Street, Suite 15-300, San Francisco, CA 94103.

Santa Cruz METRO will hold a Public Hearing on its FFY21-FFY23 DBE goal at 9:00 am or as soon thereafter as the matter can be heard on August 28, 2020 via Zoom. Check Santa Cruz METRO's website www.scmtd.com for the Zoom link. Members of the public may address Santa Cruz METRO's Board of Directors at this Zoom hearing.

EMPRESA DE NEGOCIOS EN DESVENTAJA META PARA AÑOS FISCALES FEDERALES 2021- 2023 (FFY21-FFY23)

Se hace saber que el Distrito de Tránsito Metropolitano de Santa Cruz, (Santa Cruz METRO) propone una meta conjunta para la Empresa de Negocios en Desventaja (DBE) de 2.65% para los contratos de asistencia del Departamento de Transporte de EE.UU. (U.S. DOT) para FFY21-FFY23. Este objetivo se ha creado basándose en la información actualmente disponible. Como parte de este programa, Santa Cruz METRO debe establecer una meta para participación de DBE en todos los contratos nuevos que son elegibles de ser financiados con fondos federales. Una empresa DBE se define como una "empresa pequeña" con fines de lucro que es al menos el 51 por ciento de propiedad y controlada por uno o mas individuales con desventaja social y económica. Empresas DBE de California están calificadas como tales a través del Programa de Certificación Unido de California (CUCP).

Es la póliza del Santa Cruz METRO de prohibir la discriminación por motivos de raza, color, sexo, origen nacional, discapacidad, y/u orientación sexual en la concesión y administración de contratos asistidos del DOT. Es la intención del Santa Cruz METRO de crear una igualdad de condiciones en la que DBEs pueden competir en condiciones justas para contratos asistidos de DOT.

La base lógica de este objetivo y la información relativa apoyando el programa DBE del Santa Cruz METRO estará disponible para inspección pública desde el 10 de julio, 2020 hasta el 27 de agosto, 2020 en el sitio web de Santa Cruz METRO www.scmtd.com.

Santa Cruz METRO y la Administración Federal de Tránsito aceptarán comentarios por escrito sobre el objetivo propuesto de DBE del Santa Cruz METRO y su razón de ser hasta el 27 de agosto, 2020. Los comentarios deben ser sometidos a Angela Aitken, oficial de enlace de DBE, 110 Vernon Street, Santa Cruz, CA 95060, o por correo electrónico: DBE@scmtd.com o a la Administración Federal de Tránsito, Region 9 Office, San Francisco Federal Bldg., 90 7th Street, Suite 15-300, San Francisco, CA 94103.

Santa Cruz METRO tendrá una Audiencia Pública sobre su meta del FFY21-FFY23 de DBE a las 9:00 am o tan pronto como el tema se pueda escuchar el 28 de agosto, 2020 por Zoom. En el sitio web de Santa Cruz METRO www.scmtd.com puede encontrar la información de Zoom. Miembros del Público podrán dirigirse a la Junta Directiva de Santa Cruz METRO en esta sesión.

July 10, 2020
14589

FRIDAY, JULY 10, 2020

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PUBLIC NOTICE**DISADVANTAGED BUSINESS ENTERPRISE
GOAL FOR FEDERAL FISCAL YEARS 2021-2023
(FFY21-FFY23)**

Notice is hereby given that the Santa Cruz Metropolitan Transit District (Santa Cruz METRO) is proposing a Disadvantaged Business Enterprise (DBE) goal of 2.65% for U.S. Department of Transportation assisted contracts for FFY21-FFY23. This goal has been set based upon information currently available. As part of this program, Santa Cruz METRO must establish a goal for DBE participation in procurements to be federally funded. A DBE firm is defined as a for-profit "small business concern" that is at least 51 percent owned and controlled by one or more socially and economically disadvantaged individuals. California DBE firms are certified as such through the California Unified Certification Program (CUCP).

It is the policy of Santa Cruz METRO to ensure nondiscrimination on the basis of race, color, sex, national origin, disability and/or sexual orientation in the award and administration of DOT-assisted contracts. It is the intention of Santa Cruz METRO to create a level playing field on which DBEs can compete fairly for DOT-assisted contracts.

The rationale for this goal and supporting information regarding Santa Cruz METRO's DBE Program will be available for public inspection from 7/10/20 through 8/27/20 on Santa Cruz METRO's website www.scmtd.com.

Santa Cruz METRO and the Federal Transit Administration will accept written comments on Santa Cruz METRO's proposed DBE goal and its rationale through August 27, 2020. Comments should be submitted to Angela Aitken, DBE Liaison Officer, 110 Vernon Street, Santa Cruz, CA 95060, by email: DBE@scmtd.com or to the Federal Transit Administration, Region 9 Office, San Francisco Federal Bldg., 907th Street,

Suite 15-300, San Francisco, CA 94103.

Santa Cruz METRO will hold a Public Hearing on its FFY21-FFY23 DBE goal at 9:00 am or as soon thereafter as the matter can be heard on August 28, 2020 via Zoom. Check Santa Cruz METRO's website www.scmtd.com for the Zoom link. Members of the public may address Santa Cruz METRO's Board of Directors at this Zoom hearing.

AVISO AL PÚBLICO**EMPRESA DE NEGOCIOS EN DESVENTAJA
META PARA AÑOS FISCALES FEDERALES
2021-2023 (FFY21-FFY23)**

Se hace saber que el Distrito de Tránsito Metropolitano de Santa Cruz, (Santa Cruz METRO) propone una meta conjunta para la Empresa de Negocios en Desventaja (DBE) de 2.65% para los contratos de asistencia del Departamento de Transporte de EE.UU. (U.S. DOT) para FFY21-FFY23. Este objetivo se ha creado basándose en la información actualmente disponible. Como parte de este programa, Santa Cruz METRO debe establecer una meta para participación de DBE en todos los contratos nuevos que son elegibles de ser financiados con fondos federales. Una empresa DBE se define como una "empresa pequeña" con fines de lucro que es al menos el 51 por ciento de propiedad y controlada por uno o mas individuales con desventaja social y económica. Empresas DBE de California están calificadas como tales a través del Programa de Certificación Unido de California (CUCP).

Es la póliza del Santa Cruz METRO de prohibir la discriminación por motivos de raza, color, sexo, origen nacional, discapacidad, y/u orientación sexual en la concesión y administración de contratos asistidos del DOT. Es la intención del Santa Cruz METRO de crear una igualdad de condiciones en la que DBEs pueden competir en condiciones justas para contratos asistidos de DOT.

La base lógica de este objetivo y la información relativa apoyando el programa DBE del Santa Cruz METRO estará disponible para inspección pública desde el 10 de julio, 2020 hasta el 27 de agosto, 2020 en el sitio web de Santa Cruz METRO www.scmtd.com.

Santa Cruz METRO y la Administración Federal de Tránsito aceptarán comentarios por escrito sobre el objetivo propuesto de DBE del Santa Cruz METRO y su razón de ser hasta el 27 de agosto, 2020. Los comentarios deben ser sometidos a Angela Aitken, oficial de enlace de DBE, 110 Vernon Street, Santa Cruz, CA 95060, o por correo electrónico: DBE@scmtd.com o a la Administración Federal de Tránsito, Region 9 Office, San Francisco Federal Bldg., 907th Street, Suite 15-300, San Francisco, CA 94103.

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7/10/2020

VERBAL PRESENTATION

PARACRUZ UPDATE

Daniel Zaragoza
Operations Manager, Paratransit Division

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DATE: August 28, 2020
TO: Board of Directors
FROM: Angela Aitken, Chief Financial Officer
SUBJECT: **ACCEPT AND FILE THE YEAR TO DATE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR QUARTER FOUR AS OF JUNE 30, 2020**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the Year to Date Quarterly KPI Report as of June 30, 2020

II. SUMMARY

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

III. DISCUSSION/BACKGROUND

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

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

Financial Performance

Financial Performance KPIs evaluate how efficiently agencies use resources to meet travel demand within their budget constraints. Financial Performance measures are the most widely used measures for transit agencies, due in part to NTD reporting requirements, which require transit agencies to annually report data on measures such farebox recovery ratio and cost per revenue service hour.

METRO's Farebox Recovery Ratio for FY20 is presented on page 1 of Attachment A and demonstrates the ratio of passenger fares to total operating costs. The Farebox Recovery Ratio is an indication of how much of a transit agency's costs are covered by passenger fares and provides insight to the amount of non-passenger revenue (subsidy) needed to cover costs. Additionally, it allows the agency to compare cost-effectiveness within its own service.

System Farebox Ratios, Fixed Route Farebox Ratios and Highway 17 Farebox Ratios for FY18, FY19 and FY20 are presented on page 1 of Attachment A and clearly depict the decline in all three categories as a result of the global pandemic.

Fixed Route and Commuter Cost per Revenue Service Hour KPIs, presented on page 2 of Attachment A, depict the cost per hour of service and are measured to ensure that transit services are delivered efficiently through effectively tracking and minimizing costs. Significant increases in April, May and June of FY20 are directly related to the global pandemic and the resulting cuts in revenue service hours, while the level of operating expenses remained intact and relatively stable. As revenue service hours increase, the measures of cost per hour of service will stabilize. The same pattern is present in the ParaCruz Cost per trip depicted on page 3 of Attachment A.

(All Financial Performance reports include actual financial data for April and May, and preliminary data for June 2020)

Ridership

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

The Ridership KPIs listed below are discussed in more details on pages 4 to 9 of Attachment A and clearly depict the dramatic impact of COVID-19 on transit ridership:

- Total Ridership per Hour for FY18, FY19 and FY20
- Total Ridership for FY18, FY19 and FY20
- Highway 17 Ridership for FY18, FY19 and FY20
- UCSC Ridership for FY18, FY19 and FY20
- Cabrillo Ridership for FY18, FY19 and FY20
- Ridership (Excluding Student and Highway 17) for FY18, FY19 and FY20
- FY20 Total Ridership by Route
- FY20 Total Average Passengers per Hour by Route
- FY20 Total Ridership separated by UCSC, Intercity, Highway 17, Local and Rural

Safety

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

METRO's Fatality, Injury and Safety Event KPIs for calendar years 2018, 2019 and 2020 January - June are presented on page 10 of Attachment A. The number of fatalities, injuries and safety events, as defined by NTD, are depicted. METRO has been keeping consistent, low numbers for the past three calendar years. Traffic Accidents, Collisions, Passenger Accidents and Incidents by quarter are depicted on pages 11 and 12 of Attachment A.

- Fatalities, Injuries and Safety Events for calendar year 2018, 2019 and 2020 are presented on page 10 of Attachment A.
- Traffic Accident Collisions for calendar year 2018, 2019 and 2020
- Passenger Accidents for calendar year 2018, 2019 and 2020
- Incidents for calendar year 2018, 2019 and 2020

Maintenance

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

The mean distance between Chargeable Road Calls is a transit industry standard that measures the mechanical reliability of an agency's fleet by tracking the mean distance between bus breakdowns or failures. It is an important measure of the success of the agency's maintenance department and the investment in newer buses, which are less prone to maintenance issues. Additional definitions, information pertaining to KPIs listed below, as well as implemented steps to improve performance are presented on pages 13, 14 and 15 of Attachment A.

- FY20 Mean Miles Between Chargeable Road Calls
 - Fixed Route, Commuter and ParaCruz
- FY20 Miles Between Non-Chargeable Road Calls
 - Fixed Route, Commuter and ParaCruz
- FY20 Total Lot Calls

Delivery

Service Delivery measures evaluate the quality of passengers' day-to-day experiences using transit, such as service reliability. Additionally, they allow agencies to pinpoint the key reasons behind cancelled trips, such as lack of manpower, road calls, traffic accidents and traffic congestion, and embark on corrective actions. The following KPIs are depicted and discussed in more details on pages 16 and 17 of Attachment A.

- Cancelled Trips by Region for Q4 FY20
- Cancelled Trips by Cause for Q4 FY20
- Cancelled Trips by Period for Q4 FY20

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

None.

VI. CHANGES FROM COMMITTEE

None.

VII. ALTERNATIVES CONSIDERED

There are no alternatives to consider, as this is an accept and file KPI Report as of June 30, 2020

VIII. ATTACHMENTS

Attachment A: KPI Report as of June 30, 2020

Attachment B: KPI Presentation for Quarter Four as of June 20, 2020

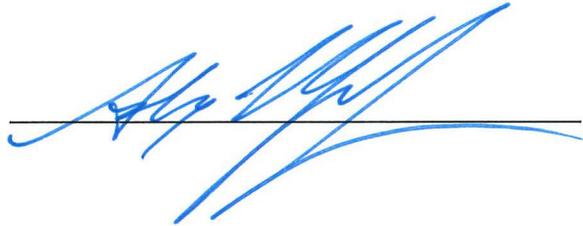
Prepared by: Caitlin Nelson, Financial Analyst

IX. APPROVALS

Approved as to fiscal impact:
Angela Aitken, CFO



Alex Clifford, CEO/General Manager

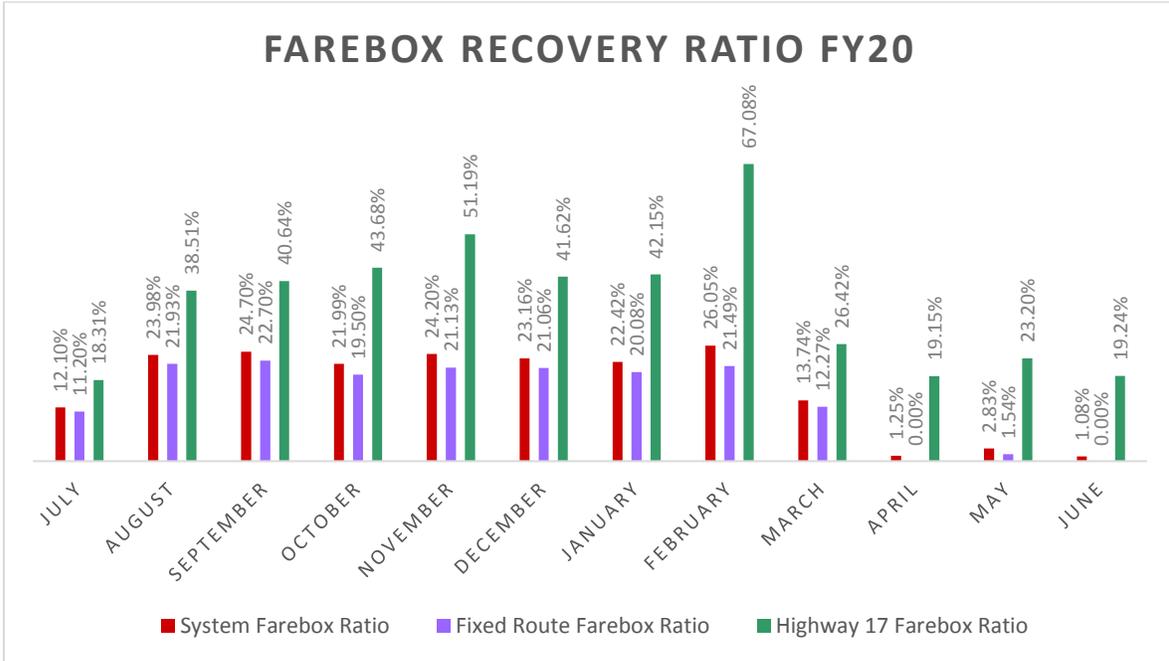


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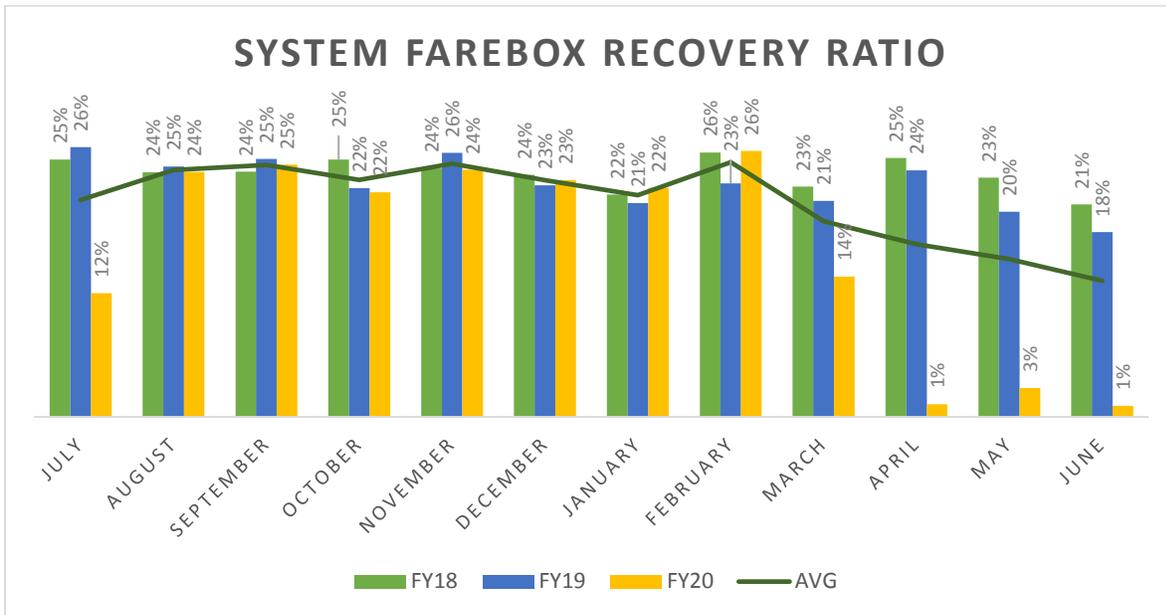
Attachment A

KPI Report as of June 30, 2020

I. Financial Performance



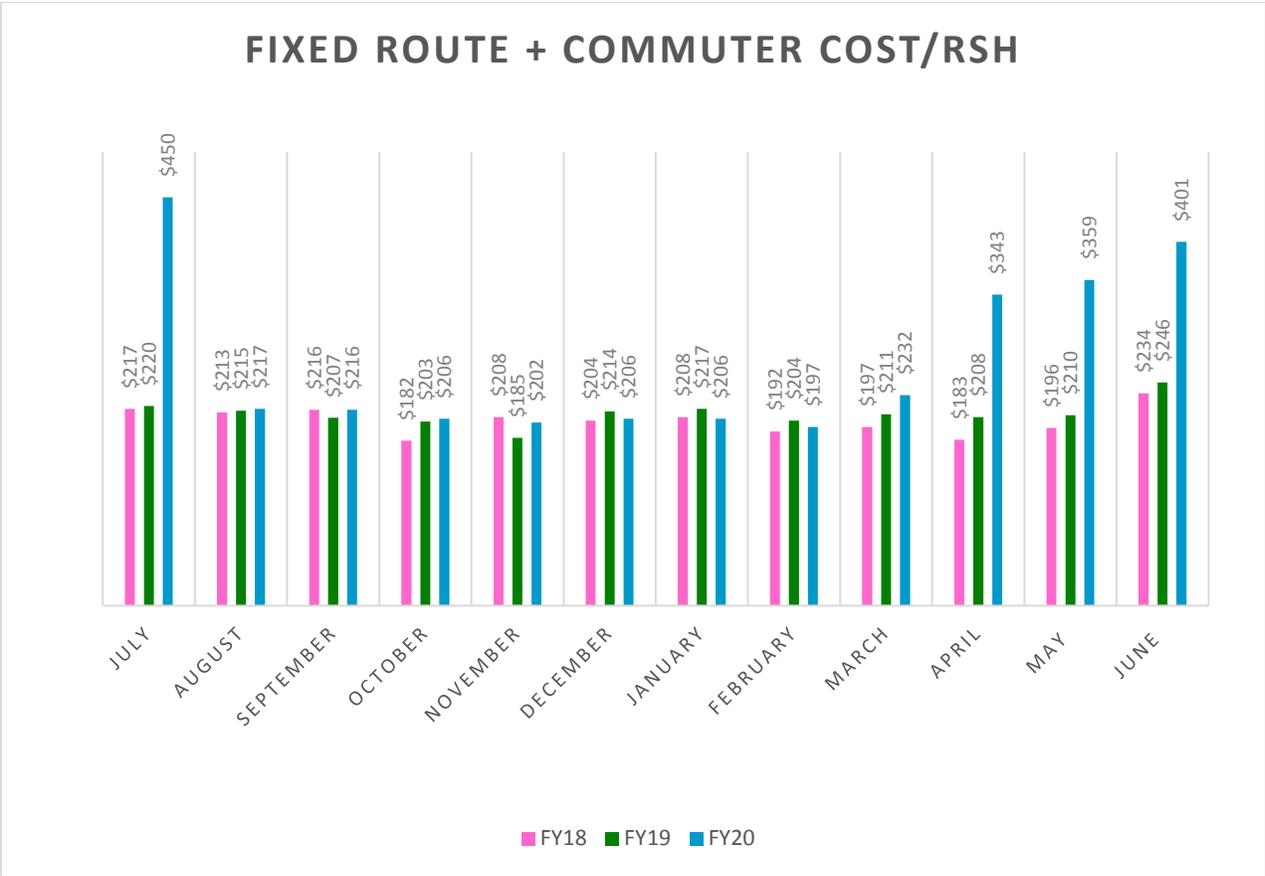
Our Farebox Recovery Ratio demonstrates the ratio of passenger fares to total operating costs. Santa Cruz METRO suspended fare collection from March 19, 2020 to June 14, 2020 in response to COVID-19; our Fare Box Recovery Ratio subsequently decreased as a result of the global pandemic. Santa Cruz METRO maintained a 22% Highway 17 Farebox Recovery Ratio average due to payments from VTA and Amtrak.



Above we have Santa Cruz METRO’s System Farebox Recovery Ratio over the past three fiscal years.

Attachment A

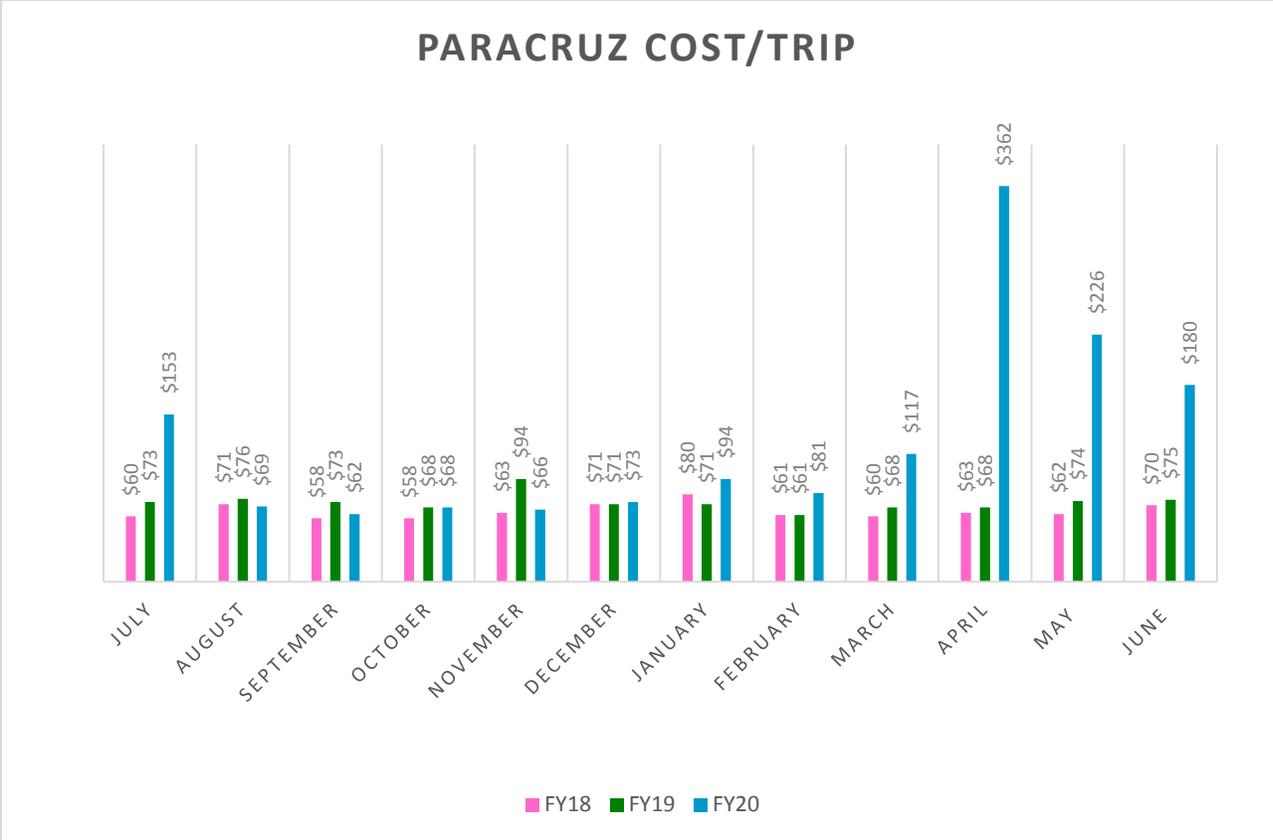
KPI Report as of June 30, 2020



Above is Santa Cruz METRO’s Fixed Route and Commuter Cost/Revenue Service Hours. The cost per revenue service hours shows the cost per hour of service. The significant increase in July 2019 (FY20) is due to the PERS UAL pre-payment made in on month instead of being spread out over 12 months. Spikes in April, May, and June of FY20 are a result of cut revenue service hours in response to COVID-19. This causes an increase is costs because there are less Revenue Service Hours to spread expenses over.

Attachment A

KPI Report as of June 30, 2020



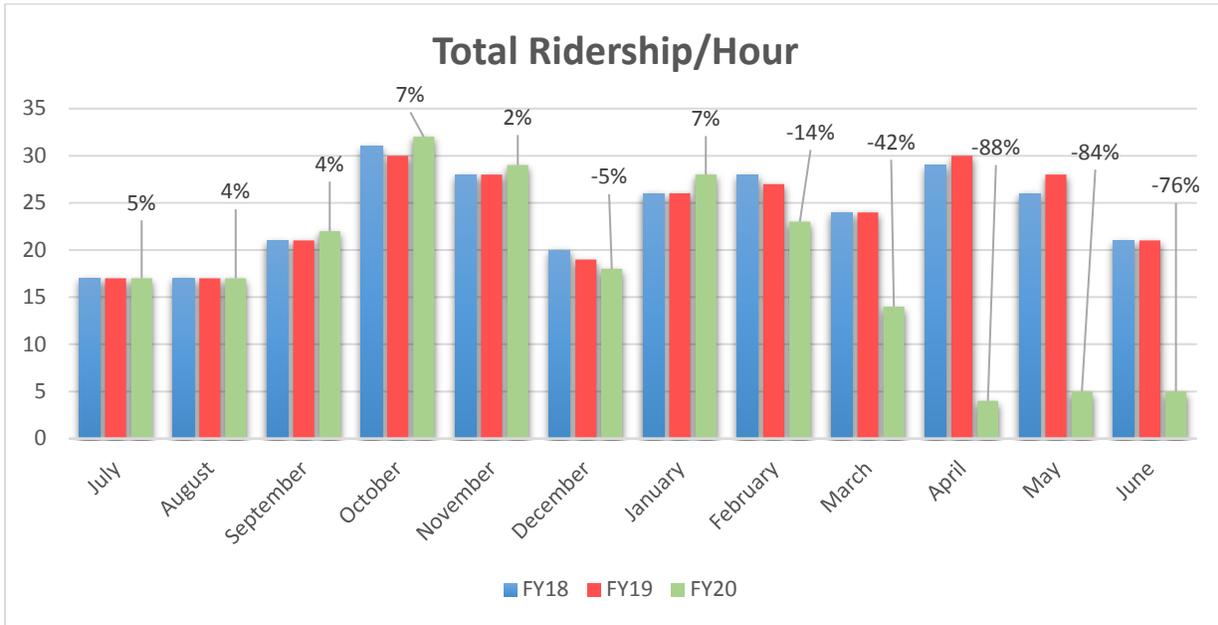
Above is ParaCruz’s cost per trip. The ParaCruz cost per trip shows ParaCruz’s cost per trip. July 2019 (FY20) has a slight spike in costs due to the PERS UAL pre-payment made in one month instead of distributed over 12 months. High costs in April, May, and June of FY20 are because Santa Cruz METRO’s number of ParaCruz trips decreased as a result of COVID-19, yet personnel costs remained relatively stable. The cost per trip increases because there are fewer trips to spread expenses over.

(All Financial Performance reports include actual financial data for April and May, and Preliminary data for June 2020)

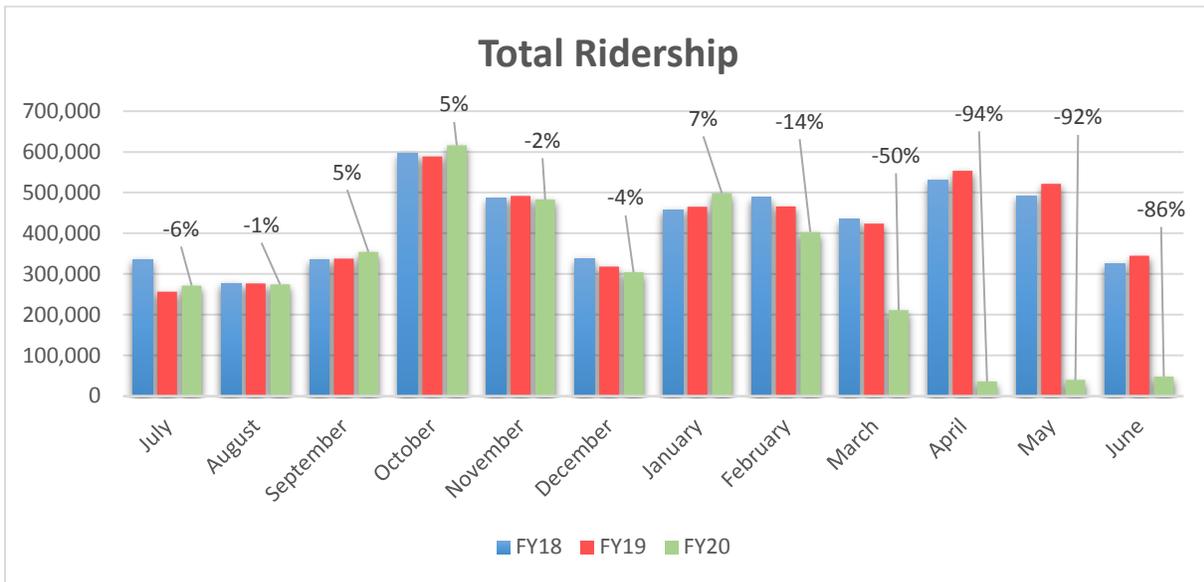
Attachment A

KPI Report as of June 30, 2020

II. Ridership



Above is a breakdown of Santa Cruz METRO’s Passenger per Hour. This is a measure of productivity. Ideally, productivity would be 30 or more passengers per hour; however, Santa Cruz METRO provides rural and intercity service and traditionally these types of service operate at a lower level of productivity.

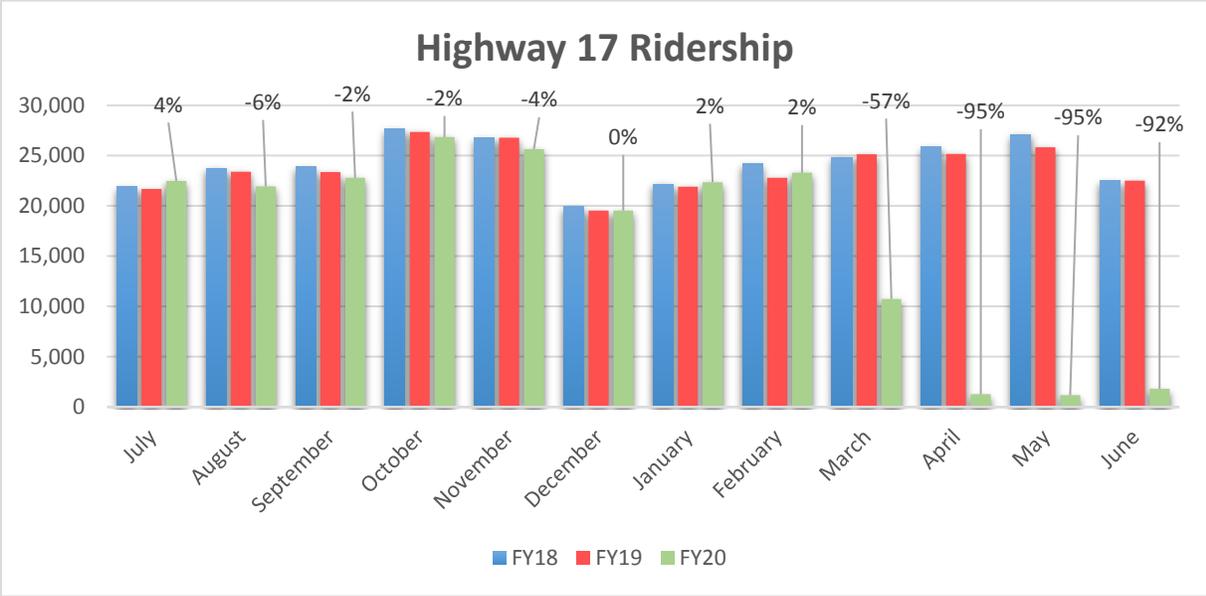


The graph above depicts Santa Cruz METRO’s total ridership throughout each month. The seasonal trends of ridership related to school term service and holidays can be seen in the changes from month to month. Year over year ridership started to drop fairly significantly in February. The effects of COVID-19 are reflected in the dramatic drop in ridership for March, April, May, and June of FY20.

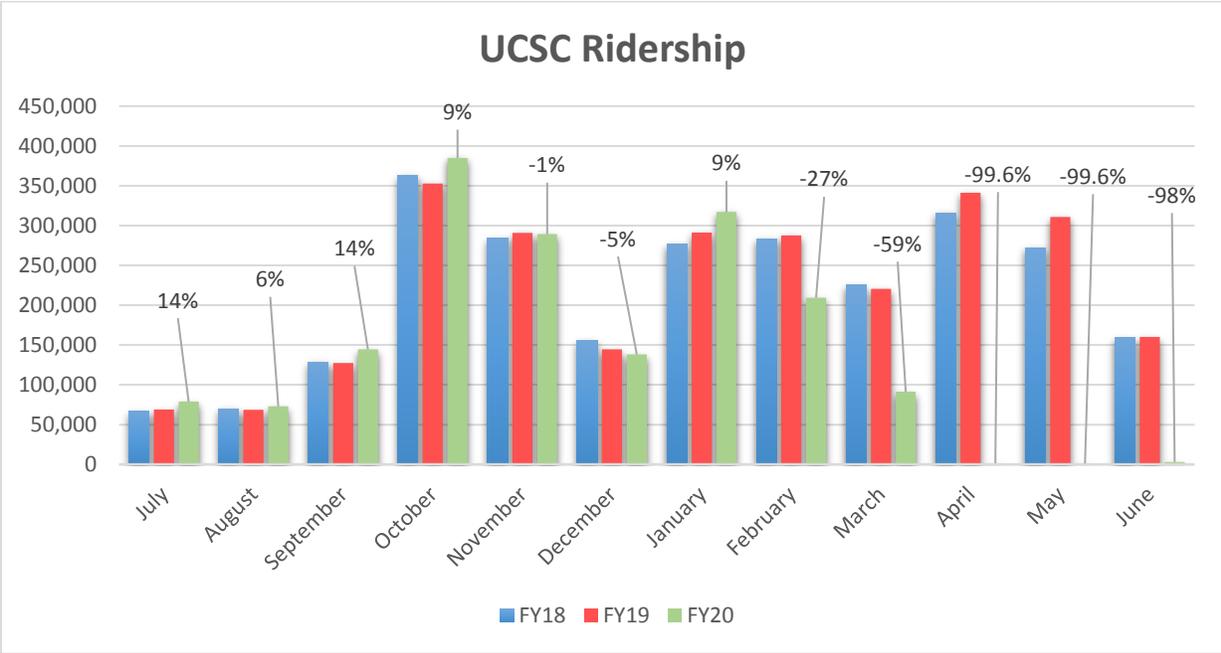
Attachment A

KPI Report as of June 30, 2020

The next four graphs breakdown the different areas of Santa Cruz METRO’s Ridership: Highway 17 Commuter Ridership, UC Santa Cruz Ridership, Cabrillo Ridership, and all other Non-Student patrons.



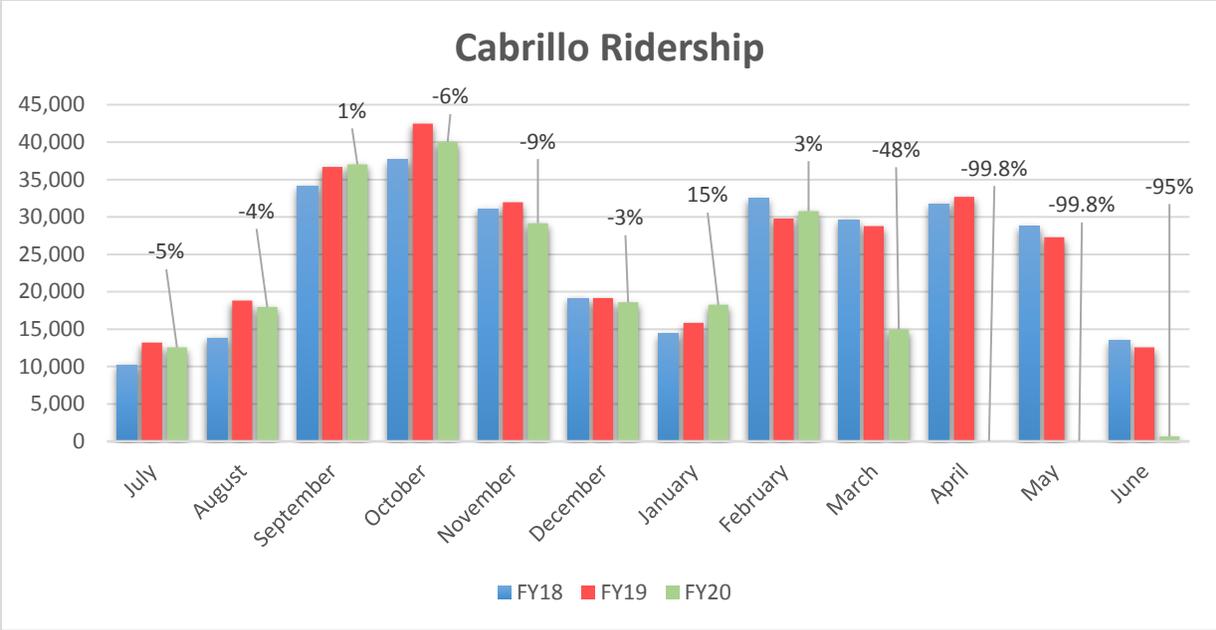
Highway 17’s Ridership took a sharp decline in March, April, May, and June of FY20 due to COVID-19.



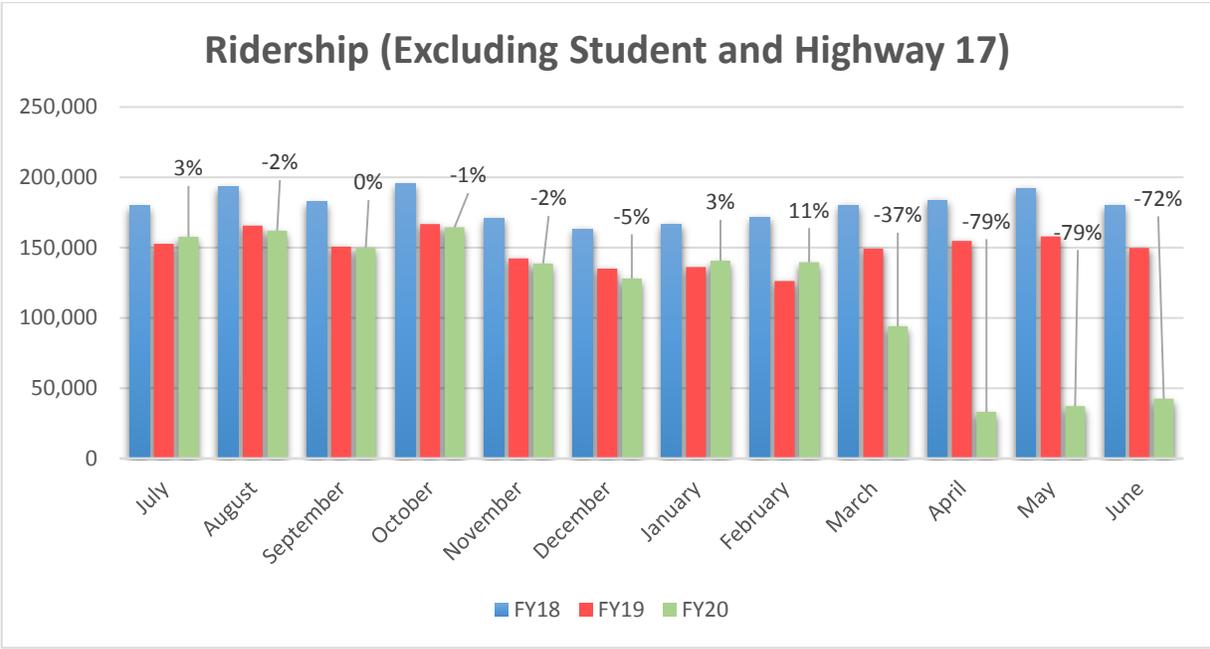
UCSC’s Ridership decreased significantly throughout March, April, May, and June of FY20. On March 11, 2020 UCSC switched to online classes due to COVID-19.

Attachment A

KPI Report as of June 30, 2020



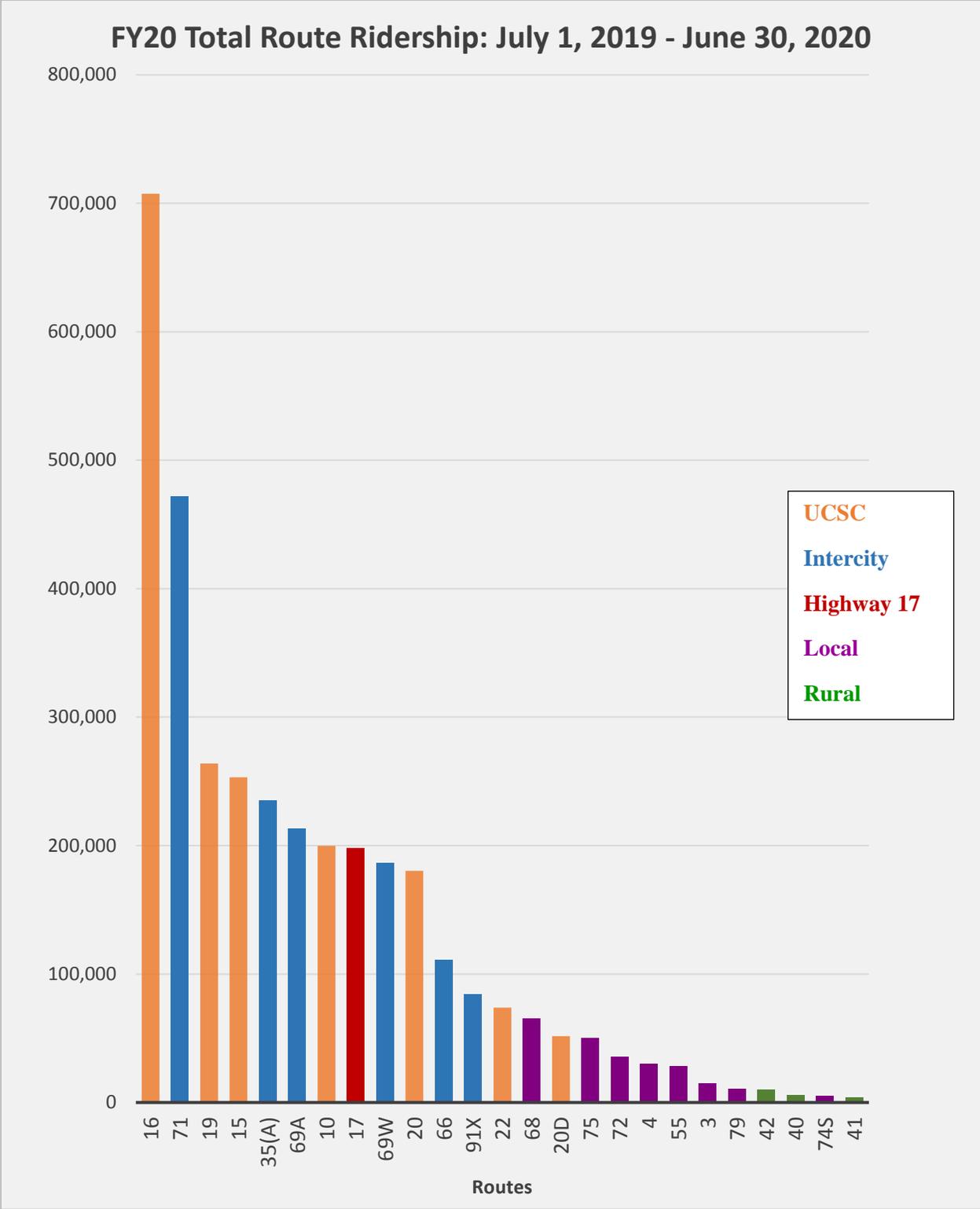
Similar to USCS, Cabrillo’s Ridership decreased throughout March, April, May, and June of FY20 after changing to online classes on March 16, 2020 because of COVID-19.



This graph also reflects a decrease in March - June of FY20 because of COVID-19. Ridership for March – June FY20 generally reflects essential travel and the significant decrease results from the March 17, 2020 Shelter in Place order.

Attachment A

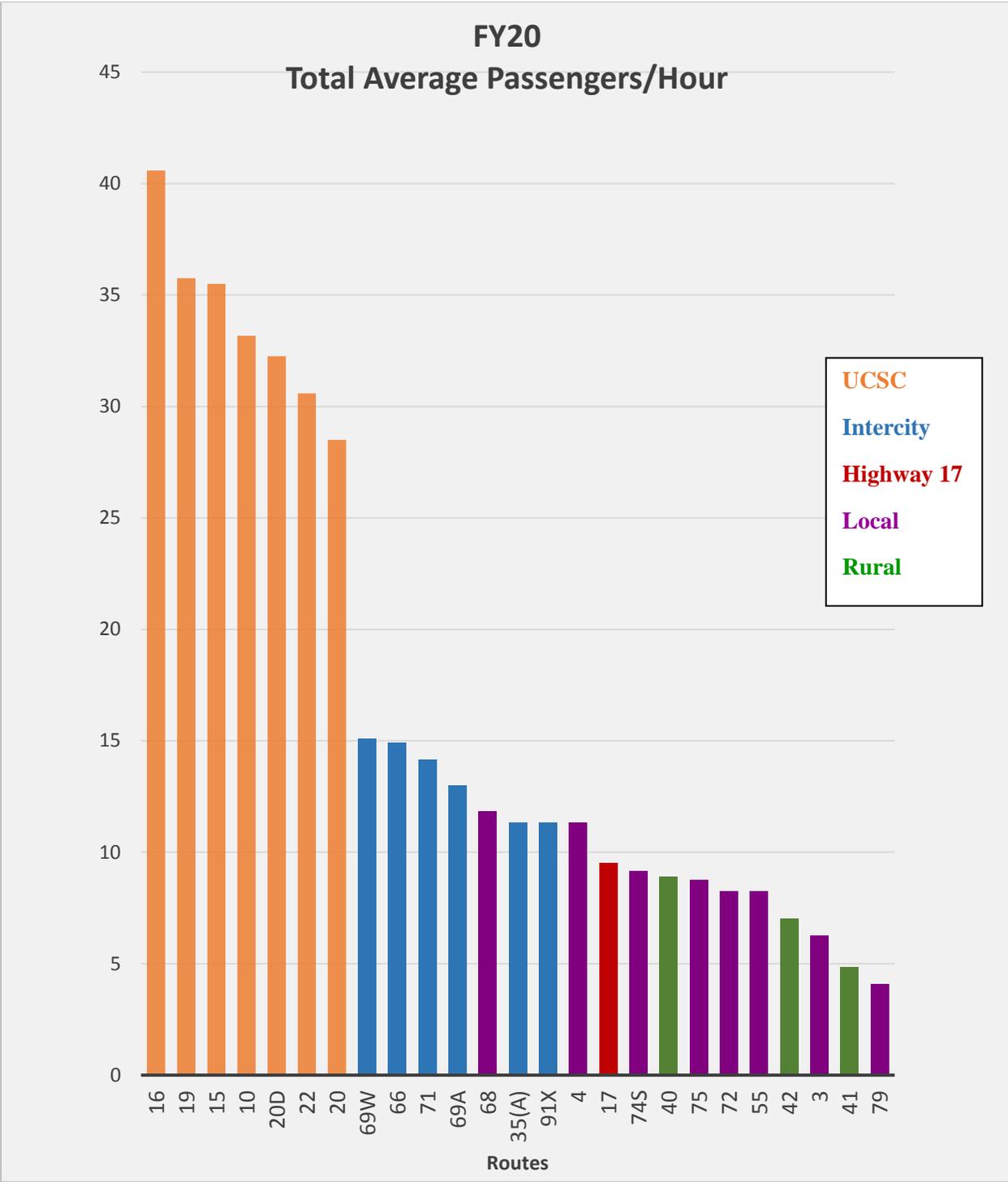
KPI Report as of June 30, 2020



Above is Santa Cruz METRO’s total Ridership delineated by Route for FY20. This combines the estimated total number of boarding’s for each route during the Fiscal Year.

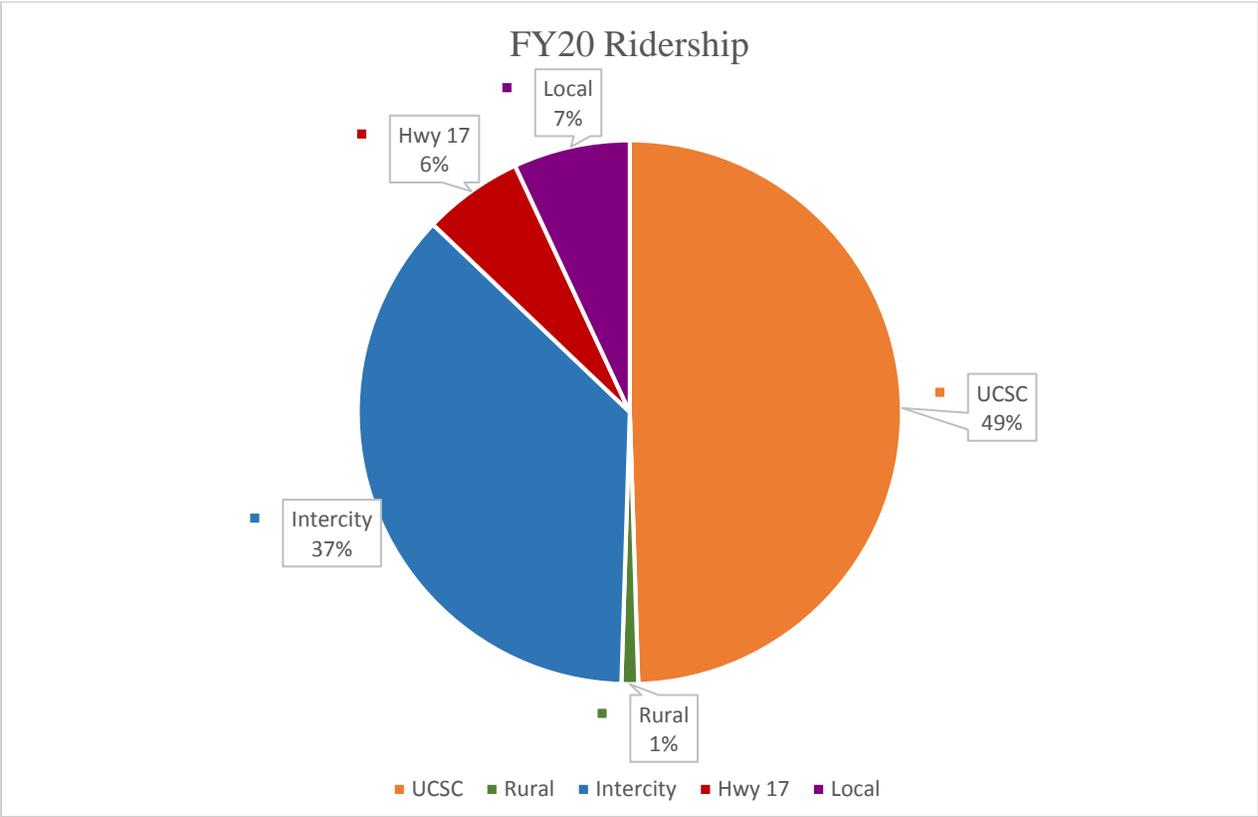
Attachment A

KPI Report as of June 30, 2020



Above is the total annual average Passengers per Hour displayed by Route. This shows the productivity of each route as measured by passengers per hour. This ratio levels the playing field for Santa Cruz METRO’s smaller Local and Rural Routes which do not have as many Service Hours compared to the larger, high-volume UCSC Routes. Intercity routes often have lower passengers per hour outcome because they have fewer stops.

Attachment A
KPI Report as of June 30, 2020



Above we have a breakdown of FY20 Total Ridership by Route Category. 49% of Santa Cruz METRO’s Ridership for FY20 was from UCSC and 43% was Intercity/Commuter Routes.

Cabrillo College ridership is blended into various Local and Intercity routes and is estimated to be 6.2% of Santa Cruz METRO’s total ridership in FY20, based on Cabrillo College pass usage.

Attachment A

KPI Report as of June 30, 2020

III. Safety

Calendar Year 2020 (January – June)

Mode of Transit Service	Fatalities (Total)	Injuries (Total)	Safety Events (Total)*
Fixed Route Service	0	1	2
Commuter Service	0	0	1
ParaCruz/Paratransit	0	0	0

Calendar Year 2019

Mode of Transit Service	Fatalities (Total)	Injuries (Total)	Safety Events (Total)*
Fixed Route Service	1	4	9
Commuter Service	0	0	1
ParaCruz/Paratransit	0	1	1

Calendar Year 2018

Mode of Transit Service	Fatalities (Total)	Injuries (Total)	Safety Events (Total)*
Fixed Route Service	0	4	7
Commuter Service	0	0	2
ParaCruz/Paratransit	0	0	0

**All Safety Events were Non-Chargeable.*

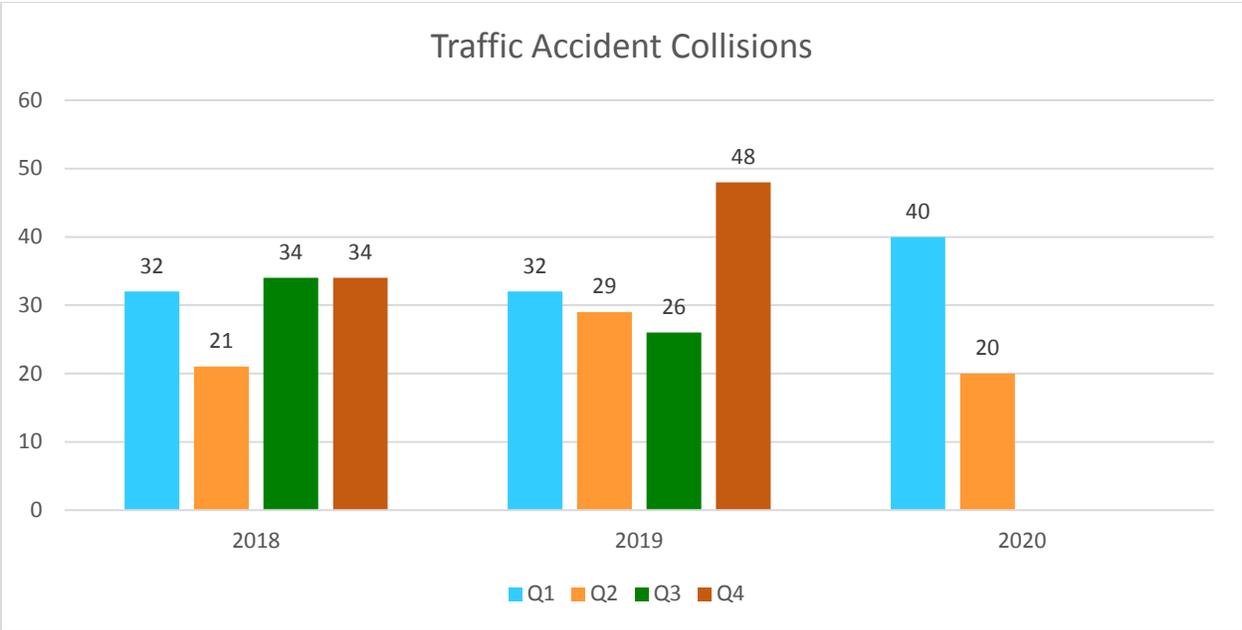
Safety Events are defined by NTD as a reportable event that occurs on transit right-of-way or infrastructure, at a transit revenue facility, at a maintenance facility or rail yard, during a transit-related maintenance activity, or involves a transit revenue vehicle. Some examples of a “safety event” might be a collision with a transit bus and an automobile, a robbery on a transit bus, or falling while boarding a bus.

Injury, as defined by NTD, is any damage or harm to persons that requires immediate medical attention away from the scene. Serious injuries are automatically reportable and are defined as an injury that require hospitalization for more than 48 hours, result in the fracture of any bone, causes severe hemorrhages, or nerve, muscle, or tendon damage, involves an internal organ, or involves second- or third-degree burns.

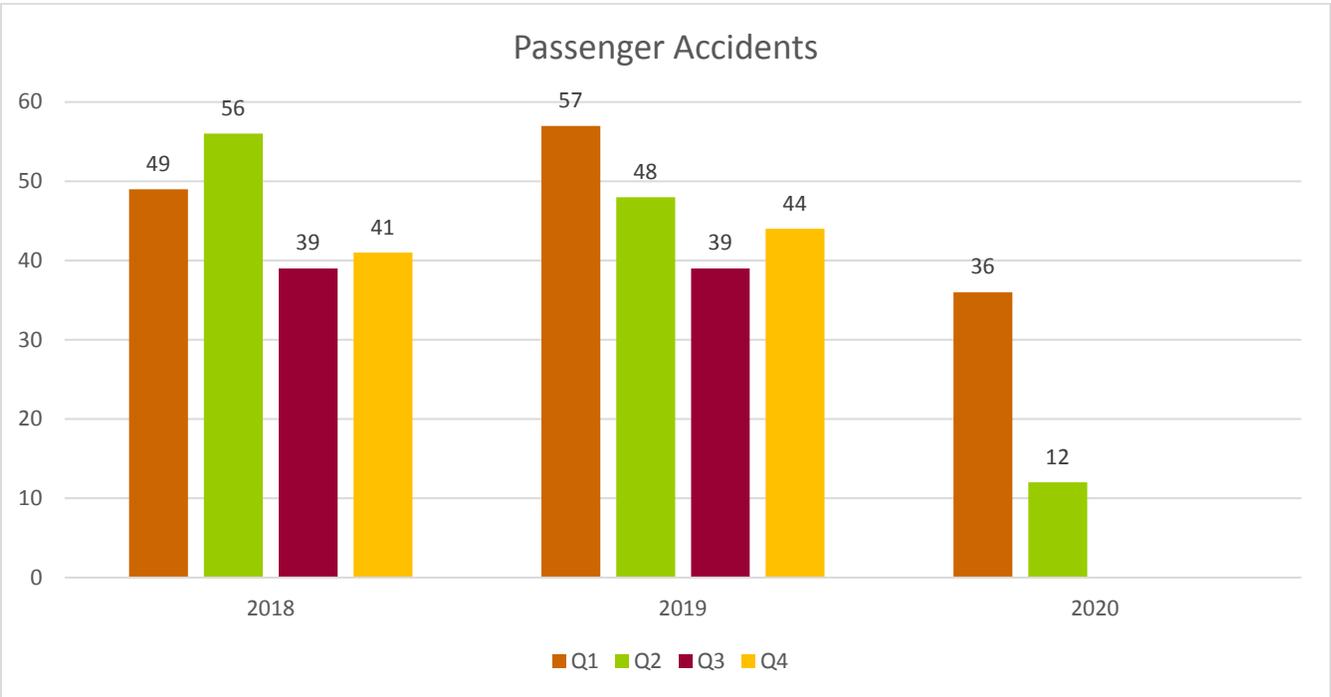
Over the past 3 calendar years there have been no more than 4 injuries per year on METRO’s Fixed Route. In both CY19 there was 1 ParaCruz injury, and zero injuries throughout all 3 years for Santa Cruz METRO’s HWY 17 Commuter Bus. This data is collected on a Calendar Year basis, not Fiscal Year.

Attachment A

KPI Report as of June 30, 2020



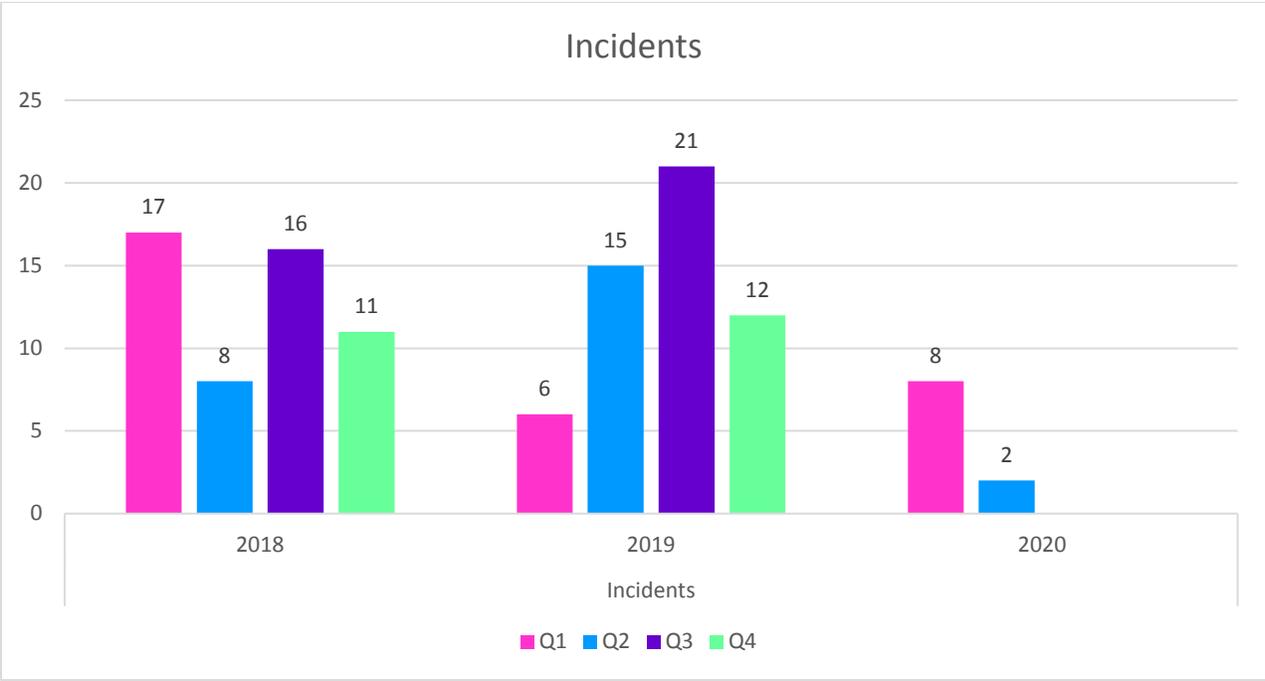
Above are Santa Cruz METRO’s Traffic Accident Collisions compared on a Quarterly basis for Calendar years 2018, 2019, and 2020. The decrease in Traffic Accident Collisions in the second quarter in 2020 is due to the reduction in service as a result of COVID-19.



Above are Santa Cruz METRO’s Passenger Accidents compared on a Quarterly basis for Calendar years 2018, 2019, and 2020. Passenger Accidents decreased in the second quarter of 2020 due to a significant decrease in ridership.

Attachment A

KPI Report as of June 30, 2020

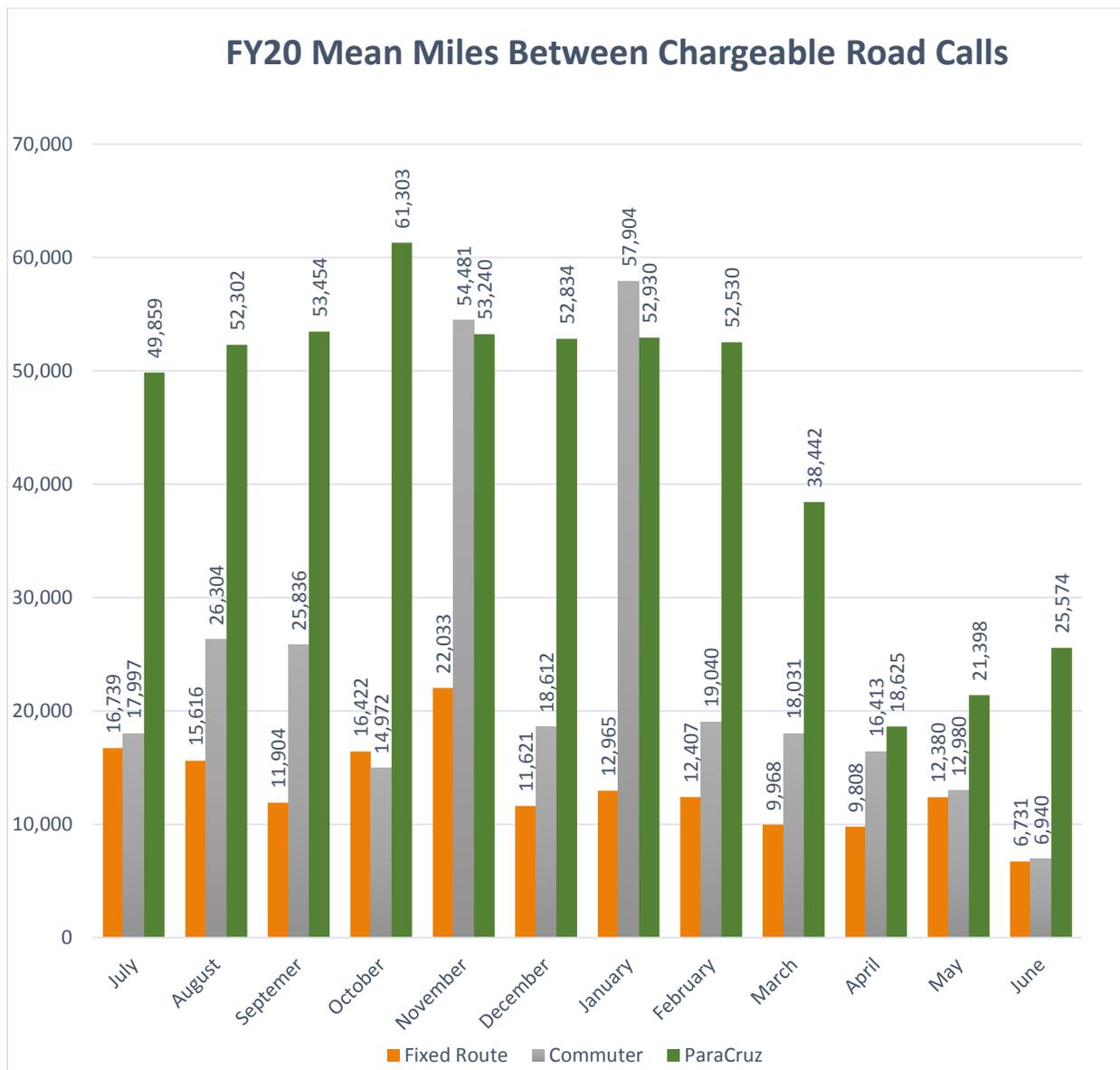


Above are Santa Cruz METRO’s Incidents compared on a Quarterly basis for Calendar years 2018, 2019, and 2020. The decrease in incidents in the second quarter of 2020 is a result of the global pandemic.

Attachment A

KPI Report as of June 30, 2020

IV. Maintenance

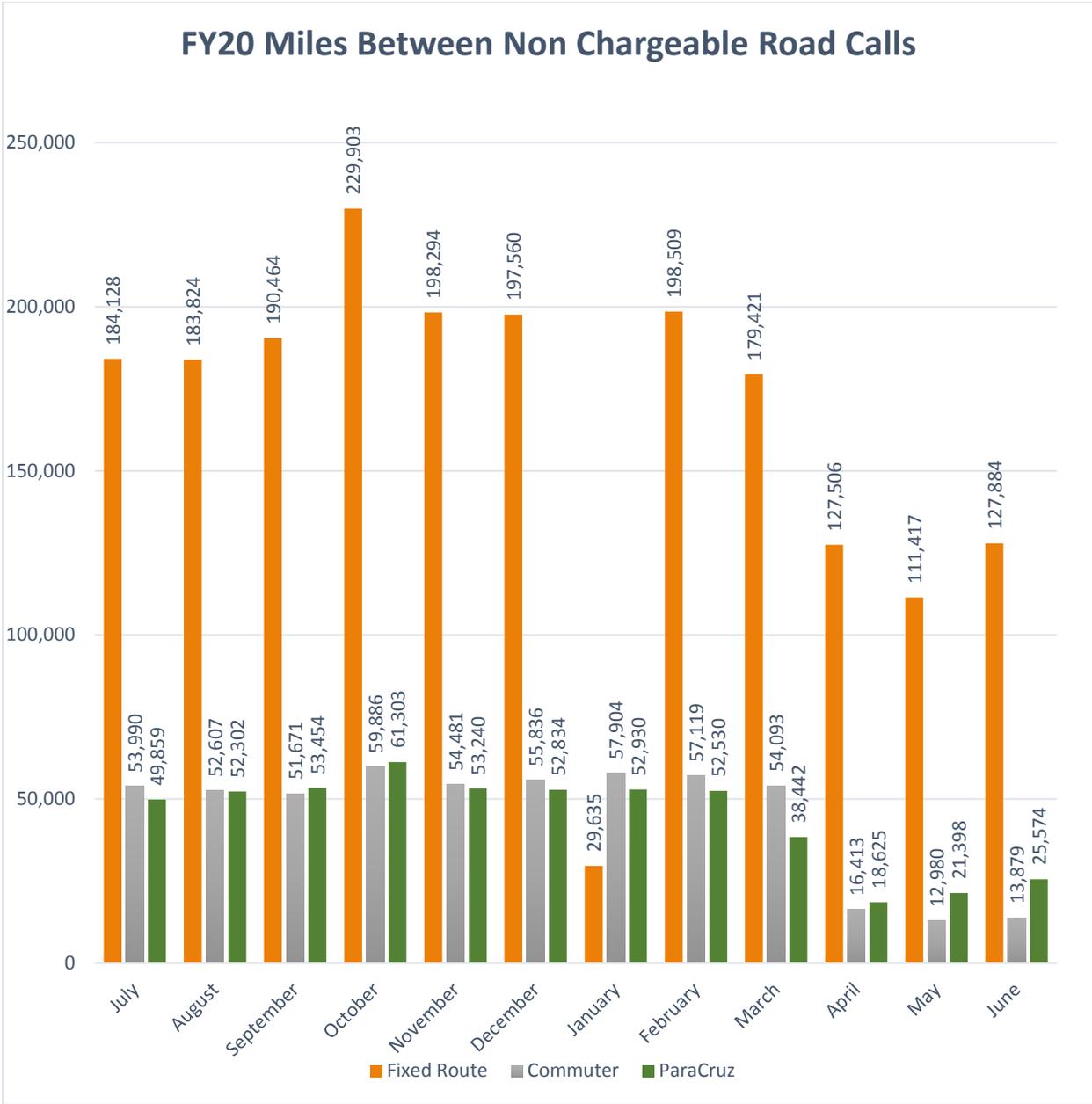


A chargeable road call results from a mechanical failure. NTD defines major mechanical failures as failures that are the result of some mechanical element of the revenue vehicle and impedes the vehicle from completing or starting a scheduled revenue trip because actual movement is limited, or there are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

The mileage depicted is how many miles were run for the month divided by the number of Chargeable road calls in the month. This is an indicator of several things, including Santa Cruz METRO’s maintenance program, age of fleet, state of good repair, and fleet failures. Commuter buses tend to perform better due to more highway miles, fewer stops, and the newer fleet which has less wear and tear.

Attachment A

KPI Report as of June 30, 2020

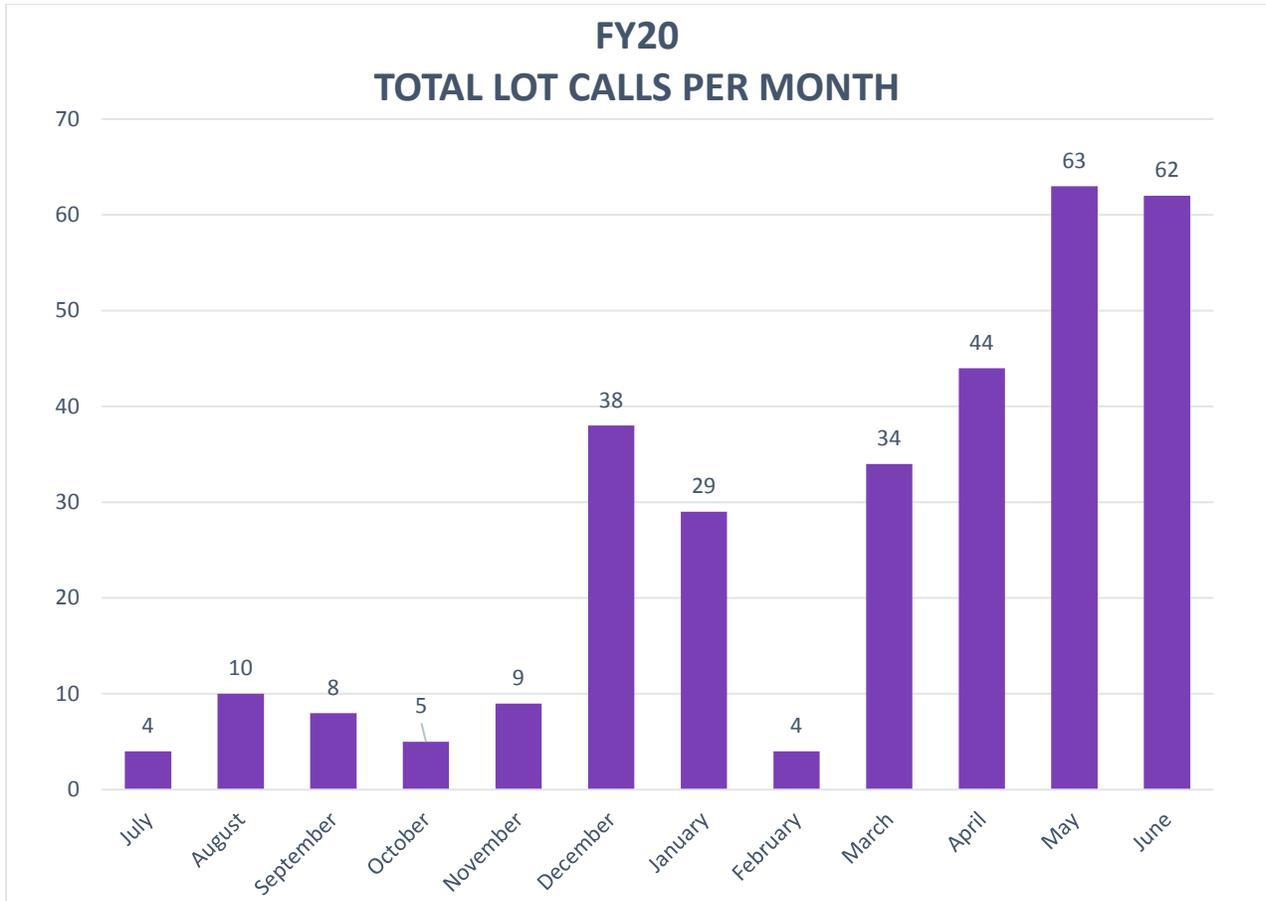


Non-Chargeable Road Calls are any disruption in service while the bus is on route and caused by issues outside of Santa Cruz METRO’s control, for example: flat tires, collisions, and other unforeseen circumstances, such as natural disasters or vandalism.

The mileage depicted is how many miles were run for the month divided by the number of Non-Chargeable road calls in the month. Fixed Route has higher numbers than Commuter because it is a larger fleet which runs more miles.

Attachment A

KPI Report as of June 30, 2020



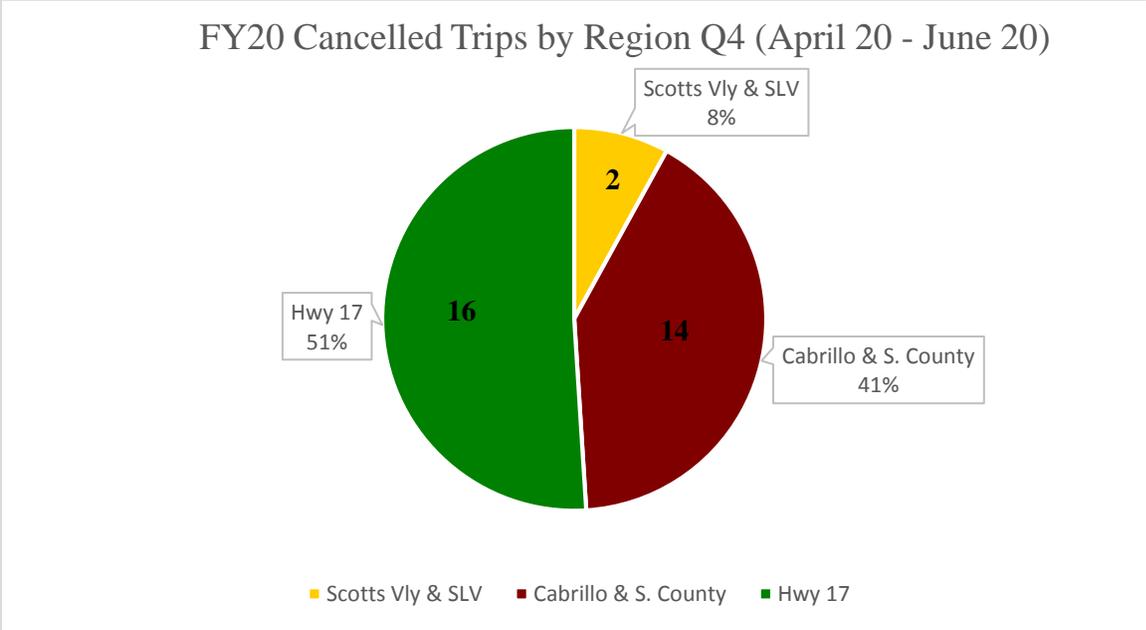
Lot Calls result from Dispatch calling Maintenance for a bus issue that immobilizes the bus while it's located in the Operations yard. This data can assist the maintenance team in focusing on repeat buses. A lot call can also disrupt on-time pull-out.

Lot calls increased in the months from April – June because reduction in service resulted in underutilization of the fleet. Over time, a continuous draw on the battery resulted in a no-start condition. The most common problem was a failure to start, requiring a jump start. Santa Cruz METRO Fleet Maintenance has put in place a process in which Vehicle Service Worker employee's will start a bus that has been sitting and not used to combat this problem going forward. The department has also placed a process in which mechanics test the charging system of all buses with repeated jump starts, prior to this process only the condition of the batteries was tested.

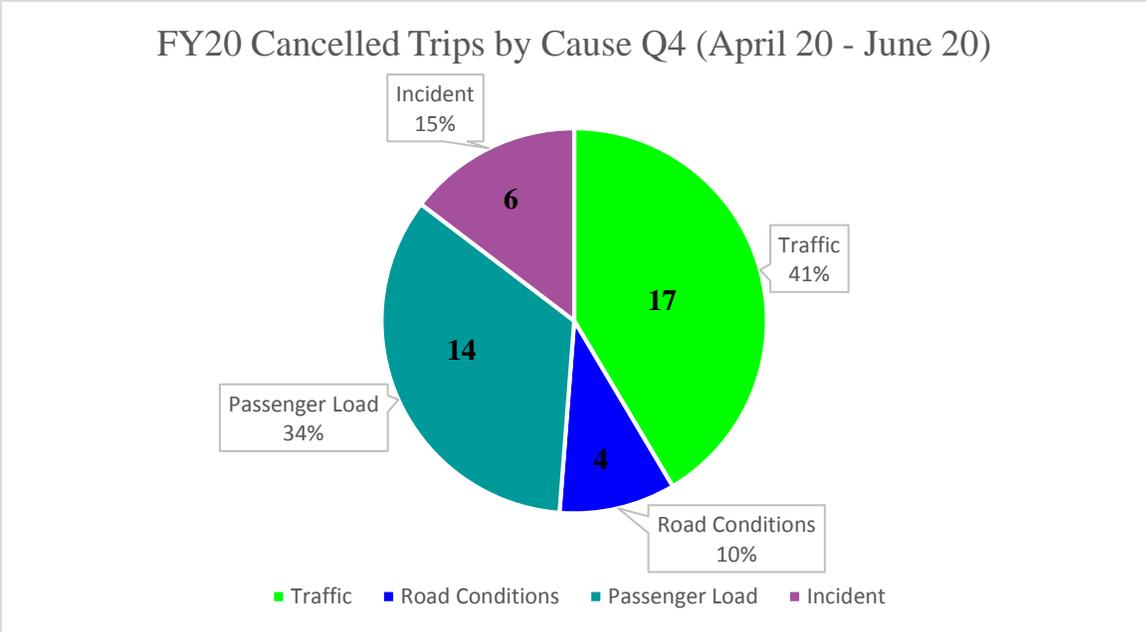
Attachment A

KPI Report as of June 30, 2020

V. Delivery



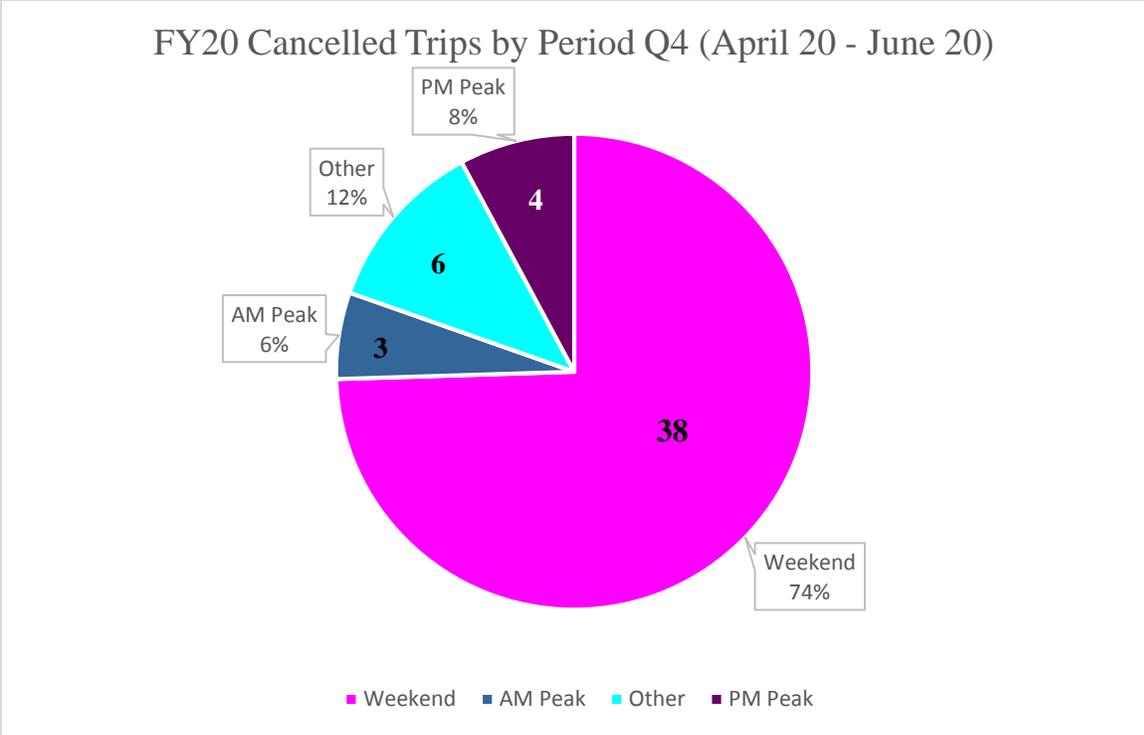
Above are Santa Cruz METRO’s cancelled trips separated into three regions: Scotts Valley & San Lorenzo Valley, Cabrillo & South County, and Highway 17.



Above are Santa Cruz METRO’s cancelled trips by different causes. Cancelled trips can result from lack of manpower, road calls, traffic accidents, and traffic congestion.

Attachment A

KPI Report as of June 30, 2020



Above are Santa Cruz METRO's cancelled trips separated into separate time periods: Weekend, AM Peak, PM Peak, and Other

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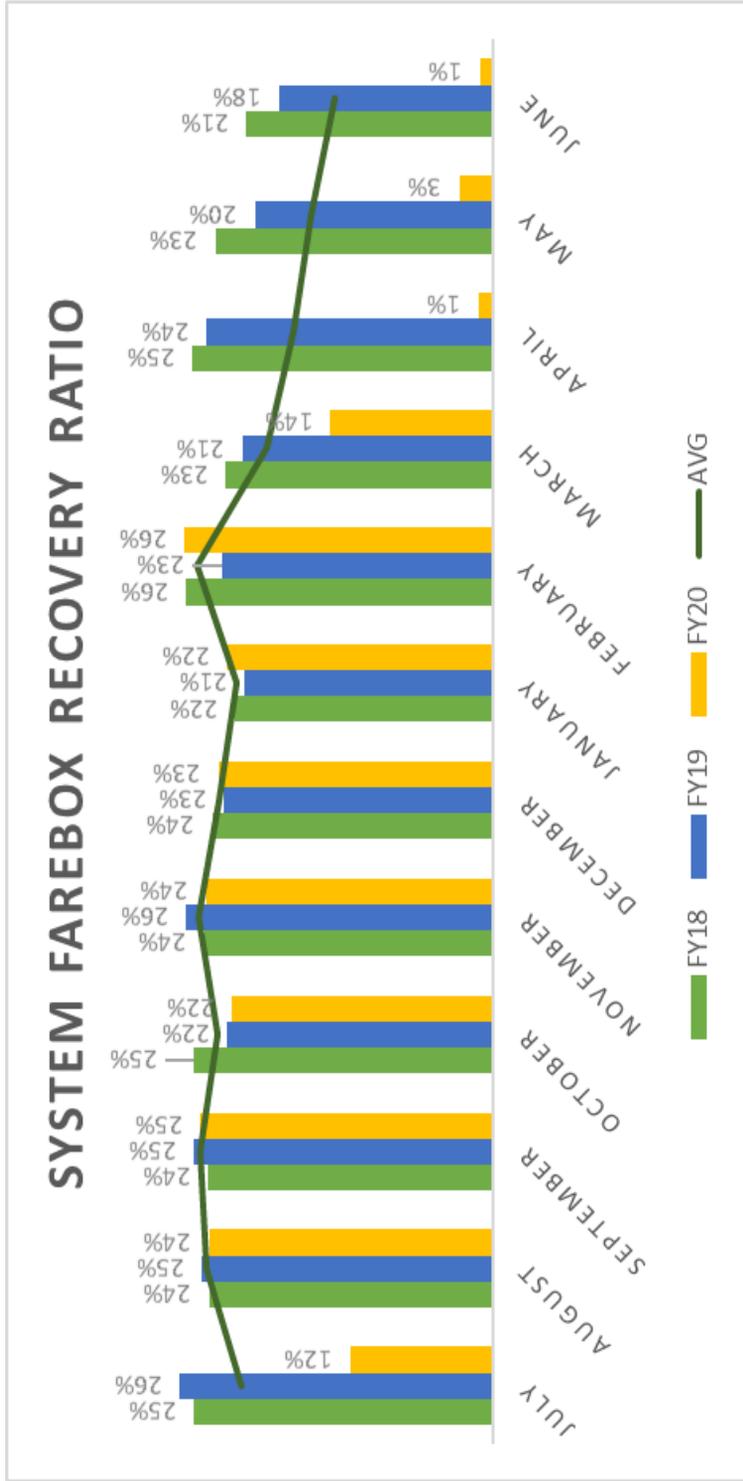
KEY PERFORMANCE INDICATORS (KPI) REPORT FOR QUARTER FOUR AS OF JUNE 30, 2020

Santa Cruz METRO Board of Directors

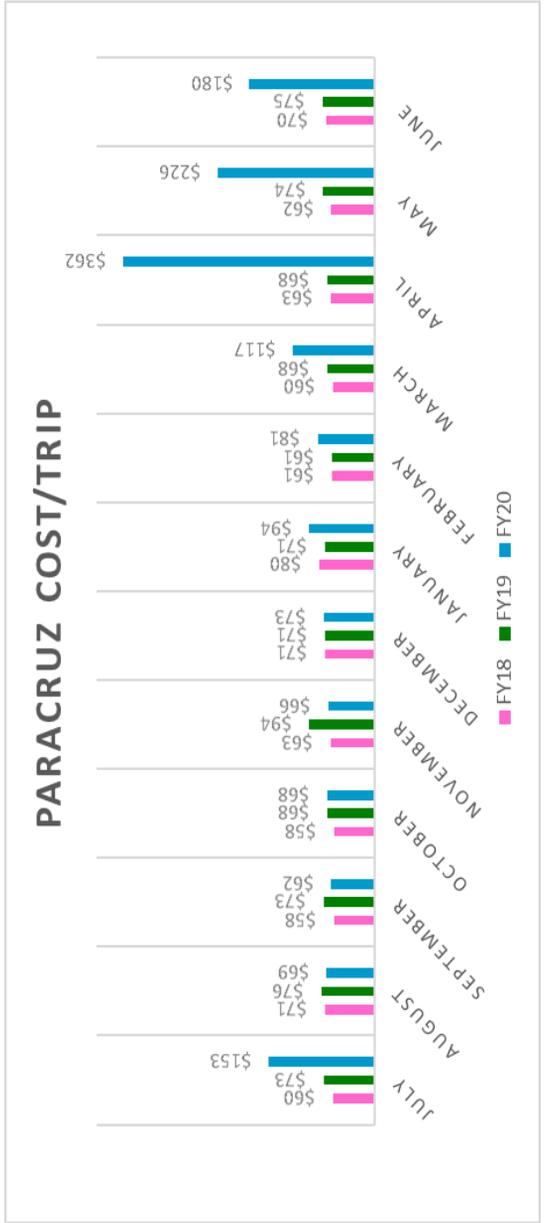
August 28, 2020

Angela Aitken, Chief Financial Officer

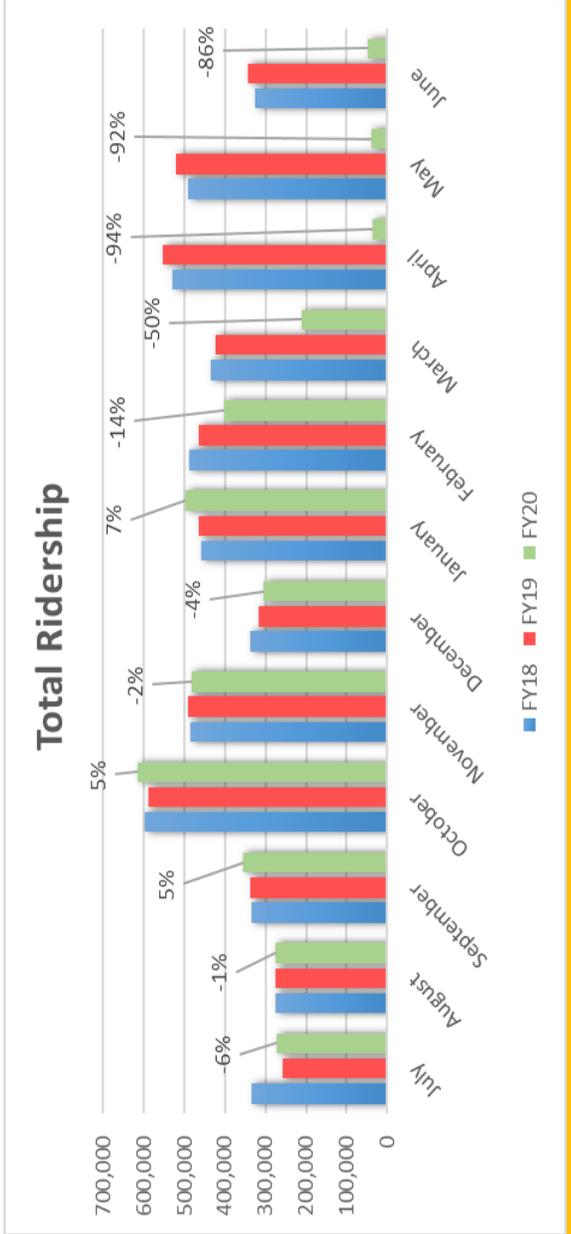
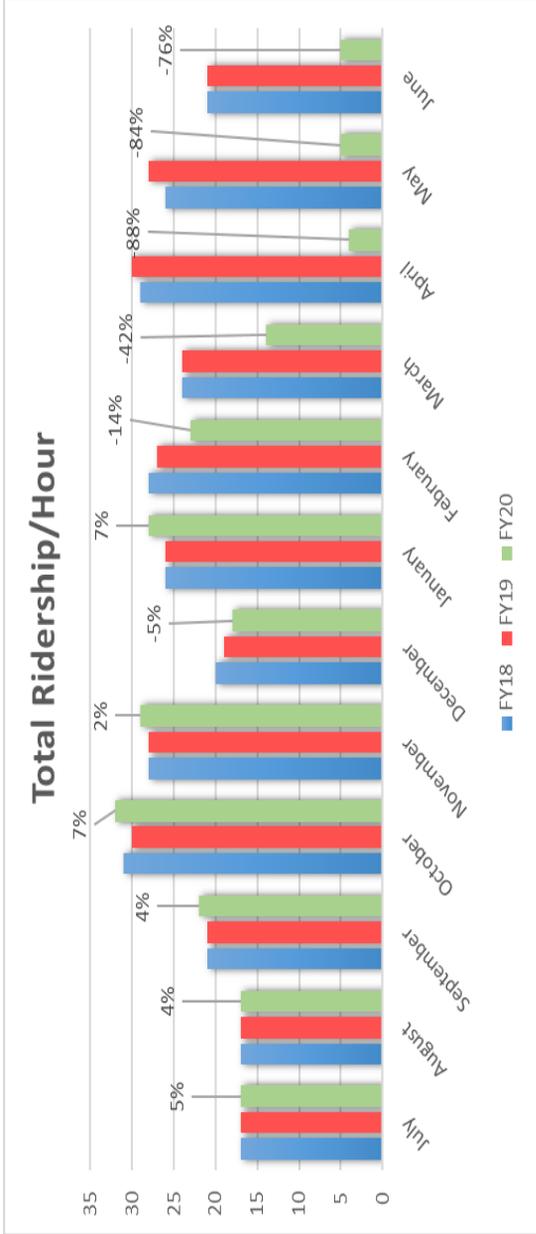
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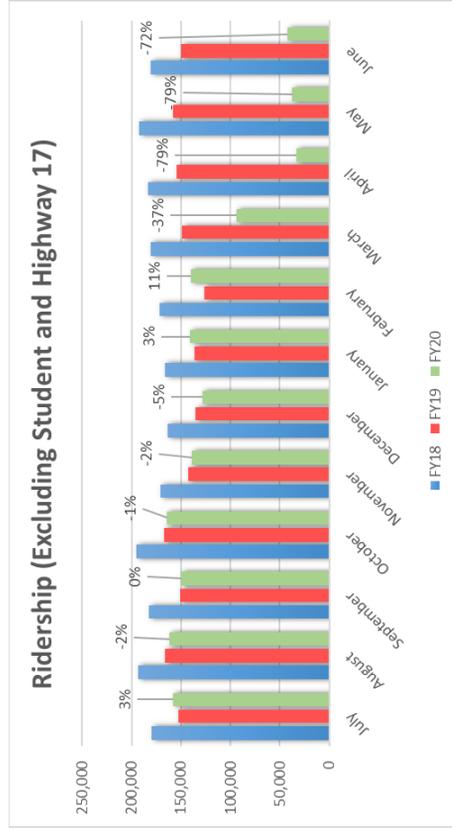
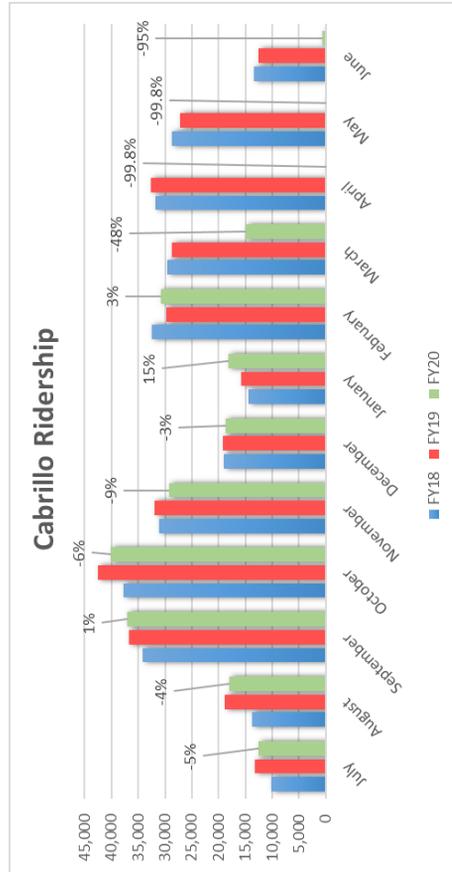
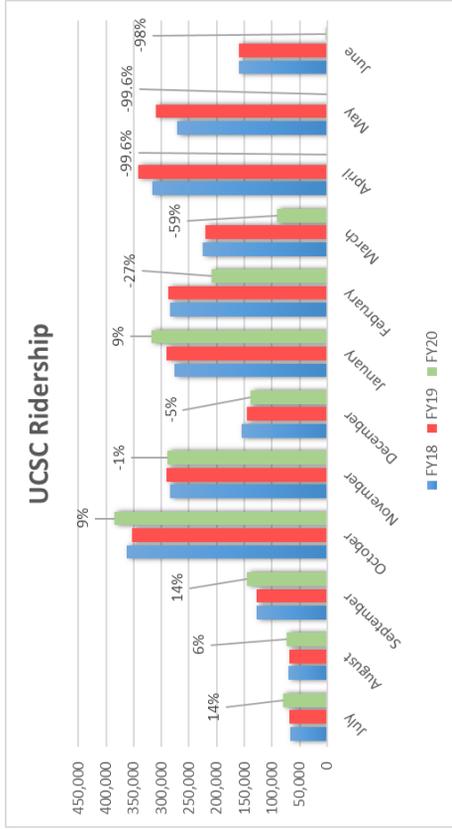
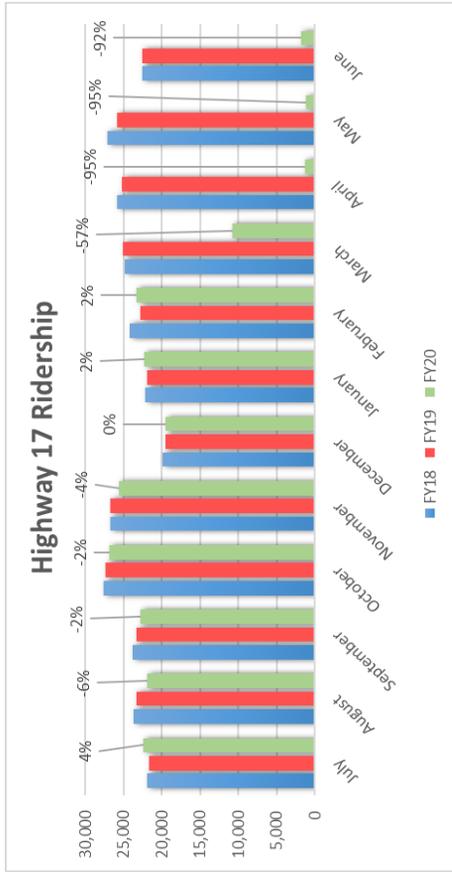
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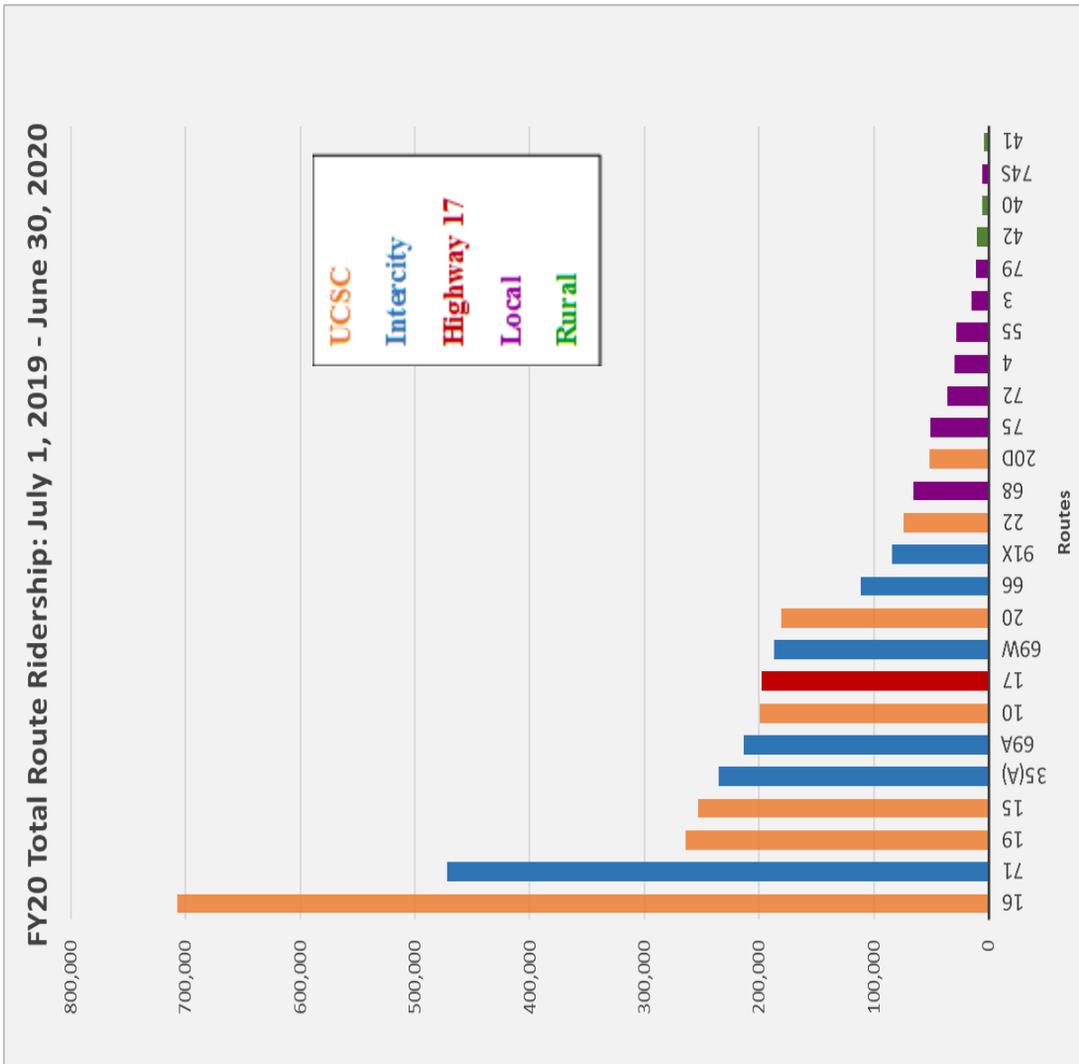
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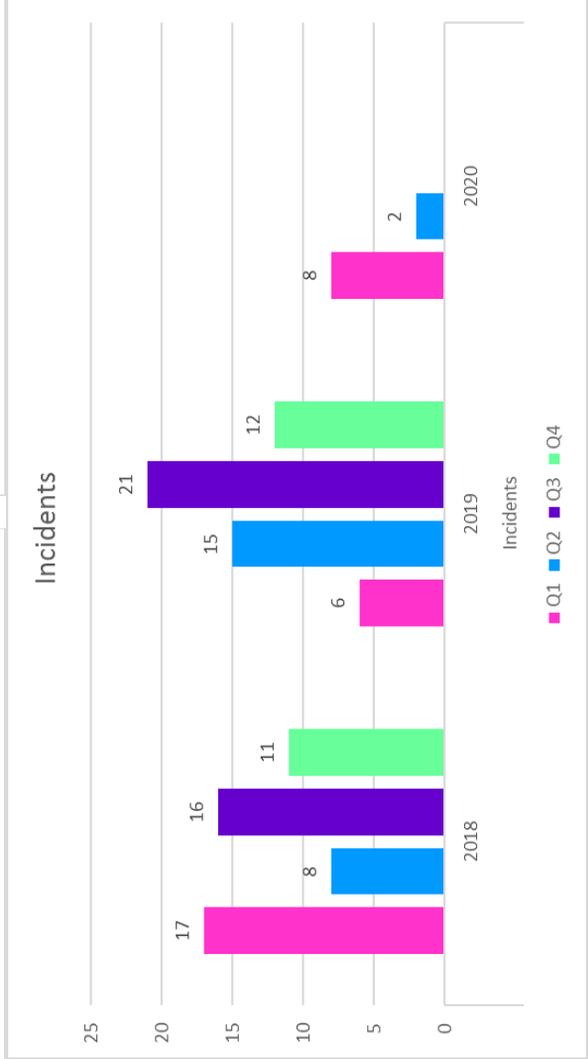
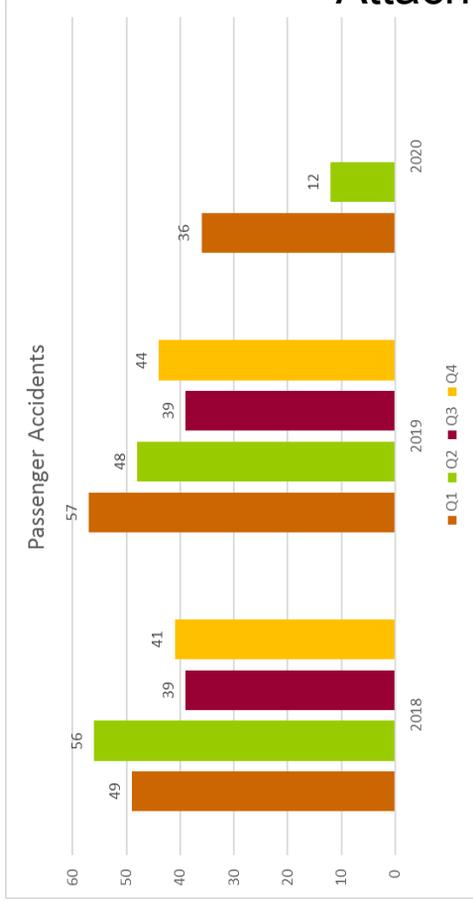
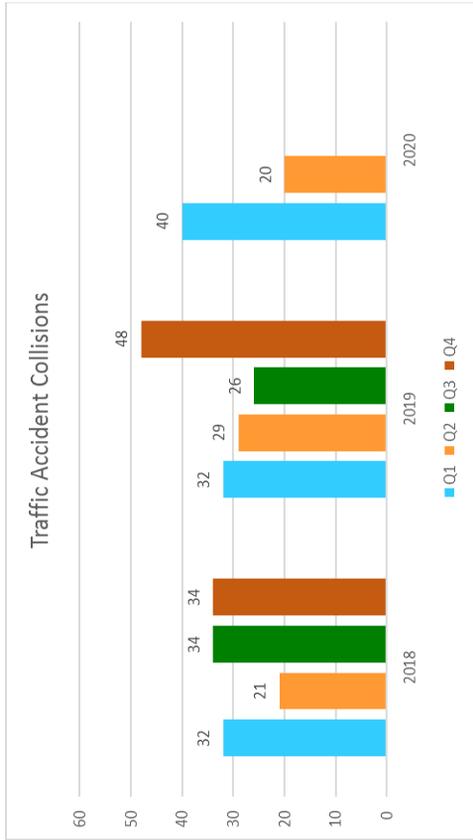
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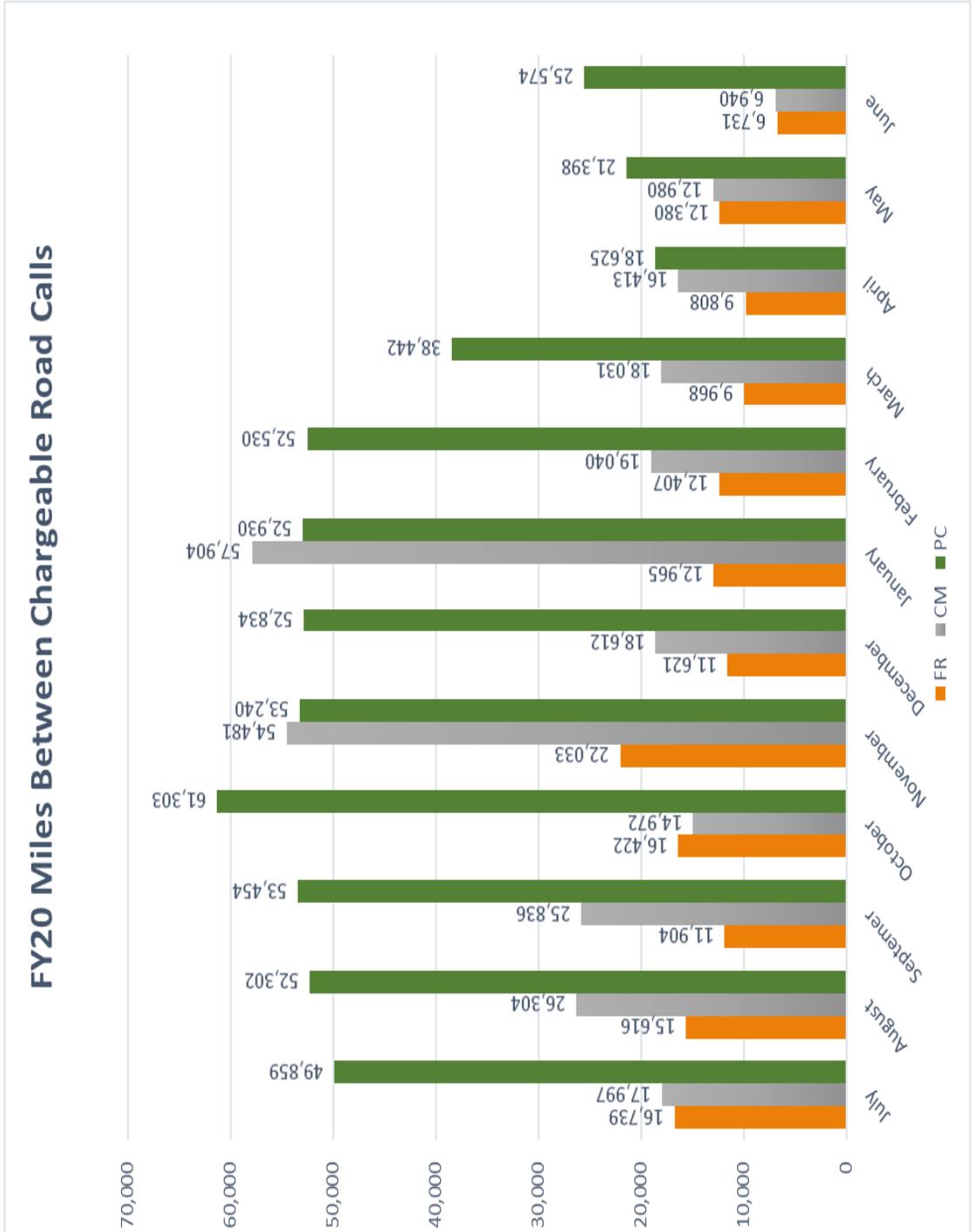
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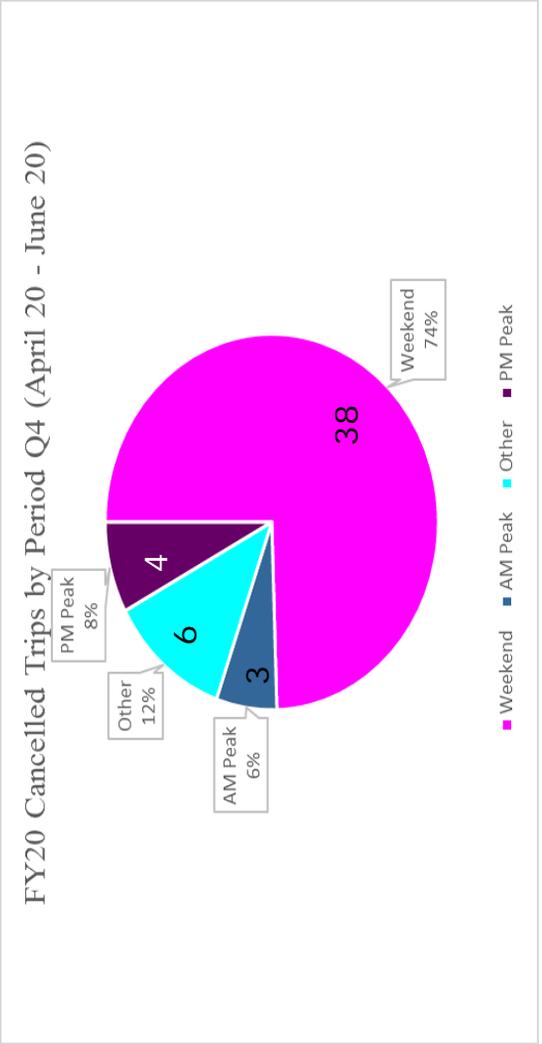
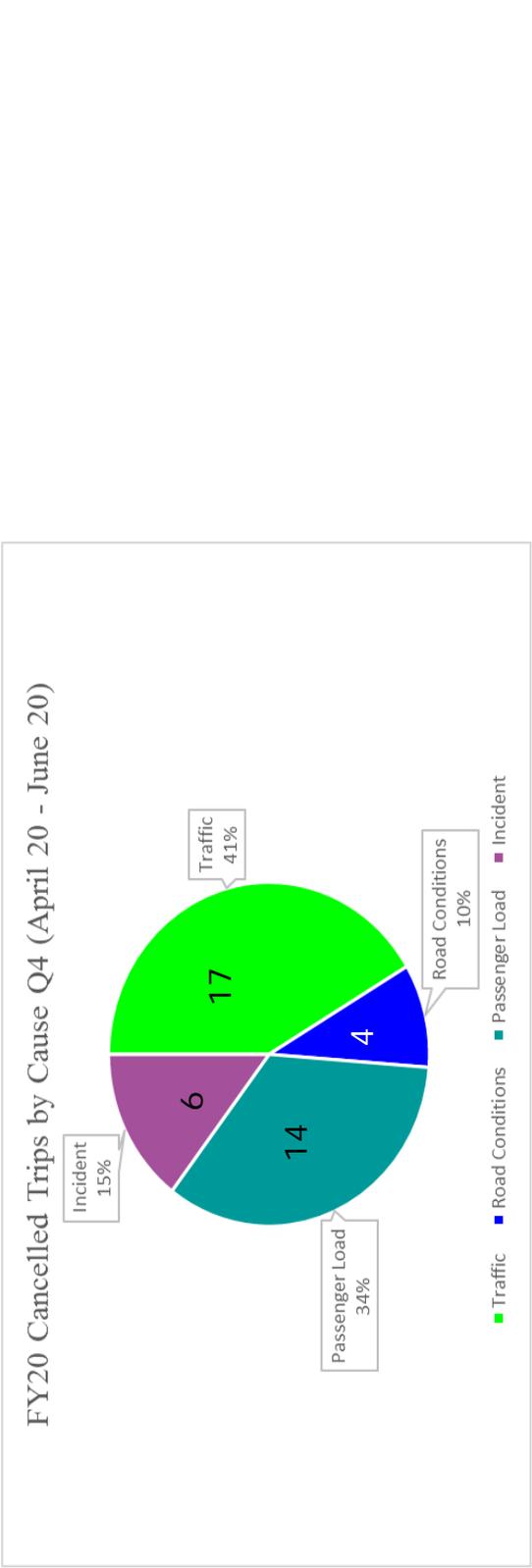
Safety:



Maintenance:



Delivery:



Questions

NEWS CLIPS

June 26, 2020 – August 28, 2020

**SANTA CRUZ
COUNTY
ARTICLES**

NEWS > LOCAL NEWS

COVID-19: Santa Cruz Metro, Staff of Life report employee cases

Bus service unaffected while health-food store closes for two days



Staff of Life is closed until Wednesday as the store undergoes a deep cleaning and disinfecting after an employee tested positive for COVID-19. (Shmuel Thaler – Santa Cruz Sentinel)

By **NICHOLAS IBARRA** | nibarra@santacruzsentinel.com | Santa Cruz Sentinel

PUBLISHED: August 11, 2020 at 12:13 p.m. | UPDATED: August 11, 2020 at 3:57 p.m.



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SANTA CRUZ — Bus service remains unaffected after transit agency Santa Cruz Metro confirmed its first COVID-19 case involving an employee.

In another incident, health-food store Staff of Life quickly closed for a deep cleaning Monday after learning of a virus case involving one of its own employees.

Known COVID-19 cases to date stood at 1,287 in Santa Cruz County on Tuesday, including 43 new cases reported Monday. But the tally remained inaccurate due to issues with the state's electronic reporting system, CalREDIE.

Gov. Gavin Newsom said Monday those issues were resolved. However, data updates continued rolling in from the state Tuesday, according to Santa Cruz Health Services Agency spokeswoman Corinne Hyland.



Bus service remains unaffected after transit agency Santa Cruz Metro confirmed its first COVID-19 case involving an employee. (Shmuel Thaler — Santa Cruz Sentinel file)

"Our Disease Control team is working on reviewing all the data," Hyland said via email. "It could be several days or longer before we have accurate numbers again."

The Santa Cruz Metro case was announced to the transit agency's staff in a memo Friday, according to Danielle Glagola, Santa Cruz Metro's director of marketing, communications and customer service. Glagola declined to confirm whether the employee is a driver or works in another role at the transit agency, citing privacy concerns.

"We're just releasing that it's an employee," she said. "Because this is our first case we're trying to determine the best way to move forward with policy and privacy — so maybe next week or moving forward we might change our message there, but first we want to talk to the employee to make sure they're comfortable."

Whether the virus was picked up from a member of the public, a colleague or in the employee’s private life was not yet known, according to Glagola. She said county health officials were contact tracing the case.

No other employees at Santa Cruz Metro were believed to have been exposed, according to Glagola. She said the employee diagnosed with COVID-19 last reported to work Aug. 2.

Santa Cruz Metro service — already reduced and with new protocols in effect — remained unchanged. The transit agency is continuing to operate with reduced and suspended routes, caps on ridership, mandatory face-coverings for riders and workers, and other changes including frequent cleaning of buses throughout the day, nightly “fogging” with disinfectant, and the closure of indoor areas of its Watsonville and Santa Cruz transit centers. Drivers are kept separated

Metro CEO Alex Clifford wished the employee a speedy recovery in a statement Tuesday and emphasized the steps the transit agency has taken to keep riders safe.

“We are going to great lengths, spare no expense, to keep our employees and customers safe and will continue to do so moving forward,” Clifford said.

Staff of Life, the Soquel Avenue health food store, planned to reopen Wednesday morning following a deep cleaning from an outside sanitation service.

“We immediately notified the Santa Cruz Public Health Department and our store staff and we are taking all necessary steps to safeguard the health and well being of our employees and customers,” a message on the store’s website states.

That store’s employee last worked Aug. 6 and had “limited” contact with the public, according to information provided by marketing manager Hollie Wendt. Employees who worked in close contact with the diagnosed person were self-quarantining, according to Wendt.



A letter to Staff of Life’s customers is posted on the locked gates of the Soquel Avenue store. (Shmuel Thaler — Santa Cruz Sentinel)

“We have no indication how the infection occurred,” Wendt said in an email. “We cannot comment any further as we are obligated to keep the employees information confidential in accordance with federal and state laws.”

Wendt emphasized the many measures the store has taken to guard against the virus’ spread, including enforcing masking and social distancing requirements, nightly disinfecting, employee health checks at the beginning of shifts and installing barriers between cashiers and customers.

“The situation is fluid and changing and we are doing our best to be proactive about protecting the health of our employees and customers,” Wendt said.

Hyland, the county Health Services Agency spokeswoman, was unable to provide specific information about the status of either case due to patient confidentiality.

Employees of at least five other Santa Cruz County businesses have tested positive for COVID-19 to date. In April, New Leaf Community Markets’ Aptos location became the site of the county’s first case cluster when several employees tested positive for the virus.

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Tags: **All Readers, Coronavirus, Newsletter**



Nicholas Ibarra | Reporter

Nicholas Ibarra covers government, education, cannabis and agriculture for the Sentinel. Raised in the Santa Cruz Mountains, Nicholas has earned multiple statewide awards for

his writing, which has appeared throughout numerous Bay Area newspapers including the Mercury News and East Bay Times. He has also contributed reporting to publications including KQED Radio, Scientific American and Sierra Magazine. Nicholas earned a B.S. in journalism from San Jose State University.

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The 69W METRO bus pulls into the Santa Cruz METRO Center Tuesday. — Tarmo Hannula/The Pajaronian

Buses Keep Rolling After METRO Employee Tests Positive For COVID-19

By: Tarmo Hannula

August 11, 2020

SANTA CRUZ COUNTY—A Santa Cruz METRO employee has tested positive for Covid-19.

The information surfaced in local media Friday and marks the first positive case in METRO's staff of around 300 people.

“Out of respect for the employee’s privacy, we are not disclosing anything other than it was a METRO employee,” said METRO CEO Alex Clifford.

No services or routes have been altered since the positive test, Clifford said.

Clifford emphasized that no notices would go out to the public because of safety measures already being taken, including:

- The installation of clear plastic curtains.
- Bus operators and passengers always wear a face covering.
- Increased air exchange within the bus.
- A minimum of 6-feet of physical distancing between the passengers and the bus operator

“These criteria go both ways, that is, they protect the passengers from a potentially sick bus operator, and they protect the bus operator from potentially sick passengers,” Clifford said.

James Sandoval, General Chairperson for SMART Local 23, the union that represents METRO’s bus operators, has campaigned to limit the numbers of passengers aboard buses to keep riders and drivers safe. But METRO on June 28 chose to increase the maximum number of passengers from eight to 15.

“All [operators] agree that we need to reduce the capacity to eight (passengers).... We’re on the buses and we know what is safe,” Sandoval said.

There are currently 148 bus operators.

Sandoval said that METRO serves around 5 million riders a year but that ridership is now about 85% less.

“We have a virus that is out of control,” Sandoval said. “They’ve done a good job; we’ve agreed with everything they’ve done up until the capacity issue.”

KSCO

METRO UPDATES

08.10.2020 1215 6-WEB JS

Service for public transit riders of Santa Cruz County is expected to improve with the upcoming Fall schedule.

Alex Clifford, Santa Cruz Metro CEO, discusses the challenges in bringing back improved schedules.

“We will be reinstating even more service that will begin to look like Pre-COVID levels. That would include the span of service, from the first bus to the last bus [of the day] Clifford said.

Alex noted some exceptions, “The school term service, the Cabrillo, and the UCSC bus service, because they’re not having *any* in-class services”, negating the need to reimplement School Term (ST) service.

The upcoming Fall Headways schedule begins September 3rd and can be viewed online at SCMTD.com or by calling customer service at 831.425.8600. The Fall schedule has not been posted as of time of writing.

While transit center lobbies remain closed, both the Santa Cruz and Watsonville locations have outdoor access to Ticket Vending Machines, with an employee providing customer service at the Santa Cruz Pacific Station via an outdoor window.

As for Highway 17 express bus service, capacity has been limited to 8 passengers per bus due to additional health restrictions in place by Santa Clara County.

While additional projects for Santa Cruz Metro such as mobile ticketing became subject to pandemic-related delay, passengers can expect a pilot version by next month or October at the latest.

KION 5/46

Santa Cruz METRO Limits Bus Capacity For Route To San Jose

By: Drew Andre

August 10, 2020

SANTA CRUZ, Calif. (KION) In early July, the Santa Cruz METRO increased its capacity to a maximum of 15 riders per bus. However, the Santa Clara County Public Health rules forced the METRO to limit its capacity to just 8 riders for its route that travels to San Jose.

As KION previously reported, the decision to increase bus rider capacity in July faced lots of backlash from bus drivers. Now the drivers are questioning why only the route over the hill has tighter regulations. Tonight at 5 and 6 p.m. on KION, Drew Andre reports on the on-going battle over ridership during the pandemic.

OPINION

Santa Cruz Sentinel

Friday, August 9, 2020 » MORE AT FACEBOOK.COM/SCSENTINEL AND TWITTER.COM/SCSENTINEL

santacruz

Rail transit in corridor is less costly than buses

The RTC is studying whether to plan bus or passenger rail

service between Watsonville and Santa Cruz in the rail corridor. Some people like to say we can't afford rail transit, but it would actually be cheaper than putting buses in the corridor. We bought the corridor with a passenger rail grant. To switch to buses, the RTC estimates it costing \$41 million to pay back the state. Also, construction for rail would be about half the cost of tearing out the tracks for buses. Rail moves three times more people at half the cost of buses, and there are funds in the State Rail Plan to help pay for rail transit (but not bus transit.)

Rail transit, with bus connections at stops, would be cheaper and a better investment than digging up the corridor to pave it for buses.

We should plan for rail transit when the time comes.

— Jessica Evans, Santa Cruz

Good Times

Why the 30th Anniversary of the Disabilities Act Matters

Pandemic poses new challenges, as activists reflect on ADA

By: Jacob Pierce

July 27, 2020



John Daugherty says many benefits of the Americans with Disabilities Act go unnoticed. Photo: Tarmo Hannula

The Covid-19 pandemic fuels a particular fear in David Molina—a father and also the son of elderly parents, whom he often finds himself reminding to be careful when they leave the house.

But during this time, Molina, who serves as chair for the Santa Cruz County Commission on Disabilities, has also spent a lot of time thinking about members of the nation’s disabled community. He notes that, whenever there’s a shortage of life-saving technologies or drugs, doctors start making calculations about who will get which treatment.

Those calculations, he says, take into account quality of life, and they often favor younger and non-disabled Americans.

“When there’s a disabled person and a non-disabled person, if a doctor only has one drug, who does he give it to?” Molina asks. “No one thinks about this level of terror.”

Additionally, many Americans with disabilities are medically vulnerable, he adds. Some are already unable to live without ventilators, and the spread of a coronavirus poses a serious threat to their health.

With the country celebrating 30 years of the Americans with Disabilities Act (ADA) this week, some Americans are reflecting on three decades of legislation aimed at tearing down barriers. But due to the pandemic, they are doing so privately. The anniversary of the bill being signed into law by President George H. W. Bush came on Sunday, July 26. At one point, members of the local Commission on Disabilities considered putting together a showing of the new Netflix documentary *Crip Camp*, which chronicles a summer camp for teens with disabilities and their fight for civil rights, but the commissioners ultimately decided against it.

The ADA, which was largely modeled after civil rights legislation of the 1950s and '60s, prohibits discrimination on the basis of disability—including physical, medical and mental conditions.

Andy Imparato, executive director for Disability Rights California, says the ADA was a landmark piece of legislation, and an update in 2008 issued important clarifications, expanding the number of people the law protects, he says. Nonetheless, the issues are a work in progress.

“We still have work to do in creating the kind of liberty and justice we deserve,” he says.

RAMPING UP ACCESS

For the past 12 years, Veronica Elsea has put accessibility at the center of her time serving on the Regional Transportation Commission's Elderly and Disabled Transportation Committee.

An avid bus rider, Elsea, who was born blind, says planners often failed to design sidewalks and transportation systems with members of the disabled community in mind. Many, she says, simply assumed that disabled residents would just use Lift Line-type services to get around the county. One problem with that is that, as boomers age, there will be more and more disabled pedestrians, Elsea says.

“There's a level of disability where you're still out running around, and I thought it was important that we really start getting Santa Cruz thinking about those people, so that they don't become in need of the specialized services,” she explains.

Elsea pushed the RTC and its staff to create an online feature for reporting hazards to pedestrians. However, when the Hazard Report page launched, it was incompatible with her text-to-voice software, so she gave commission staff feedback on how to improve it and make it accessible to people like her.

Elsea has first-hand experience with a lot of obstacles. For example, she says that, for years, she was denied the right of a private ballot each Election Day. Instead, when she

showed up to a polling place to vote, she had to tell someone else whom she wanted to vote for, and they cast the vote for her.

In one election in Iowa in 1976, she determined that a poll worker was intentionally casting her vote for the wrong party. Elsea says she ended up getting the matter heard before a judge that same day. The issue got resolved, her vote got counted, and the poll worker was banned from working elections, she says.

In a different election in Santa Cruz in 2004, Elsea wanted to vote for a write-in candidate, and she says the poll worker refused to write the name, repeatedly saying that the candidate wasn't on the ballot. Elsea—who credits the local elections department with doing a great job over the years—complained and quickly got matched with a different poll worker. The second poll worker helped Elsea cast the vote she wanted. “I get to be a rebel if I want to,” Elsea says.

Two years later, the county unveiled accessible voting machines as part of the Help America Vote Act. Elsea got to cast a private ballot for the first time in her life. She was so happy she cried.

When it comes to the ADA, it's often lawsuits that grab a lot of attention, but Elsea says it would never be her intention—or that of the activists she knows—to start out by assuming an issue will turn into a lawsuit. Rather, the law provides a framework that helps advocates raise concerns and tells institutions how to make their systems more accessible.

“We have a backing. It's like saying, ‘Here's the rule, so I don't have to be the bad guy,’” she explains.

The issues around disability are personal for many advocates.

Commission on Disabilities Chair Molina first got involved around disability issues after his son, who's now 6, was diagnosed with autism. Molina learned that drowning is one of the leading causes of death among autistic children. He didn't see any leadership in Santa Cruz County to prevent autistic children from drowning.

“We're a county that has tons of water. And so it surprised me, in a county that's so affluent and with so much water and with such a beautiful, giant pool, that we didn't have a program to teach autistic children to swim,” Molina says.

Fellow Commissioner John Daugherty says he believes many people misunderstand the ADA. He feels that Americans pretend the act is a special law that applies to a small subset of people. Daugherty—who has cerebral palsy and works as accessible services coordinator for the Metropolitan Transit District—wishes people would view it as a broader piece of civil rights legislation.

For example, when a business adds ramps to its entrance, and makes the building accessible to people in wheelchairs, that also helps parents with strollers.

Daugherty says he gets frustrated when businesses act like they're being blindsided by 30-year-old law, mandating relatively small accommodations in the name of crafting a more equal society.

"One doesn't have to take a sledgehammer to a business layout to make it accessible," he says.

FULL EMBRACE

Rick Gubash, the director of UCSC's Disability Resource Center, says that, with classes going online, the era of pandemic-related distance learning has shaken up education and created changes—including in the disabled community—some of them more positive than others.

Students with physical disabilities, on the one hand, no longer have to contend with the university's rugged terrain as they traverse the campus. Similarly, those with chronic conditions, who aren't always able to attend class in person, don't have to worry about missing instruction. Everyone's situation is different, however. Those with organizational difficulties may now have an especially challenging time establishing routines, says Gubash, who has both ADHD and a learning disability.

Although his conditions have presented challenges in his life and career, Gubash says he's learned how to manage them, and he wouldn't trade them away for anything. "That's part of me now, and it's an important part of me. I embrace my disability," he says.

Gubash says he's fortunate to have a great partner and a loving family around to support him, and that makes a difference.

Imparato, the Disability Rights California executive director, has bipolar disorder. Similar to Gubash, he credits his family with providing an immensely valuable support system. For Imparato, every year is split roughly in half, into two modes—his "high-energy" mode and his "low-energy" one, he calls them. Each of his two annual shifts in mood can happen rather suddenly. When he feels a change, he gives his loved ones a heads-up, usually working it into a conversation with his wife, who he says never reacts too strongly.

Imparato pays careful attention not to let bipolar get in the way of being a caring person or a conscientious boss, he says. He doesn't prefer one mode over the other. Each has its challenges, he says.

"Both modes, for me, have pros and cons," he says. "When I have more energy, my brain is moving faster, and I'm less patient. Sometimes I can say something and it comes across stronger than I mean it to. I try to be open with my colleagues about the way my brain operates and tell them, 'Call me on it if you think I'm being unfair or something doesn't sound right to you.' I try to be good at apologizing. "

ACCESS POTENTIAL

Gubash says the number of students who use UCSC's DRC has grown dramatically over the last decade and a half.

I was a DRC student myself during my time at UCSC from 2006-2010—before Gubash's arrived at the school—due to learning disabilities I was diagnosed with when I was in middle school. (In my time at college, I qualified for services, like extra time on tests and for note taking.) Gubash estimates that the center served 600-700 students back in 2006. He says it serves close to 3,000 now.

I still grapple with attention problems, and I've never been a quick reader or a great listener. Whenever possible, I try to record my interviews and carve out time to transcribe them later. I ask follow-up questions whenever I get confused.

Molina, the chair of the local Commission on Disabilities, is severely learning disabled, and he says learning disabilities never go away. Molina says he often has to read a passage five or more times before he understands it, and he has difficulty retaining information. But he never let any of that stop him from getting his PhD in clinical psychology.

Molina says those with disabilities have role models for sources of inspiration. He looks to 17-year-old Greta Thunberg, the Swedish climate activist, who is on the autism spectrum. Molina says Thunberg has the potential to change the world, and he believes nobody—disabled or otherwise—should ever think they're capable of anything less.

"In order to do what they want to do, those with disabilities have to work that much harder than everyone else," Molina says. "Having a disability is no excuse to not reach your full potential."

CARE-ing FOR METRO



KATIE EVANS

STAFF REPORTER

On July 9th, the Santa Cruz METRO received a 20.6-million-dollar grant from the Federal Transit Administration, as a part of the CARES Act. Throughout the COVID crisis, METRO has provided vital and safe transportation for essential workers that otherwise would

struggle to reach work. Despite their great contributions to our community, a lack of funds has pushed the bus service into a perilous financial state. Alex Clifford, the CEO of METRO, was greatly relieved for the funds, "First and foremost, we're really grateful to Congress for providing economic relief to METRO early on with COVID. It was incredible foresight. So often you wait until it's a problem to come up with a fix, but they have already provided a bridge to sustain service as much as we can throughout this crisis. For now, this will help us stave off service reductions and layoffs."

The reasons behind METRO's financial hardships were easily explained by Clifford. From April through till June 15th, buses were unable to collect fares. "We didn't want people dwelling at fare boxes so close to our drivers." This decision contributed to a 400,000-dollar loss per month. However, that was the "smallest part of METRO's deficit situation." On June 15th, when fare collection was reinstated, METRO had lost the majority of its customers. "Like many other transit companies, we had to promote an unusual message, 'Please don't ride our service unless you have to.'" The message was effective and METRO lost an estimated "95% of our ridership."

Although lack of fare collection and low ridership contributed to financial difficulties, according to the CEO, this revenue doesn't account for most METRO funding. Instead, METRO exists due to "economy-based revenue sources, like sales tax... We receive a substantial amount of subsidies from statewide sales tax and gas tax, as well as local sales tax. All have absolutely plummeted by about 27-33%." Due to these circumstances, the 20.6-million-dollar grant will be well used, "going towards sustaining our service and for now avoiding furloughs and layoffs."

The grant will also help, "put as many protective measures in place as we can. We're retrofitting the whole fleet." Each bus now has a clear, plastic curtain that protects the driver from airborne droplets. METRO workers are currently



The newly installed clear curtain on all buses



An employee sanitizes all high touch surfaces at a transit station stop An employee sanitizes all high touch surfaces at a transit station stop

installing hand sanitizer at the fare collecting station, 2 feet tall plastic between each row, sanitizing high touch surfaces at each transit station stop, and disinfectant fogging the buses at night, in addition to their regular cleaning. METRO has also installed hand washing station at Scotts Valley, Watsonville, and Pacific Stations.

For now, Clifford predicts that the CARES Act grant, "can carry us through till early next year... However, the CARES Act is a bridge. We need congress to think of CARES Act 2. We'll need more help to keep service running while the economy recovers. I've been very transparent to the employees, public, and board that absent additional assistance from the state and federal government, and absent a substantial and very quick economic recovery, sometime next year we'll be faced with permanent service cuts and layoffs." The METRO CEO hopes ongoing discussions in Washington DC and the state legislature will, "Consider us in a broad package. Transit isn't the only entity to suffer, our schools, businesses, communities, cities, and agencies need help too. We hope to recover, to fill buses with returning customers and preserve our ability to be there for those who need us."

Katie Evans just graduated from Whitman College in Walla Walla, Washington. When she's not writing articles, you can find her hiking in the redwoods, baking, or reading a book cuddled up to her favorite pug. Reach her at kevans@pressbanner.com

OPINION



Pulitzer Prize for
Public Service
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31.761.7300

LETTERS

People are not packages. Implement a safe 'bus-trail'

A problem with existing public transportation is that it does not tend to attract those who have the convenience of a car.

Transfers and other delays may work for inanimate objects like freight, but not for impatient people who do not like waiting around. We need safe, viable transportation for all people of Santa Cruz County. ("Rail-Trail" was a thinly disguised means for an outside freight train organization to take advantage of our county, yet it would have presented even more waiting time as well as far worse problems). Now with the concern of the spread of the latest virus, all public transportation is being questioned.

A proper "Bus-Trail" can provide better transportation for residents of our county. Briefly, electric METRO buses could depart from the Watsonville bus terminal to then travel unimpeded upon a single-lane on the 30-plus-mile corridor (only intended for these rubber-wheeled buses) to then exit to most conveniently continue to the Santa Cruz bus terminal.

Passengers on these same buses could then return via the pending Bus-On-Shoulder lane of Highway 1, back to the Watsonville terminal to safely (and efficiently) repeat this loop for hours (theoretically every minute 24/7 if need be in any future).

This single-lane for buses within the corridor can run alongside a separate safe and level trail for pedestrians and families of bicyclists. An infinite variety of possibilities could be strategically interleaved. Alternate buses could always make needed stops for passengers and allow additional bicycles upon roofs. (Shuttles are not needed but can be employed. If public ridership ever declines to zero, it could even default to the total "Trail-Only" configuration.)

Those promoting railbanking can also note that a more promising "Bus-Trail" for our county, can eventually be built from a "Trail-Only" implementation.

BOB FIFIELD

Aptos

SANTA CRUZ

Metro receives millions to offset COVID-19 impacts

Santa Cruz Sentinel

SANTA CRUZ » The Santa Cruz Metropolitan Transit District received a federal grant nearly \$20.7 million to help respond to impacts from the coronavirus.

Congressman Jimmy Panetta, D-Carmel Valley, announced that the \$20,560,417 grant is from the recently passed Coronavirus Aid, Relief, and Economic Security (CARES) Act, which directs the Federal Transit Administration (FTA) to allocate funding to prevent, prepare for, and respond to the coronavirus through the existing Urbanized Area Formula Grants Program.

These funds may be used for the operating expenses of transit agencies related to the response to coronavirus including reimbursement for operating costs to maintain service, lost revenue, the purchase of personal protective equipment,

and paying the administrative leave of operations personnel due to reductions in service.

"The COVID-19 pandemic has taken a toll on public transit ridership and infrastructure across the Central Coast," said Panetta in a prepared statement. "This CARES Act grant will help the Santa Cruz Metropolitan Transit District support agency operations and purchase personal protective equipment to keep its essential workers and valuable customers safe. Such grants can preserve good-paying jobs and ensure that families and workers are safe as they endure the pandemic and eventually return to work and school."

Mike Rotkin, METRO Board Chair, said the grant will help the transit district remain stable for the next few months, avoiding for the time being major service reductions, layoffs and furloughs.

"Like many transit agencies across the country, the COVID-19 pandemic has caused Metro to experience significant revenue losses such as, local sales tax revenue, farebox revenue, and state funding," Rotkin explained in a prepared statement. "This CARES Act (funding) will pay for FTA qualifying METRO expenses going back to Jan. 20 to offset lost revenue sources for the short-term. ... The CARES Act will help Metro continue to provide a critical lifeline to essential workers, essential travel, and to help our communities rebuild our economy."

The Urbanized Area Formula Funding program makes federal resources available to urbanized areas and to governors for transit capital and operating assistance in urbanized areas and for transportation-related planning. An urbanized area is an incorporated area with a population of

50,000 or more that is designated as such by the U.S. Department of Commerce, Bureau of the Census.

For the most updated information on restrictions for Metro service, visit <https://www.scmttd.com/en/>.

As of July 8, face coverings are mandatory and bus capacity is 10-15 passengers. To book a ParaCruz ride or apply for eligibility, 831-425-4664 from 8 a.m. to 5 p.m. daily. There is a maximum of four to five passengers per Metro Para Cruz Vehicle

The Customer Service Window at Pacific Station is now open from 8 a.m. to noon Monday-Wednesday, wear a face covering and practice social distancing in line. The Watsonville and Santa Cruz Transit Center interior lobbies remain closed to the public.

For more information, call Customer Service Call Center at 831-425-8600, it is open from 8 a.m. to 5 p.m. daily.



Congressman Panetta Announces \$20 Million CARES Act Grant for Santa Cruz Metropolitan Transit District

July 14, 2020 | Press Release

SALINAS, CA – Today, Congressman Jimmy Panetta (CA-20) announced that the Santa Cruz Metropolitan Transit District (METRO) received a federal grant totaling \$20,560,417 to help respond to the novel coronavirus (COVID-19). The funding for this grant is from the recently passed Coronavirus Aid, Relief, and Economic Security (CARES) Act, which directs the Federal Transit Administration (FTA) to allocate funding to prevent, prepare for, and respond to the coronavirus through the existing Urbanized Area Formula Grants Program.

These funds may be used for the operating expenses of transit agencies related to the response to coronavirus, including reimbursement for operating costs to maintain service, lost revenue, the purchase of personal protective equipment, and paying the administrative leave of operations personnel due to reductions in service.

"The COVID-19 pandemic has taken a toll on public transit ridership and infrastructure across the Central Coast," **said Congressman Panetta**. "This CARES Act grant will help the Santa Cruz Metropolitan Transit District (METRO) support agency operations and purchase personal protective equipment to keep its essential workers and valuable customers safe. Such grants can preserve good-paying jobs and ensure that families and workers are safe as they endure the pandemic and eventually return to work and school."

"Like many transit agencies across the country, the COVID-19 pandemic has caused METRO to experience significant revenue losses such as, local sales tax revenue, farebox revenue, and state funding. Responsively, thanks to Congressman Panetta's support of transit, METRO has been awarded funds from the CARES Act. This CARES Act will pay for FTA qualifying METRO expenses going back to January 20, 2020 to offset lost revenue sources for the short-term. Thankfully due to the CARES Act, METRO will be able to remain stable for the next few months, avoiding (for now) major service reductions and layoffs/furloughs. The CARES Act will help METRO continue to provide a critical lifeline to essential workers, essential travel, and to help our communities rebuild our economy," **said Mike Rotkin, METRO Board Chair**.

The Urbanized Area Formula Funding program makes federal resources available to urbanized areas and to governors for transit capital and operating assistance in urbanized areas and for transportation-related planning. An urbanized area is an incorporated area with a population of 50,000 or more that is designated as such by the U.S. Department of Commerce, Bureau of the Census.

KSBW 8

Santa Cruz Metro Receives Much Needed Federal Grant

The money will be used for the operating expenses related to the coronavirus

Erin Clark | July 14, 2020

Santa Cruz Metropolitan Transit District received a much needed financial boost today of more than twenty-million dollars to help through this pandemic. The money will be used for the operating expenses related to the coronavirus: maintaining service, making up for lost revenue, purchasing PPE and paying administrative leave. While that seems like a lot of money, the transit district says more financial aid is needed. "People should not misunderstand this; if we spend it all and don't slow down stuff, we'll be out of money by April of next year and we don't want that to happen. We're trying to figure out how to nurse this money carefully. The loss in revenue is not due to a drop in ridership but rather because Metro relies heavily on sales tax money and that has dramatically dropped during the pandemic.

METRO Gets \$20M CARES Act Grant

Tarmo Hannula | July 14, 2020



Santa Cruz METRO was awarded a \$20 million CARES Act grant that will help offset mass revenue loss and increase costs associated with the Covid-19 pandemic. — Tarmo Hannula/The Pajaronian

SANTA CRUZ COUNTY—Santa Cruz METRO received a \$20,560,417 federal grant on July 9 to help deal with the coronavirus crisis.

The money comes from the recently passed Coronavirus Aid, Relief, and Economic Security (CARES) Act, which directs the Federal Transit Administration (FTA).

The funds target operating expenses, including reimbursement for operating costs, lost revenue, the purchase of personal protective equipment, and paying the administrative leave of personnel due to reduced service.

“The Covid-19 pandemic has taken a toll on public transit ridership and infrastructure across the Central Coast,” Congressman Jimmy Panetta said Tuesday in a press release. “This CARES Act grant will help the Santa Cruz Metropolitan Transit District support agency operations and purchase personal protective equipment to keep its essential workers and valuable customers safe. Such grants can preserve good-paying jobs and ensure that families and workers are safe as they endure the pandemic and eventually return to work and school.”

Mike Rotkin, METRO Board Chair, said the Covid-19 pandemic has caused METRO significant revenue losses through local sales tax revenue, farebox revenue and state funding. He said the grant will offset lost revenue for the “short-term.”

“Thankfully due to the CARES Act, METRO will be able to remain stable for the next few months, avoiding (for now) major service reductions and layoffs/furloughs,” he said.

The funding stems from the Urbanized Area Formula Funding program that makes federal resources available to urbanized areas and to governors for transit capital and operating assistance in areas and for transportation-related planning. An urbanized area is an incorporated area with a population of 50,000 or more.



Santa Cruz METRO bus operator Oscar Herrera prepares to head out on a route Thursday at the Watsonville Transit Center. — Tarmo Hannula/The Pajaronian

Bus Operators Push Back On METRO's Rider Increase

By: Tarmo Hannula

July 9, 2020

SANTA CRUZ COUNTY—Santa Cruz METRO has increased its passenger capacity by 50% in an effort to accommodate more riders, but that decision has raised concerns within the union representing the bus operators still working during the Covid-19 pandemic.

METRO CEO Alex Clifford announced on June 24 that buses would increase their capacity starting July 1, but Sheet Metal Air Rail Transportation (SMART) Local 23 countered by saying the decision was not safe for drivers and the public.

It filed a cease and desist order on June 29 that called for a temporary halt to the increase. But a judge on July 2 denied the union's request for a temporary restraining order regarding increased rider capacity.

The union then requested to have a state mediator step in to resolve the issue but METRO refused, said SMART 23 General Chairperson James Sandoval.

"Our union is very concerned about the health and safety of our members who drive the buses, as well as the county residents who rely on the bus service," Sandoval said. "Many members of the public who depend on the buses are at high risk for Covid-19 contraction and fatality because they are older and/or immunocompromised. They often have no choice but to ride the bus to get to a doctor's appointment or other important destination. Our members are unequivocally committed to helping the residents of our county get where they need to go—safely."

The union's lawsuit is ongoing, and the next scheduled court date is in October, Sandoval said.

All bus drivers returned to full duty on June 25 and have continued to work, Sandoval said.

The decision comes amidst policy changes during the ongoing coronavirus pandemic, which continues to force public transportation around the globe to re-examine its daily operations.

Buses are required to follow guidelines from the Centers for Disease Control and Prevention, as well as state and local health orders. That means that buses need to be sanitized, riders and drivers must wear face masks, and physical distancing (in and around buses) must be followed.

Physical distancing, which is required under state public health orders, will not be possible under the agency's new plan, Sandoval said.

METRO told the public on social media after the decision that passengers should "self-determine" physical distancing, and if they are uncomfortable with the number of people on the bus, they can wait for another one.

Sandoval said METRO now asks riders to "self-regulate" where they sit.

When novel coronavirus began to spread in Santa Cruz County in late March, METRO restricted the number of riders to single digits and installed “seat-blocking,” which prevents riders from sitting too close to one another or the driver. It also cut its services in half, suspended fares and buses were put on weekend schedules. While some routes were cut altogether most have now been restored, with the exception of reduced routes on the Highway 17 Express to San Jose.

“Management felt this was an important safety measure during the initial three months of [the Covid-19 pandemic], a period of uncertainty and a time in which we learned about the virus and the various CDC, state and local guidance and orders and while we put in place various safety measures for the protection of bus operators and our customers,” Clifford said.

The cutbacks produced more “pass-ups” of riders by buses already at capacity, METRO said, something the recent rider increase has helped reduce.

But Sandoval claims that is not true, saying that operators worked quickly to dispatch another bus if a rider was left behind. He also said METRO’s plan is based on old information, and that SMART 23 has instead asked the agency to restore ‘weekday’-level service and begin running more buses.

Sandoval said METRO ignored that alternative “amid outcry by community members and rider-advocacy groups.”

Good Times

Drivers Say Santa Cruz METRO's Plan to Increase Capacity Unsafe

Judge rejects union's cease-and-desist order

By: Tarmo Hannula

July 9 2020



Bus operator Oscar Herrera walks through the METRO station in Santa Cruz. PHOTO: TARMO HANNULA

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Other Transit Related Articles

CA: Editorial: Don't Let The Coronavirus Destroy Public Transit Too

Who's riding the bus in a pandemic? A lot of people, it turns out. The vast majority are workers who rely on public transit to reach their jobs.

The Times Editorial Board
Los Angeles Times (TNS)
Aug 16th, 2020



LOS ANGELES, CA - APRIL 29: Pedestrians wearing PPE ride the Westbound 33 Bus towards Venice in downtown Los Angeles on Wednesday, April 29, 2020 in Los Angeles, CA. For thousands of Metropolitan Transportation Authority bus drivers, going to work during a pandemic means spending hours in a confined space with strangers, wondering whether this will be the day they get sick. Ridership on Los Angeles County buses has fallen 65% since the pandemic started.

Gabriella Angotti-Jones / Los Angeles Times (TNS)

Who's riding the bus in a pandemic? A lot of people, it turns out.

The Los Angeles County Metropolitan Transportation Authority normally carries about 1.2 million passengers a day. Ridership is down by half, but some 550,000 people are

still boarding the region's buses and trains daily. The vast majority are workers who rely on public transit to reach their jobs.

But this essential service for essential workers is threatened. Transit agencies in California and across the nation are hemorrhaging money. The pandemic-induced shifts to remote work and distance learning, combined with the closures of many businesses, have cost transit systems dearly in terms of riders and the fares they pay. In communities that rely on sales taxes to fund public transit, that revenue also has declined with the economic downturn.

Meanwhile, agencies are forced to spend more money to make sure buses and trains are safer for riders, including cleaning more frequently and operating at decreased capacity so riders can distance themselves from one another. With less revenue and more expenses, transit agencies are getting desperate, and many wonder if they can stay in business.

Metro is among the transportation agencies pleading with lawmakers to provide more emergency funding so they can continue running through the pandemic and recovery. The groups are seeking \$32 billion for transit agencies nationwide, with \$3 billion earmarked for California.

Republicans in Congress and the White House are balking at another big pandemic relief bill, having supported a succession of bipartisan bills in February and March that appropriated roughly \$3 trillion. And you know what? Despite Republicans' newfound concerns about the deficit, the reality is the federal government hasn't spent enough to prevent lasting harm to the nation's essential public services.

The last of the measures passed by Congress in March, the Coronavirus Aid, Relief and Economic Security Act, included about \$25 billion for transit agencies across the country. That provided short-term relief to prevent agencies from shutting down service. But for Metro and other large transit agencies, the money will be gone in a few months — and the pandemic won't be.

Metro CEO Phil Washington estimates his agency will lose \$1.8 billion by next July because of the declines in sales tax, fare revenue and advertising income. The agency has already stopped running some bus lines and switched most bus and rail routes to less-frequent service to save money. It's also planning to delay some construction projects.

Likewise, Metrolink, the region's commuter rail system, saw ridership drop a stunning 90% during the pandemic. As it turns out, many of Metrolink's riders are office workers who can do their jobs from home. Now Metrolink has to figure out how to bring those passengers back — the system had its highest ridership ever last year — and what this means for the agency's ambitious program to expand service and switch to zero-emission trains.

There's a real concern that, as the pandemic drags on and transit agencies' losses pile up, their systems could fall into a death spiral. Agencies would be forced to cut service and sacrifice even more riders, which would further reduce revenue and trigger more cuts. The biggest losers would be the most vulnerable, including low-income workers, the disabled, students and other who rely on transit.

The risk is that when COVID-19 is eventually under control and people can return to some version of normalcy, there won't be a convenient, reliable transit system available to serve them. That would cause the public to lose faith in the value of public transit. Indeed, voters in California have repeatedly backed tax measures to expand mass transit and give people climate-friendly alternatives to driving. The pandemic and its economic fallout have upended all those plans, and that poses a serious threat to California's climate change goals.

This isn't just a California issue or a big-city problem. The transportation sector is one of the primary sources of greenhouse gases — in fact, the largest in California — and pre-pandemic emissions were on the rise despite the advent of vehicles that burn less fuel per mile. California and its major cities have been committed to building more robust transit services and transit-friendly communities so people could ride instead of drive.

And as we're seeing today, workers who are vital to a functioning economy rely on bus and train service to get to their jobs. As bad as the recession is now, it would be considerably worse if those services collapsed. California and the U.S. have wisely invested in public transit. We cannot let COVID-19 undermine the vision for a modern, fast, clean and equitable transportation system.

Los Angeles Times

Editorial: Don't Let The Coronavirus Destroy Public Transit Too

By: The Times Editorial Board

Aug. 16, 2020

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The New York Times

‘We’re Desperate’: Transit Cuts Felt Deepest in Low-Income Areas

As the pandemic wreaks havoc on public transit systems across the country, experts say it is low-income residents, people of color and essential workers bearing the brunt.

By: Pranshu Verma

Aug. 15, 2020



Nina Red has used public transportation in New Orleans for 43 years. “We have no other transportation,” she said. “If we had an alternative, we would take it.” Credit...Annie Flanagan for The New York Times

WASHINGTON — As Nina Red stood under a tree in the New Orleans rain, waiting for two buses that never came, she recalled a feeling of helplessness.

Ms. Red, 69, a resident of the city’s Algiers neighborhood, does not have a car. The bus, which she has ridden for 43 years, is the cheapest way to get around. But since the coronavirus pandemic hit, she has noticed service take a deep dive.

A six-mile trip to the grocery store, which used to take an hour, sometimes takes close to three. Routine doctor’s appointments at 8 a.m. require her to wake up by 5.

Many days, buses have skipped her stop without warning. When they do arrive, they are packed, making her worry she is going to be exposed to the coronavirus.

“We’re desperate,” Ms. Red said. “We have no other transportation. If we had an alternative, we would take it.”

New Orleans, like most American cities, has seen its transit budget drastically affected during the pandemic. Public transit leaders across the country have issued dire warnings to Congress, saying that the first \$25 billion in aid they received in March is quickly drying up, and they need more — otherwise their systems will go into a “death spiral.”

In return, though, Congress has shown little sign that another stimulus package will pass soon, or even include any of the \$32 billion more in assistance that transit experts say is needed to prevent systems from making more severe cuts to service that could stall the nation’s economic recovery.

But as service cuts to the United States’ bus, rail and subway systems start to happen, experts say it is the nation’s low-income residents, people of color and essential workers bearing the brunt. Many of them feel the congressional gridlock is completely ignoring their plight.

“It seems like we’re invisible,” Ms. Red said, “and they don’t care about us.”

The pandemic has wreaked havoc on public transit. Ridership on top city systems has declined 70 percent to 90 percent. Sales tax revenue, which fuels many transit agency budgets, has cratered because of a collapsing economy. All told, transit agencies across the country are projected to rack up close to \$40 billion in budget shortfalls, dwarfing the \$2 billion loss inflicted by the 2008 financial crisis.

To stay afloat, transit leaders have started to pare back service, which has caused immediate disruption. Many riders are already experiencing longer commute times, more system breakdowns, a lack of social distancing and, in some cases, unexplainable lapses in service.

But the effect is not spread equally, according to data.

Minority residents account for 60 percent of all public transit riders, according to industry experts. While over 2.8 million essential workers rely on public transportation to get to work, expert analysis found, 67 percent of those are people of color.



A bus in Brooklyn in April. Public transit leaders across the country say that the \$25 billion in aid they received in March is quickly drying up. Credit:..Jonah Markowitz for The New York Times

In the early days of the pandemic, industry analysis also showed white ridership on transit systems dropped drastically, with 22 percent of transit users identifying as white, compared with 40 percent normally. Black ridership, which normally accounts for 24 percent of transit users, increased to nearly 38 percent.

“The wealthy have lots of choices,” said Beth Osborne, the director of Transportation for America, an advocacy group. “People with enough money can choose to opt out for a while. That’s quite a luxury.”

Experts say the ability for higher-income and white-collar workers to work remotely or use a car at higher rates than low-income and minority residents highlights another systemic inequity made glaringly obvious during the pandemic.

Two economic studies have found Black people could be dying at nearly double the rate of white people from the coronavirus, in part because of their heavier reliance on public transportation.

For essential workers like Mosi Tibbs, 26, who lives just outside Pittsburgh, the inequality is glaring during his daily bus trip to his job at Trader Joe’s.

Mr. Tibbs, who is Black and the main breadwinner for his household, has noticed buses on his route coming less frequently, or much later than normal. When they do arrive, they are usually packed and filled with riders who are not wearing their masks.

He has considered buying a car because he does not want to risk being late to his job and losing it, or contracting the virus and giving it to his wife, who has Celiac disease. But it is just not affordable right now.

“I’m upset I have to make that type of decision,” Mr. Tibbs said. “I have to choose between financial stability, and the health of myself and my wife.”

The plight of public transportation riders has drawn attention on Capitol Hill, but not in ways that have produced hope for transit riders across the country.

In May, House lawmakers passed a coronavirus aid package that would dedicate an additional \$15 billion in funding to transportation agencies. It stalled in the Republican-led Senate.

The White House and top congressional Democrats are still at a standstill over the next relief package. The Senate has gone home for its August recess, with no indication that a deal is imminent. The White House’s \$1 trillion proposal does not include any emergency relief for public transit.

The omission has caused uproar among lawmakers. In late July, 110 representatives in the House signed a letter urging congressional leadership to include \$32 billion in emergency funding for public transportation agencies in any future aid measure.

Last week, Senator Chuck Schumer of New York, the minority leader, said Democrats had heard the warnings from public transit leaders and were imploring their Republican colleagues to ensure funding is included.

“This is when government is needed,” he said. “Jump-starting our economy means getting people back to work safely, and that means mass transit: fully operational, fully funded mass transit.”

Senator Mitch McConnell, Republican of Kentucky and the majority leader, did not respond to a request for comment.

Transit leaders have signaled that the cuts they are making to service are only the start, and the real pain will be felt in the coming months. Bigger city systems will see the first round of coronavirus aid dry up in the next few months, while midsize cities expected to see the worst next year.

Nearly one-third of public transit agencies are furloughing employees or are planning furloughs, according to the American Public Transportation Association. A third of

agencies are also delaying capital projects that were meant to upgrade transit systems and reduce the risk of accidents.

Reduced revenue from fares and sales tax subsidies have meant cities like San Francisco have cut half their bus lines. In New Orleans, where 14 percent of its transit workers have tested positive for the virus, fare revenue has dropped by 45 percent. Chicago expects up to a \$1.5 billion budgetary shortfall into next year.

If additional aid from Congress does not come through, transit systems could plunge into a transit death spiral, where cuts to service and delayed upgrades make public transit a less convenient option for the public. That, in turn, prompts further drops in ridership, causing spiraling revenue loss and service cuts until a network eventually collapses.

Transit advocates say if that happens, it could slow the nation's path to economic recovery by cutting off a main way for workers who rely on public transit to get to work.

And while congressional leadership remains at an impasse over the next round of coronavirus aid and how much more support to give transit agencies, those outside Washington said it was simply another sign of how federal lawmakers were out of touch with the struggles facing everyday Americans.

"It's not their problem," Ms. Red said. "Their families and friends have everything they need. They don't look at us."

The New York Times

Is the Subway Risky? It May Be Safer Than You Think

New studies in Europe and Asia suggest that riding public transportation is not a major source of transmission for the coronavirus.

By: Christina Goldbaum

Aug. 2, 2020



Ridership on the subway is still just 20 percent of pre-pandemic levels. Many commuters remain fearful of being exposed to the coronavirus. Credit...Todd Heisler/The New York Times

Five months after the coronavirus outbreak engulfed New York City, riders are still staying away from public transportation in enormous numbers, often because they are concerned that sharing enclosed places with strangers is simply too dangerous.

But the picture emerging in major cities across the world suggests that public transportation may not be as risky as nervous New Yorkers believe.

In countries where the pandemic has ebbed, ridership has rebounded in far greater numbers than in New York City — yet there have been no notable superspreader events linked to mass transit, according to a survey of transportation agencies conducted by The New York Times.

Those findings could be evidence that subways, commuter railways and buses may not be a significant source of transmission, as long as riders wear masks and train cars or buses never become as intensely crowded as they did in pre-pandemic rush hours.

If the risks of mass transit can be addressed, that could have sweeping implications for many large American cities, particularly New York, where one of the biggest challenges in a recovery will be coaxing riders back onto subways, buses and suburban trains — a vast system that is the backbone of the region's economy.

When the city shut down in March, over 90 percent of the subway's 5.5 million weekday riders abandoned the system. Even now, as the city has largely contained the virus and reopened some businesses, ridership is still just 20 percent of pre-pandemic levels, adding to the financial strain of New York's transit agency, which relies on fare revenue for 40 percent of its operating budget.

"What we are seeing in other cities makes me optimistic," said Toph Allen, an epidemiologist who co-wrote a report on coronavirus transmission and public transportation with the Tri-State Transportation Campaign, a transit advocacy group. "If you know that you have a transit system that is functioning in an area where there are no major outbreaks, you know transit can be safe."

In Paris, public health authorities conducting contact tracing found that none of the 386 infection clusters identified between early May and mid-July were linked to the city's public transportation.

A study of coronavirus clusters in April and May in Austria did not tie any to public transit. And in Tokyo, where public health authorities have aggressively traced virus clusters, none have been linked to the city's famously crowded rail lines.

But public health experts warn that the evidence so far should be considered with caution. Ridership in other major cities is still well below pre-pandemic levels, tracing clusters directly to public transit is difficult, the quality of ventilation systems used to filter air varies, and the level of threat depends to a high degree on how well a city has reduced its overall infection rate.

"There are so many other factors that go into levels of risk and how you assess risk," said Dr. Michael Reid, an assistant professor at the University of California, San Francisco School of Medicine and a contact-tracing expert. "They are not equal comparisons."

In fact, state and city officials have been unable to determine whether mass transit in New York contributed to the surge in March and April that devastated the city, killing more than 20,000 people.

The outbreak has exacted an especially devastating toll on transit workers. To date, over 4,000 have tested positive and 131 workers have died from the virus — nearly 90 percent of whom worked for the division that runs the city's subways and buses.

For much of that time, riders were not required to wear masks, and the infection rate in the city was much higher than it is today, likely making public transportation a riskier venue. (One study at M.I.T. purported to show that the subway was a superspreader early in the pandemic, but its methodology was widely disputed.)

Still, some public health experts believe the experiences of other cities offer a blueprint for how to minimize the potential for transmission on public transit systems.

Among the range of urban activities, the experts say, riding the subway is probably riskier than walking outdoors but safer than indoor dining.

The low infection rates on some public transportation systems can be attributed, in part, to measures transit agencies have adopted, including mandating face masks; disinfecting trains and buses; and ramping up service and asking businesses to stagger work hours to reduce rush-hour crowding.

New York officials are trying to balance two goals: drawing as many riders back as possible while also avoiding sardine-can crowding at rush hour. They have appealed to business leaders to have employees start at different hours, though the pressure on the system has eased notably since the shift toward working from home is expected to last for months, if not longer.



Even as public transit ridership has rebounded in cities like Paris, there have been no major outbreaks linked to mass transportation. Credit...Philippe Lopez/Agence France-Presse — Getty Images

“Each of these things layers one on top of the other to make things safer,” said Dr. Don Milton, an environmental health researcher and aerosol transmission expert at the University of Maryland.

The nature of how people use public transit also may help explain why potential exposure levels might not be as high as some riders believe.

People tend to stay on trains or buses for relatively short amounts of time, compared with a day’s work in an office or an outing to a bar to see friends. Riders tend not to talk on the train, reducing the amount of aerosols they release. In many cities, lockdown orders and new work-from-home norms have minimized crowds on trains, making it easier to keep some social distance.

Riders seem to be wearing masks and adhering to new guidelines, officials said.

“We were pleasantly surprised that Berliners accepted it so quickly,” said Jannes Schwentu, a spokesman for the Berliner Verkehrsbetriebe, which operates Berlin’s subway and buses, referring to mask compliance.

In New York, transit officials say that a recent observational study of over 220,000 riders found that over 90 percent were wearing masks. The transit agency has handed out free masks to passengers.

Though some veteran riders might be surprised, the subway system also benefits from a robust ventilation system that is effective at removing viral particles from the air.

In New York’s subway trains, transit officials say, the filtered air that circulates through a car is replaced with fresh air at least 18 times an hour. That is a much higher than the recommended air-exchange rates in restaurants, where recycled air is replaced eight to 12 times per hour, or in offices, where it is replaced six to eight times an hour.

This sharply reduces the chances of a superspreader event on trains, as long as they do not become overly crowded, said Linsey Marr, an expert on the airborne transmission of viruses at Virginia Tech.

But once too many people pack a train, the ability to provide proper ventilation to prevent the spread of viral aerosols diminishes significantly. When riders are standing shoulder to shoulder, any viral particles a sick passenger exhales could be readily inhaled by another passenger — which is possible even if both are wearing masks.

Hong Kong is one city where public transit ridership is still lower than before the pandemic, and it has not “seen a big outbreak associated with public transit,” said David Hui, the director of the Stanley Ho Center for Emerging Infectious Diseases at the Chinese University of Hong Kong.

But, he added: “If not for the work-from-home measure, both buses and the subway would be full of people. In that case, I believe there could have been a serious outbreak.”

In some places, ridership has rebounded more so than in New York, but none have had to grapple with overflowing public transit and how that could test their ability to keep the virus at bay.

In Beijing, subway ridership has risen to 59 percent of pre-pandemic levels; in Tokyo, Metro ridership has increased to 63 percent; in Berlin, ridership on buses and subways is between 60 to 70 percent of normal rates; and in Paris, ridership on the Metro has returned to 45 percent of usual levels.

“I am more vigilant in the Metro and careful not touching the bar or sitting on seats,” said Alain Raphael, 28, an engineer in a tech company in Paris. “I am less confident in bars, cafes and restaurants than riding the Metro.”

So far in New York State, where contact-tracing efforts are not as robust as in European and Asian countries, public health officials have not linked any new clusters to public transportation, according to state and city officials.

Contact-tracing experts warn that tracking an infection cluster to public transportation is particularly challenging because the chances of infected people remembering the precise train cars they were riding is unlikely and reaching those who were in that same car is nearly impossible.

“Transit is much more anonymous and relatively fleeting,” said Crystal Watson, a senior scholar at the Johns Hopkins Center for Health Security.

In the months since the height of the outbreak in New York, the Metropolitan Transportation Authority, which runs the city’s subway and buses, has invested hundreds of millions of dollars on the daily disinfection of train cars, distributed over a million masks to riders, and started public service campaigns encouraging riders to maintain social distance.

These efforts are as much about swaying public perceptions and regaining the confidence of commuters as they are about safeguarding public health, officials said.

“There is both a substantive public health goal and there’s a messaging and assuring goal as well,” Patrick J. Foye, the M.T.A.’s chairman, said.

Dr. Joan Stroud, 61, a family medicine doctor at N.Y.U. Langone Brooklyn Heights Medical, started driving from her home in Bedford-Stuyvesant, Brooklyn, to work in early May rather than taking the subway.

“New York City trains were already filthy,” she said. “I wasn’t going to get on one every day during a major wave of infection.”

But a month ago, she got back on the subway, which provides a faster commute, and has been impressed with the system.

“The trains are as clean as I’ve ever seen them,” she said.

MASS TRANSIT

CCW Delivers Four Rehabbed Buses To Santa Cruz Metro

All four buses were repowered to include Cummins ISL-G Recon engines.

Complete Coach Works

July 30, 2020



CCW completes the refurbishment of four Santa Cruz Metro buses.
CCW

Santa Cruz Metropolitan Transit District (Santa Cruz Metro) has received its final delivery of rehabbed buses from Complete Coach Works (CCW).

The contract, which called for the rehabilitation of four buses, was awarded late last year.

The work on the first two buses included repowering them from ISL engines to Cummins ISL-G Recon engines. The other two buses were repowered from John Deere CNG engines to Cummins ISL-G Recon engines. The new engines are certified and fully equipped with all emission components that meet U.S. Environmental Protection Agency and California Air Resource Board emission standards. Additional work for all buses included installment of rebuilt Allison transmissions, new driver seats, reupholstered

and repainted passenger inserts, internal/external LED lighting, new electric cooling systems and complete rebuild of suspensions and axles. The buses were then repainted and decaled to reflect Santa Cruz Metro's branding.

The rehabilitations are part of Santa Cruz Metro's mission to enrich the passenger experience by delivering customers' comfort and safety in a cost-effective manner.

Aaron Timlick, regional sales manager at CCW, said, "It is very important that transit properties keep their buses reliable and in good condition for their passengers. We are appreciative that Santa Cruz has chosen CCW to be the company to help them maintain their high standard. We appreciate the trust and confidence Santa Cruz has placed in us. The buses will provide years of dependable service."

Transit Agency Leaders, APTA Press Urgent Need For Additional Congressional Funding

The group says more emergency stimulus funding is needed to avert a 'looming financial calamity.'

By: Mischa Wanek-Libman

July 29, 2020



Illustration: Mass Transit; Top: Pepi Stojanovski/Unsplash; Bottom: Maria Oswald/Unsplash

The American Public Transportation Association (APTA), along with 10 transit agencies, held a virtual press conference July 28 to reiterate the transit industry's need for an additional \$32 billion in federal funding. Transit was not included in the proposed stimulus package released by Senate Republicans on July 27 and the \$15.75 billion included in a House-passed proposal is short of what the industry needs.

The transit industry was provided \$25 billion through the Coronavirus Aid, Relief and Economic Security (CARES) Act and while the agency and APTA participants on Tuesday's press call expressed gratitude for the initial funds, additional funding would stave off what APTA President and CEO Paul Skoutelas called a "looming financial calamity."

The general reasoning for the emergency relief funding is well known: Costs have increased as transit agencies have aggressively stepped up cleaning and disinfecting

efforts, employee protections, such as the supply of personal protection equipment and driver compartment barriers, while revenues from fares, sales tax and other streams have dropped considerably.

Nuria Fernandez, general manager and CEO of the Santa Clara Valley Transportation Authority, said additional funds for the industry do not fall into the “nice to have” category, but are essential in helping agencies bridge the gap caused by the pandemic.

To drive home the need for additional funding, APTA released results of a July 2020 survey of transit CEOs that found:

- Almost one-third of public transit agencies have been forced to furlough employees or are planning future furloughs.
- More than one-third of public transit agencies have had to delay capital projects.
- Nearly one in five agencies have shifted funds from their capital budget to their operating budget.
- Public transit agencies need additional emergency funding to provide essential services as the pandemic continues.

The transit representatives on the call provided more local impacts of what the COVID-19 pandemic has done to their budgets, which include:

- The Washington Metropolitan Area Transit Authority losing \$2 million per weekday in revenues since March;
- The Chicago Transit Authority (CTA) losing \$1 million in fare revenues per day, which is anticipated to total \$345 million in lost farebox revenue in 2020; and
- IndyGo accrual of an additional \$1 million in cleaning expenses so far this year.

“The reality is that, without additional federal funds, we are left with some very difficult choices to deal with a looming financial crisis that run counter to the economic recovery we all want,” said Washington Metro General Manager and CEO Paul J. Wiedefeld.

Not a handout

Carl Sedoryk, general manager and CEO of Monterey-Salinas Transit in California described how his agency, and many others in the industry, pivoted their services to provide food delivery to those experiencing food insecurity, utilizing Wi-Fi-equipped vehicles to ensure school kids could get their work done on a reliable connection and other services outside of transporting someone from Point A to Point B during the pandemic.

The area served by Monterey-Salinas Transit experienced growth in its unemployment rate from 3.5 percent to more than 20 percent. The jobs that remain are agriculture in focus and cannot be performed from the isolation of a home, making transit service even more essential.

Metropolitan Transit Authority of Harris County President and CEO Tom Lambert said his agency serves Texas Medical Center, which is considered the largest medical center in the world. One-third of the center's employees use transit to travel to work.

CTA President Dorval Carter explained additional federal funding would help him answer a key question posed by those essential workers who have used his agency's services, "are you going to be there?"

Scott Smith, CEO of Valley Metro, told attendees on the call the additional funding ask was not a handout, but a safety net for transit agencies and an investment that pays returns in economic activity.

Palm Tran Executive Director Clinton B. Forbes shared a similar thought by saying "we are the 'to' in getting back to work."

Calls from across the industry

The July 28 call was one of several the transit industry has held during the past month to support and remind elected officials of the need for more stimulus funding. While agencies of all sizes endorse more funding, a sticking point is the suggested distribution of potential funds.

APTA has requested that any additional emergency relief funding be distributed 80 percent through the existing Federal Transit Administration (FTA) Emergency Relief Program and the remaining 20 percent to be distributed through an immediate infusion for FTA formula grants.

A growing group of transit stakeholders, including small and mid-sized agencies and the Community Transportation Association of America, believe distributing funds in this way could favor larger agencies. This group of transit advocates believes the CARES Act distribution of funds was fair to all agencies and they are encouraging the same approach to any future federal funds.

Monterey-Salinas Transit's Sedoryk was a co-signer of a letter sent last week to Congressional leaders urging CARES-Act distribution of any additional transit stimulus money, as well as a panelist on the July 28 APTA-led call. He did not mention the distribution proposal from APTA on the call. However, he did make a point that while smaller agencies are not matching losses of larger systems dollar-for-dollar, when converted to percentages, the losses experienced by small to mid-sized networks are equal to their larger counterparts.

The bottom line for small, medium and large agencies is that more funding is needed so that the answer is "yes" when they are asked "are you going to be there?"

MASS TRANSIT

Small And Mid-Sized Transit Agencies Join Call For Second Round Of Emergency Funding

The agencies are urging Congress to include an additional \$36 billion in pandemic relief funding but want any additional funds to be distributed using existing funding formulas.

By: Mischa Wanek-Libman

July 22, 2020



Architect of the Capitol

A group of 19 smaller and mid-sized transit agencies added their voices behind the push for Congress to include an additional \$36 billion in emergency funding relief in a new stimulus bill.

The group, led by the Santa Cruz Metropolitan Transit District, sent a letter to House and Senate leaders asking for the additional funding as transit agencies of all sizes struggle to stay in good financial standing as they continue to provide vital service through the COVID-19 pandemic.

A group of larger transit agencies and the American Public Transportation Association (APTA) urged support for an additional \$32-\$36 billion for transit.

While the group of small to mid-size agencies supports the need for additional funds, it wants to see those funds distributed using existing formulas through the Federal Transit Administration (FTA), which is how the \$25 billion was distributed to transit through the Coronavirus Aid, Relief and Economic Security (CARES) Act.

“As Congress prepares another round of necessary supplemental appropriations in response to the COVID-19 pandemic, we are urging you to include \$36 billion in supplemental funding to transit agencies operating in communities of all sizes using the exact same distribution method as the CARES Act. Using existing FTA funding formulas will assure that transit systems across the country continue to move quickly to get us all through the worst of this pandemic equitably and sustainably,” read the letter signed by Santa Cruz Metropolitan Transit District CEO/General Manager Alex Clifford.

The Health and Economic Recovery Omnibus Emergency Solutions (HEROES) Act, which passed the House, includes \$15.75 billion for the transit industry with the majority of funding relief (\$11.75 billion) going to larger agencies serving urbanized areas of three million people or more and the remaining \$4 billion going to grants for the industry.

In a July 14 letter, APTA President and CEO Paul Skoutelas asked for additional emergency funds for the industry and suggested that 80 percent of any emergency funds be distributed through the existing FTA Emergency Relief Program with the remaining 20 percent distributed through FTA formula grants.

The letter from the group of small and mid-sized agencies was co-signed by leaders from Greater Dayton Regional Transit Authority, Riverside Transit Agency, Monterey-Salinas Transit, San Joaquin Regional Transit District, Lane Transit District, Island Transit, Macon-Bibb County Transit Authority, Kitsap Transit, city of Battle Creek Transit, the city of Santa Maria, River Bend Transit, VIA Metropolitan Transit, San Luis Obispo Regional Transit Authority, Gold Coast Transit District, Victor Valley Transit Authority, Eastern Contra Costa Transit Authority, SunLine Transit Agency and Fort Wayne Citilink.

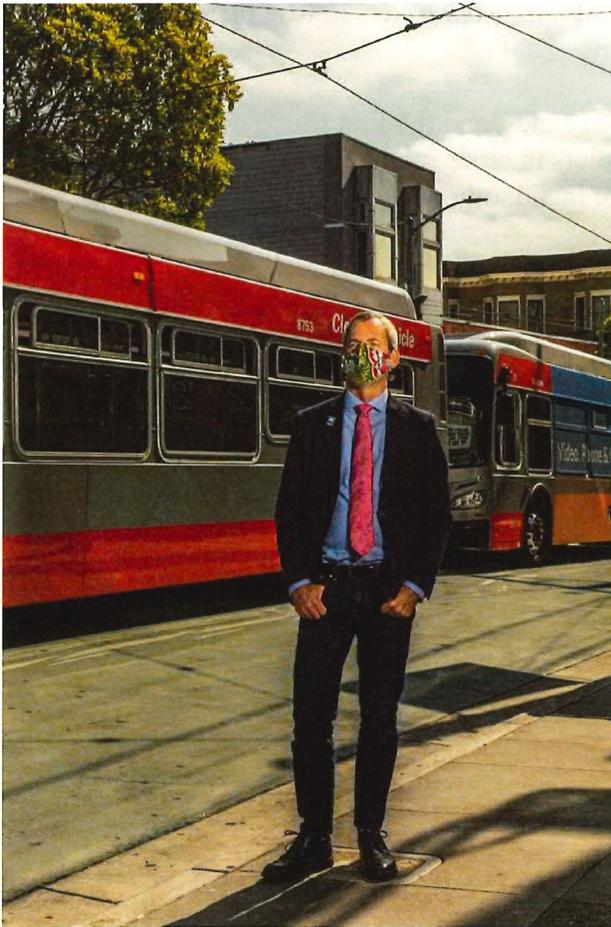
The New York Times

Public Transit Officials Fear Virus Could Send Systems Into ‘Death Spiral’

Transit leaders are urging Congress to provide billions of dollars in aid, and warn of dire consequences if they decline.

By: Pranshu Verma

July 19, 2020



“Unless the economy comes ripping right back, and there’s a vaccine, and social distancing is eliminated, we fall off the financial cliff in 2023,” said Jeffrey Tumlin, who leads San Francisco’s city transit network.

Credit...Christie Hemm Klok for The New York Times

WASHINGTON — Jeffrey Tumlin, who leads San Francisco’s \$1.3 billion transit system, is in a hard spot.

Ridership on his transit system is down 70 percent citywide, reeling from the effects of a pandemic that has killed over 138,000 in the United States alone and smothered the national economy.

His agency predicts \$568 million in revenue losses over the next four years, and in an effort to stay afloat, he has had to eliminate half of his city bus lines, unsure if they will ever come back.

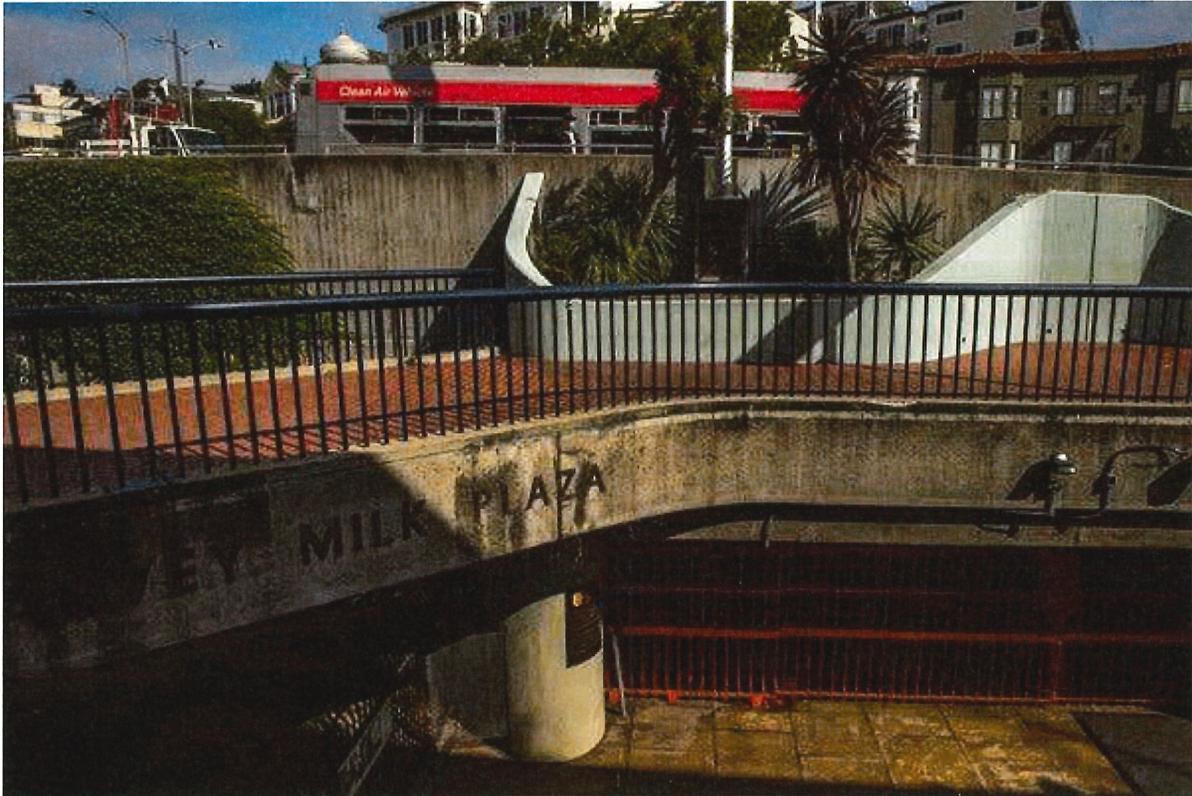
In March, his department received \$373 million from Congress as part of a \$25 billion package to help public transit agencies across the country.

It was a one-time infusion of funds that staved off the worst — a potential deficit of \$410 million by the year's end that could have forced 1,400 transit workers to lose their jobs and deplete the agency's rainy day fund in three months.

But coronavirus cases are rising in over three dozen states, and the first round of congressional aid is quickly drying up. Transit leaders in cities including Seattle, Los Angeles and Miami warn they need billions of dollars more in aid, otherwise their systems could collapse.

“Unless the economy comes ripping right back, and there's a vaccine, and social distancing is eliminated, we fall off the financial cliff in 2023,” Mr. Tumlin said. “That would result in such severe service cuts that it puts us on what is called the transit death spiral.”

As transit use plunged across the country because of the pandemic, the economy cratered into a recession, putting nearly 11 percent of Americans on the unemployment rolls and closing about 66,000 small businesses, dealing a blow to the sales and income tax revenues that many city and states use to fund transit agencies.



The closed Castro District metro station in San Francisco. All metro routes have been replaced with bus service since April. .Credit...Christie Hemm Klok for The New York Times

The mix of forces has been brutal: Ridership has plummeted 90 percent on some of the nation's biggest systems, including in New York and the San Francisco Bay Area. Reduced tax revenues are forcing state and local leaders to trim their transit subsidies. Transit agencies across the country are projected to rack up close to \$40 billion in budget shortfalls, dwarfing the \$2 billion loss inflicted by the 2008 financial crisis.

This could affect the industry forever, transit experts say, causing leaders to substantially cut service to match catastrophic drops in revenue. Capital projects meant to upgrade transit systems and reduce the risk of accidents would have to be delayed. Wait times could become so long that using public transit to commute may become unrealistic.

“For city economies as a whole, this is a threat to their viability,” said Ben Fried, a spokesman for the TransitCenter, a philanthropic foundation that supports nationwide transit overhaul. “For some people, it’s going to put their job out of reach. If employers can’t count on workers having access to jobs, firms are going to choose to locate elsewhere.”

Transit leaders across the country are imploring congressional leaders to provide up to \$36 billion in additional assistance.

They want to ensure subways, buses and rail systems across the country can weather a sustained decline in revenue and be ready as the economy and school system reopen.

“Our transit systems collectively move millions of students throughout the school year and are responsible for getting millions more people to work every day,” a coalition of 26 transit leaders wrote to Senate leaders on Tuesday. “Without additional federal assistance, many of our agencies will be forced to make difficult decisions that will negatively impact the lives of essential workers and the returning work force.”

Experts say big city transit systems are likely to be hit the hardest and quickest. Their operating budgets tend to depend heavily on rider fares and sales tax.

But small and midsize agencies, which tend to rely more on direct support from state and local governments, or revenue sources like property taxes, will not be spared. They are most likely to see their worst budget woes creep up early next year.

And while the emergency federal funding has stopped transit systems from facing immediate doom, aid is predicted to dry up in five to eight months for big city networks, compared with 12 to 20 months for smaller systems, according to expert analysis.

“If the emergency response is not robust, and robust over a prolonged period of time, these agencies will be looking at long term cuts to service,” Mr. Fried said. “It’s just really scary to think about where transit systems and transit riders are going to end up.”

Already, the situation is grim.

In New York, transit officials have characterized the financial crisis as a “four-alarm fire” that threatens to hobble the city’s transportation network and hamstring the region’s economic recovery.

Since March, when the pandemic ground urban life to a standstill and ridership plummeted over 90 percent, the transit system has lost \$700 million to \$800 million in revenue every month. The transit agency now faces a \$10 billion budget shortfall through 2022.

Already, the agency announced it would suspend its sweeping \$54 billion plan to modernize the city’s antiquated transportation network — a move that risks plunging the system into disrepair, experts say. Transit officials have also warned of devastating cuts including trimming jobs, reducing service and increasing fares and tolls.

Midsize agencies have not been spared. Denver’s transit agency is cutting service by 40 percent. In New Orleans, where 14 percent of its transit workers have tested positive for the virus, fare revenue has dropped by 45 percent. Cleveland, where unemployment levels have reached 23 percent, will lose 14 percent of its revenue by 2021.

This could plunge systems into a “transit death spiral,” where cuts to service and delayed upgrades make public transit a less convenient option for the public, which prompts further drops in ridership, causing spiraling revenue loss and service cuts, until a network eventually collapses.

And for many transit agencies, the pandemic came right as their systems were finally recovering from the 2008 recession.

“We all thought that was one of the worst things we’d see in our lifetime,” Beth Osborne, director of Transportation for America, a transit advocacy group, said of the financial crisis’s effect on public transit. “The pandemic is a much more profound, much more immediate impact.”

But the industry’s plight has not been forgotten by those on Capitol Hill.

In May, the House passed a coronavirus aid package that would dedicate an additional \$15 billion in funding to transportation agencies.

The package has stalled in the Republican-led Senate.

Twenty-five senators, led by Bob Menendez, Democrat of New Jersey, urged Senate leaders this month to include \$32 billion in aid for public transit in the next coronavirus package the Senate is set to consider in the next two weeks.

“We must recognize the true costs of the coronavirus on our transit systems,” the senators wrote. “Decreased farebox revenue has continued longer than we anticipated two months ago, and the reduction in other revenue sources such as local sales taxes are deeper than anyone predicted.”

Senator Mitch McConnell, Republican of Kentucky and the majority leader, plans to take up another coronavirus aid package when the Senate returns from its recess on Monday, but he has said that package will be far narrower than the previous round of relief, including liability protections for companies that reopen during the pandemic, and funding for health care and education.

Transit leaders across the country warn that the longer Congress waits to act, the deeper the effects will be to their city’s bus, rail and subway systems.

“When they get around to it, they no longer are doing damage prevention,” said Karl Gnadt, the managing director of the Champaign-Urbana Mass Transit District in Illinois. “The damage is already occurring.”

The Mercury News

Could Caltrain shut down? Why the once-unthinkable is now a real possibility

SF board of supervisors fail to consider new sales tax proposal to help fund the Peninsula railroad

By Nico Savidge | Bay Area News Group

July 16, 2020



SANTA CLARA, CALIFORNIA – JULY 14: A southbound Caltrain train leaves the Santa Clara Caltrain Station in Santa Clara, Calif., on Tuesday, July 14, 2020. (Nhat V. Meyer/Bay Area News Group)

The potential for Caltrain to temporarily shut down later this year is moving from near-unthinkable to a real possibility, after the San Francisco Board of Supervisors on Tuesday declined to take up a proposal to put a new sales tax funding the Peninsula railroad on the November ballot.

The permanent death of the nearly 160-year-old rail line isn't on the table — but even temporarily stopping all service would be the most dramatic

step a Bay Area public transportation agency has been forced to take as the coronavirus pandemic chases away riders and threatens the future of mass transit.

Caltrain officials had originally pitched the one-eighth cent sales tax in San Francisco, San Mateo and Santa Clara counties as a way to fund ambitious plans to transform the commuter railroad into a BART-like system, running electrified trains between San Jose and San Francisco every few minutes.

But when ridership plummeted by more than 90 percent this spring, the measure morphed into \$108 million per year lifeline.

More than any other transit system in the Bay Area, Caltrain needs riders to survive. It relies on passenger fares for 70 percent of its budget, while also getting a subsidy from the three counties where it operates. Officials eyed the sales tax as a way to create the kind of dedicated revenue source that agencies such as BART use to fund their budgets.

But Caltrain's ridership skews toward white-collar commuters, who are considered some of the least likely to return to public transportation in the coronavirus era, whether because they are working from home or because they can drive instead of sharing enclosed space with other passengers.

Without riders, Caltrain officials say the agency will need an infusion of cash from somewhere. Otherwise, spokesman Dan Lieberman said, "There wouldn't be enough funding for the system to run."

"Last week, this was a scary what-if," Lieberman said. Now, it seems like a more immediate threat.

None of the potential sources for emergency funding are a guarantee.

SamTrans, Muni and Valley Transportation Authority could increase the subsidy they pay to Caltrain. But the railroad estimates its needs could top \$50 million, and it will be a tough sell convincing those agencies that are struggling with their own coronavirus budget cuts to give more.

There's also the possibility of state or federal help; public transportation agencies across the country are now lobbying for a \$36 billion federal aid package, though it's unclear whether Congress will provide it.

And while San Francisco board's decision doesn't completely kill the Caltrain tax measure, it certainly puts the proposal on death's door.

San Francisco Supervisor Shamann Walton said he declined to introduce the measure because of Caltrain's management structure, saying it gives San Mateo County too much power over the railroad. Critics have also taken issue with the idea of a new sales tax, which will be disproportionately be paid by people with lower incomes, being used to fund a transit system that primarily serves wealthy riders.

Caltrain needed all of the boards of SamTrans, Muni and VTA, plus the boards of supervisors in San Mateo, Santa Clara and San Francisco counties, to agree to put the proposal on November's ballot in each county. SamTrans and San Mateo County already have. The San Francisco Board of Supervisors could still bring the measure up for a vote sometime before the end of the month, but after Tuesday's action its prospects seem dim.

WPVI

50 Percent Capacity Limit On New Jersey Transit To Be Lifted; Face Coverings Still Required

Monday, July 13, 2020

TRENTON, New Jersey (WPVI) -- Governor Phil Murphy said on Monday that he will sign an executive order lifting the 50 percent capacity limit on New Jersey Transit, though face coverings will still be required.

That order will go into effect on Wednesday at 8 p.m.

That includes NJ Transit buses and private carrier buses, trains, light rail and Access Link vehicles.

"As we've undertaken our restart and recovery, and as more New Jerseyans are getting back to their jobs, we are seeing increases in ridership which are starting to approach the 50 percent stated maximum capacity for these vehicles," Murphy said.

"We want to ensure people can get to their jobs and the system is operating as efficiently as possible," he added.

NEW: Today I'm signing an Exec Order:

☑Lifting the 50% capacity limits currently enforced on @NJTRANSIT and private-carrier buses, trains, light rail vehicles, and Access Link vehicles

☑Requiring face coverings in all NJ TRANSIT and private-carrier indoor stations

pic.twitter.com/rNqmxIRPQn

— Governor Phil Murphy (@GovMurphy) July 13, 2020

Face coverings will be required for anyone using NJ Transit and private-carrier indoor stations. Face coverings are also required at outdoor stations where social distancing is not practical, Murphy said.

The governor also reminded commuters that masks need to be worn over the mouth and nose.

"No chin guards," Murphy said.

Murphy also moved any special elections throughout the state to the November 3 general election.

The state reported 231 new positive COVID-19 test results on Monday, bringing the total since March 4 to 175,522.

Another 22 deaths were reported, bringing the total to 13,613. There are another 1,947 probable COVID-19 deaths, Murphy said.

StreetsBlog SF

Do You Feel Safe Riding Bay Area Transit?

Advocacy groups and agencies talk COVID safety and transit

By: Roger Rudick

Jul 9, 2020



A BART worker sterilizing a train interior. Photo: BART

A Bay Area transit advocate said he's taken transit eighty times since the start of the COVID-19 pandemic and felt perfectly safe doing it. Trains were spotlessly clean and mask usage was universal. Attendants were on hand all day long continually cleaning high-touch areas.

That transit advocate, however, wasn't living in the Bay Area at the time—he was living in Taipei.

He was one of seventy people who participated in a 'Bay Area Transit Rider Voices Forum' sponsored by Friends of Caltrain, Seamless Bay Area, the San Francisco Transit Riders, and other advocacy groups. The purpose of the online forum, which was held this afternoon, was to hear from Bay Area riders about what deters them from using the region's trains, buses, and ferries during the COVID-19 pandemic.

Before the forum began, Seamless Bay Area’s Ian Griffiths reviewed the dire situation for transit agencies, which have seen precipitous drops in ridership and fare-box revenue. But, he said, “twenty to thirty percent of [regular] riders are still using transit every day... those are our essential workers.”

To serve their needs, and to help grow ridership once the pandemic is under control, the Bay Area’s 27 or so disparate transit agencies have formed a “Blue Ribbon Recovery Task Force” to figure out how to make people feel safe riding buses and trains again. “Over the next twelve months, they are focusing on a recovery strategy and identifying reforms we can make to put transit on a stronger foot in the coming year,” said Griffiths. He said he was hopeful this kind of cooperation would continue even if COVID-19 is vanquished by a vaccine or effective treatment.

In the meantime, the task force, following best practices of transit agencies overseas, has identified ten practices to improve safety, as listed below in a slide from Griffiths’ introductory presentation:

Practices to improve safety of transit

Components of “Bay Area Healthy Transit Plan”

 Universal mask-wearing	 Improved ventilation
 Avoid talking	 Employee wellness assessments
 Frequent cleaning	 Employee protective equipment
 Social distancing / minimizing crowding	 Employee contact tracing
 Hand washing / hand sanitizer	 Touchless payments

Early on the epidemic, a badly researched, baseless study from an economics professor at MIT tried to link COVID clusters in New York to the subway. It helped frighten people away from transit in the U.S. However, further research showed its conclusions were simply wrong; they did not conform to real-world, epidemiological data. In fact, studies from the world’s densest, most transit-rich cities show that transit does not have to be dangerous—if riders wear masks and the agencies follow the recommendations listed above.

That said, “I can’t really say anything is 100 percent safe. And we also know the spread of this virus is related to how many infections there are overall in our region and our

country,” said Griffiths, adding that with increasing cases in the U.S. and California, he’s not recommending anyone start taking unnecessary trips by any mode. “But when we look at places where they have flattened the curve, we can see that transit can be safe. Where the right precautions are taken, transit can be safe.”

That was the background. And making transit safe will depend on more research from overseas and the advice of virologists and epidemiologists. However, the main point of the meeting was to hear from riders, transit operators, and advocates about what it will take to make them *feel* safe—and, short of a vaccine, confident enough to go back to riding transit regularly.

“I was on a bus and a bunch of teenage kids got on the bus, and half didn’t have a mask on,” said Tom Barton, a San Francisco rider who’s been taking Muni since 1967, who participated in one of the meeting’s breakout groups to gather feedback. “One person felt apprehensive riding BART because a person on the train was not wearing a face covering,” added Ron Kilcoyne, an advocate and former manager of Santa Clarita Transit, who also participated in the breakout groups of the meeting.

Aida Banihashemi-Jahromi, a manager at the Marin County Transit District, said she’d heard complaints from riders of people boarding the bus masked, but then removing their masks once they’d sat down.

NO MASK, NO RIDE



poster from VTA. Despite posters such as this, riders still crop up not wearing masks, or take them off once they board. Image: VTA

Others in the breakout groups were concerned about ventilation and there was some disagreement about how successfully agencies such as BART and Muni have improved cleaning of buses and trains. But a consistent theme—as Streetsblog pointed out in a previous post—was definitely that mask usage still isn’t universal, which made riders uneasy. Cat Carter of the San Francisco Transit Riders wondered if transit agencies would start handing out masks.

“We haven’t gotten to the point of handing out masks,” said Chantal Reynolds of AC Transit. But she said when the agency finishes putting in protective shields for its drivers in August, it may start handing out masks as well.

But until mask usage is as universal as it is in a places such as Taipei, concluded the group, it’s going to be tough to make people feel completely safe riding transit.

What will it take to make you feel safe riding transit again? Post your thoughts below.

StreetsBlog Cal

CA Transit Association Asks for Help to Stave Off Transit Collapse

By: Melanie Curry

: Jul 9, 2020

From the California Transit Association's ad campaign in support of financial aid for transit

The California Transit Association (CTA), which represents over 85 local transit agencies in California, has issued an appeal for emergency federal and state funding to keep them operating.

Although many operators received emergency funding from the federal Coronavirus Aid, Relief and Economic Security (CARES) Act, that funding was in response to immediate emergency needs to keep transit operating during the first few months of shelter-in-place. Steep drops in ridership and the elimination of fare payments on many systems to avoid contact between riders and drivers caused huge revenue losses, but the need to keep operating buses and trains to get essential workers to their jobs did not diminish.

The CTA sent a letter to California Congressional representatives and to state leaders requesting more funding.

“Since the passage of the CARES Act, which we had hoped would suffice,” read the letters,

the funding outlook for public transit has clarified and only become more worrisome. We had long considered that a second wave of negative impacts would come crashing down on transit agencies when sales tax revenues plummeted, because of the slowing economy. That said, we did not anticipate the size and severity of this second wave. Our most recent analysis shows that the funding shortfall faced by transit agencies statewide now exceeds \$3.1 billion. The combined need in Los Angeles and the Bay Area alone is \$3.1 billion, underscoring the particularly dire funding picture in the urban regions of the state whose transit agencies have historically served the most riders.

The emergency funding we are now urging you to provide would address the remaining needs for transit agencies after fully accounting for the investments already made in CARES Act funding, which were intended only to blunt the worst and most immediate impacts of the COVID-19 pandemic. This additional funding is essential to preventing significant and permanent reductions in transit services that would adversely impact communities throughout the state. Without additional funding, it could take years for public transit to recover from today's crisis, resulting in the elimination of important

mobility options for millions of Californians and the unnecessary delay of California's economic recovery.

The CARES money was “a great stop-gap measure,” said Michael Pimentel, deputy executive director of the CTA. It meant all the difference for many operators who faced immediate budget deficits. But its assumptions were limited to immediate emergency needs, and it did not account for future declines in funding sources. Local sales tax revenues, which fund many transit operations and capital projects, have declined as people lost income and curtailed shopping. Diesel excise taxes, the portion of the gas tax that helps pay for transit, has also decreased as the amount of driving plummeted under stay-at-home orders. And the drop in ridership and fare revenues is expected to continue even as people slowly go back to work—if that happens.

It all adds up to a “looming fiscal cliff,” according to Pimentel, when agencies will run out of money entirely. If that happens, the consequences will be severe for people who rely on transit to get where they need to go, a group that tends to be low-income, more women than men, and mostly Black, indigenous, and people of color. But the consequences for everyone else would be just as bad. Without transit, cities will choke on congestion, pollution and greenhouse gas emissions will increase, and people will spend more time in cars, driving farther in heavier traffic, and spend more money on fuel and maintenance.

The economy is tough on everyone, and industries in every realm need help. But the importance of transit is hard to overstate. Even focusing on the one issue of getting essential workers to their jobs shows the wide-ranging impacts that would come from losing transit. Everyone else, even those who can stay home, need these essential workers – health care workers, farmworkers, grocery store clerks – to get to work.

“This funding, especially now, will serve the communities that most need it,” said Pimentel. “These are our essential workers. If we're going to rely on them, it's on us to support them. We can't just sit back and let transit fail just because we collectively can't stand up and provide the support they need.”

The figure \$3.1 billion is based on two of the biggest transit regions' estimates of what they would need to keep operating at a minimum level. “That's the floor,” said Pimentel.

Some agencies are already beginning to plan for that moment they run out of money. AC Transit, in the East Bay, has floated a proposal for deep service cuts that it plans to keep working on and vote on some time early next year. San Francisco's Muni has already cut many of its bus routes, and is planning for a future where they may not come back unless money comes from somewhere.

The CTA's request for funding comes at the same time that Congress is considering several additional relief bills and further investment in clean energy, transportation, and climate. But while the House has passed versions of the reauthorization of the federal surface transportation act, the “INVEST in America Act,” and the HEROES Act, a

second stimulus package, the Senate has pretty much refused to consider any of the three.

“Without serious investment from the federal government, it will be very hard to get any funding for transit operations,” said Pimentel.

The CTA has launched an ad campaign to draw attention to these issues. It also created enlightening, if depressing, regional fact sheets on the challenges faced by transit operators, which are available [here](#).

THE DAILY CALIFORNIAN

AC Transit May Eliminate, Combine Bus Lines For Upcoming Fiscal Year

By: Skylar de Paul

July 9, 2020



Yingyi Yang/File | To make up for budget losses in the upcoming proposed fiscal years, AC Transit will eliminate select bus lines in the Berkeley community.

AC Transit is eliminating some lines and combining others to make up for budget losses in the proposed fiscal years 2020 to 2021, according to a virtual board meeting Wednesday.

AC Transit's projected revenue for the upcoming fiscal year is about \$465.4 million, with about \$85 million provided by the Coronavirus Aid, Relief and Economic Security Act. Since projected

expenses are expected to be about \$470.6 million, the agency is gearing up to operate at an approximate \$5.2 million deficit.

“We don’t know what the budget is really going to be for a while,” said AC Transit Board Vice President Elsa Ortiz at the meeting. “We don’t know how much money we’re going to have available.”

Among proposed changes are the elimination of the 67 and 80 bus lines with no replacements, the merging of the 18 and 62 lines and the elimination of the 79 line with some stops covered by other buses.

Residents expressed concerns over the elimination of the 67 line, which connects Downtown Berkeley to North Berkeley neighborhoods approaching Grizzly Peak. The cut was made due to “relatively low ridership,” according to the proposal.

“I’m unable to afford a car, so I rely on the 67 route,” said UC Berkeley graduate student Mallika Snyder at the meeting. “This bus is a lifeline.”

One member of the East Bay Transit Riders group, Nick Mediati, said the cuts felt like officials took a pair of scissors to some bus lines and then duct taped them back together.

Public commenters in the same group also noted how the 80 line is the only bus that connects lower-income neighborhoods along Ashby Avenue to the Alta Bates Summit Medical Center.

“It sends a message that AC Transit is all about connecting commercial areas to commercial areas, and not the people to the community,” said East Bay Transit Riders group member Diego Aguilar-Canabal at the meeting.

One of the most significant changes for UC Berkeley students is the merging of the 51A and the 51B lines into a single 51 line. The line was initially split in 2010, partially due to overcrowding, but the proposed merge is said to eliminate the “inconvenient transfer” for passengers who use both lines.

The F transbay line will also be operating at reduced frequency, but now includes a stop at the Emeryville Amtrak station before heading into San Francisco.

“When you talk about service reductions, you got to look at the whole system — not just part of it,” said AC Transit Board President Joe Wallace. “My thing about service reductions: Don’t touch my ward. Period.”

Several public commenters suggested alternative revenue sources, such as eliminating free public parking on Sundays and redirecting police funds toward transportation.

“The interest of drivers and the interest of riders is not at odds,” said East Bay Transit Riders co-creator Darrell Owens. “What’s important to understand here is that we need to look into alternative sources of revenue.”

The next board of directors meeting will be held virtually July 22.

Berkeleyside

AC Transit May Cut Bus Service In Berkeley To Weather Financial Losses Caused By COVID-19

Ridership on AC Transit has dropped 71% during the pandemic, causing millions of dollars in losses. Cuts to service would happen in 2021.

By: Brandon Yung

July 8, 2020



One of the lines AC Transit is considering changing to pare costs is the 51. Photo: Paul Sullivan/Flickr

AC Transit is considering cuts to bus lines in the East Bay as ridership and tax revenues have plummeted due to the coronavirus pandemic.

The AC Transit Board of Directors will discuss the cuts at its meeting tonight, while an actual vote on the plan will take place next year.

See the proposed cuts to AC Transit lines

AC Transit saw a 71% decrease in ridership and a monthly loss of \$5 million after it made ridership free of charge to facilitate social distancing, according to a May 27 staff report. The bus service provider also projected that sales tax revenue declines could be

as large as \$80 million. To help address the losses, AC Transit will consider cutting between 15 to 30% of total services. That could save it from \$42.4 million to \$84.7 million — greater cuts than those made during the 2008 recession.

The proposed changes would reduce Transbay service and lines that run through the Berkeley and Oakland hills. The 80 line, which runs along Ashby Avenue in South Berkeley, would be eliminated under the plan. As a cost-saving measure, the 51A and 51B — two of the most used lines that usually run, respectively, from Rockridge to Fruitvale and from Rockridge to the Berkeley Marina — would be combined. That way, the frequency could be preserved on the 51 line, but service would be less reliable since the route would be longer.

In the North Berkeley hills, the 67, which runs along Oxford and Spruce streets, would be eliminated under the staff proposal. The 7 line, which runs along Arlington Avenue, and the 65, which runs along Euclid Avenue and Grizzly Peak Blvd toward the Berkeley Lab, could be either eliminated or run with reduced frequency.

Darrell Owens, a Berkeley-based transit activist and co-founder of East Bay Transit Riders, has raised concerns about the proposed cuts. He said that although lines in denser areas are being prioritized, the cuts could leave many without a vital mode of transportation. On Twitter, Owens warned that by eliminating the 80 line, seniors could lose a means of traveling from the Ashby BART station to Alta Bates hospital and other medical centers.

“I understand they have to do what they have to do. AC Transit is running a free system because of social distancing and I understand that,” Owens said. “I think that the board of directors needs to work hard to find alternatives.”

East Bay Transit Riders noted that the proposed cuts to AC Transit also include the 80, which means there will be no bus service from BART to Alta Bates, clinics and Berkeley's medical centers along Ashby, affecting seniors regionally.

Owens says that East Bay Transit Riders will be pushing AC Transit to explore new revenue sources, ranging from parking meter fees on Sundays to reallocating money from police departments.

Berkeley City Councilmember Ben Bartlett tweeted back at Owens that “we have time to course correct” as these are just preliminary plans.

Wednesday's AC Transit board of directors meeting will only feature a discussion on the proposed cuts, and a vote on the reduced service schedule is set to come February 2021. The actual changes would be implemented by the summer of 2021. Until then, the agency's financial future remains uncertain, as long as the the pandemic continues to hit the agency hard economically.

The Seattle Times

King County Considers Canceling Transit Worker Raises Amid Pandemic

By: Mike Lindblom and Heidi Groover

July 7, 2020

After working through the first wave of the coronavirus epidemic, front-line employees at King County Metro Transit are now at risk of losing three years of cost-of-living raises.

King County Executive Dow Constantine is seeking to halt a tentative contract agreement negotiated just before the outbreak, and approved in April by 94% of voters in Amalgamated Transit Union (ATU) Local 587.

By changing the deal now, he argued in a June 18 letter to the union, “we can reduce the need for more extreme cuts and job losses.” Inflation raises cost an estimated \$78.5 million, while forecast sales-tax losses are \$465 million over the next two years, the county says.

Traffic Lab is a Seattle Times project that digs into the region’s thorny transportation issues, spotlights promising approaches to easing gridlock, and helps readers find the best ways to get around. It is funded with the help of community sponsors Alaska Airlines, Kemper Development Co., NHL Seattle, PEMCO Mutual Insurance Company and Seattle Children’s hospital. Seattle Times editors and reporters operate independently of our funders and maintain editorial control over Traffic Lab content.

The union rejected Constantine’s request, arguing Metro has enough money to sustain its operations through 2022, and then seek new income.

“The union is fighting to save all members’ jobs, and right now, we are struggling to keep service,” said Local 587 President Kenneth Price.

The Metropolitan King County Council received contract copies Tuesday, and will vote by August, an aide said. Transit workers aren’t allowed to strike, so an impasse would go to arbitration.

The proposed deal, affecting 4,600 people, calls for a \$1,000 signing bonus plus a 3% raise retroactive to Nov. 1, 2019, another 3% Nov. 1, 2020, then 2% Nov. 1, 2021 and 2% May 1, 2022.

Proposed 2019-20 wage rates, for experienced workers, include \$30.57 per hour for a customer service specialist, \$35.43 for bus and rail operators, \$40.55 for mechanics and \$46.43 for dispatchers.

“No zeroes for our heroes,” Local 587 declared in a position statement, endorsed by the Martin Luther King County Labor Council and the Transit Riders Union.

It mentions that at least 22 transit workers have caught COVID-19, including two bus drivers who died, Sameena Hamid and Mike Winkler. Metro designated transit workers “first responders” in April because they transport the public, including health-care workers.

Council Chair Claudia Balducci of Bellevue said Tuesday she hasn’t taken a position yet, and wants to hear more public feedback.

“I’m concerned about the idea of a large increase to the cost of labor, over the long term,” she said. The county forecasts a 10-year loss of \$2.2 billion.

Deep cuts would ruin Metro’s chance to preserve a useful network that’s needed to regain riders after the epidemic, Balducci fears. Ridership is currently down 63% from normal.

Metro already announced a 15% service cut this September, and more reductions could follow. The county plans to lay off 200 transit workers, which could grow to 450 layoffs, the union says.

Reductions aren’t needed, Price said, if Metro uses its \$258 million rainy-day fund, along with \$244 million in federal relief payments, while halting management growth and bonuses.

Price took aim at Metro’s Mobility Division, that operates nonunion services such as the on-demand Via vans feeding light rail stations, minibus shuttles as in downtown Redmond, or privately run Ride2 vans that failed last year.

“To cut service is to affect the diverse ridership of King County negatively. The return of high ridership arises from this diverse population of King County and not from a specialized private transportation system,” Price said.

Some members are annoyed at a sound bite by Constantine, on KUOW radio, that an “adult conversation” is needed about what’s affordable.

“That message tells me the management, the people who oversee our jobs, don’t think of us as adults in the first place — that somehow we’re so childish for vocalizing our needs,” said Jack McCall, who drives bus routes 48 and 64 in Seattle.

McCall said canceling wage bumps “is incredibly insulting,” after the county took weeks to supply personal protective equipment.

The planned raises would help prepare workers for the possibility of being laid off in a second wave of the virus and its economic fallout, McCall said. “Now more than ever, we’ve seen the importance of needing to have money set aside.”

San Francisco Chronicle

Is It Safe To Get Back On The Bus? Ask Bay Area Public Transit Agencies

By: Aidin Vaziri

July 7, 2020



Golden Gate Transport bus driver Luis Licea works behind a plastic barrier, one of the new safety measures on public transit lines. Photo: Scott Strazzante / The Chronicle

Bay Area public transit services are seeing a slow rise in ridership as the local economy reopens and people cautiously return to trains, buses and ferries amid the coronavirus pandemic.

While the sluggish numbers are not encouraging, the beleaguered transportation agencies are seeing reasons to be optimistic and responding with a comprehensive set of safety protocols in the hope of luring commuters back.

“Primarily, we’re taking measures to make sure transit is appealing and feels safe for those who are dependent on it,” said Paolo Cosulich-Schwartz, public affairs manager for the Golden Gate Bridge, Highway and Transportation District, which recorded an 88% drop in monthly bus ridership from pre-outbreak levels in April. (Golden Gate Ferry ridership fell 99.4% compared with the same period in 2019).

People returning to public transportation can expect familiar safety protocols based on recommendations from the Centers for Disease Control and Prevention. Those include mandatory face coverings for riders and operators, physical distancing markers and limited capacity on all vehicles.

Many of the Bay Area's transit agencies, which remained operational through the state of California's shelter-in-place orders for essential travel, are taking additional measures as people resume shopping, dining out and office work.

BART has a 15-step plan to welcome back riders that includes using hospital-grade disinfectant in stations and on trains. It is also running longer trains to help promote social distancing and offering personal hand straps for purchase that riders can take home and wash for reuse.

"We're also asking our police officers to stay at fixed posts outside the fare gates to offer face coverings to people who may have forgotten their own at home," said Jim Allison, media relations manager for BART, which is edging toward operating at 10% of its previous capacity with nearly 40,000 riders.

He said the officers are emphasizing education over enforcement when it comes to mask usage.

"Their main focus is going to be on serious crimes," Allison said. "They're not going to create a big scene over someone who doesn't have a mask."

Public transportation safety in the COVID-19 era will largely depend on patrons abiding by the established guidelines as they travel through small spaces designed to move large numbers of people.

"It does take a collective effort to reopen safely," Cosulich-Schwartz said. "Wear a mask. Be courteous to fellow passengers. Be patient."

Golden Gate Transit is encouraging its bus and ferry passengers to ride at off-peak times if possible, use Clipper cards for contactless payment of fares and to stay home if they're feeling sick or showing symptoms of illness.

The agency has also installed moisture barriers on its buses to create a shield between drivers and riders.

A representative for the San Francisco Municipal Transportation Agency, which expects to lose the majority of its bus lines permanently, declined to comment to The Chronicle about its safety measures.

The Muni website suggests riders give themselves extra time as buses may pass by stops if they are half full or if waiting passengers are not wearing face coverings. It is also running its buses with open windows to increase the circulation of fresh air.

“Please continue to choose alternatives to Muni such as walking and bicycling whenever possible,” the agency’s website said. Muni is currently providing service to 25 of its 89 bus routes — up from 19 in April.

Bay Area public transportation services — which also include Caltrain and Amtrak, as well as SamTrans, Valley Transportation Authority and AC Transit buses — not only hope to fill the deficit created by people who are permanently working from home or choosing to move out of the region. They also have to win back public confidence.

The CDC released guidelines this month that urged people to use private cars rather than public transit when returning to work.

Since the early days of the pandemic, health experts have also urged people to avoid crowds, enclosed spaces and close contact with others who can release tiny infected droplets into the air by coughing, sneezing or talking.

Riding buses ranks as a moderate-risk activity. In cities where public transportation has returned to pre-lockdown capacity — including Seoul, Berlin and Tokyo — there have been no new coronavirus spikes traced to mass-transit usage.

“You worry most about the people you have contact with,” said Dr. Mark R. Cullen, founding director of the Center for Population Health Sciences at Stanford University. “Make sure you give yourself space, wear a mask, and bring sanitizer to wipe down the seats and armrests.”

For Golden Gate Transit, the protocols are showing encouraging results.

“We have not had any COVID-19 cases,” Cosulich-Schwartz said. “The credit goes to our agents and passengers for working together to keep everyone safe.”

San Francisco Chronicle

AC Transit Could Cut 30% Of Bus Service In East Bay As Revenue Sinks

By: Rachel Swan

July 6, 2020



A man catches an AC Transit bus on International Boulevard in Oakland in 2019. The coronavirus is forcing the system to consider drastic cuts. Photo: Michael Short / Special to The Chronicle 2019

As San Francisco braces for a wholesale gutting of its bus system, AC Transit is contemplating similar cuts in the East Bay.

A new proposal would eliminate dozens of lines that cross through Alameda and Contra Costa counties, including the popular 72 bus that runs on San Pablo Avenue and the 67 bus that carries people to Tilden Park. Other lines could be shortened or served by fewer buses.

Between 15% and 30% of service could be slashed, a drastic measure to stanch financial wounds caused by the coronavirus. Once shelter-in-place orders took effect, the transit agency saw 72% of riders peel away — so buses that normally carried 189,000 weekday passengers dropped to 53,000, according to a May 29 staff report. Social-distancing rules prevented bus operators from collecting fares. The agency stood

to lose \$5 million a month in forgone fares, and up to \$80 million from dwindling sales tax revenues.

Still, transit activists and commuters were stunned by the proposed bus line cuts, which are scheduled for discussion during Wednesday's Board of Directors meeting. The plan would come up for a vote next year.

"I've had people contacting me saying, 'I'm disabled, and they're going to cut my line,'" said Darrell Owens, a housing and transit advocate in Berkeley. Owens doesn't drive, so he relies on the bus to go grocery shopping or visit family. Last week he founded the group East Bay Transit Riders, partly out of anger that AC Transit had halted bus service at 7:30 p.m. during the George Floyd protests to comply with county curfews.

"A lot of retail workers at my local Safeway were stranded when they got off work and no buses were running," Owens said.

AC Transit runs 158 bus lines, including 33 Transbay lines to San Francisco and the Peninsula and six all-nighters. The ones it may cut either suffer from low demand or have redundant service. For instance, three buses trace the 72 route — the 72, 72 M and rapid 72 R.

The cuts, while painful, could be a lifeline for the transit system. Staff estimate the 15% reduction could save \$42.4 million annually, assuming it costs \$140 to operate a bus for an hour. By doubling that reduction to 30%, AC Transit could save \$84.7 million annually.

"This is inevitable," said Randy Rentschler, legislative director for the Metropolitan Transportation Commission, which manages bridge tolls and funds transportation projects throughout the Bay Area. "It happened with Muni, it's happening with AC Transit. It's going to happen with every single transit operator throughout the Bay Area. The question is when will they do it, and how deep will the cuts be."

AC Transit will have to figure out whether its main priority is serving commuters who pack buses to cross the Bay Bridge, or shoring up a neighborhood bus that serves a few people who really need it, Rentschler said.

Owens hopes for sweeping policy changes, like raising real estate transfer taxes or expanding parking meter hours to fund transit. But those ideas take time to implement, and would likely meet resistance. It's unclear whether Congress will pass any more stimulus packages to bolster public services, such as transit.

In the meantime, Rentschler said, "you have to maintain a system that you can afford to operate."

OPINION > LETTERS TO THE EDITOR

Letter | Bus trail provides safer, effective transportation

By LETTERS TO THE EDITOR | Santa Cruz Sentinel

June 28, 2020 at 5:00 a.m.

Rather continue wasting the 30+ mile corridor, why not implement a safe bus-trail? This will accommodate all who appreciate a safe and useful trail as well as those desiring rapid commutes from where they are to where they want to be for a reasonable cost./

Appropriate for now or any future would be to:

- Allow rubber-wheeled electric buses (presently available to METRO) to travel unimpeded alongside a 30+ mile trail, by covering or removing the aging single-track.
- Allow these buses to exit anywhere along this corridor including direct connections to the existing Watsonville and Santa Cruz Transit infrastructures as well as interleaving popular destinations to minimize transfers.
- Connections to the pending Highway 1 bus on shoulder lane would then provide safe complete loops without dangerous “backtracking” (and potential head-on collisions) required by ANY rail system on a single linear track. (Don’t overlook, reality found a flaw with the “unsinkable” Titanic.)

— Bob Fifield, Aptos



Mass Transit, and Cities, Could Grind to a Halt Without Federal Aid

Reviving subway and bus services helped bring back cities before. It can do so again.

By: Nicole Gelinias

July 3, 2020



A subway station in Coney Island. Credit...Jonah Markowitz for The New York Times

As Congress plans another round of economic rescue, it will have to take a step that lawmakers from both parties have found distasteful for four decades: federal operating aid for mass transit.

The pandemic is an existential crisis for transit. Patrick Foye, Chairman of New York's Metropolitan Transportation Authority, the nation's largest provider, said the entity's fiscal situation was a "four-alarm fire." The threat is far greater than after Sept. 11 and the 2008 recession.

Even as ridership has plummeted by double-digit percentages, transit agencies like the Washington Metropolitan Area Transit Authority and Boston's Massachusetts Bay Transportation Authority must resume full service as economies reopen. Otherwise,

they risk overcrowded trains and buses that do not allow for minimal social distancing.

Transit agencies have never before faced a situation where they must pay to run full service with a fraction of revenue. This is devastating to budgets. The New York M.T.A. faces a shortfall of \$14.3 billion over two years on a \$34.5 billion budget. Washington and Boston's transit authorities and San Francisco's Bay Area Rapid Transit face commensurate shortfalls, adjusted for size.

In April, Congress provided \$25 billion to transit agencies through the CARES Act, including \$4 billion for the M.T.A. But this aid was targeted to a months-long shortfall, not a years-long recovery.

If Congress doesn't provide more aid, the M.T.A. risks a downward spiral. As transit agencies cut back service or raise fares, white-collar workers and their employers will remain reluctant to come back. Service workers with no choice but to use transit — including lower-wage Black and Hispanic people — will face less reliable service at a higher cost, shouldering delays and overcrowding.

Congress should save transit not for transit's sake, but to save cities. Subways, buses and commuter rail make up the physical infrastructure that enables urban life.

Before the coronavirus pandemic, of the 3.8 million commuters and visitors who descended on Manhattan every day, three-quarters took a subway, bus, train or ferry.

In Washington, Boston and San Francisco, more than a third of commuters take public transit to work. In Chicago; Newark; Arlington, Va.; and Philadelphia, it's more than a quarter. Transit riders, by staying off the streets, enable others to drive to work without creating impassible traffic jams.

We have seen this crisis before, after World War II, with the mass marketing of the automobile. Cities saw a population exodus as middle-class residents embraced the car and suburban life, and elected officials began to neglect transit.

It turned out, though, that a big part of what makes cities attractive is street life, which is incompatible with suburban-style car dependency. In the early '80s, cities, thanks in large part to federal funds, began rebuilding their transit systems and started regaining population.

Covid-19 may pose just as grave a challenge for cities as did post-World War II suburbanization, just in a compressed timeframe. New York, with less than 3 percent of the U.S. population, has 19 percent of the fatalities.

Wealthier people are fleeing to suburbs, where they can have outdoor space. Executives in industries from banking to tech have no idea when or whether to

require workers to come back to central-city offices five days a week. But for Congress to give up on cities would be catastrophic for America's creativity and productivity.

Covid-19 has hit cities so hard because of what they do so well: bring people closely together for fun and profit. New York, for example, generates more than 7 percent of the G.D.P., again outweighing population share.

To save transit and save cities, Congress should do something it hasn't liked to do since the mid-'80s: provide continuing aid for transit operations.



A California BART station. Credit...Mardis Coers/Getty Images

Starting in the Reagan administration and continuing through the Clinton years, lawmakers and the White House gradually eliminated '70s-era crisis aid for larger transit systems (in cities with more than 200,000 residents). The theory was that riders and taxpayers should pay for day-to-day service and that operating aid would only avoid the need for fare hikes. At the time, the decision was sound. Cities such as New York and Boston were rebounding from decades of economic decline, and their growing tax and ridership bases could support fares and subsidies.

Congress and successive presidents reserved federal aid for transformative infrastructure projects, such as new rail lines to increase ridership.

Now these cities once again face population loss and deep deficits. There is no point in investing in new infrastructure if agencies can't afford to run service; indeed, the M.T.A. has already frozen its infrastructure investments (and will need more aid there, too).

Riders — particularly lower-paid essential workers — cannot bear large fare hikes.

Congress should solve the problem now, rather than ask transit systems to keep coming back for more. Lawmakers should create a formula for operating aid for the next half-decade, one tied to pre-pandemic ridership as well as to post-pandemic recovery. As riders returned, federal aid would automatically decline.

Finally, Congress can tie aid to cost reform, creating a commission to assess why European and developed Asian cities can provide higher-quality transit at a lower cost.

Congress and the White House should remember: In the two decades leading up to 1970s, urban decline presaged a fragile national economy that grew increasingly dependent on mortgage debt and environmental degradation. Let's not make the same mistake for a different reason.

NJ Advance Media for NJ.com

Survey Tracked NJ Transit Use During Coronavirus, Will Help Guide Future Service

By: Larry Higgs

June 26, 2020

Possibly the most comprehensive picture of who continued to commute by train and bus during the peak of the coronavirus pandemic emerged from an NJ Transit survey conducted in April.

It was the essential workers, who were relied on during the height of the coronavirus pandemic, who counted on local buses to get them to and from their jobs, a survey of riders found.

Results of the survey made public on Friday said that essential workers, mainly with healthcare and pharmaceutical industry jobs, continued commuting by bus while the majority of NJ Transit regular commuters worked from home.

The survey, conducted from April 8-19 had over 50,000 online responses over 10 days. A follow-up survey is being conducted now to help the agency prepare for commuting patterns as regional economies reopen from COVID-19 restrictions.

Local bus customers in South and North Jersey, and Access Link, continued to use buses in April, and those riders are primarily employees in the healthcare and in the food and beverage industries, said Susan O'Donnell, Senior Director of NJ Transit Business Analysis and Research.

In turn, those workers said 'thank you' to the agency in the form of slightly higher satisfaction rankings than seen in pre-COVID-19 surveys.

"People were very grateful for our service because it was the only way they could get to their jobs," she said.

South Jersey buses had the highest ridership, 60% of people still ride to and from work, followed by 46% on north Jersey buses. Most of those riders either had no car or one vehicle in their household. By contrast, only 21% of commuters continued to commute by bus to New York.

The vast majority of rail and NYC interstate bus customers significantly reduced their use of the system and continue working from home, the survey said.

Only 12% of rail customers continued to commute, 78% switched to working remotely and 10% were out of work, the survey found. If people weren't traveling, the survey

asked for the reason, if they were working from home, furloughed, lost their job or were caring for family members, she said.

“New York buses and rail had more people working from home than local bus (riders),” O’Donnell said.

Except for AccessLink riders, work was the primary reason commuters gave for continuing to ride NJ Transit.

“These are more important to understand how people will travel so we can prepare for the return, O’Donnell said. “Fear is a concern. People are looking at what others are doing.”

The survey provides detail to the larger ridership drop-off that started in mid-March and bottomed out in April with losses of up to 97%. The survey helps boost NJ Transit’s case for an additional \$1.2 billion in the next round of federal coronavirus funds from the HEROES act.

The follow-up survey, which ends on July 2, includes follow-up questions about what would make riders feel confident enough to resume riding public transit, she said.

Riders also were asked a number of questions about how they’ve been traveling and what those who are working from home are hearing about the return to work, she said.

“We asked the percentage of people wearing masks and how easy or hard it is to social distance,” O’Donnell said. “We got back 10,000 so far. It looks like people are wearing masks and doing well with social distancing.”

If those numbers are low at the end of the June survey, the agency might need a public awareness campaign, she said.

“We’ll be doing focus groups following up on what Susan presented,” said Kevin Corbett, NJ Transit president and CEO. “There is some really interesting data coming out.”

Balancing social distancing also has led to an increase in rider complaints about buses bypassing people at bus stops last month. A primary reason Executive Order 125 that reduced bus and train capacity by 50% was to allow social distancing, said Stewart Mader, customer service advocate.

“When a bus approaches the 50% limit, the driver calls bus control and tells them that an additional bus needed,” Mader said.