



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA
REGULAR MEETING
OCTOBER 27, 2023 – 9:00 AM
HYBRID MEETING**

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

**Watsonville City Council Chambers
275 Main Street
Watsonville, CA**

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

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

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

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

BOARD ROSTER

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

*Attending via teleconference at: 653 Eleventh Avenue, New York, NY

Michael Tree
Julie Sherman

METRO CEO/General Manager
METRO General Counsel

SECTION I: OPEN SESSION

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

1 CALL TO ORDER

2 ROLL CALL

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

3 ANNOUNCEMENTS

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

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

4 BOARD OF DIRECTORS COMMENTS

5 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

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

5.1 Email dated 10/6/23 from Justin Clark

5.2 Email dated 10/7/23 from Brian Peoples with METRO response

5.3 Email dated 10/7/23 from Outlook Team

6 LABOR ORGANIZATION COMMUNICATIONS

7 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

CONSENT AGENDA

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

- 8.1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF SEPTEMBER 2023**
Chuck Farmer, CFO
- 8.2 ACCEPT AND FILE MINUTES OF:**
A. SEPTEMBER 22, 2023 BOARD OF DIRECTORS REGULAR MEETING
B. OCTOBER 13, 2023 FINANCE, BUDGET & AUDIT STANDING COMMITTEE MEETING
C. OCTOBER 13, 2023 PERSONNEL / HUMAN RESOURCES STANDING COMMITTEE MEETING
Michael Tree, CEO/General Manager
- 8.3 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF SEPTEMBER 30, 2023**
Chuck Farmer, CFO
- 8.4 APPROVE: RECOMMENDED ACTION ON TORT CLAIMS**
Michael Tree, CEO/General Manager
- 8.5 APPROVE: CONSIDERATION OF REAPPOINTMENTS TO THE METRO ADVISORY COMMITTEE (MAC)**
Michael Tree, CEO/General Manager
- 8.6 APPROVE: REQUEST FOR RECLASSIFICATION RESULTS FOR FULL STACK DEVELOPER/SR. FULL STACK DEVELOPER POSITION IN THE INFORMATIONAL TECHNOLOGY DEPARTMENT**
Dawn Crummié, HR Director
- 8.7 APPROVE: REQUEST FOR RECLASSIFICATION RESULTS FOR PAYROLL SUPERVISOR POSITION IN THE FINANCE DEPARTMENT**
Dawn Crummié, HR Director
- 8.8 APPROVE: REQUEST FOR RECLASSIFICATION RESULTS FOR PARTS AND MATERIALS MANAGER POSITION IN THE PARTS DEPARTMENT**
Dawn Crummié, HR Director
- 8.9 APPROVE: REQUEST FOR AUTHORIZATION OF PAYROLL ADMINISTRATOR POSITION IN THE FINANCE DEPARTMENT**
Dawn Crummié, HR Director

REGULAR AGENDA

- 9 PRESENTATION OF EMPLOYEE LONGEVITY AWARD: (10 YEARS) LEONEL RUIZ CHAVEZ**
Board Chair Kalantari-Johnson

- 10 RETIREE RESOLUTION OF APPRECIATION FOR: FRANCISCO ESTRADA**
Board Chair Kalantari-Johnson
- 11 FY24 BUDGET AND 5 YEAR PLAN UPDATE AS OF OCTOBER 27, 2023**
Chuck Farmer, CFO
- 12 PACIFIC STATION UPDATE AND METRO DOWNTOWN TRANSIT CENTER
INTERIM OPERATIONS PLAN**
John Urgo, Planning and Development Director
- 13 FEDERAL LEGISLATIVE UPDATE**
Chris Giglio, Capital Edge
- 14 STATE LEGISLATIVE UPDATE**
Michael Pimentel, Shaw, Yoder, Antwih, Schmelzer & Lange
- 15 CEO ORAL REPORT**
Michael Tree, CEO/General Manager
- 16 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, NOVEMBER 17, 2023, AT
9:00 AM, CAPITOLA CITY COUNCIL CHAMBERS, 420 CAPITOLA AVENUE,
CAPITOLA, CA**
Board Chair Kalantari-Johnson
- 17 ADJOURNMENT**
Board Chair Kalantari-Johnson

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

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

ACCESSIBILITY FOR INDIVIDUALS WITH DISABILITIES

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

PUBLIC COMMENT

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

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

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COMMUNICATIONS TO THE BOARD OF DIRECTORS

From: [Justin Clark](#)
To: boardinquiries@scmttd.com
Subject: Hydrogen Refueling
Date: Friday, October 06, 2023 9:18:51 AM

This Message Is From an Untrusted Sender

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Board Members,

I read a recent article about Santa Cruz's plan to move forward with Hydrogen as a power source for city buses.

I wanted to take a quick moment to introduce Mydax, Inc. a chiller manufacturer located nearby in Auburn, CA that has experience with the cooling needs of a Hydrogen Refueling site for both Autos and Heavy Equipment(Buses).

For more info, this is a link to a Hydrogen specific page of our website. (<https://mydax.com/liquid-chiller-applications/automotive-hydrogen-chillers/>)

As you move forward with this project, let us know if you have any questions about the cooling requirements or how we can help.

Thank You

Justin R. Clark
Mydax, Inc.
Justin@Mydax.com
530-888-6662



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COMMUNICATIONS TO THE BOARD OF DIRECTORS

Re: Metro not supporting Coastal Trail

Danielle Glagola <DGlagola@scmtd.com>

Wed 10/18/2023 1:01 PM

To: brian@trailnow.org <brian@trailnow.org>

COMMUNICATIONS TO THE BOARD OF DIRECTORS

Hello Mr. Peoples,

I hope you're doing well. METRO received your email regarding our One Ride at a Time program. In response, I am providing the below details on the program.

One of METRO's missions is to provide environmentally sustainable transportation to Santa Cruz County. Every ride on a METRO bus takes cars off the road and significantly reduces greenhouse gas emissions.

METRO's One Ride at a Time (ORAT) program directly ties into two of the transit agency's primary goals: increasing ridership and METRO's zero-emissions bus (ZEB) master plan to support our local environment and reduce greenhouse gas emissions.

ORAT gives our riders the ability to support our local environment in two ways: 1) reduce greenhouse gas emissions by choosing public transit over personal vehicles, and 2) donate to local environmental non-profit organizations that support sustainability projects—simply by riding METRO.

In Santa Cruz, we have the unique opportunity to have both the ocean and mountains right in our own backyards. ORAT ties this unique ecosystem together to highlight important sustainability projects on both land and sea that our partners', the Monterey Bay National Marine Sanctuary Foundation and the Bay of Life Fund, programs contribute to.

One Ride at a Time contributions are made via to two program channels. The first is through METRO's Social Equity & Community Funding Policy that was approved by the Board in 2022. This Policy gives METRO's vendors the opportunity to donate a discount provided to METRO to one of its Sustainability Partners, which will then be used for Community Benefit Support. The support is used to promote METRO's services by encouraging the use of public transportation to reduce greenhouse gas emissions in the region, achieve sustainability improvements, and promote corporate social responsibility.

ORAT contributions are also made through the customer loyalty program, GO Santa Cruz County, which is run by the Santa Cruz County Regional Transportation Commission (SCCRTC).

Its online commute management tool, available to all who live or work in Santa Cruz County, is a key part of SCCRTC's ongoing effort to reduce drive-alone trips and greenhouse gas emissions and play an active role in addressing climate change. GO Santa Cruz County is partially funded by voter-approved Measure D, which provides a balanced vision to improve, operate and maintain Santa Cruz County's transportation network.

Thanks to GO Santa Cruz County, every ride on a METRO bus donates to our partners in protecting the environment, the [Monterey Bay National Marine Sanctuary Foundation](#) and the [Bay of Life Fund](#).

To participate, riders need to register for the [GO Santa Cruz](#) Program, and then log their bus trips that count towards point accruals. Once 250 points or 25 rides are logged, participants then get to make a \$10 donation to the Sanctuary Foundation or the Bay of Life Fund.

To support this marketing and sustainability campaign, METRO will gradually release pairs of buses wrapped with images from the Monterey Bay, including images from photographer [Frans Lanting's](#) iconic [Bay of Life Project](#). By the end of 2024, about 30 wrapped buses will be traveling throughout Santa Cruz County featuring inspiring images of whales, sea otters, mountain lions, redwoods and more.

The beautifully wrapped One Ride at a Time buses will remind us of the positive impact we make every time we choose transit over a personal vehicle. To learn more on METRO's One Ride at a Time program visit scmetro.org/onerideatatime.

Thank you,

Danielle Glagola (she/her)
Marketing, Communication, & Customer Service Director
Santa Cruz METRO
(831) 420-2550

COMMUNICATIONS TO THE BOARD OF DIRECTORS

scmetro.org

From: Brian Peoples <brian@trailnow.org>

Sent: Saturday, October 07, 2023 11:28 AM

To: Donna Bauer <DBauer@scmtd.com>

Cc: Michael Tree <MTree@scmtd.com>; Guy Preston <gpreston@sccrtc.org>; Shebreh Kalantari-Johnson <shebreh4santacruz@gmail.com>; thekristenbrown@gmail.com; Manu Koenig <manu.koenig@santacruzcounty.us>; eduardo.montesino@cityofwatsonville.org; openup@cats.ucsc.edu; Bruce McPherson <Bruce.McPherson@santacruzcounty.us>

Subject: Fw: Metro not supporting Coastal Trail

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Hi Donna,

Can you please include the attached Trail Now newsletter for the Oct 27 Metro meeting agenda?

Best,

Brian Peoples

Trail Now

From: Trail Now <brian@trailnow.org>

Sent: Saturday, October 7, 2023 7:14 AM

To: Brian Peoples <brian@trailnow.org>

Subject: Metro not supporting Coastal Trail

COMMUNICATIONS TO THE BOARD OF DIRECTORS



Custom made
Trail Now
hats available
at Lids in
Capitola Mall



COMMUNITY MATTERS RADIO SHOW INTERVIEWING TRAIL NOW

Mark your calendars. On Friday, Oct 13 at 3 pm, Trail Now will be interviewed on the show "Community Matters" at www.santacruzvoice.com.

SANTA CRUZ METRO SUPPORT?

In a recent Letter to the Editor in the Santa Cruz Sentinel, Peggy Overbeck from Santa Cruz raised the question to Santa Cruz Metro about how funds are being distributed to Monterey

**COMMUNICATIONS TO THE BOARD OF DIRECTORS
Bay Sanctuary via the bus wrap campaign.**

Peggy's letter:

“Please tell me how Metro, subsidized by sales tax, is donating funds to the Monterey Bay Sanctuary for each ride according to the fancy wraps on the new buses?”

https://www.santacruzsentinel.com/2023/10/04/letter-how-does-metro-donate-to-sanctuary/?fbclid=IwAR25dwC4n_r1TQhBen1DHLw-WroJErjPc5T6AvVYXhPLo1hFvN4GMXIIIfY

We posted Peggy's letter on Trail Now Facebook and there has been a tremendous support for Peggy. We will follow up with Santa Cruz Metro to get clarification.

Rumor is that Metro is looking for a new Sales tax measure to help fund their operations.

While Metro continues to waste our tax dollars and refuses to support opening the Coastal Trail from Watsonville to Santa Cruz in a timely, cost-effective, and eco-friendly manner, we do not support giving them more tax dollars and recommend voting NO on new Sales Tax.

TRAIL NOW HATS AVAILABLE AT LIDS

COMMUNICATIONS TO THE BOARD OF DIRECTORS **(Capitola Mall)**

If you are looking for a Trail Now hat, you can purchase one at LIDS at Capitola Mall. Funds do not go to Trail Now, but great way to share your support to build the Coastal Trail.

HELP SUPPORT TRAIL NOW

We continue to press RTC leadership to build the Coastal Trail from Watsonville to Davenport in a timely, cost-effective, and eco-friendly manner. Please consider donating at <https://www.trailnow.org/donate>.



COMMUNICATIONS TO THE BOARD OF DIRECTORS

This email was sent to brian@trailnow.org

[why did I get this?](#) [unsubscribe from this list](#) [update subscription preferences](#)

Trail Now · 195 QUAIL RUN ROAD · Aptos, CA 95003 · USA



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COMMUNICATIONS TO THE BOARD OF DIRECTORS

From: [Outlook Team](#)
To: boardinquiries@scmttd.com
Subject: Hydrogen fuel cells?????
Date: Saturday, October 07, 2023 4:18:08 PM

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'Are you mad, or grabbing at grants available for the 'hydrogen hiway"? BEV technology is quite mature and infrastructure is available & growing. As for safety, battery fires are containable, hydrogen? remember the Hindenburg.
As a resident of Santa Cruz county I'm appalled.

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DATE: October 27, 2023

TO: Board of Directors

FROM: Chuck Farmer, CFO

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

I. RECOMMENDED ACTION

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

II. SUMMARY

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

III. DISCUSSION/BACKGROUND

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

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

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

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

VI. CHANGES FROM COMMITTEE

N/A.

VII. ALTERNATIVES CONSIDERED

None.

VIII. ATTACHMENTS

Attachment A: Check Journal Detail for the month of September 2023

Prepared by: Holly Alcorn, Accounting Specialist

IX. APPROVALS

Chuck Farmer, CFO



Michael Tree CEO/General Manager



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Attachment A

DATE: 09/01/23 THRU 09/30/23

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
71818	09/22/23	-52.01	M272		9002410	MEDICAL SUPPLIMENTAL	-52.01	**VOID
72286	09/22/23	-52.01	M272		9002632	MEDICAL SUPPLIMENTAL	-52.01	**VOID
73115	09/25/23	-35.00	M345		9003149	MEDICAL SUPPLIMENTAL	-35.00	**VOID
74496	09/28/23	-19.06	M163		9003644	MEDICAL SUPPLIMENTAL	-19.06	**VOID
75573	09/28/23	-50.40	M289		9004209	MEDICAL SUPPLIMENTAL	-50.40	**VOID
75867	09/18/23	-14.73	M335		9004469	MEDICAL SUPPLIMENTAL	-14.73	**VOID
78727	09/28/23	-14.73	M386		9005999	MEDICAL SUPPLEMENTAL	-14.73	**VOID
79056	09/15/23	-75.04	E1082		115226	ICE CREAM FRIDAY	-75.04	**VOID
81432	09/25/23	-14.73	M400		9007267	MEDICAL SUPPLEMENTAL	-14.73	**VOID
81750	09/18/23	-150.00	E443		118651	DMV PHYSICAL EXAM	-150.00	**VOID
82405	09/28/23	-21.00	M231		9007577	MEDICAL SUPPLIMENTAL	-21.00	**VOID
83773	09/22/23	-51.97	M399		9008338	MEDICAL SUPPLEMENTAL	-51.97	**VOID
84971	09/26/23	-89.00	E1148		122602	DMV REIMBURSEMENT	-89.00	**VOID
85846	09/04/23	188.23	003151		123583	INVENTORY ORDER	188.23	
85847	09/04/23	277.05	382		123580	HVAC PM SERVICE	277.05	
85848	09/04/23	439.29	003596		123664	SUPPLIES	439.29	
85849	09/04/23	2,100.00	003706		123670	EV CHARGER VERNON	2,100.00	
85850	09/04/23	6,603.48	001D		123660	7/19-8/18 OCEAN-LP	786.48	
					123668	7/19-8/18 OPS ELEVAT	186.58	
					123669	7/19-8/18 MAIN ACCT	5,630.42	
85851	09/04/23	2,788.19	247		123578	RPR DOOR WTC	302.44	
					123615	RPR DOOR SMC	2,485.75	
85852	09/04/23	101.07	002689		123673	SUPPLIES	101.07	
85853	09/04/23	13,014.62	003650		123584	RPR VEH #4204 & 4207	13,014.62	
85854	09/04/23	312.65	E659		123597	CPA LICENSE RENEWAL	312.65	
85855	09/04/23	162.88	107A		123593	PRIMER	31.75	
					123646	RPR PARTS	18.52	
					123647	PAINT SUPPLIES	12.56	
					123648	RPR RESTROOM WTC	14.74	
					123649	RPR SUPPLIES	29.43	
					123675	PARTS 4 1ST AID KIT	55.88	
85856	09/04/23	199.21	003393		123585	LOCKSMITH SVT	10.00	
					123586	DEADBOLT SVT	19.10	
					123587	RESTROOM LOCKS SVT	170.11	
85857	09/04/23	134.10	149		123608	LEGAL ADVERTISING	134.10	
85858	09/04/23	1,200.00	003578		123665	WINDOW CLEANING	750.00	
					123666	WINDOW CLEANING	450.00	
85859	09/04/23	263.88	001159		123655	SIGNS	263.88	
85860	09/04/23	39,383.76	003661		123602	MISC CAMPAIGNS	1,990.63	
					123603	BRAND REFRESH	5,573.75	
					123604	ORGANIC SCHOOL MEDIA	5,818.75	
					123605	KIDS RIDE FREE CAMPA	4,226.25	
					123606	ONE RIDE CAMPAIGN	21,774.38	
85861	09/04/23	79.48	003633		123614	FIRST AID KIT RESTOC	79.48	
85862	09/04/23	4,925.24	909		123589	RPR VEH #4019 PC	4,925.24	
85863	09/04/23	59,968.04	001124		123565	8/18/23 LNG	11,393.78	

Attachment A

DATE: 09/01/23 THRU 09/30/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR NAME	CHECK VENDOR AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
85864	09/04/23					123566	8/15/23 LNG	12,326.86	
85865	09/04/23					123567	8/11/23 LNG	12,226.11	
85866	09/04/23					123568	8/4/23 LNG	11,873.51	
						123569	8/1/23 LNG	11,733.18	
						123594	FS CORRECTIVE SERVIC	414.60	
27,083.82				CLEVER DEVICES LTD.		123629	2205 APC PROJECT	27,083.82	
22,700.43				COAST COUNTIES TRUCK & EQUIP		123581	RPR VEH #9023 & 9123	22,700.43	
1,207.21				COAST PAPER & SUPPLY INC.		123612	CLEANING SUPPLIES	46.98	
						123671	CLEANING SUPPLIES	1,160.23	
						123582	INVENTORY ORDER	345.46	
1,850.70				CROSSLINE SUPPLY, LLC		123564	INVENTORY ORDER	1,850.70	
967.65				CUMMINS, INC		123679	INVENTORY ORDER	967.65	
332.10				D & G SANITATION		123591	SANITATION SMC	332.10	
2,696.40				DEPARTMENT OF FORESTRY & FIRE		123573	LP LEASE CALFIRE	2,696.40	
2,696.40				DEPARTMENT OF GENERAL SERVICES		123590	FY24 LOMA PRIETA LEA	2,696.40	
1,140.00				DOCTORS ON DUTY MEDICAL		123628	MEDICAL EXAMS	1,140.00	
3,495.89				EAST BAY TIRE CO.		123562	REVENUE TIRES	653.58	
						123563	REVENUE TIRES	2,842.31	
4,776.25				EMPLOYNET, INC		123610	TEMP W/E 8/13/23	594.00	
						123611	TEMP W/E 8/20/23	1,134.75	
						123616	TEMP W/E 8/20/23	1,050.00	
						123627	TEMP W/E 8/20/23	594.00	
						123662	TEMP W/E 8/20/23	1,403.50	
						123640	CREDIT	-244.19	
				FASTENAL COMPANY INC		123641	VENDING MACH RESTOCK	15.24	
						123642	NON INVENTORY ORDER	104.28	
						123643	VENDING MACH RESTOCK	99.19	
						123644	NON INVENTORY ORDER	195.46	
						123645	VENDING MACH INVENTO	68.76	
53.78				FRONTIER COMMUNICATIONS - 3025		123572	8/16-9/15 SKY-RIVER	53.78	
53.78				FRONTIER COMMUNICATIONS - 6145		123571	8/13-9/12 SKY-OCEAN	53.78	
1,397.59				GILLIG LLC		123639	INVENTORY ORDER	1,397.59	
108.28				GRAINGER		123638	SHOP TOOL	44.56	
						123674	BATTERY	63.72	
150.00				GUERRERO, TEODORO		123570	DMV EXAM	150.00	
534.10				J. PEREZ ASSOCIATES INC.		123577	BUS AD CARD STRAPS	534.10	
30,505.23				JARRETT WALKER & ASSOC LLC		123601	JUL 23 REIMAGINE PLA	30,505.23	
1,421.76				KELLEY'S SERVICE INC.		123559	RPR VEH #1715 PC	142.03	
						123560	RPR VEH #1715 PC	835.22	
						123630	RPR VEH #1715 PC	48.22	
						123631	RPR VEH #401	152.29	
						123632	RPR VEH #401	36.24	
						123633	INVENTORY ORDER	160.05	
						123634	RPR VEH #1715 PC	10.93	
						123635	RPR VEH #1702 PC	36.78	
						123609	CL# 23003232	466.05	
85885	09/04/23		466.05	LAW OFFICES OF MARIE F. SANG	7				

DATE: 09/01/23 THRU 09/30/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
85886	09/04/23	63.00 E1044	LAZARO, MIGUEL AVALOS		123607	DWV LICENSE REIMBURS	63.00		
85887	09/04/23	137.18 E1162	LEWIS, BRIAN		123676	BOOT ALLOWENCE	137.18		
85888	09/04/23	5,714.59 003293	MAKAI SOLUTIONS		123579	BAY #7 RPR	5,714.59		
85889	09/04/23	8,512.97 003391	MARK THOMAS & COMPANY, INC		123592	1941 EV CHARGING	8,512.97		
85890	09/04/23	2,093.34 001052	MID VALLEY SUPPLY INC.		123672	INVENTORY ORDER	2,093.34		
85891	09/04/23	202.37 E625	MIHAYLOVA, KRISTINA		123677	EMPLOYEE INCENTIVE	202.37		
85892	09/04/23	18.50 041	MISSION UNIFORM		123667	CUSTODIAL SUPPLIES	18.50		
85893	09/04/23	294.98 003326	NIDAL HALABI & NADA ALGHARIB		123663	NAME TAGS	294.98		
85894	09/04/23	324.76 004	NORTH BAY FORD LINC-MERCURY		123551	INVENTORY ORDER	120.61		
					123574	INVENTORY ORDER	96.95		
					123619	REBILL INV 288511	120.61		
					123620	CREDIT	-120.61		
					123621	INVENTORY ORDER	100.95		
					123622	RPR VEH #1715 PC	6.25		
85895	09/04/23	2,610.52 009	PACIFIC GAS & ELECTRIC		123588	7/25-8/22 1122 RIVER	2,610.52		
85896	09/04/23	225.50 481	PIED PIPER EXTERMINATORS, INC.		123650	AUG 23 PEST VERNON	65.00		
					123651	AUG 23 PEST SMC	65.00		
					123652	AUG 23 PEST PAC ISLA	40.00		
					123653	AUG 23 PEST METROMKT	55.50		
85897	09/04/23	159.50 882	RANDY & LARAE WEST	7	123576	BUSINESS CARDS	159.50		
85898	09/04/23	499.48 E334	ROCHA, LUIS		123678	TOOLS ALLOWENCE	499.48		
85899	09/04/23	251.25 135	SANTA CRUZ AUTO PARTS, INC.		123617	INVENTORY ORDER	245.03		
					123618	INVENTORY ORDER	6.22		
85900	09/04/23	125,408.04 002917	SANTA CRUZ METRO TRANSIT W/C		123550	JULY 23 REPLENISHMEN	125,408.04		
85901	09/04/23	5,204.54 001307	SANTA CRUZ STAFFING, LLC		123654	TEMP W/E 8/20/23	1,240.00		
					123657	TEMP W/E 8/20/23	1,485.00		
					123658	TEMP W/E 8/20/23	1,232.25		
					123661	TEMP W/E 8/20/23	1,247.29		
85902	09/04/23	1,045.85 003545	SCHINDLER ELEVATOR CORPORATION		123595	ELEVATOR PM SVC	751.36		
					123613	INSPECTION	294.49		
85903	09/04/23	231.53 003292	SLINGSHOT CONNECTIONS LLC		123599	TEMP W/E 7/23/23	86.00		
					123600	TEMP W/E 7/30/23	145.53		
85904	09/04/23	1,400.00 003669	SPX TECHNOLOGIES, INC.		123598	RPR FAREBOX	1,400.00		
85905	09/04/23	23.80 003671	T-MOBILE USA, INC.		123596	7/21-8/20 TVM COMMS	23.80		
85906	09/04/23	8,531.37 003285	THE AFTERMARKET PARTS CO LLC		123552	INVENTORY ORDER	67.39		
					123553	INVENTORY ORDER	111.18		
					123554	INVENTORY ORDER	203.81		
					123555	INVENTORY ORDER	1,720.85		
					123556	INVENTORY ORDER	2,514.98		
					123557	INVENTORY ORDER	138.03		
					123558	INVENTORY ORDER	203.27		
					123623	RPR VEH #2602	92.65		
					123624	RPR VEH #2602	430.12		
					123625	RPR VEH #2807	208.20		
					123626	INVENTORY ORDER	55.68		
					123680	INVENTORY ORDER	2,263.31		

DATE: 09/01/23 THRU 09/30/23

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
85907	09/04/23	1,021.71	THE HOSE SHOP, INC		123681	INVENTORY ORDER	521.90	
					123636	INVENTORY ORDER	920.93	
85908	09/04/23	29.76	TROWBRIDGE ENTERPRISES		123637	RPR VEH #708	100.78	
					123656	OFFICE SUPPLIES	23.26	
85909	09/04/23	375.28	ULINE INC		123659	OFFICE SUPPLIES	6.50	
85910	09/04/23	78.85	UNITED PARCEL SERVICE		123575	LOST OF FOUND SUPPLI	375.28	
85911	09/11/23	377.24	ABC BUS INC		123682	FREIGHT	78.85	
85912	09/11/23	185.16	AMAZON CAPITAL SERVICES, INC.		123685	INVENTORY ORDER	377.24	
					123683	ELECTRIC STAPLER ADM	-31.67	
					123684	SHOP TOOL REPLACEMENT	26.76	
					123757	CREDIT ELECTRIC STPL	-31.67	
					123758	OFFICE SUPPLIES MMF	88.04	
					123759	OFFICE SUPPLIES MMF	30.54	
					123760	OFFICE SUPPLIES MMF	65.52	
					123763	AIRVENT TRAILER 8223	37.64	
85913	09/11/23	2,000.00	ANDREW J. O'KEEFE II		123686	MEDIA PRODUCTION	2,000.00	
85914	09/11/23	546.20	AT&T		123781	8/1-8/31 PT TO PT2	546.20	
85915	09/11/23	4,334.92	ATHENS INSURANCE SERVICE, INC.		123767	SEPT 23 MONTHLY FEE	4,334.92	
85916	09/11/23	119,613.36	AVAAP USA LLC		123761	PHASE 1 ARCHT CONFIG	47,845.34	
					123762	1904 MTH FEE AUG 23	71,768.02	
85917	09/11/23	40.82	BFS GROUP LLC		123825	SCREEN STRAINER VER	11.78	
					123826	UTILITY KNIVES MMF	29.04	
85918	09/11/23	71.73	BOIS, MICHAEL		123841	LUNCH INTERVIEW PANL	71.73	
85919	09/11/23	7.12	BRASS KEY LOCKSMITH INC		123687	KEYS VEH #PC1105	7.12	
85920	09/11/23	7,800.00	CABRILLO COLLEGE		123784	7/19-8/23 SUP TRAINI	7,800.00	
85921	09/11/23	10,517.77	CATTO'S GRAPHICS, INC.		123783	BUS WRAP MATERIALS	10,517.77	
85922	09/11/23	345.42	CINTAS CORPORATION NO.2		123777	FIRSTAID RESTOCK VER	149.70	
					123778	FIRSTAID RESTOCK SBF	54.77	
					123779	FIRSTAID RESTOCK VER	15.62	
					123780	FIRSTAID RESTOCK WTC	125.33	
85923	09/11/23	38,153.42	CLEAN ENERGY		123689	LNG CHARGES CE029995	11,760.78	
					123690	LNG CHARGES CE029744	12,480.38	
					123691	LNG CHARGES CE029994	11,926.28	
					123775	8/22/23 LNG	1,059.84	
					123776	8/17/23 LNG	926.14	
85924	09/11/23	2,890.00	COASTAL LANDSCAPING INC.		123782	SEPT 23 LANDSCAPING	2,890.00	
85925	09/11/23	15,916.63	CROSSLINE SUPPLY, LLC		123692	VEH 1205 1208 PARTS	5,244.00	
					123693	INVENTORY ORDER	6,100.52	
					123694	INVENTORY ORDER	4,572.11	
85926	09/11/23	551.47	CUMMINS, INC		123695	MTS SR1739 PART ORDR	299.28	
					123696	MTS SR1739 PART ORDR	252.19	
85927	09/11/23	2,850.00	DOCTORS ON DUTY MEDICAL		123769	DWV PHYSICAL FLEET	150.00	
					123770	DWV PHYSICAL PRC	150.00	
					123771	DWV PHYSICAL PRC	150.00	
					123772	DWV PHYSICALS OPS	900.00	
					123773	DWV PHYSICALS BUS OP	1,650.00	

DATE: 09/01/23 THRU 09/30/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
85928	09/11/23	10,732.95	003274	EAST BAY TIRE CO.		123774	CREDIT DMV PHYS OPS	-150.00	
						123698	REVENUE TIRES	326.79	
						123699	NON-REVENUE TIRES	287.94	
						123700	REVENUE TIRES	737.92	
						123701	REVENUE TIRES	1,495.89	
						123702	REVENUE TIRES	543.20	
						123703	REVENUE TIRES	610.81	
						123704	REVENUE TIRES	4,116.06	
						123705	REVENUE TIRES	2,614.34	
						123706	TEMP W/E 8/20	781.46	
						123790	TEMP W/E 8/27	1,020.00	
						123791	TEMP W/E 8/27	720.00	
						123792	TEMP W/E 8/20	1,200.00	
						123793	TEMP W/E 8/27	1,120.00	
						123785	WASTE DISPOSAL MMF	1,548.00	
						123786	WASTE DISPOSAL SBF	503.75	
						123787	WASTE DISPOSAL SBF	2,212.29	
						123788	WASTE DISPOSAL MMF	4,251.01	
						123794	SAFETY SUPPLIES	610.40	
						123795	NON-INVENTORY ORDER	57.94	
						123796	VENDIG MACH RESTOCK	34.49	
						123797	FALL BUS STOP NOTICE	361.72	
						123756	SEP 23 VAULT SERVICE	10,134.43	
						123707	INVENTORY ORDER	136.51	
						123708	VEH 4206 PART ORDER	107.99	
						123709	INVENTORY ORDER	9.46	
						123710	VEH 4206 PART ORDER	2,077.32	
						123711	INVENTORY ORDER	228.68	
						123712	ALUMIN WHEEL REPLACE	14,311.75	
						123713	INVENTORY ORDER	2,385.04	
						123800	ELECTRIC TECH CHAIR	173.34	
						123798	PAINT ROLLERS MMF	107.60	
						123799	PADLOCKS, VALVES MMF	92.75	
						123802	7/1/23-6/30-24 SVC	17,087.83	
						123803	AUG 23 PRC	512.10	
						123804	AUG 23 SVT	478.61	
						123842	TVM TESTING	3.00	
						123754	9/1/23-8/31/24 FLOOD	4,996.00	
						123755	12/13/23-12/12/24 FL	164.00	
						123697	TONER CARTRIDGE	239.26	
						123728	INVENTORY ORDER	744.59	
						123729	INVENTORY ORDER	644.58	
						123730	CREDIT INV K-2272641	-108.33	
						123731	CREDIT INV K-83,42,63	-917.70	
						123805	PAT'CH WORK WHIT PAINT	210.43	
						123806	LOT RESTRIPE PAINT	19.64	

DATE: 09/01/23 THRU 09/30/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
85944	09/11/23	284.28 003362	LUMINATOR TECH GROUP GLOBAL,		123807	PART ORDER		273.26	
85945	09/11/23	137.00 003249	MAXIMUM OIL SERVICE LLC		123808	SURFA MICROPHONE		11.02	
85946	09/11/23	588.69 001052	MID VALLEY SUPPLY INC.		123813	HAZARD WASTEDISP MMF		137.00	
85947	09/11/23	6,700.00 003361	MILLER MAXFIELD INC		123814	INVENTORY ORDER MMF		588.69	
85948	09/11/23	1,066.32 041	MISSION UNIFORM		123809	CONSULTING SERVICES		962.50	
					123810	CONSULTING SERVICES		5,737.50	
					123732	UNIFORMS & LAUNDRY		20.08	
					123733	VMU/VSW UNIFORM SUPP		315.64	
					123734	FUEL STATION TOWELS		156.00	
					123735	FUEL STATION TOWELS		156.00	
					123736	VMU/VSW UNIFORM SUPP		311.75	
					123737	UNI REP, CREDIT, FEE		23.35	
					123811	TOWELS,MOPS,MATS MMF		41.75	
					123812	TOWELS,MOPS,MATS MMF		41.75	
85949	09/11/23	200.00 003542	NATALIE NIEMAN		123816	FALL SCHED CAR CARDS		200.00	
85950	09/11/23	1,140.00 003573	NICKELL FIRE PROTECTION, INC.		123815	FIRE SPR INSP VER		1,140.00	
85951	09/11/23	162.24 003326	NIDAL HALABI & NADA ALGHARIB		123688	NAME PLATE AMIN		13.66	
85952	09/11/23	28,794.26 009	PACIFIC GAS & ELECTRIC		123789	NAME BADGES		148.58	
					123817	7/26-8/23 1122 RIVER		55.71	
					123818	7/25-8/22 GOLF CLUB		5,870.00	
					123819	7/26-8/23 VERNON		7,145.32	
					123820	8/30-9/1 KING VILLIAG		3,690.45	
					123821	7/28-8/27 1200 RIVER		2,917.18	
					123822	7/28-8/27 1200 RIVER		5,436.37	
					123823	7/28-8/27 920 PACIFI		3,679.23	
					123837	10/1-9/30/24 EHSENT		18,945.58	
85953	09/11/23	18,945.58 003527	REDVECTOR.COM LLC		123829	TEMP W/E 9/03/23		832.63	
85954	09/11/23	1,200.00 003502	RICHARD IRISH		123830	TEMP W/E 8/27/23		1,113.75	
85955	09/11/23	900.00 003681	RNS COMMUNICATIONS, INC.		123831	TEMP W/E 8/27/23		1,240.00	
85956	09/11/23	100,717.16 002917	SANTA CRUZ METRO TRANSIT W/C		123832	TEMP W/E 8/27/23		1,240.00	
85957	09/11/23	6,507.76 001307	SANTA CRUZ STAFFING, LLC		123833	TEMP W/E 8/27/23		843.70	
					123834	TEMP W/E 8/27/23		1,237.68	
					123827	TEMP W/E 8/20		1,155.20	
					123801	INVENTORY ORDER		315.17	
					123714	VEH 2807 PART ORDER		205.58	
85958	09/11/23	1,155.20 003292	SLINGSHOT CONNECTIONS LLC		123715	INVENTORY ORDER		380.17	
85959	09/11/23	315.17 003669	SPX TECHNOLOGIES, INC.		123716	INVENTORY ORDER		31.72	
85960	09/11/23	6,532.65 003285	THE AFTERMARKET PARTS CO LLC		123717	VEH 1004 PART ORDER		119.86	
					123718	INVENTORY ORDER		23.86	
					123719	INVENTORY ORDER		12.79	
					123720	MTS SR1739 SUP PARTS		487.80	
					123721	INVENTORY ORDER		37.80	
					123722	INVENTORY ORDER		32.97	

DATE: 09/01/23 THRU 09/30/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
85961	09/11/23	250.00 E273		TORRES, ELMER		123723	VEH 2602 PART ORDER	1,175.10	
85962	09/11/23	221.16 582		TOYOTA OF SANTA CRUZ		123724	VEH 2602 PART ORDER	298.78	
85963	09/11/23	58.47 007		UNITED PARCEL SERVICE		123725	INVENTORY ORDER	55.59	
85964	09/11/23	5,911.43 003687		VALLEY POWER SYSTEMS NORTH, INC		123726	INVENTORY ORDER	3,627.58	
						123727	VEH 2218 PART ORDER	43.05	
						123839	BOOT ALLOWANCE	250.00	
						123828	VEH 804 BATTERY 12V	221.16	
						123835	FREIGHT	58.47	
						123739	CREDIT INV K97747	-136.56	
						123740	CREDIT RET K94928	-333.19	
						123741	CREDIT INV K94745	-177.53	
						123742	CREDIT INV K94359	-68.28	
						123743	CREDIT INV K09643	-1,121.41	
						123744	CREDIT INV K09494	-177.53	
						123745	REBILL INV K09592	6,991.10	
						123746	VEH 2214 PART ORDER	751.95	
						123747	SHOP TOOL-TIMING PIN	25.00	
						123748	SHOP TOOL-TIMING PIN	11.42	
						123749	VEH 2318 PART ORDER	65.42	
						123750	VEH 2214 PART ORDER	56.54	
						123751	VEH 2214 PART ORDER	24.50	
						123752	VEH 2214 PART ORDER	7,073.04	
						123753	CREDIT INV K09592	-7,073.04	
85965	09/11/23	1,663.92 221		VEHICLE MAINTENANCE PROG INC		123836	INVENTORY ORDER	1,663.92	
85966	09/11/23	4,247.95 434		VERIZON WIRELESS	0	123738	7/23-8/22 WIFI BUSES	4,247.95	
85967	09/11/23	449,969.00 003656		WORKDAY, INC.		123764	EMP ERP TRAINING	29,725.00	
						123765	ERP SUBSCRIPTION FEE	420,244.00	
85968	09/11/23	5,310.43 003544		ZOOM VIDEO COMMUNICATIONS, INC		123838	8/31-8/30/24 ANNUAL	5,310.43	
85969	09/18/23	357.90 003151		ABC BUS INC		123946	INVENTORY ORDER	357.90	
85970	09/18/23	136.65 E930		ALMANZA, CANDIS		123981	ICE CREAM FRIDAYS	136.65	
85971	09/18/23	4,501.27 192		ALWAYS UNDER PRESSURE		123945	RECOV SURF CLEANER	4,501.27	
85972	09/18/23	630.59 003596		AMAZON CAPITAL SERVICES, INC.		123897	EXTRACTION TOOL-WES	18.56	
						123898	OFFICE SUPP FLYTRAPS	78.52	
						123899	OFFICE SUPPLIES	80.91	
						123900	VSW TIME CLOCK	244.11	
						123901	OFFICE SUPPLIES	47.25	
						123902	OFFICE SUPPLIES	161.24	
85973	09/18/23	34.33 002861		AMERICAN MESSAGING SVCS, LLC		123947	PAGER MMF AND FLEET	34.33	
85974	09/18/23	929.56 001D		AT&T		123892	8/10-9/9 DIST INT	929.56	
85975	09/18/23	864.77 003105		AT&T MOBILITY		123891	6/24-7/21 BUS WIFI	864.77	
85976	09/18/23	1,142.79 107A		BFS GROUP LLC		123871	WOOD BENCH REBUILD	791.86	
						123872	WOOD BENCH REBUILD	61.09	
						123873	FURNIT POWER OUTLET	54.07	
						123874	WATER FILTER PARTS	18.21	
						123972	WOOD STAKES FOR FAIR	191.44	
						123973	REPAIR PARTS WMS RST	26.12	

DATE: 09/01/23 THRU 09/30/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR NAME	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
85977	09/18/23	10,500.00 616	BROWN ARMSTRONG ACCOUNTANCY			123977	WIP 23AUDIT PLANNING	10,500.00	
85978	09/18/23	150.00 E651	BUSHNELL, RONALD JR.			123991	DMV EXAM	150.00	
85979	09/18/23	150.00 E1072	CARRANCO, JOSE III			123990	DMV EXAM	150.00	
85980	09/18/23	500.00 E1163	CASTRO, ANTHONY			123983	TOOL ALLOWANCE	500.00	
85981	09/18/23	23.43 003633	CINTAS CORPORATION NO.2			123910	FIRSTAID RESTOCK MMF	15.62	
85982	09/18/23	1,291.33 075	COAST PAPER & SUPPLY INC.			123911	FIRSTAID RESTOCK OPS	7.81	
						123903	CLEANING SUPPLIES	810.63	
						123904	INVENTORY ORDER	104.88	
						123905	INVENTORY ORDER	375.82	
85983	09/18/23	1,033.08 163	COMMUNITY PRINTERS, INC.			123949	CAR CARDS	1,033.08	
85984	09/18/23	6,462.83 588	CTSJPA (CAL TIP)			123968	AUG 23 CODE=5100	6,462.83	
85985	09/18/23	60,817.11 003116	CUMMINS, INC			123860	INVENTORY ORDER	876.23	
						123861	VEH 1203 PART ORDER	24.18	
						123862	SHOP TOOL ELECT TEST	253.58	
						123863	INVENTORY ORDER	1,693.01	
						123864	VEH 4202 ENGINE REPL	37,765.61	
						123865	VEH 4202 ENG LABOR	20,204.50	
85986	09/18/23	3,224.23 003274	EAST BAY TIRE CO.			123880	REVENUE TIRES	2,106.88	
						123881	NON-REVENUE TIRES	496.13	
						123882	NON-REVENUE TIRES	333.28	
						123883	NON-REVENUE TIRES	287.94	
						123875	TEMP W/E 8/27/23	990.00	
						123876	TEMP W/E 9/3/23	594.00	
						123877	TEMP W/E 9/3/23	1,224.00	
						123878	TEMP W/E 9/3/23	983.59	
						123879	TEMP W/E 8/27/23	544.43	
85988	09/18/23	120.00 003431	FIRST ALARM			123950	FIREALARM RESET MMF	120.00	
85989	09/18/23	17,552.65 002952	FLYERS ENERGY, LLC			123943	NON-REVENUE FUEL	3,649.20	
						123944	REVENUE FUEL	13,903.45	
85990	09/18/23	502.74 001302	GARDA CL WEST, INC.			123951	SEPT 23 SERVICES	502.74	
85991	09/18/23	7,513.70 117	GILLIG LLC			123884	INVENTORY ORDER	830.38	
						123885	INVENTORY ORDER	107.99	
						123886	INVENTORY ORDER	2,077.32	
						123887	INVENTORY ORDER	40.19	
						123888	VEH 4203 PART ORDER	234.94	
						123889	VEH 0321 PART ORDER	2,898.48	
						123890	INVENTORY ORDER	1,324.40	
						123989	LUNCH FOR INTERVIEWS	106.21	
85992	09/18/23	106.21 E162	GOUVEIA, ANNA MARIE			123971	GROMMERS DESK MMF	38.28	
85993	09/18/23	38.28 282	GRAINGER			123971	GROMMERS DESK MMF	38.28	
85994	09/18/23	250.00 E1027	IRIGUCHI, LUCAS			123984	BOOT ALLOWANCE	250.00	
85995	09/18/23	6,013.88 003223	JASPER WELLES LLC			123893	VEH 2318 PART ORDER	1,224.47	
						123894	VEH 2811 PART ORDER	5,388.09	
						123895	CREDIT INV 402913786	-5,986.77	
						123896	VEH 2807 PART ORDER	5,388.09	
85996	09/18/23	11,702.88 1117	KELLEY'S SERVICE INC.			123912	INVENTORY ORDER	911.10	
						123913	INVENTORY ORDER	744.59	

DATE: 09/01/23 THRU 09/30/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
85997	09/18/23	23,627.38 003366	23,627.38	KEY GOVERNMENT FINANCE INC		123914	INVENTORY ORDER	343.97	
85998	09/18/23	517.00 003271	517.00	KURB, INC.		123915	INVENTORY ORDER	9,630.89	
85999	09/18/23	1,590.30 852	1,590.30	LAW OFFICES OF MARIE F. SANG	7	123916	INVENTORY ORDER	72.33	
						123952	SEP 23 LEASE PAYMENT	23,627.38	
						123948	VEH 2809 TOW	517.00	
						123928	CL# 21006947	205.20	
						123929	CL# 21000556	684.00	
						123930	CL# 220011402	393.30	
						123931	CL# 1999103213	307.80	
						123987	CDL MEDICAL EXAM	150.00	
86000	09/18/23	150.00 E993	150.00	LEONARD, CHRISTOPHER		123953	8/29 DIESEL FUEL	21,954.53	
86001	09/18/23	21,954.53 003017	21,954.53	MANSFIELD OIL CO OF GAINSVILLE		123961	9/1-9/1/24 CL EPLI	66,128.06	
86002	09/18/23	182,459.86 003351	182,459.86	MARSH USA INC		123962	9/1-9/1/24 CL COM PR	99,036.80	
						123963	9/1-9/1/24 CL CY LIA	17,295.00	
86003	09/18/23	2,235.32 001052	2,235.32	MID VALLEY SUPPLY INC.		123975	CLEANING SUPPLIES	1,902.46	
						123976	CLEANING SUPPLIES	332.86	
86004	09/18/23	585.21 041	585.21	MISSION UNIFORM		123917	LAUNDRY/CUSTODIAL	18.50	
						123918	TOWELS,MOPS,MATS MMF	41.75	
						123919	TOWELS,MOPS,MATS MMF	41.75	
						123920	VMU/VSW UNIFORM SUPP	327.21	
						123921	FUELING STN TOWELS	156.00	
						123922	VEH PC 1701 PARTS	429.63	
86005	09/18/23	1,851.63 004	1,851.63	NORTH BAY FORD LINC-MERCURY		123923	VEH 802 PART ORDER	304.44	
						123924	INVENTORY ORDER	267.01	
						123925	VEH PC 1701 PARTS	358.25	
						123926	VEH PC 1709 PARTS	476.48	
						123927	VEH 2050 PART ORDER	15.82	
						123954	VEH 1213 REPAIR	51.58	
86006	09/18/23	51.58 003156	51.58	OCEAN HONDA		123855	SEP23 PEST WTC MKET	79.50	
86007	09/18/23	894.50 481	894.50	PIED PIPER EXTERMINATORS, INC.		123856	SEP23 PEST WTC TRANS	65.00	
						123857	SEP23 PEST OPS CREEK	255.00	
						123858	SEP23 PEST MMF	217.50	
						123859	SEP23 PEST OPS PARKG	212.50	
						123974	SEP 23 PEST SVT	65.00	
86008	09/18/23	93.34 003443	93.34	PROTERA OPERATING COMPANY, INC		123955	INVENTORY ORDER	93.34	
86009	09/18/23	400.00 003061	400.00	QUADIENT FINANCE USA INC		123958	AUG 23 POSTAGE 1598	400.00	
86010	09/18/23	710.10 003020	710.10	QUEST DIAGNOSTIC INC.		123960	AUG 23 DOT DRUG TEST	710.10	
86011	09/18/23	250.00 E1165	250.00	RIVERA, CRISTOBAL		123985	BOOT ALLOWANCE	250.00	
86012	09/18/23	250.00 E334	250.00	ROCHA, LUIS		123980	6" BROWN BOOTS	250.00	
86013	09/18/23	4,920.52 003154	4,920.52	ROMAINE ELECTRIC CORP		123935	VEH 1611 PART ORDER	1,300.08	
						123936	INVENTORY ORDER	3,079.65	
						123937	VEH 1612 PART ORDER	540.79	
						123906	VEH 2050 PART ORDER	100.51	
86014	09/18/23	560.91 135	560.91	SANTA CRUZ AUTO PARTS, INC.		123907	INVENTORY ORDER	368.63	
						123908	VEH 2050 PART ORDER	201.02	
						123909	CREDIT INVENT VEH802	-109.25	

DATE: 09/01/23 THRU 09/30/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
86015	09/18/23	544.13 079		SANTA CRUZ MUNICIPAL UTILITIES		123969	8/1-8/31 SBF IRRIG	312.83	
86016	09/18/23	3,698.10 001307		SANTA CRUZ STAFFING, LLC		123970	8/1-8/31 VER IRRIG	231.30	
86017	09/18/23	751.36 003545		SCHINDLER ELEVATOR CORPORATION		123938	TEMP W/E 9/3/23	1,240.00	
86018	09/18/23	150.00 E1164		SEILENBINDER, JAMES		123939	TEMP W/E 9/3/23	1,215.00	
86019	09/18/23	5,776.00 003292		SLINGSHOT CONNECTIONS LLC		123940	TEMP W/E 9/3/23	1,243.10	
						123965	SEP23 ELEV PM SERVIC	751.36	
						123982	MEDICAL EXAM	150.00	
						123866	TEMP W/E 9/3/23	1,155.20	
						123867	TEMP W/E 9/3/23	1,155.20	
						123868	TEMP W/E 8/20/23	1,155.20	
						123869	TEMP W/E 8/27/23	1,155.20	
						123870	TEMP W/E 8/27/23	1,155.20	
						123966	INVENTORY ORDER	7,228.74	
86020	09/18/23	7,228.74 003694		SOUTHERN COUNTIES LUBRICANTS,		123967	INVENTORY ORDER	751.26	
86021	09/18/23	751.26 003621		SPORTWORKS GLOBAL LLC		123843	INVENTORY ORDER	14.49	
86022	09/18/23	6,478.33 003285		THE AFTERMARKET PARTS CO LLC		123844	INVENTORY ORDER	131.90	
						123845	INVENTORY ORDER	1,401.57	
						123846	INVENTORY ORDER	48.90	
						123847	INVENTORY ORDER	2,935.42	
						123848	INVENTORY ORDER	32.78	
						123849	INVENTORY ORDER	83.82	
						123850	INVENTORY ORDER	154.35	
						123851	INVENTORY ORDER	769.07	
						123852	VEH 1611 PART ORDER	217.92	
						123853	VEH 1208 PART ORDER	7.27	
86023	09/18/23	329.05 166		THE HOSE SHOP, INC		123854	INVENTORY ORDER	680.84	
86024	09/18/23	90.12 043		TROWBRIDGE ENTERPRISES		123941	NON-INVENTORY ORDER	104.07	
						123942	NON-INVENTORY ORDER	224.98	
						123932	OFFICE SUPPLIES	19.32	
						123933	OFFICE SUPPLIES	19.32	
						123934	OFFICE SUPPLIES	51.48	
						123956	FREIGHT	88.51	
86025	09/18/23	88.51 007		UNITED PARCEL SERVICE		123988	8/27-9/2 TRAVEL REIM	1,581.89	
86026	09/18/23	1,581.89 E903		VALDIVIA, ROBERT		123959	INVENTORY ORDER	1,236.80	
86027	09/18/23	1,236.80 221		VEHICLE MAINTENANCE PROG INC		123957	8/2-9/1 TABLET	38.52	
86028	09/18/23	38.52 434		VERIZON WIRELESS	0	123964	9/22 PUBLIC HEARING	142.50	
86029	09/18/23	142.50 003589		WATSNEWS, LLC		123986	MEDICAL DMV EXAM	150.00	
86030	09/18/23	150.00 E329		ZARAGOZA, DANIEL		123992	INVENTORY ORDER	483.60	
86031	09/25/23	1,696.05 003151		ABC BUS INC		123993	INVENTORY ORDER	510.31	
						123994	INVENTORY ORDER	600.80	
						123995	INVENT ITEM NOT REC	9.19	
						123996	CREDIT INV 3532263	-9.19	
						124129	INVENTORY ORDER	101.34	
86032	09/25/23	2,919.99 148		ACUITY SPECIALTY PRODUCTS, INC		124195	BUS WASH SOAP	2,919.99	
86033	09/25/23	710.07 003596		AMAZON CAPITAL SERVICES, INC.		123997	OFFICE SUPPLIES	17.47	
						123998	OFFICE SUPPLIES	151.00	

DATE: 09/01/23 THRU 09/30/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
86034	09/25/23	001D	8,181.62	AT&T		123999	OFFICE SUPPLIES	225.15	
						124000	VEH 903 PART ORDER	17.47	
						124127	OFFICE SUPPLIES	56.40	
						124203	OFFICE SUPPLIES	242.58	
						124060	8/19-9/18 OPS ELEVAT	179.43	
						124061	8/19-9/18 MAIN ACCT	5,486.51	
						124062	8/13-9/12 PT TO PT1	1,729.20	
						124128	8/19-9/18 OCEAN-LP	786.48	
						124131	LENOVO NOTEBOOK	4,280.70	
						9004469	MEDICAL SUPPLEMENTAL	14.73	
						124082	SCREWS BUSSTOP FIELD	14.80	
						124083	PARTS FOR TV VER INS	16.19	
						124084	PAINT COVERS FIELD	17.69	
						124085	SCREWS/BOLTS FIELD	2.25	
						124109	MTS SRJ739 SHOPTRUCK	32.44	
						124198	OFFICE SUPPLIES	61.56	
						124178	FLAT RATE 10/1-9/30	11,772.00	
						124139	INVENTORY ORDER MMF	1,848.25	
						124092	9/7 LEGAL ADS	211.20	
						124093	9/7 LEGAL ADS	222.40	
						124094	9/7 LEGAL ADS	240.00	
						124137	SEP 23 LEGISLATE SVC	5,250.00	
						124214	FALL 23 HEADWAYS	8,170.81	
						124143	BUS/TRAILER PATCHES	252.95	
						124144	AUG 23 ONE RIDE TIME	25,602.50	
						124145	AUG 23 SOCIAL MEDIA	2,756.25	
						124146	AUG 23 MISC CAMPAIGN	7,013.13	
						124147	AUG 23 BRAND REFRESH	5,573.75	
						124148	AUG 23 KIDS FREE	1,531.25	
						124149	AUG 23 KIDS FREE	4,124.38	
						124150	AUG 23 PHOTO SHOOT	3,110.84	
						124151	AUG 23 WEBSITE REDES	21,529.38	
						124138	AUG 23 LANDFILL	104.19	
						124140	AUG 23 EAP PREMIUM	686.76	
						124152	VEH 1005 REPAIRS	3,992.10	
						124003	9/1 LNG CHARGES	10,874.13	
						124004	8/29 LNG CHARGES	11,893.90	
						124132	9/5/23 LNG	8,140.80	
						124133	VEH 2809 PART ORDER	462.53	
						124032	CREDIT INVX12012035	-156.95	
						124033	INVENTORY ORDER	141.30	
						124034	INVENTORY ORDER	87.23	
						124136	INVENTORY ORDER	1,356.89	
						124001	INVENTORY ORDER	276.05	
						124002	INVENTORY ORDER	6.40	
						124095	INVENTORY ORDER	2,496.92	
86035	09/25/23	003199	4,280.70	B & H FOTO & ELECTRONICS CORP					
86036	09/25/23	M335	14.73	BARRY, BARTHOLOMEW					
86037	09/25/23	107A	83.37	BFS GROUP LLC					
86038	09/25/23	E1118	61.56	BOIS, MICHAEL					
86039	09/25/23	080C	11,772.00	CALIFORNIA DEPT OF TAX & FEE					
86040	09/25/23	002129	1,848.25	CALIFORNIA JANITORIAL SUPPLY					
86041	09/25/23	149	673.60	CALIFORNIA NEWSPAPERS P'SHIP	0				
86042	09/25/23	001324	5,250.00	CAPITALEDDGE ADVOCACY, INC.					
86043	09/25/23	001089	8,170.81	CASEY PRINTING, INC					
86044	09/25/23	001159	252.95	CAPTO'S GRAPHICS, INC.					
86045	09/25/23	003661	71,241.48	CELTIS VENTURES, INC.					
86046	09/25/23	003373	104.19	CITY OF SANTA CRUZ FINANCE RRF					
86047	09/25/23	733	686.76	CLAREMONT EAP					
86048	09/25/23	909	3,992.10	CLASSIC GRAPHICS					
86049	09/25/23	001124	30,908.83	CLEAN ENERGY					
86050	09/25/23	508	462.53	COMPLETE COACH WORKS INC					
86051	09/25/23	003701	71.58	CREATIVE BUS SALES, INC					
86052	09/25/23	003668	1,356.89	CROSSLINE SUPPLY, LLC					
86053	09/25/23	003116	28,057.35	CUMMINS, INC					

DATE: 09/01/23 THRU 09/30/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR NAME	CHECK VENDOR NUMBER	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
86054	09/25/23	900.00	E443	900.00	CURREA, JULIO		124096	INVENTORY ORDER	20.50	
86055	09/25/23	6,988.00	001219	6,988.00	D&B POWER ASSOCIATES, INC		124135	VEH 1610 ENGINE OVHL	25,257.48	
86056	09/25/23	750.00	E1109	750.00	DIAZ-GARZA, MICHAEL		124177	REIMBURSEMENT	150.00	
86057	09/25/23	597.41	003520	597.41	DONNA NORTH		124187	TRAVEL ADVANCE	750.00	
86058	09/25/23	6,755.00	003274	6,755.00	EAST BAY TIRE CO.		124153	PREVENTATIVE MAINT	6,988.00	
							124184	REIMBURSEMENT	750.00	
							124170	REPLACMNT DOOR GLASS	597.41	
							124005	RENUUE TIRES	2,991.78	
							124006	REVENUE TIRES	380.89	
							124007	REVENUE TIRES	2,728.75	
							124008	REVENUE TIRES	653.58	
86059	09/25/23	4,430.16	003485	4,430.16	EMPLOYNET, INC		124009	TEMP W/E 9/10	816.00	
							124010	TEMP W/E 9/3	826.00	
							124097	TEMP W/E 9/10/23	628.16	
							124098	TEMP W/E 9/10/23	960.00	
							124099	TEMP W/E 9/3/23	1,200.00	
86060	09/25/23	3,182.58	432	3,182.58	EXPRESS SERVICES INC.		124206	TEMP W/E 9/3/23	906.88	
							124207	TEMP W/E 8/27/23	1,133.60	
							124208	TEMP W/E 8/6/23	1,142.10	
86061	09/25/23	870.62	001297	870.62	FASTENAL COMPANY INC		124011	NON-INVENTORY ORDER	170.08	
							124012	VEND MACH/INVENT ORD	25.87	
							124013	VEND MACH/INVENT ORD	235.48	
							124014	VEND MACH/INVENT ORD	146.29	
							124015	INVENTORY ORDER	103.57	
							124016	INVENTORY ORDER	17.73	
							124017	VEND MACH/INVENT ORD	171.60	
86062	09/25/23	165.26	039	165.26	FEDEX OFFICE		124212	PRINTING	190.26	
							124213	CREDIT OF LATE FEE	-25.00	
86063	09/25/23	57,424.82	002295	57,424.82	FIRST ALARM SECURITY & PATROL		124130	AUG 23 SECURITY	57,424.82	
86064	09/25/23	53.78	003279	53.78	FRONTIER COMMUNICATIONS - 3025		124063	9/16-10/15 SKY-RIVER	53.78	
86065	09/25/23	67.89	003418	67.89	FRONTIER COMMUNICATIONS - 6145		124064	9/13-10/12 SKY-OCEAN	67.89	
86066	09/25/23	2,450.00	003662	2,450.00	GALLAGHER BENEFIT SERVICES, INC		124154	CLASS & COMP STUDIES	2,450.00	
86067	09/25/23	7,259.39	117	7,259.39	GILLIG LLC		124018	INVENTORY ORDER	135.08	
							124019	INVENTORY ORDER	10.39	
							124020	VEH 4206 PART ORDER	141.65	
							124021	VEH 4206 PART ORDER	2,974.83	
							124022	VEH 4210 PART ORDER	728.66	
							124065	INVENTORY ORDER	345.33	
							124066	INVENTORY ORDER	1,435.61	
							124100	VEH 1902 PART ORDER	1,472.36	
							124101	INVENTORY ORDER	15.48	
86068	09/25/23	285.00	003316	285.00	GLOBAL WATER TECHNOLOGY INC		124155	AUG 23 WATER TREAT	285.00	
86069	09/25/23	1,589.71	282	1,589.71	GRAINGER		124023	PART DEPT STRECH WRP	69.79	
							124024	GRAFFITI PAINT REMOV	98.25	
							124025	WATER FILTER MMF	1,149.23	
							124067	NON-INVENTORY ORDER	47.92	

DATE: 09/01/23 THRU 09/30/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
86070	09/25/23	82,166.60	003109	HANSON BRIDGETT LLP		124068	SHELVES PARTS DEPT	224.52	
						124048	AUGUST 23 RETAINER	55,017.80	VOIDED
						124049	M# 032117.001001	390.60	
						124050	M# 032117.003003	89.40	
						124051	M# 032117.004002	5,226.40	
						124052	M# 032117.004003	4,674.60	
						124053	M# 032117.005001	447.00	
						124054	M# 032117.005002	357.60	
						124055	M# 032117.006001	91.40	
						124056	M# 032117.006012	7,060.40	
						124057	M# 032117.006013	5,751.00	
						124058	M# 032117.006014	157.60	
						124059	M# 032117.006042	2,902.80	
86070	09/25/23	-82,166.60	003109	HANSON BRIDGETT LLP		124048	AUGUST 23 RETAINER	-55,017.80	**VOID
						124049	M# 032117.001001	-390.60	
						124050	M# 032117.003003	-89.40	
						124051	M# 032117.004002	-5,226.40	
						124052	M# 032117.004003	-4,674.60	
						124053	M# 032117.005001	-447.00	
						124054	M# 032117.005002	-357.60	
						124055	M# 032117.006001	-91.40	
						124056	M# 032117.006012	-7,060.40	
						124057	M# 032117.006013	-5,751.00	
						124058	M# 032117.006014	-157.60	
						124059	M# 032117.006042	-2,902.80	
86071	09/25/23	15,533.77	001745	HARTFORD LIFE AND ACCIDENT INS		124172	SEPT 23 LTD	11,238.83	
						124175	SEPT 23 AD&D	4,294.94	
86072	09/25/23	3,107.66	003577	HEREDIA, KEN R.		124159	VEH 1722 REPAIRS	3,107.66	
86073	09/25/23	18,556.83	002979	HUNT & SONS, INC.		124156	INVENTORY ORDER	18,556.83	
86074	09/25/23	677.49	003553	IMD FLUID SYSTEM TECHNOLOGIES		124180	INVENTORY ORDER	677.49	
86075	09/25/23	291.35	914	J.J.R ENTERPRISES, INC.		124134	TONER	291.35	
86076	09/25/23	3,262.86	1117	KELLEY'S SERVICE INC.		124028	VEH 2050 PART ORDER	271.51	
						124029	VEH 802 PART ORDER	242.20	
						124030	INVENTORY ORDER	269.20	
						124031	VEH 2050 PART ORDER	142.03	
						124069	INVENTORY ORDER	804.24	
						124070	VEH 1213 PART ORDER	142.33	
						124071	VEH PC4701 PART ORDR	1,198.91	
						124072	VEH 2050 PART ORDER	14.98	
						124073	NON-INVENTORY ORDER	208.49	
						124074	CREDIT K-7053,K-8313	-103.79	
						124158	INVENTORY ORDER	72.76	
86077	09/25/23	208.51	036	KELLY-MOORE PAINT CO., INC.		124160	PAINT TO RESTRIIP LOT	208.51	
86078	09/25/23	515.61	003450	LANGUAGE LINE SERVICES INC		124161	AUG 23 TRANSLATE SVC	515.61	
86079	09/25/23	807.45	852	LAW OFFICES OF MARIE F. SANG	7	124125	CL# 23003664	550.95	
						124126	C# 19009481	256.50	

DATE: 09/01/23 THRU 09/30/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
86080	09/25/23	500.00 E182	LOGIUDICE, JASON	124183			TOOL ALLOWANCE	500.00	
86081	09/25/23	750.00 E934	LOPEZ, JOHNNY	124189			TRAVEL ADVANCE	750.00	
86082	09/25/23	316.54 E627	MACDONELL, RYAN	124191			BOOT ALLOWANCE	250.00	
				124202			REIMBURSEMENT	66.54	
86083	09/25/23	1,680.00 003401	MACLEOD WATTS, INC	124163			GASB 75 ACTUARIAL	1,680.00	
86084	09/25/23	4,583.53 003391	MARK THOMAS & COMPANY, INC	124165			1941 OPS EV PROJECT	4,583.53	
86085	09/25/23	2,450.56 003273	MGP XI REIT, LLC	124164			OCT 23 RENT CAPITOLA	2,450.56	
86086	09/25/23	137.22 001052	MID VALLEY SUPPLY INC.	124166			INVENTORY ORDER	137.22	
86087	09/25/23	148.52 041	MISSION UNIFORM	124102			TOWELS,MOPS,MATS,UNI	47.91	
				124103			TOWELS,MOPS,MATS,UNI	20.08	
				124104			TOWELS,MOPS,MATS,UNI	20.08	
				124105			TOWELS,MOPS,MATS	41.75	
				124209			TOWELS,MOPS,MATS	18.50	
86088	09/25/23	1,363.44 001711	MOHAWK MFG. & SUPPLY CO.	124162			INVENTORY ORDER	1,363.44	
86089	09/25/23	53.00 E1166	MUNOZ MIJANGOS, LUIS	124200			CDL REIMBURSEMENT	53.00	
86090	09/25/23	740.73 001178	N/S CORPORATION	124167			REPAIR PARTS	740.73	
86091	09/25/23	400.00 003542	NATALIE NIEMAN	124168			FLYERS AND BANNERS	400.00	
86092	09/25/23	232.70 003326	NIDAL HALABI & NADA ALGHARIB	124169			NAME BADGE	232.70	
86093	09/25/23	465.41 004	NORTH BAY FORD LINC-MERCURY	124042			VEH 2050 PART ORDER	102.98	
				124043			VEH PC1110 PART ORDR	316.39	
86094	09/25/23	1,241.31 023	PACIFIC TRUCK PARTS, INC.	124108			INVENTORY ORDER	46.04	
				124044			CREDIT INV 1872893	-238.66	
				124045			INVENTORY ORDER	301.88	
				124046			INVENTORY ORDER	981.51	
				124047			INVENTORY ORDER	196.58	
86095	09/25/23	500.00 E995	PEREZ, CHRISTOPHER	124192			TOOL ALLOWANCE	500.00	
86096	09/25/23	199.50 003443	PROTERRA OPERATING COMPANY, INC	124171			INVENTORY ORDER	199.50	
86097	09/25/23	500.00 E1015	RAYGOZA-RAMIREZ, JOSE	124194			TOOL ALLOWANCE	500.00	
86098	09/25/23	116.83 003024	RICOH USA, INC CA	124176			9/12-10/11 OPS COPIE	116.83	
86099	09/25/23	500.00 E1018	ROCHA FERNANDEZ, DARIO	124197			TOOL REIMBURSEMENT	500.00	
86100	09/25/23	540.79 003154	ROMAINE ELECTRIC CORP	124173			VEH 1611 PART ORDER	540.79	
86101	09/25/23	75.04 E1082	ROSS, MARGO	124181			REIMBURSEMENT	75.04	
86102	09/25/23	76.55 003677	RS AMERICAS, INC.	124174			INVENTORY ORDER	76.55	
86103	09/25/23	4,809.47 001379	SAFETY-KLEEN SYSTEMS INC	124185			PARTS WASH SVC MMF	4,809.47	
86104	09/25/23	140.41 135	SANTA CRUZ AUTO PARTS, INC.	124088			INVENTORY ORDER	26.58	
				124089			INVENTORY ORDER	113.83	
				124186			PERMIT FA0006641	668.00	
86105	09/25/23	668.00 002700	SANTA CRUZ COUNTY ENVIROMENTAL	124112			8/10-9/8 RIVER	711.16	
86106	09/25/23	10,593.98 079	SANTA CRUZ MUNICIPAL UTILITIES	124113			8/10-9/8 RIVER	3,472.91	
				124114			8/10-9/8 GOLF CLUB	1,673.40	
				124115			8/10-9/8 VERNON	675.07	
				124116			8/10-9/8 PACIFIC	2,655.43	
				124117			8/10-9/8 PACIFIC	147.84	
				124118			8/10-9/8 PACIFIC	62.16	
				124119			8/10-9/8 WATER ST	1,155.72	
				124120			8/10-9/8 GOLF CLUB	40.29	

DATE: 09/01/23 THRU 09/30/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
86107	09/25/23	001292	305.00	SANTA CRUZ RECORDS MNGMT INC		124182	8/30 SHREDDING MULTI	260.00	
						124210	9/1 SHREDDING	45.00	
86108	09/25/23	001307	2,901.60	SANTA CRUZ STAFFING, LLC		124090	TEMP W/E 9/3/23	1,240.00	
						124091	TEMP W/E 9/10/23	945.50	
86109	09/25/23	002459	872.74	SCOTT'S VALLEY WATER DISTRICT		124179	TEMP W/E 9/10/23	716.10	
						124110	AUG 23 WATER SVT	352.34	
						124111	AUG 23 WATER SVT	520.40	
86110	09/25/23	003625	43,869.10	SELF INSURED SERVICES COMPANY		124141	SEPTEMBER 23 DENTAL	35,701.60	
						124142	AUGUST 23 VISION	8,167.50	
86111	09/25/23	002267	5,700.00	SHAW YODER ANTWIH		124204	SEP 23 LEGISLATE SVC	5,700.00	
86112	09/25/23	003292	2,079.36	SLINGSHOT CONNECTIONS LLC		124086	TEMP W/E 9/10/23	1,155.20	
						124087	TEMP W/E 9/10/23	924.16	
86113	09/25/23	001075	10,268.28	SOQUEL III ASSOCIATES	7	124205	OCT 23 RENT RESEARCH	10,268.28	
86114	09/25/23	003285	6,755.56	THE AFTERMARKET PARTS CO LLC		124035	INVENTORY ORDER	195.79	
						124036	INVENTORY ORDER	839.04	
						124037	INVENTORY ORDER	407.48	
						124038	INVENTORY ORDER	440.35	
						124039	INVENTORY ORDER	14.49	
						124040	VEH 1211 PART ORDER	25.08	
						124041	INVENTORY ORDER	351.74	
						124075	INVENTORY ORDER	8.15	
						124076	INVENTORY ORDER	290.97	
						124077	INVENTORY ORDER	3,052.84	
						124078	VEH 2810 PART ORDER	443.81	
						124106	INVENTORY ORDER	295.37	
						124107	INVENTORY ORDER	390.45	
86115	09/25/23	166	3,472.14	THE HOSE SHOP, INC		124026	VEH 2229 PART ORDER	196.81	
						124027	NON-INVENTORY ORDER	3,275.33	
86116	09/25/23	003242	1,496.73	THE JANEK CORPORATION		124157	ELECTRON REPAIR/INVE	1,496.73	
86117	09/25/23	001800	5,302.31	THERMO KING OF SALINAS, INC		124188	INVENTORY ORDER	5,302.31	
86118	09/25/23	043	1,110.05	TROWBRIDGE ENTERPRISES		124079	OFFICE SUPPLIES	179.87	
						124080	OFFICE SUPPLIES	328.07	
						124081	OFFICE SUPPLIES	703.34	
						124196	CREDIT INV 689866-1	-6.50	
						124199	CREDIT INV 680263-0	-71.91	
						124201	CREDIT INV 684259-0	-22.82	
						124211	8888-8888-8888-5971	7,417.49	
86119	09/25/23	057	7,417.49	U.S. BANK		124190	FREIGHT	16.00	
86120	09/25/23	007	16.00	UNITED PARCEL SERVICE		124193	INVENTORY ORDER	2,249.74	
86121	09/25/23	221	2,249.74	VEHICLE MAINTENANCE PROG INC	0	124121	7/2-8/1 MMF TABLETS	3,815.78	
86122	09/25/23	434	4,929.52	VERIZON WIRELESS		124122	8/2-9/1 MMF TABLETS	577.80	
						124123	7/2-8/1 FLEET TABLET	475.90	
						124124	8/2-9/1 FLEET TABLET	60.04	
86123	09/25/23	M149	21.00	ADAMS, ELLEN		9009227	MEDICAL SUPPLEMENTAL	21.00	
86124	09/25/23	M381	14.16	AGUIRRE, CIRO		9009394	MEDICAL SUPPLEMENTAL	14.16	
86125	09/25/23	M382	134.58	AITKEN, ANGELA		9009395	MEDICAL SUPPLEMENTAL	134.58	

DATE: 09/01/23 THRU 09/30/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
86126	09/25/23	M150	14.98	ALLEN, ROBERT		9009228	MEDICAL SUPPLEMENTAL	14.98	
86127	09/25/23	M333	21.00	ANDERSON, WILLIAM		9009365	MEDICAL SUPPLEMENTAL	21.00	
86128	09/25/23	M151	41.36	ANDRADE, GERALD		9009229	MEDICAL SUPPLEMENTAL	41.36	
86129	09/25/23	M152	20.68	ANN, DORICE		9009230	MEDICAL SUPPLEMENTAL	20.68	
86130	09/25/23	M153	16.81	ARCHIBOQUE, ELEANOR		9009231	MEDICAL SUPPLEMENTAL	16.81	
86131	09/25/23	M154	42.00	ARCHIBOQUE, JUANITA		9009232	MEDICAL SUPPLEMENTAL	42.00	
86132	09/25/23	M155	42.00	ASPESI, JOHN		9009233	MEDICAL SUPPLEMENTAL	42.00	
86133	09/25/23	M383	21.00	AVILES, PATRICIA		9009396	MEDICAL SUPPLEMENTAL	21.00	
86134	09/25/23	M156	42.00	BAILEY, EDWIN		9009234	MEDICAL SUPPLEMENTAL	42.00	
86135	09/25/23	M158	41.36	BAN, MARK		9009235	MEDICAL SUPPLEMENTAL	41.36	
86136	09/25/23	M335	14.98	BARRY, BARTHOLOMEW		9009366	MEDICAL SUPPLEMENTAL	14.98	
86137	09/25/23	M336	5.21	BARTZ, GLENN		9009367	MEDICAL SUPPLEMENTAL	5.21	
86138	09/25/23	M160	21.00	BASS, BETTY		9009236	MEDICAL SUPPLEMENTAL	21.00	
86139	09/25/23	M161	38.78	BAUER, FRANK		9009237	MEDICAL SUPPLEMENTAL	38.78	
86140	09/25/23	M162	14.98	BLAIR, GARY		9009238	MEDICAL SUPPLEMENTAL	14.98	
86141	09/25/23	M164	21.00	BLAKE, GENEVA		9009239	MEDICAL SUPPLEMENTAL	21.00	
86142	09/25/23	M165	21.00	BLIGHT, KAREN		9009240	MEDICAL SUPPLEMENTAL	21.00	
86143	09/25/23	M167	42.00	BOYD, MICHAEL		9009241	MEDICAL SUPPLEMENTAL	42.00	
86144	09/25/23	M169	14.98	BREGANTE, BATTISTA		9009242	MEDICAL SUPPLEMENTAL	14.98	
86145	09/25/23	M337	21.00	BRONDSATTER, CHERYL		9009368	MEDICAL SUPPLEMENTAL	21.00	
86146	09/25/23	M384	42.00	BRONDSATTER, WALLACE		9009397	MEDICAL SUPPLEMENTAL	42.00	
86147	09/25/23	M170	42.00	BROWN, ERNEST		9009243	MEDICAL SUPPLEMENTAL	42.00	
86148	09/25/23	M171	42.00	BROWN, KENNETH		9009244	MEDICAL SUPPLEMENTAL	42.00	
86149	09/25/23	M172	21.00	BURKET, JANET		9009245	MEDICAL SUPPLEMENTAL	21.00	
86150	09/25/23	M385	50.19	BUSH, DEBBIE		9009398	MEDICAL SUPPLEMENTAL	50.19	
86151	09/25/23	M173	17.88	BYTHEWAY, MARY		9009246	MEDICAL SUPPLEMENTAL	17.88	
86152	09/25/23	M339	28.32	CANALES, DONNA		9009369	MEDICAL SUPPLEMENTAL	28.32	
86153	09/25/23	M174	81.21	CAPELLA, KATHLEEN		9009247	MEDICAL SUPPLEMENTAL	81.21	
86154	09/25/23	M175	14.98	CARLSON, MERRYL		9009248	MEDICAL SUPPLEMENTAL	14.98	
86155	09/25/23	M176	21.00	CARR, DALE		9009249	MEDICAL SUPPLEMENTAL	21.00	
86156	09/25/23	M177	14.98	CASANEGA, RICHARD		9009250	MEDICAL SUPPLEMENTAL	14.98	
86157	09/25/23	M178	35.77	CAVATAIO, PASQUALE		9009251	MEDICAL SUPPLEMENTAL	35.77	
86158	09/25/23	M340	14.98	CENTER, DOUGLAS		9009370	MEDICAL SUPPLEMENTAL	14.98	
86159	09/25/23	M179	14.98	CERVANTES, GLORIA		9009252	MEDICAL SUPPLEMENTAL	14.98	
86160	09/25/23	M386	83.21	CHANDLEY, PAUL		9009399	MEDICAL SUPPLEMENTAL	83.21	
86161	09/25/23	M341	14.98	CHAVARRIA, JOHNNY		9009371	MEDICAL SUPPLEMENTAL	14.98	
86162	09/25/23	M420	24.82	CHAVEZ, JESSE		9009424	MEDICAL SUPPLEMENTAL	24.82	
86163	09/25/23	M343	21.00	CLARKE, PATRICIA		9009372	MEDICAL SUPPLEMENTAL	21.00	
86164	09/25/23	M180	14.98	CLAYTON, MICHAEL		9009253	MEDICAL SUPPLEMENTAL	14.98	
86165	09/25/23	M181	59.49	COLWELL, ARLAN		9009254	MEDICAL SUPPLEMENTAL	59.49	
86166	09/25/23	M182	21.00	CONTRERAS-NAVARRO, FRANCISCO		9009255	MEDICAL SUPPLEMENTAL	21.00	
86167	09/25/23	M183	50.19	COON, RICHARD		9009256	MEDICAL SUPPLEMENTAL	50.19	
86168	09/25/23	M387	42.00	COTTER, ROBERT		9009400	MEDICAL SUPPLEMENTAL	42.00	
86169	09/25/23	M185	42.13	COWELL, RICHARD		9009257	MEDICAL SUPPLEMENTAL	42.13	
86170	09/25/23	M186	21.00	CRAMBLETT, LAWRENCE		9009258	MEDICAL SUPPLEMENTAL	21.00	
86171	09/25/23	M376	50.19	CRANDELL, DANA		9009393	MEDICAL SUPPLEMENTAL	50.19	

DATE: 09/01/23 THRU 09/30/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
86172	09/25/23	M187	21.00	CRAWFORD, FLOYD		9009259	MEDICAL SUPPLEMENTAL	21.00	
86173	09/25/23	M188	21.00	CRUISE, RICHARD		9009260	MEDICAL SUPPLEMENTAL	21.00	
86174	09/25/23	M190	42.00	CRUTCH, SHELTON		9009261	MEDICAL SUPPLEMENTAL	42.00	
86175	09/25/23	M349	14.98	CUMMINGS, CYNTHIA		9009373	MEDICAL SUPPLEMENTAL	14.98	
86176	09/25/23	M192	42.00	CUMMINS, MAJOR		9009262	MEDICAL SUPPLEMENTAL	42.00	
86177	09/25/23	M195	41.36	DAVIDOSKI, PATTI		9009263	MEDICAL SUPPLEMENTAL	41.36	
86178	09/25/23	M196	14.98	DAVILA, ANA		9009264	MEDICAL SUPPLEMENTAL	14.98	
86179	09/25/23	M373	14.98	DEL PO, CAROLYN		9009391	RETIREE SUPPLEMENTAL	14.98	
86180	09/25/23	M197	42.13	DEVIVO, WILLIAM		9009265	MEDICAL SUPPLEMENTAL	42.13	
86181	09/25/23	M427	14.98	DOBBS, LILLIAN		9009431	MEDICAL SUPPLEMENTAL	14.98	
86182	09/25/23	M389	21.00	DORFMAN, IRIS		9009401	MEDICAL SUPPLEMENTAL	21.00	
86183	09/25/23	M421	62.11	DOVE, WILLIAM		9009425	MEDICAL SUPPLEMENTAL	62.11	
86184	09/25/23	M199	14.98	DRAKE, JUDITH		9009266	MEDICAL SUPPLEMENTAL	14.98	
86185	09/25/23	M200	14.98	ELIA, LARRY		9009267	MEDICAL SUPPLEMENTAL	14.98	
86186	09/25/23	M390	42.00	EMERSON, WILLIAM		9009402	MEDICAL SUPPLEMENTAL	42.00	
86187	09/25/23	M201	42.00	ESCARCEGA, MIGUEL		9009268	MEDICAL SUPPLEMENTAL	42.00	
86188	09/25/23	M202	45.69	FALLAU, NICHOLAS		9009269	MEDICAL SUPPLEMENTAL	45.69	
86189	09/25/23	M435	25.20	FELDER, KRISTAAN		9009436	MEDICAL SUPPLEMENTAL	25.20	
86190	09/25/23	M391	21.00	FENN, MARILYN		9009403	MEDICAL SUPPLEMENTAL	21.00	
86191	09/25/23	M203	14.16	FLAGG, PAULA		9009270	MEDICAL SUPPLEMENTAL	14.16	
86192	09/25/23	M352	14.98	FLOREZ, ROSIE		9009374	MEDICAL SUPPLEMENTAL	14.98	
86193	09/25/23	M394	28.32	FRANCIS, RUFUS		9009404	MEDICAL SUPPLEMENTAL	28.32	
86194	09/25/23	M354	13.70	GABRIELE, BERNARD		9009375	MEDICAL SUPPLEMENTAL	13.70	
86195	09/25/23	M355	13.70	GABRIELE, CATHLEEN		9009376	MEDICAL SUPPLEMENTAL	13.70	
86196	09/25/23	M395	42.00	GALE, TERRY		9009405	MEDICAL SUPPLEMENTAL	42.00	
86197	09/25/23	M396	14.98	GALLOWAY, SCOTT		9009406	MEDICAL SUPPLEMENTAL	14.98	
86198	09/25/23	M206	14.98	GARBEZ, LINDA		9009271	MEDICAL SUPPLEMENTAL	14.98	
86199	09/25/23	M207	14.98	GARBEZ, MANNY		9009272	MEDICAL SUPPLEMENTAL	14.98	
86200	09/25/23	M208	29.74	GARCIA, DANIEL		9009273	MEDICAL SUPPLEMENTAL	29.74	
86201	09/25/23	M209	14.98	GARCIA, HELEN		9009274	MEDICAL SUPPLEMENTAL	14.98	
86202	09/25/23	M210	38.78	GARCIA, SAMUEL		9009275	MEDICAL SUPPLEMENTAL	38.78	
86203	09/25/23	M041	51.76	GOUVEIA, ROBERT	0	9009225	MEDICAL SUPPLEMENTAL	51.76	
86204	09/25/23	M213	41.36	GRANADOS-BOYCE, MARIA		9009276	MEDICAL SUPPLEMENTAL	41.36	
86205	09/25/23	M214	14.98	GROBMAN, BRUCE		9009277	MEDICAL SUPPLEMENTAL	14.98	
86206	09/25/23	M215	29.97	GROSJEAN, DOUGLAS		9009278	MEDICAL SUPPLEMENTAL	29.97	
86207	09/25/23	M216	14.98	HALL, SHIRLEY		9009279	MEDICAL SUPPLEMENTAL	14.98	
86208	09/25/23	M217	14.98	HAMM, CAROLYN		9009280	MEDICAL SUPPLEMENTAL	14.98	
86209	09/25/23	M422	31.06	HERNANDEZ, ALICIA		9009426	MEDICAL SUPPLEMENTAL	31.06	
86210	09/25/23	M219	41.36	HERNANDEZ, JUAN		9009281	MEDICAL SUPPLEMENTAL	41.36	
86211	09/25/23	M220	14.98	HERNANDEZ, MARGARITO		9009282	MEDICAL SUPPLEMENTAL	14.98	
86212	09/25/23	M221	42.13	HERSHEY, ANDREA		9009283	MEDICAL SUPPLEMENTAL	42.13	
86213	09/25/23	M397	21.00	HETH, KATHRYN		9009407	MEDICAL SUPPLEMENTAL	21.00	
86214	09/25/23	M398	21.00	HICKLIN, LUCILLE		9009408	MEDICAL SUPPLEMENTAL	21.00	
86215	09/25/23	M222	21.00	HILL, ANDREW		9009284	MEDICAL SUPPLEMENTAL	21.00	
86216	09/25/23	M437	81.01	HILTNER, THOMAS		9009438	MEDICAL SUPPLEMENTAL	81.01	
86217	09/25/23	M223	14.98	HINDIN, LENORE		9009285	MEDICAL SUPPLEMENTAL	14.98	

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

DATE: 09/01/23 THRU 09/30/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
86218	09/25/23	M224	42.00	HOBBS, JAMES		9009286	MEDICAL SUPPLEMENTAL	42.00	
86219	09/25/23	M225	42.00	HOLCOMB, MICHAEL		9009287	MEDICAL SUPPLEMENTAL	42.00	
86220	09/25/23	M226	101.31	HOLONICK, JAMES		9009288	MEDICAL SUPPLEMENTAL	101.31	
86221	09/25/23	M356	21.00	HOWARD, CAROL		9009287	MEDICAL SUPPLEMENTAL	21.00	
86222	09/25/23	M228	42.00	HOWARD, WARD		9009289	MEDICAL SUPPLEMENTAL	42.00	
86223	09/25/23	M229	42.00	HYMAN, JOE		9009290	MEDICAL SUPPLEMENTAL	42.00	
86224	09/25/23	M230	41.36	JACINTO, FRANK		9009291	MEDICAL SUPPLEMENTAL	41.36	
86225	09/25/23	M231	21.00	JAHNKE, EILEEN		9009292	MEDICAL SUPPLEMENTAL	21.00	
86226	09/25/23	M438	14.98	JENSEN, EVANGELINE		9009439	MEDICAL SUPPLEMENTAL	14.98	
86227	09/25/23	M357	14.98	JUSSEL, PETE		9009378	MEDICAL SUPPLEMENTAL	14.98	
86228	09/25/23	M233	42.00	KALE, RICKY		9009293	MEDICAL SUPPLEMENTAL	42.00	
86229	09/25/23	M434	21.00	KAMEDA, TERRY		9009435	MEDICAL SUPPLEMENTAL	21.00	
86230	09/25/23	M235	14.98	KELLY, ELOISE		9009294	MEDICAL SUPPLEMENTAL	14.98	
86231	09/25/23	M399	80.29	KONNO, DAVID		9008338	MEDICAL SUPPLEMENTAL	51.97	
						9009409	MEDICAL SUPPLEMENTAL	28.32	
86232	09/25/23	M236	42.00	KORBA, PATRICIA		9009295	MEDICAL SUPPLEMENTAL	42.00	
86233	09/25/23	M423	8.99	LAM, JAMES		9009427	MEDICAL SUPPLEMENTAL	8.99	
86234	09/25/23	M433	25.20	LANAGAN, CHRIS		9009434	MEDICAL SUPPLEMENTAL	25.20	
86235	09/25/23	M238	21.00	LAWHON, JACK		9009296	MEDICAL SUPPLEMENTAL	21.00	
86236	09/25/23	M239	21.00	LAWSON, LOIS		9009297	MEDICAL SUPPLEMENTAL	21.00	
86237	09/25/23	M248	25.20	LEE, VIRGINIA		9009432	MEDICAL SUPPLEMENTAL	25.20	
86238	09/25/23	M241	21.00	LEFFLER, JEAN		9009298	MEDICAL SUPPLEMENTAL	21.00	
86239	09/25/23	M242	91.37	LEGORRETA, PETE		9009299	MEDICAL SUPPLEMENTAL	91.37	
86240	09/25/23	M243	21.00	LOGIUDICE, FRED		9009300	MEDICAL SUPPLEMENTAL	21.00	
86241	09/25/23	M244	42.00	LONGNECKER, LLOYD		9009301	MEDICAL SUPPLEMENTAL	42.00	
86242	09/25/23	M245	14.98	LUCIER, MARILYN		9009302	MEDICAL SUPPLEMENTAL	14.98	
86243	09/25/23	M246	42.00	LYNCH, GLENN		9009303	MEDICAL SUPPLEMENTAL	42.00	
86244	09/25/23	M400	14.98	MACHADO, MARGARET		9009410	MEDICAL SUPPLEMENTAL	14.98	
86245	09/25/23	M248	20.68	MALPHRUS, BRENDA		9009304	MEDICAL SUPPLEMENTAL	20.68	
86246	09/25/23	M249	29.74	MARCUS, STEVEN		9009305	MEDICAL SUPPLEMENTAL	29.74	
86247	09/25/23	M250	42.00	MARTIN, DAWN		9009306	MEDICAL SUPPLEMENTAL	42.00	
86248	09/25/23	M252	41.36	MARTINEZ, MARK		9009307	MEDICAL SUPPLEMENTAL	41.36	
86249	09/25/23	M254	19.64	MCDONALD, JANIE		9009308	MEDICAL SUPPLEMENTAL	19.64	
86250	09/25/23	M255	14.98	MCDONALD, KEVIN		9009309	MEDICAL SUPPLEMENTAL	14.98	
86251	09/25/23	M358	21.00	MCFADDEN, IAN		9009379	MEDICAL SUPPLEMENTAL	21.00	
86252	09/25/23	M359	29.97	MCGINNIS, POLLY		9009380	MEDICAL SUPPLEMENTAL	29.97	
86253	09/25/23	M360	21.00	MEJIA, INDELISA		9009381	MEDICAL SUPPLEMENTAL	21.00	
86254	09/25/23	M361	14.98	MELLON, JOHN		9009382	MEDICAL SUPPLEMENTAL	14.98	
86255	09/25/23	M256	14.98	MESECK, MARGARITA		9009310	MEDICAL SUPPLEMENTAL	14.98	
86256	09/25/23	M362	14.98	MILLER, FOREST		9009383	MEDICAL SUPPLEMENTAL	14.98	
86257	09/25/23	M261	21.00	MORGAN, JEANETTE		9009311	MEDICAL SUPPLEMENTAL	21.00	
86258	09/25/23	M262	41.36	MORR, BONNIE		9009312	MEDICAL SUPPLEMENTAL	41.36	
86259	09/25/23	M264	21.00	MUNGIOLI, LARRY		9009313	MEDICAL SUPPLEMENTAL	21.00	
86260	09/25/23	M265	29.97	MUNGUIA, GUSTAVO		9009314	MEDICAL SUPPLEMENTAL	29.97	
86261	09/25/23	M402	21.00	NABOR, GLEN		9009411	MEDICAL SUPPLEMENTAL	21.00	
86262	09/25/23	M424	8.99	NANCE, RAMONA		9009428	MEDICAL SUPPLEMENTAL	8.99	

DATE: 09/01/23 THRU 09/30/23

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
86263	09/25/23	21.00	M266		9009315	MEDICAL SUPPLEMENTAL	21.00	
86264	09/25/23	14.98	M267	NAUKKARINEN, JUKKA	9009316	MEDICAL SUPPLEMENTAL	14.98	
86265	09/25/23	42.00	M268	NELSON, EDWARD	9009317	MEDICAL SUPPLEMENTAL	42.00	
86266	09/25/23	29.97	M269	NELSON, RICHARD	9009318	MEDICAL SUPPLEMENTAL	29.97	
86267	09/25/23	81.21	M271	NIETO, MANUEL	9009319	MEDICAL SUPPLEMENTAL	81.21	
86268	09/25/23	161.79	M272	NORTH, JEFFREY NORTHON, M	9002410 9002632	MEDICAL SUPPLEMENTAL MEDICAL SUPPLEMENTAL	52.01 52.01	
86269	09/25/23	42.00	M273	O'DONNELL, SHAWN	9009320	MEDICAL SUPPLEMENTAL	57.77	
86270	09/25/23	21.00	M274	O'HAGIN, JUSTINA	9009321	MEDICAL SUPPLEMENTAL	42.00	
86271	09/25/23	21.00	M277	O'MARA, KATHLEEN	9009322	MEDICAL SUPPLEMENTAL	21.00	
86272	09/25/23	42.00	M275	OJEDA, ROBERTO	9009324	MEDICAL SUPPLEMENTAL	21.00	
86273	09/25/23	21.00	M278	ORTEGA, MANUELA	9009323	MEDICAL SUPPLEMENTAL	42.00	
86274	09/25/23	21.00	M280	PARHAM, WALLACE	9009325	MEDICAL SUPPLEMENTAL	21.00	
86275	09/25/23	42.00	M281	PENDRAGON, LINDA	9009326	MEDICAL SUPPLEMENTAL	21.00	
86276	09/25/23	29.97	M282	PEREZ, ANTONIO	9009327	MEDICAL SUPPLEMENTAL	42.00	
86277	09/25/23	51.76	M109	PEREZ, CHERYL	9009328	MEDICAL SUPPLEMENTAL	29.97	
86278	09/25/23	86278	M284	PETERS, TERRIE	9009226	MEDICAL SUPPLEMENTAL	51.76	
86279	09/25/23	14.98	M285	PHILLIPS, THOMAS	9009329	MEDICAL SUPPLEMENTAL	21.00	
86280	09/25/23	14.98	M404	PHILLIPS, TYRONE	9009330	MEDICAL SUPPLEMENTAL	14.98	
86281	09/25/23	14.98	M286	PICARELLA, FRANCIS	9009412	MEDICAL SUPPLEMENTAL	14.98	
86282	09/25/23	29.74	M288	PONS, JUAN	9009331	MEDICAL SUPPLEMENTAL	14.98	
86283	09/25/23	14.98	M363	PRECIADO, MARY LOU	9009332	MEDICAL SUPPLEMENTAL	29.74	
86284	09/25/23	42.00	M290	PRICE, HARRY	9009384	MEDICAL SUPPLEMENTAL	14.98	
86285	09/25/23	21.00	M291	PRINCE, DEBRA	9009333	MEDICAL SUPPLEMENTAL	42.00	
86286	09/25/23	42.00	M293	PRUDDEN, RICHARD	9009334	MEDICAL SUPPLEMENTAL	21.00	
86287	09/25/23	42.00	M418	PYE, GINA	9009335	MEDICAL SUPPLEMENTAL	42.00	
86288	09/25/23	14.16	M295	RAMIREZ, MANUEL	9009423	MEDICAL SUPPLEMENTAL	42.00	
86289	09/25/23	77.34	M296	RAMOS, ROSALIO	9009336	MEDICAL SUPPLEMENTAL	14.16	
86290	09/25/23	14.98	M364	READ, TIMON	9009337	MEDICAL SUPPLEMENTAL	77.34	
86291	09/25/23	41.36	M297	REGAN, MICHAEL	9009385	MEDICAL SUPPLEMENTAL	14.98	
86292	09/25/23	21.00	M298	RHODES, BRUCE	9009338	MEDICAL SUPPLEMENTAL	41.36	
86293	09/25/23	20.68	M299	ROCHA, SHERRI	9009339	MEDICAL SUPPLEMENTAL	21.00	
86294	09/25/23	21.00	M300	RODGERS, MARILYN	9009340	MEDICAL SUPPLEMENTAL	20.68	
86295	09/25/23	21.00	M405	ROSS, ELISABETH	9009341	MEDICAL SUPPLEMENTAL	21.00	
86296	09/25/23	21.00	M406	ROSS, EMERY	9009413	MEDICAL SUPPLEMENTAL	21.00	
86297	09/25/23	41.36	M301	ROSSI, DENISE	9009414	MEDICAL SUPPLEMENTAL	21.00	
86298	09/25/23	60.01	M302	ROWE, RUBY	9009342	MEDICAL SUPPLEMENTAL	41.36	
86299	09/25/23	21.00	M303	ROY, ARLEN	9009343	MEDICAL SUPPLEMENTAL	60.01	
86300	09/25/23	35.77	M305	RYLANDER, REED	9009344	MEDICAL SUPPLEMENTAL	21.00	
86301	09/25/23	41.36	M306	SALGUEIRO, MICHAEL	9009345	MEDICAL SUPPLEMENTAL	35.77	
86302	09/25/23	21.00	M366	SANDOVAL, ANGEL	9009346	MEDICAL SUPPLEMENTAL	41.36	
86303	09/25/23	29.97	M408	SCHRAEDER, PAUL	9009386	MEDICAL SUPPLEMENTAL	21.00	
86304	09/25/23	21.00	M308	SCILLA, JOSEPH	9009415	MEDICAL SUPPLEMENTAL	29.97	
86305	09/25/23	41.36	M309	SERRATO, JUAN	9009347	MEDICAL SUPPLEMENTAL	21.00	
86306	09/25/23	14.98	M367	SILVA, EDUARDO	9009348	MEDICAL SUPPLEMENTAL	41.36	
					9009387	MEDICAL SUPPLEMENTAL	14.98	

DATE: 09/01/23 THRU 09/30/23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
86307	09/25/23	M409	110.99	SLATER, ROBYN		9009416	MEDICAL SUPPLEMENTAL	110.99	
86308	09/25/23	M310	14.98	SLOAN, SUZANNE		9009349	MEDICAL SUPPLEMENTAL	14.98	
86309	09/25/23	M311	29.74	SMITH, DONNA		9009350	MEDICAL SUPPLEMENTAL	29.74	
86310	09/25/23	M410	20.68	STARKEY, THOMAS		9009417	MEDICAL SUPPLEMENTAL	20.68	
86311	09/25/23	M411	29.97	STICKEL, THOMAS		9009418	MEDICAL SUPPLEMENTAL	29.97	
86312	09/25/23	M425	8.99	SWAIN, LAWRENCE		9009429	MEDICAL SUPPLEMENTAL	8.99	
86313	09/25/23	M369	29.97	SWART, RANDY		9009388	MEDICAL SUPPLEMENTAL	29.97	
86314	09/25/23	M370	14.98	TAYLOR, THOMAS		9009389	MEDICAL SUPPLEMENTAL	14.98	
86315	09/25/23	M313	42.00	THOMAS, RUSSELL		9009351	MEDICAL SUPPLEMENTAL	42.00	
86316	09/25/23	M314	77.68	TICHENOR, KENNETH		9009352	MEDICAL SUPPLEMENTAL	77.68	
86317	09/25/23	M436	36.19	TOLENTINO, SALVADOR		9009437	MEDICAL SUPPLEMENTAL	36.19	
86318	09/25/23	M315	14.98	TOLINE, DONALD		9009353	MEDICAL SUPPLEMENTAL	14.98	
86319	09/25/23	M316	21.00	TOVAR, SERENA		9009354	MEDICAL SUPPLEMENTAL	21.00	
86320	09/25/23	M317	20.68	TRENT, VICKI		9009355	MEDICAL SUPPLEMENTAL	20.68	
86321	09/25/23	M432	12.60	TREPAGNIER, NOEL		9009433	MEDICAL SUPPLEMENTAL	12.60	
86322	09/25/23	M426	8.99	TRINIDAD, AJORA		9009430	MEDICAL SUPPLEMENTAL	8.99	
86323	09/25/23	M319	41.36	VALDEZ, JOSE		9009356	MEDICAL SUPPLEMENTAL	41.36	
86324	09/25/23	M321	29.74	VAN DYKE, CURTIS		9009357	MEDICAL SUPPLEMENTAL	29.74	
86325	09/25/23	M413	42.00	VANDERZANDE, ED		9009419	MEDICAL SUPPLEMENTAL	42.00	
86326	09/25/23	M375	21.00	VEST, SHELLY		9009392	MEDICAL SUPPLEMENTAL	21.00	
86327	09/25/23	M323	21.00	VONWAL, YVETTE		9009358	MEDICAL SUPPLEMENTAL	21.00	
86328	09/25/23	M324	14.98	WADSWORTH, RITA		9009359	MEDICAL SUPPLEMENTAL	14.98	
86329	09/25/23	M325	29.97	WALTER, KEVIN		9009360	MEDICAL SUPPLEMENTAL	29.97	
86330	09/25/23	M415	21.00	WHITE, LESLIE		9009420	MEDICAL SUPPLEMENTAL	21.00	
86331	09/25/23	M326	42.00	WHITNEY, LUCERE		9009361	MEDICAL SUPPLEMENTAL	42.00	
86332	09/25/23	M416	103.52	WILLIS, GREGORY		9009421	MEDICAL SUPPLEMENTAL	103.52	
86333	09/25/23	M372	42.00	WILSON, BONNIE		9009390	MEDICAL SUPPLEMENTAL	42.00	
86334	09/25/23	M417	21.00	WYANT, JUDI		9009422	MEDICAL SUPPLEMENTAL	21.00	
86335	09/25/23	M330	14.98	YAGI, RANDY		9009362	MEDICAL SUPPLEMENTAL	14.98	
86336	09/25/23	M331	21.00	YANCY, TERRY		9009363	MEDICAL SUPPLEMENTAL	21.00	
86337	09/25/23	M332	45.69	ZENKER, JEFFREY		9009364	MEDICAL SUPPLEMENTAL	45.69	
86338	09/25/23	M03109	55,017.80	HANSON BRIDGETT LLP		124215	AUG 23 RETAINER	27,869.00	
						124216	M# 032117-003003	89.40	
						124217	M# 032117.004002	5,226.40	
						124218	M# 032117.004003	4,674.60	
						124219	M# 032117.005001	447.00	
						124220	M# 032117.005002	357.60	
						124221	M# 302117.006001	91.40	
						124222	M# 032117.006012	7,060.40	
						124223	M# 032117.006013	5,751.00	
						124224	M# 032117.006014	157.60	
						124225	M# 032117.006042	2,902.80	
						124226	M# 032117.001001	390.60	
86339	09/25/23	M345	35.00	CONKLIN, CAROLYN		9003149	MEDICAL SUPPLEMENTAL	35.00	
86340	09/25/23	M400	14.73	MACHADO, MARGARET		9007267	MEDICAL SUPPLEMENTAL	14.73	

Attachment A

DATE: 09/01/23 THRU 09/30/23

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	TRANSACTION COMMENT
TOTAL								
		2,255,194.30						
			ACCOUNTS PAYABLE					
						TOTAL CHECKS	509	2,255,194.30

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS MEETING MINUTES*
September 22, 2023 – 9:00 AM**

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) convened on Friday, September 22, 2023, as a hybrid meeting.

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

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

2 ROLL CALL:

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

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

*Attended via teleconference. Due to technical difficulties, staff was unable to hear Director Dutra until 11:09 AM.

3 ANNOUNCEMENTS

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

Maria Avila, Language Line Services, provided Spanish language interpretation services.

4 BOARD OF DIRECTORS COMMENTS

Director Downing reminded the Board Members and public that America Walks is encouraging all to participate in the Week Without Driving challenge October 2–8, 2023. The challenge allows those who have the option to drive regularly to understand the barriers and challenges that nondrivers face on trying to move safely within their communities.

Director McPherson attended the annual meeting of the Central Coast Community Energy (3CE) last week. Many challenges lie ahead, mainly with resource adequacy in the grid, but 3CE is pleased to be working with METRO.

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

5 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

Brian Peoples, Trail Now, spoke to his written communications included in the agenda packet.

A member of the public encouraged the Board to look at all options for the rail trail. She and her husband enjoy using the parts of the rail trail that are open.

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

6 LABOR ORGANIZATION COMMUNICATIONS

James Sandoval, SMART Chairperson, Local 0023, announced that he will be leaving METRO at the end of September for a position at SMART International. He thanked the Board Members, METRO staff, and CEO Tree for their help over the years.

Dawn Crummié, Human Resources Director, thanked Mr. Sandoval for his willingness to work with her over the years. We didn't always agree on issues, but we showed respect for each other with the end goal of making METRO successful.

Jordan Vascones, SEIU 521, President of SEA, expressed gratitude towards Mr. Sandoval and that his leadership has been an inspiration. Because of Mr. Sandoval, we were able to establish solidarity between the two unions that didn't formerly exist.

Board Chair Kalantari-Johnson acknowledged and expressed appreciation that Mr. Sandoval has led with vision and compassion and being a leader for the Bus Operators and a great facilitator of deep conversations. It has been a pleasure to work with you in my years on the METRO Board and I know our paths will cross as you continue to do great work in our community. We look forward to working with Mr. Freeman as he steps into this leadership role.

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

7 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

Board Chair Kalantari-Johnson noted additional written communications (attached) had been received and were distributed to the Board Members.

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

CONSENT AGENDA

- 8.1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF AUGUST 2023
Chuck Farmer, CFO
- 8.2 ACCEPT AND FILE MINUTES OF:
 - A. AUGUST 16, 2023 METRO ADVISORY COMMITTEE MEETING
 - B. AUGUST 25, 2023 BOARD OF DIRECTORS REGULAR MEETING
 - C. AUGUST 25, 2023 BOARD OF DIRECTORS SPECIAL MEETINGMichael Tree, CEO/General Manager
- 8.3 APPROVE: RECOMMEND ACTION ON TORT CLAIMS
Michael Tree, CEO/General Manager
- 8.4 ACCEPT AND FILE: THE FISCAL YEAR END MONTHLY BUDGET STATUS REPORTS FOR JUNE 30, 2023 AND ADOPTION OF THE PRELIMINARY SCHEDULE OF RESERVE ACCOUNT BALANCES
Chuck Farmer, CFO
- 8.5 CONSIDERATION OF AWARD OF CONTRACT TO ADARIDE.COM, LLC FOR PARATRANSIT ELIGIBILITY CERTIFICATION PROGRAM SERVICES NOT TO EXCEED \$206,777
Margo Ross, Chief Operations Officer
- 8.6 CONSIDERATION OF CONTRACT AWARDS TO CONTINENTAL BATTERY SYSTEMS AND KELLEY'S SERVICE INC. FOR PURCHASE, DELIVERY AND SERVICING OF HEAVY-DUTY COACH BATTERIES NOT TO EXCEED \$281,837
Eddie Benson, Maintenance Manager
- 8.7 AUTHORIZE THE CEO TO EXECUTE A SOLE SOURCE CONTRACT WITH CLEVER DEVICES NOT TO EXCEED \$300,342
Margo Ross, Chief Operations Officer
- 8.8 CONSIDERATION OF APPROVAL OF CALPERS RESOLUTION TO UPDATE MEDICAL PREMIUM CONTRIBUTION RATES FOR SMART PARACRUZ
Dawn Crummié, HR Director

ACTION: MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR PAGELER

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

REGULAR AGENDA

- 9 **PRESENTATION OF EMPLOYEE LONGEVITY AWARDS: (10 YEARS) EDUARDO BIBRIESCA, DAVID HERNANDEZ, JOHNNY LOPEZ, EDGARDO MADRIGAL, IGNACIO MATA, LIZETTE MENDOZA-GARCIA, JUAN MONTESINO-ZARATE, AMY PEREZ, AND ROMEO VIDAL AND (35 YEARS) ANGEL VALDEZ**

Board Chair Kalantari-Johnson thanked the employees for their service at METRO and distributed certificates to Johnny Lopez, Edgardo Madrigal, and Romeo Vidal who attended the meeting.

10 SAFETY CERTIFICATES OF ACHIEVEMENT PRESENTATION FOR 4TH QUARTER ENDING JUNE 30, 2023: OPERATIONS – TRANSIT SUPERVISORS, SAFETY & TRAINING, AND DISPATCHERS

Margo Ross, Chief Operations Officer, acknowledged and thanked the departments for following the five tenets of the Federal Transit Administration. They followed the safety policies, safety risk management, safety assurance and safety promotion. They've had no accidents or incidents in the last 90 days.

11 CONSIDERATION OF AUTHORIZING THE USE OF THE CALIFORNIA DEPARTMENT OF GENERAL SERVICES FOR THE PURCHASE OF FORTY-EIGHT (48) 40 FOOT FUEL CELL ELECTRIC BUSES AND AUTHORIZING THE USE OF THE WASHINGTON STATE DEPARTMENT OF ENTERPRISE SERVICES FOR THE PURCHASE OF (9) 60 FOOT FUEL CELL ELECTRIC BUSES FROM NEW FLYER OF AMERICA INC.

Wondimu Mengistu, Capital Planning and Grants Program Manager, provided a background summary of METRO's zero emission bus (ZEB) roll-out plan goals and the grants awarded to METRO. He requested the Board authorize the utilization of the California Department of General Services to purchase 48 40' fuel cell electric buses and the Washington State Department of Enterprise Services for the purchase of nine 60' fuel cell electric buses, awarding these two contracts to New Flyer of America Inc.

Board Chair Kalantari-Johnson thanked Mr. Mengistu for all his work in getting METRO to this point.

Ex-Officio Director Henderson asked where the buses are being manufactured. Mr. Mengistu responded that they will be built in Alabama.

Director Lind mentioned a recent article in the Sentinel. It was nice to see METRO acknowledged for the largest purchase of hydrogen fuel cell electric buses nationally. She asked if Mr. Mengistu could respond to the concerns regarding a hydrogen fueling station. Mr. Mengistu said METRO has worked extensively with its partners in analyzing this and Governor Newsom has expressed support in bringing the funding needed to California to support that supply chain.

Director Rotkin added that the Board received detailed presentations at the August 25, 2023 meeting on the progression of hydrogen technology. He recognized that there are some risks involved but pointed out that battery-electric technology has its own risks and proposed moving forward with hydrogen.

CEO Tree commented that the Board is doing two historic things today. The 57 bus purchase is the largest in North America thus far and the nine hydrogen articulated buses will be the largest fleet of articulated buses in the nation running on hydrogen.

Eduardo Montesino, Transit Supervisor, commented that METRO should be celebrating. The last time there was a big purchase in METRO's fleet was in 1998. This is historic for METRO and urged the Board to approve this purchase.

Beverly Des Chaux, Electric Vehicle Association of the Central Coast, expressed concern for using hydrogen fuel and the expense of the fueling stations. She urged the Board not to invest in hydrogen buses.

Matt Farrell thanked METRO and the Santa Cruz County Regional Transportation Commission (SCCRTC) for their collaborative work on this grant. In terms of heavy vehicles, hydrogen represents a real advantage. The vehicle is much lighter without all the batteries that would be required to create the necessary ranges for some of the bus routes. He was encouraged that Director McPherson talked about collaboration between 3CE and METRO and urged the Board to move forward on this purchase.

Barry Scott mentioned that he is the State Director for the National Energy Education Development Project for PG&E and other utility providers in educational programs and considered a subject matter expert in energy generation, conservation, and renewable energy. Hydrogen generation technologies are advancing and although it is not totally green yet, the industry is moving in that direction. The energy density of hydrogen as a fuel and the capacity for these buses to serve longer hours, advance steep grades, and to be available during natural disasters is significant. He hoped to see unanimous support for this purchase.

A member of the public encouraged the Board to think about the layout of the buses before purchasing them. They may be ADA compliant but that doesn't mean it is easy for someone in a wheelchair to use. The buses purchased from VTA are difficult to get a wheelchair on. Some of the electric buses only have the top window open and that is inadequate for fresh air.

Brandon Freeman, Vice Chairperson of SMART, Local 0023, reminded the Board that METRO would need a new operations center to accommodate a fleet of battery electric buses, which is costly. Hydrogen is probably the most cost-efficient option because we can fuel the buses and get back on the road. Regarding the previous comment about the bus windows, they are designed that way intentionally for the HVAC systems to work properly.

Director Koenig added that when he joined the METRO Board, the replacement of buses was a huge, looming problem with 60% of the fleet beyond its useful life span and we didn't have a plan on how to solve this. CEO Tree brought a vision on how we can move forward with hydrogen and electric buses. We need to thank Mr. Mengistu for his grant writing skills and going after the TIRCP funds in a way that this agency has never done before. I went to Sacramento with Guy Preston, Executive Director of the SCCRTC, and we talked to the California State Transportation Agency (CalSTA) on our vision for a sustainable transit system in Santa Cruz County and how it was going to work with our plan to build sustainable housing. This is a huge step forward in defining and shaping transportation in our county.

Director Lind agreed with Director Koenig. To see what has been accomplished in this past year and a half is amazing and she was proud of all the work that METRO has done.

ACTION: MOTION TO AUTHORIZE THE USE OF THE CALIFORNIA DEPARTMENT OF GENERAL SERVICES FOR THE PURCHASE OF FORTY-EIGHT (48) 40 FOOT FUEL CELL ELECTRIC BUSES AND AUTHORIZE THE USE OF THE WASHINGTON STATE DEPARTMENT OF ENTERPRISE SERVICES FOR THE PURCHASE OF NINE (9) 60 FOOT FUEL CELL ELECTRIC BUSES FROM NEW FLYER OF AMERICAN INC.

MOTION: DIRECTOR KOENIG

SECOND: DIRECTOR BROWN

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

12 PUBLIC HEARING TO RECEIVE PUBLIC COMMENTS ON THE PROPOSED DISADVANTAGED BUSINESS ENTERPRISE (DBE) GOAL OF 0% FOR FEDERALLY FUNDED PROCUREMENTS FOR FEDERAL FISCAL YEARS 2024-2026 (FFY24-FFY26) WILL COMMENCE AT 9:00 AM OR AS SOON THEREAFTER AS THE MATTER CAN BE HEARD

Chuck Farmer, CFO and DBELO, spoke to the item and explained the reasoning behind the goal of 0% for federally funded procurements. Our vision for the next three years is to buy buses and those purchases are not DBE. We had two outreach events with 120 DBE companies, and they were appreciative that we reached out to them, and we received positive feedback. Because we are just talking about federally funded projects, we are setting the goal at 0%.

PUBLIC HEARING OPENED AT 9:48 AM.

Director Rotkin commented that it has always been frustrating that we can't come up with a higher percentage of contracts coming from the disadvantaged communities, but after years of working on this, it really comes down to a practical question of availability of firms that can provide these services. As pointed out, we are focusing on buying buses and can't put the procurement out to the local community.

There were no public comments.

PUBLIC HEARING CLOSED AT 9:51 AM.

ACTION: MOTION TO ADOPT THE DISADVANTAGED BUSINESS ENTERPRISE (DBE) GOAL OF 0% FOR FEDERALLY FUNDED PROCUREMENTS FOR FEDERAL FISCAL YEARS 2024-2026 (FFY24-FFY26)

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR KOENIG

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

13 PUBLIC HEARING TO RECEIVE PUBLIC COMMENTS ON THE PROPOSED REIMAGINE METRO PHASE 1 SERVICE PROPOSALS FOR IMPLEMENTATION IN DECEMBER 2023 WILL COMMENCE AT 9:00 AM OR AS SOON THEREAFTER AS THE MATTER CAN BE HEARD

John Urgo, Planning and Development Director, recapped how METRO laid out in October 2022 three ambitious goals (double ridership in five years, never buy another bus with a tailpipe, and maximize the development of affordable housing at our transit centers). These goals are interrelated and supportive of each other. In the past six months we secured funding to complete the development of Pacific Station and will break ground in February 2024. We are well on our way to secure the funding we need to develop the Watsonville Transit Center and the Board just heard of this historic purchase of 57 zero emission hydrogen fuel cell buses. The service changes staff are asking the Board to adopt are no less historic because they begin to reverse the reductions in service this community has seen since 2016. They also set the stage for the service expansion plan that we will bring

back to you for consideration under Phase 2. METRO has partnered with the Cities of Santa Cruz, Watsonville, Scotts Valley, and Capitola as well as with the County, Bus Operators, SMART representatives in developing these proposals.

The Phase 1 and 2 proposals aim to create a transit system that is fast, frequent, reliable and responds to community concerns and one that transforms riding METRO into a matter of convenience and self-interest rather than self-sacrifice. The notion that we could consider increasing service was given life in recent months with a concerted effort to recruit, hire and train Bus Operators. In short, METRO is on a roll and with your support, we plan to continue that.

Mr. Urgo then introduced Jarrett Walker, CEO of Walker & Associates, to present the Phase 1 proposals and recommended holding the public hearing before discussion on Phase 2 and 3 concepts were presented.

Mr. Walker spoke to his presentation (included in the agenda packet) and said that Reimagine METRO is about re-envisioning where buses should go and how often they should run. He reviewed the key goals of the project and focused on Phase 1 service changes. He explained his agency's process of analyzing the existing network, developing a couple of alternatives for Phase 1, and running those alternatives by the community for their input. Upon that feedback, Walker & Associates developed the final Phase 1 proposal before the Board today. Hiring has happened faster than anticipated allowing METRO the ability to add more service. If the Board approves the proposed Phase 1, staff and the project team will immediately prepare for these service changes.

Director Brown asked if she understood correctly that there will be a 25% increase in services in Phase 1? Mr. Walker confirmed that.

Director Rotkin asked Mr. Walker to comment on the extent of making these changes in December and how that helps pave the way for Phases 2 and 3. Mr. Walker conveyed that the hunger for better transit service is so intense that the sooner you do something about it, the more positive feedback you are going to get going into the later phases. CEO Tree added that Phase 1 is a building block to Phase 2. Phase 2 is what staff wants to get off the ground in the first half of 2024.

Director Downing asked what type of tracking METRO will be doing for Phase 1? Mr. Urgo said METRO currently has automatic passenger counters installed fleetwide, which allows us to track ridership at every stop throughout the system. We will be tracking data in real time, allowing us to track reliability, run time, and adjust the schedule as needed.

Director Pageler expressed concern on the timeline for implementation and asked how realistic is it to educate our community on these changes in three months? Mr. Walker responded that the agency has a relatively compact community and extremely motivated leadership committed to doing this. It will be a lot of work but believes METRO can succeed.

Ex-Officio Director Henderson said it appears that Route 15 will cease to exist in Phase 1. Is that going to cause a capacity issue? Mr. Walker responded that METRO is currently running eight buses an hour between downtown and the university. In the proposal, there are 11 buses running an hour.

Ex-Officio Director Henderson asked if Routes 18 and 19 will now be running every 15 minutes under the proposal and Mr. Walker said that is correct.

Ex-Officio Director Henderson asked if there is a requisite in Phase 2 for access to the West Remote Parking Lot at UCSC campus for Phase 1 to be feasible? Mr. Walker replied that Route 3 will run more reliably if it gets a break on the campus. Phase 2 does assume a substantial terminus be developed on the campus.

Ex-Officio Director Henderson asked about a continuous loop from Capitola Mall and what variable is making it less reliable there versus being able to stop on campus? Mr. Walker said the reliability of a bus is directly related to how long it has been going since it last had a break. Its last break is where it had an opportunity to catch up to its schedule if it was running late.

Director Koenig noted that the routes are designed to go around the Murray Street Bridge. If we vote for Phase 1 today, is there a built-in assumption that once that redevelopment project is complete, Route 3A will go over the bridge? Mr. Walker said the long-term assumption is yes so that you'd have service at Seabright and Murray. Director Koenig said he likes the simplicity of the maps and thinks this is the best solution for that area. He asked if there will be a route to the new Westridge facility in Watsonville and Mr. Urgo said there will be a stop on Green Valley Road.

Director Koenig said that Phase 1 will require about \$2 million more per year. For transparency purposes, can you tell the Board how much is available over the next four years. Mr. Urgo said there is about a 7% increase in operations over pre-COVID levels. One tricky thing is that we don't know the full cost until we design the system. The actual cost is measured in the number of Bus Operators required to operate the service. We think that is a 5-7% increase. \$1.5-2 million in operating expense per year could be drawn from the one-time TIRCP grant of \$28 million.

Director McPherson asked if the frequency on Route 35 will remain the same under Phase 1. Mr. Walker said we aren't increasing the frequency to the San Lorenzo Valley, but service will be more regular and reliable when we remove the current Emeline deviation.

Board Chair Kalantari-Johnson asked what are some of the specific tactics we will use to reach out to hard-to-reach populations? Mr. Urgo said we will target apps, bus stop information, post flyers/notices in both English and Spanish, and go to city councils and commissions meetings in the next three months to make sure the word gets out. In addition to the traditional avenues for disseminating information through our website, social media, email lists, etc., we also can publish this information to Google maps; transit riders who are currently riding the bus and using that app will see those service notifications. As we develop Phase 2, we will continue with more outreach and request stakeholders for their input.

Director Downing said METRO will be removing a few bus stops. Do you intend to post something at these stops? Mr. Urgo said there may be five bus stops eliminated so we will be posting notices at those locations as well as at every bus stop that has a service change.

Director Rotkin suggested posting flyers at the UCSC bus stops for the students.

Ex-Officio Director Henderson mentioned that the end of the Fall Quarter is December 15, 2023. What is the date you are targeting to put this into place? Mr. Urgo said December 21, 2023.

Donna Lind suggested reaching out to the school districts so they can send out information to parents and students as well as senior centers.

PUBLIC HEARING OPENED AT 10:38 AM.

Eduardo Montesino, Transit Supervisor, commented that this is exciting for the community. METRO is building capacity and it is important for all of us to get the word out. This provides an option for our outer communities in getting to their destinations and urged the Board to approve this.

Dodie Anderson, resident of La Selva Beach, said the La Selva Beach community is grateful for the possibility of bus coverage again. She requested METRO to utilize the bus stop already on Playa Boulevard.

Claire Gallogly, Transportation Planner for the City of Santa Cruz, expressed support for Phase 1. The service enhancements will increase mobility for the entire city. The City of Santa Cruz appreciates the opportunity to participate in the design sessions and provide feedback to refine the concepts for serving the broadest cross section of our community. She expressed appreciation for the robust public outreach that was done, and the City of Santa Cruz is hopeful this will roll out and we can partner in disseminating information to the community.

Matt Farrell, speaking on behalf of Friends of the Rail and Trail, strongly supported the implementation of this plan. We think it is a critical foundation to rebuilding our transit system and moving forward with work that comes out of the rail content study, all forms of transit being integrated—the bus and the rail. He thanked everyone for their work.

Faina Segal, Friends of the Rail and Trail, said she is excited to see Phase 1 implemented. It affects everyone in our community, and we are excited to see METRO building the transit ridership. She thanked the Board, CEO Tree, and METRO staff for making this happen.

Lani Faulkner, Equity Transit, thanked the Board and METRO staff for their work in creating a simpler but more effective system. It was an honor to be part of the stakeholder group in the Reimagine METRO process. The kind of changes being proposed will make a real difference in the lives of our community members, and it addresses three important issues—mitigating climate change, more jobs and equity. Close to 30% of our community does not have viable access to a car so providing alternatives is a critical step to addressing the climate crisis and equity and asked the Board to support Phase 1.

Rohan Tuli, UCSC student, thinks the proposed service changes are exciting and thanked METRO's Planning Department and Jarrett Walker & Associates for making this possible. He did have concerns regarding Route 3 and spoke to his written communications previously mentioned by the Board Chair and attached.

Jonathan, UCSC student, also talked about alternative Route 3 solutions for turning around at the arboretum. Solutions included Cowell Circle, East Remote Overflow Lot, Barn Theater Lot, and Quarry Plaza.

Tom Dillow, UCSC student, also expressed concern on the turnaround location on campus and urged METRO to consider the students' feedback.

Maria, member of the public, expressed concern that in Watsonville there are no routes going to Santa Cruz from the Holohan bus stop near the school district. There is an apartment complex there and not having access to that stop adds a 20-minute walk to alternative bus stops. Concerned with safety issues on Airport Boulevard, she requested this bus stop remain in place.

Romeo Vidal, Bus Operator, mentioned that there is no service in the Corralitos area during peak school hours. If service were provided, it would help reduce traffic on Freedom Boulevard.

Antonio Rios, member of the public, expressed the need for more frequency in the Watsonville routes, especially for the increasing student population and destinations that seniors use, and to include stops along Green Valley Road, East Lake, Riverside, Freedom Boulevard and Airport Boulevard. It's important to the City of Watsonville that we have coverage. He also requested that the service change signs be larger and in Spanish.

Brandon Freeman said he has personally driven every line on this map in a 35', 40' and 60' bus and everything is possible. He traveled with CEO Tree and Mr. Uργο so they have full knowledge of what these routes are like. We are finally building the foundation to build ridership. METRO staff is committed to making this work. We want to be a leader in public transportation.

James Sandoval added that he understands any change is going to be difficult and we can't please everyone, but we can all agree that our system is not where it needs to be right now. He fully supports Phase 1.

PUBLIC HEARING CLOSED AT 11:02 AM.

Mr. Uργο pointed out that that there is an error on the map that may have prompted a lot of the Route 3 discussion. It should have shown West Remote Parking Lot instead of the arboretum and we are happy to work with the students to determine the best location to turn around on campus.

Ex-Officio Henderson said UCSC is supporting anything that will help all our staff, students and guests coming to and from campus but need to do our due diligence on the turnaround of Route 3. I look forward to working with METRO staff and the students so that we mitigate as many unintended consequences as possible and find a solution that is feasible and works.

Director Koenig pointed out that one of the biggest critiques heard from the public is that the buses are empty. Even people who don't ride the bus want to know that our public infrastructure is being well utilized and that people are able to take the bus to where they want to go. This is a real demonstration that this agency is determined to provide fast, frequent, reliable service and 25% expansion in service. The simplified route numbers will make it easier for people who have never ridden the system before to start riding it. The other piece to this is having routes that go all the way from the east side to UCSC and this demonstrates a more unified vision of how we can move forward with our housing and transportation infrastructure together, how the housing we build in the city and county can support the university and how the work that has been done at the

university can support the rest of our infrastructure. This provides a unified vision for moving forward.

Director McPherson said there is tremendous pressure in local government to increase local housing units. This 25% increase in service is going to make a significant difference. Being on this Board for more than 10 years, it's really a welcome opportunity to see us increase our service to the people of Santa Cruz County.

Board Chair Kalantari-Johnson thanked everyone who attended and spoke at today's meeting, providing suggestions and recommendations. I know Watsonville has come up a couple of times and we will be hearing more about the enhancements to that service area in Phase 2. I also want to thank the staff because this has been a huge lift and there is more to come so I want to thank you for the work you have done and thank you in advance for the work that remains and for CEO Tree's leadership in moving this forward. Clearly the community is hungry for this and ready to move in this direction. I know there are eyes on us and that is a good thing because when we are successful, we deepen our partnerships and bring in more resources. This agency has proven repeatedly that we are beyond moving people from Point A to Point B. METRO is about environmental sustainability, equity and overall health and wellbeing for the community.

Director Dutra entered the meeting at 11:09 AM.

He mentioned he was able to hear everyone's comments and wanted to thank CEO Tree and Mr. Urgo for meeting with him and Director Quiroz-Carter in Watsonville and having a conversation on what METRO is going to look like. I have been sitting on this Board since 2014 and have seen the ups and downs and I understand the needs of our community. Phase 1 is good, but Phase 2 will bring in what South County is looking for in the METRO system. Thank you for putting in the hard work. It is never easy, but we are headed in the right direction, and I will support this. Thank you to those who attended today and supported this proposal.

ACTION: MOTION TO APPROVE THE REIMAGINE METRO PHASE 1 SERVICE PROPOSALS FOR IMPLEMENTATION IN DECEMBER 2023 WITH THE STIPULATION THAT STAFF REVIEW ROUTE 3 SUGGESTIONS

MOTION: DIRECTOR ROTKIN

SECOND DIRECTOR: PAGELER

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

CEO Tree commented that this is that world class system METRO staff has been promising to bring to you. We talked about getting seven million in ridership. Mr. Walker will show you in Phase 2, combined with some incentives that staff have in mind, how METRO is going to get to that number. This next phase gets more expensive so we will be back in October to discuss the financial plans so there is clarity on where the money is coming from.

Mr. Walker continued with the presentation and laid out the conceptual draft improvements of Phases 2 and 3. He pointed out that we are at the beginning stage of outreach for

Phase 2. One of the assumptions for Phase 2 is that there is financial participation in some form from the university.

Director Rotkin suggested METRO consider reviving an express route in the peak morning hours from the east side of Santa Cruz to the university without going through the downtown METRO Transit Center so people can get to campus quicker. Mr. Walker said the public outreach process is a great time to surface these ideas, develop them and talk about them. Mr. Walker said once you have frequency in place and see the ridership patterns on it, you will start identifying the places where there are additional markets.

Director Downing asked if holidays would be included in expanding weekend hours. Mr. Walker said we will take that into consideration. Director Downing said Route 55 is currently the only bus that goes to Capitola Village. In an outreach meeting with La Selva Beach it was noted that the community doesn't necessarily want to go to Santa Cruz. As Watsonville is growing, more people in mid county are going to Watsonville to do their business and to consider that in the planning phase.

Director Brown said she understands Phase 2's improvements are over the course of 2024 as the funding resources become available, but do we know when Phase 3 implementation would begin. Mr. Walker said you should think of Phase 3 as the next tier in a list of priorities. No one can predict at this point exactly when that will happen.

Ex-Officio Director Henderson said it looks like Route 61 is the circulator between Watsonville and Cabrillo and it doesn't continue to the university. UCSC employs many employees that live in Watsonville so keep that in mind when designing that segment.

Director Koenig noticed that we're no longer splitting Route 3 in Phase 2. Mr. Walker said once the Murray Bridge project is completed, the route would be adjusted. That's something to get feedback on from the public when we do outreach.

Director Rotkin said financial contributions of the university are key to making Phase 2 work. In earlier talks the Board discussed the need to look at a local sales tax and asked about the timing for a ballot measure. CEO Tree said it is a delicate dance with multiple partners. Phase 2 will require participation by the university and to run it long term beyond a pilot project, it'll require funding. It's been 45 years since METRO has been on a ballot by itself to make improvements to METRO. We've done polling and have seen strength in the number of folks who would be interested in increasing funding for METRO. We have been seriously considering the November 2024 ballot. A lot of discussions are happening daily, and I would assume the Board will talk about it soon because there is a lot of work that needs to be done if November 2024 is the date. But there is discussion on other dates as well.

Eduardo Montesino said he was excited about Phase 2 because it provides a road map. He suggested we need to plant the seed in the community for a potential sales tax. As cities are planning less parking in their developments, people will need an alternative option. METRO is that option and I look forward to working with all of you on moving this vision forward.

Maria, a member of the public, would like to see the frequency in service improve in Watsonville. She suggested having smaller buses like the ones used in the Monterey-Salinas Transit (MST) system to help reduce costs.

Rohan Tuli asked if METRO is considering an operational policy in conjunction with the Phase 2 process? Mr. Urgo said we will continue to develop operational policies to address bus bunching and reliability as we roll out Phase 2. The general idea is that Phase 2 can be phased in. It doesn't need to be an all-in-one package.

A member of the public spoke that she likes the changes proposed in Phase 1 and encouraged everybody involved in developing Phase 2 to consider changes to Route 35 to make it more reliable. When it turns around in Ben Lomond currently, it is usually behind schedule.

Director Lind asked for a response about using smaller buses used at MST. Mr. Walker said we recently did a study for MST and the primary reason to have smaller buses is to fit around tighter corners and default geometry. It is not because there are any cost savings, because labor is the largest expense. A smart transit agency will run the largest bus it will ever need during the day. Director Rotkin added that with small buses you must keep a separate inventory of parts on hand.

Director Lind said she hears from Boulder Creek and Ben Lomond about the lack of reliability and understands that we will address that. Part of the problem is that it is more rural and parts of Scotts Valley face that as well. Mr. Walker said Phase 1 is the first step. Route 35 is a long route. Phase 3 takes the Scotts Valley deviation off the route and starts to make a bigger difference toward making the route more useful but ultimately reliability will be a challenge. Of course, access from some of the remote neighborhoods will be physically impossible.

Board Chair Kalantari-Johnson thanked Mr. Walker for being here today and providing the presentation.

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

14. CEO ORAL REPORT

Michael Tree, CEO/General Manager, thanked the public that visited today and provided their input. He also thanked the public that visited METRO's booth at the Santa Cruz County Fair. A lot of people stopped by to get information on employment with METRO. Anna Marie Gouveia, Operations Manager – Fixed Route, was there to talk to them about the benefits of joining METRO. The articulated buses from San Diego had a slight delay but the first three of the 15 arrived this morning. We are hopeful that three buses will arrive every week until they all are on site.

15. ANNOUNCEMENT OF NEXT MEETING

Board Chair Kalantari-Johnson announced the next regular Board Meeting will be held on Friday, October 27, 2023 at 9:00 AM at the Watsonville City Council Chambers, 275 Main Street, Watsonville.

16. ADJOURNMENT

Board Chair Kalantari-Johnson adjourned the meeting at 11:55 AM.

Respectfully submitted,

Donna Bauer
Executive Assistant

Attachment

From: [Sean Abbey](#)
To: boardinquiries@scmttd.com
Subject: Comment on proposed Metro Service changes
Date: Tuesday, September 19, 2023 4:37:38 PM

This Message Is From an Untrusted Sender

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Thank you for working to improve Metro service for Santa Cruz County. It is always difficult to change service in a way that may result in some people losing access, but I would argue that you would be denying access to more people by not making changes. That is why I support alternative A as it has the highest potential increase in ridership.

I would actually recommend that riders per dollar spent be a guiding metric for Metro going forward. All routes should be viewed through that lense and future planning should seek to maximize that. In essence, if an underperforming route could be altered to allow for additional service on a route with high growth potential, that should be strongly considered.

Thank you again for working to improve public transit in our county!
Sean Abbey

Attachment

From: [Jordan Vascones](#)
To: boardinquiries@scmttd.com
Subject: Why is METRO making huge route changes without public input?
Date: Thursday, September 21, 2023 10:19:56 AM

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Hello Board of Directors,

I find it disturbing that this board meeting did not include a Zoom option to attend.

If we are making such huge changes to our routes and overall structure of our service, there needs to be more inclusive efforts to make sure the public is well informed of these significant changes.

We had METRO have a booth at the county fair, why wasn't there any signage to inform the public of this?

If we are trying to improve the public's trust in METRO, we should be more transparent, ensure the public is involved in these discussions, and by minimum, allow a Zoom option for people to attend these board meetings.

Best regards,
Jordan Vascones

Attachment

From: [Maia Raman](#)
To: boardinquiries@scmtd.com
Subject: Google maps
Date: Thursday, September 21, 2023 9:12:13 PM

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Today (Sept 21) while using google maps to take the 35 from Scott's valley to Santa Cruz not all the times showed up. I put in the current time, which was around 2 and planned to take the bus that came around 2:45. The only ones that showed up was the one at 2ish and 4ish and I had to search several different times around 2 in order for it to show up. I think the current system could use improvement, this isn't the first time I've had to deal with it.

Attachment

From: [Thomas Dillow](#)
To: boardinquiries@scmttd.com
Subject: Public Comment on SCMTD Sept 2023 Board meeting Item 8.7, Clever Devices
Date: Thursday, September 21, 2023 10:50:00 PM

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Metro should not sign a "sole source contract" with Clever Devices. The claim that there are no compatible systems indicates a severe misunderstanding of how the [GTFS-rt standard](#) (<https://developers.google.com/transit/gtfs-realtime>) works as you can amalgamate different AVL vendor's feeds to create one shared feed, as seen in the [regional Bay Area GTFS-rt feed](#) (<https://www.transit.land/feeds/f-sf~bay~area~rg~rt>). Within this GTFS-rt feed, a number of AVL vendors are used including UMO IQ, Clever Devices, Syncromatics, and Swiftly. Due to how the GTFS standard works, the server creates unique feed entities which are combined into the complete GTFS-rt feed.. If Clever Device's feed entities are truly incompatible with other vendors, then it wouldn't be compliant with the GTFS-rt standard and would fail to show up in Google Maps.

On top of this misunderstanding of the GTFS-rt standard, Clever Devices' system just isn't up to par. Their J1708 implementation is inadequate for properly controlling the headsigs, and the trip updates component of the realtime feed provides erroneous information, and their service alerts do not work. A friend of mine missed the last 10 of the night because of this erroneous information, and I've run for buses that I expected to be showing up at Science Hill imminently, but in reality were on Mission St. For the prediction to have been accurate, the bus would have had to go 60 miles per hour on average up Western Dr and through UCSC. I've transferred buses on-route where drivers have pulled over due to their headsign reading the wrong route. I've been at the metro center and there have been 3 buses all displaying route 18. However, none of these buses were on route 18. The true route 18 wasn't in the lane. I've seen buses with front, side, and rear headsigs all displaying different routes. If I can't trust the information the bus is providing, how am I supposed to effectively navigate using Metro? See below images for examples of above experiences.

Best Regards,

8.2A.17

Attachment

From: [Rohan Tuli](#)
To: boardinquiries@scmtd.com
Subject: Public Comment for Sept. 22, 2023 Board Meeting on Agenda Item 13: Reimagine Metro
Date: Friday, September 22, 2023 1:44:31 AM
Attachments: [Campus_Turnaround.pdf](#)
[Complete_Run_Times.xlsx](#)

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To Metro Board of Directors:

I am providing public comment on item 13 on the Board of Directors agenda for September 22nd, 2023.

Myself and other members of the UCSC community are concerned about the proposed Metro routing through the UCSC campus that's shown in the Phase 1 Proposal.

Specifically, we discussed the proposed routing of the 3 (High St/Eastside) with staff members at TAPS, including bus operators, supervisors, and Assistant Transit Managers (ATMs), and they are concerned that the chosen routing for Route 3 requires turning movements that are physically impossible for a bus to safely complete. The issue of the route through campus was also raised, as the proposed routing for the 3 is not reflective of the ridership needs across the UCSC campus.

We acknowledge that routing bidirectionally through campus with distinct inbound and outbound directions (rather than looping) has some major benefits, including a 30% increase in the capacity on the bus that results from inbound and outbound passengers no longer being on the bus at the same time, as well the ability to set buses to "Drop Off Only" and "Pick Up Only" to ensure there's enough capacity for essential off-campus journeys. These are excellent improvements. The issue is the specific way the Metro plans to do this.

Here are the main issues:

1.

The bus needs to turn around somewhere other than Empire Grade. None of the possible turnaround locations in this area were considered safe. The TAPS staff members I talked with were especially concerned about the possibility of buses turning around in the Arboretum and that Metro hadn't clearly communicated this to them.

Attachment

2.

The majority of campus ridership comes from the core section of campus between Cowell/Stevenson Colleges and Oakes College, closest to the West Gate. However, Route 3 would enter and exit campus via the East Gate, meaning that buses would have to pass through the low-ridership section (past Lower Campus, the Village, and East Remote Parking, through the meadow) when buses are at their busiest point along the route, and everyone entering or exiting campus on Route 3 would have to pass through this section.

We were concerned enough about this that we planned out several alternative routings that better suit the needs of UCSC and tested them in a bus yesterday. These routings meet the following goals:

1.

All turning movements can be safely completed.

2.

The outbound terminal of the route has a place for the bus to safely layover and has a bathroom for the bus operator to use.

3.

Buses enter and exit campus through the West Gate to minimize the amount of time people have to spend on the bus.

For each option, buses would enter campus through the West Gate, travel outbound from Oakes towards Cowell/Stevenson, turn around at one of the proposed locations, and travel inbound from Cowell/Stevenson towards Oakes, passing through the West Gate again to exit. Buses would layover on campus.

Here's an overview of the different options that we tested. For each of these, we have video of the bus completing the specified routing and turns, as well as GPS breadcrumbs logged from the Pinpoint AVL onboard the bus.

The options that we decided on are Cowell Circle, the East Remote Overflow Lot, the Barn Theater Lot, and Quarry Plaza.

Option 1: Cowell Circle. After proceeding straight on McLaughlin Dr past the intersection with Hagar Dr, the bus would then turn right onto Cowell-Stevenson road and enter Cowell Circle.

Attachment

There is ample space to turn around using the circle, and there is sufficient red-curb for two buses to lay over at the same time without obstructing traffic. This location also allows for an ADA compliant bus stop, which fills a gap in Metro's service area near Merrill and Stevenson colleges. There are also several bathrooms in the adjacent Cowell Academic Building which could be used during the layover time. Note that the bus would not serve the existing Cowell/Stevenson/Bookstore stops on Hagar Dr, and would instead serve the new stop in Cowell Circle. The service area of the Cowell Circle stop provides greater coverage of academic and residential buildings than the existing stops on Hagar Dr, which would still be served by the 18, 19, and 20. The bus operator did not encounter any issues turning around in Cowell Circle, even with the bike rack lowered.

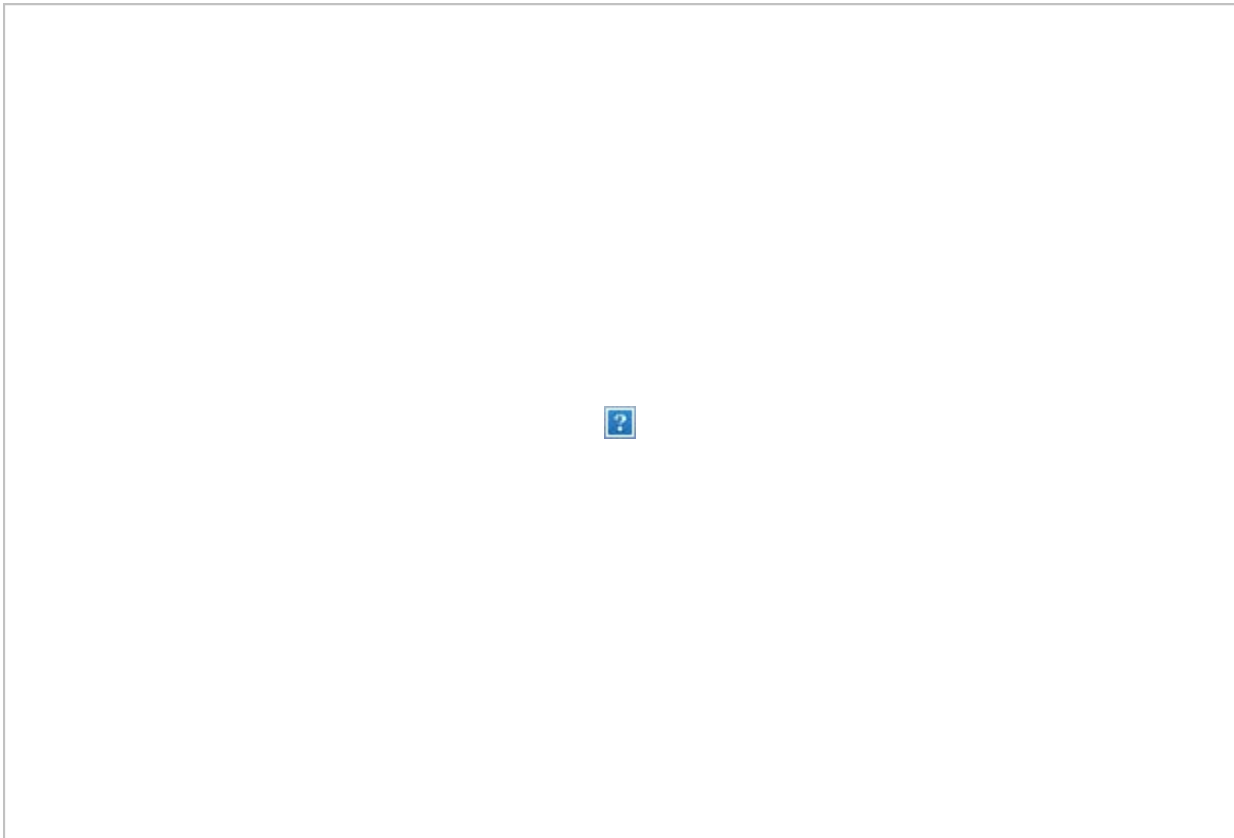


Image: GPS breadcrumbs from our test in Cowell Circle

Video of Cowell Circle test: <https://photos.app.goo.gl/TgDhy5bBLNsA6U7C9>

Option 2: East Remote Overflow Lot. After proceeding downhill on Hagar Drive, the bus would turn left into East Remote, and then go through East Remote in order to turn around. This is something that TAPS' Upper Campus buses do many times every day, and there's an existing bus stop inside East Remote that buses could layover at. However, if buses kept

Attachment

going into the adjacent overflow lot, there's a much more convenient spot to layover that's out of the way and closer to the bathrooms in the nearby Athletics & Recreation Center. We confirmed with the bus operator during the test that there is always sufficient space in the overflow lot for the bus to hold over during the school term. The only time this would be tight is during the Slug Crossing commencement weekend. Although there is the potential for conflict with cars backing in and out when maneuvering through a parking lot, the run time data from TAPS' Upper Campus buses shows that this has a negligible impact on the reliability of turning the bus around in East Remote. Compared to Cowell Circle, the East Remote overflow lot has more space for more buses to layover simultaneously, such that Metro routes other than Route 3 could turn around here if desired in the future. This routing would take longer than using Cowell Circle, but would allow Route 3 to still serve the stops on Hagar Dr between East Remote and Cowell/Stevenson.

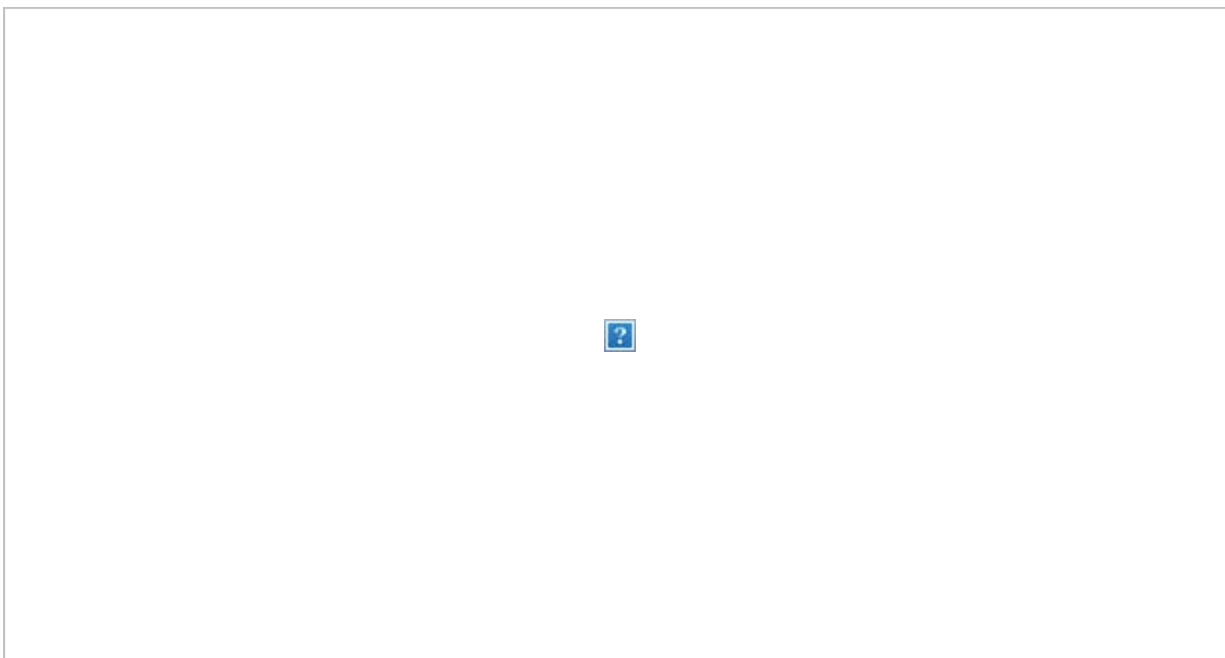


Image: GPS breadcrumbs from our test in the East Remote Parking/Overflow Lot.

Attachment

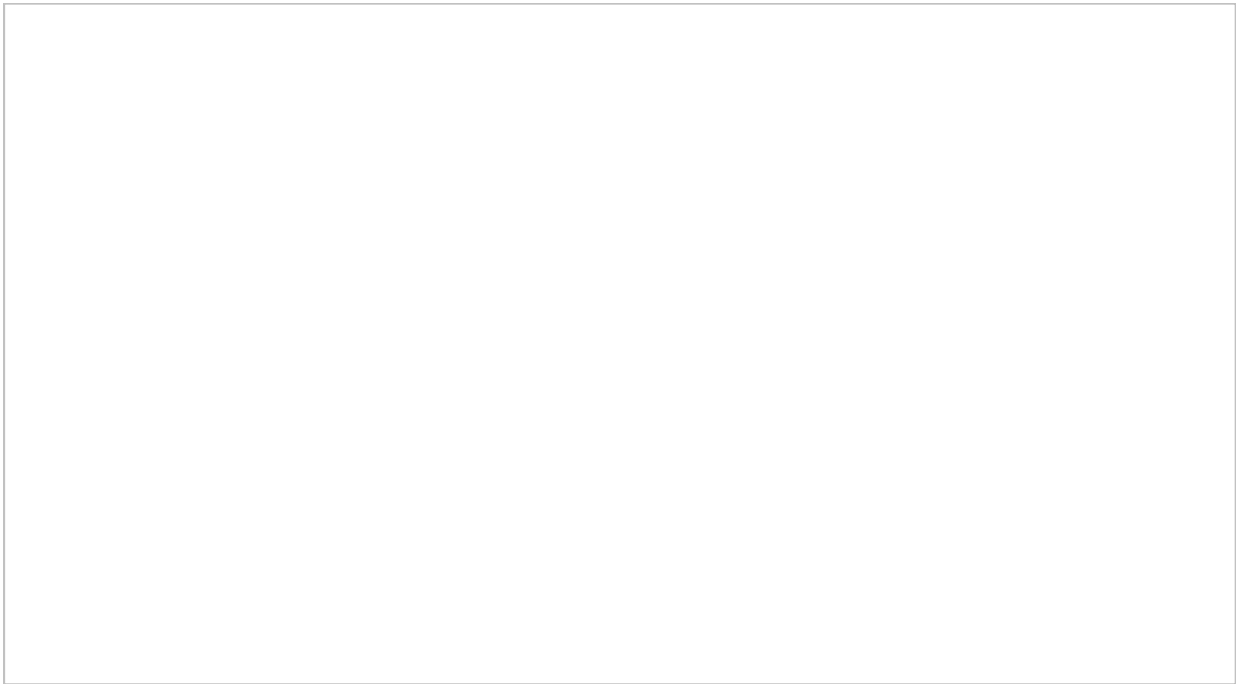


Image: GPS breadcrumbs aggregated from multiple in-service trips through East Remote, showing the variety of ways a bus can traverse East Remote.

Video of East Remote test: <https://photos.app.goo.gl/ByKehMpdpKcK5vqc8>

Option 3: Barn Theater Lot: Buses would essentially do a full loop of campus, pulling into the Barn Theater Lot after running counter-clockwise. The bus would then layover in the lot. When leaving the lot, the bus would turn right, and then make a u-turn at the Bay & High intersection before pulling into the Main Entrance bus stop (1341). This is something that TAPS' Clockwise Loop and Night Upper Campus buses already do many times each day. If Metro does not wish to serve the Main Entrance stop in this direction (since the 3 would already be serving the stops near the Main Entrance on High St), then the bus could turn left onto Coolidge Dr directly after leaving the Barn Theater Lot and skip the u-turn. It's important that the bus travels a different direction through campus inbound as it does outbound, in order to avoid a confusing situation where both inbound and outbound buses serve the exact same stop. Although taking longer than Quarry Plaza or East Remote, this routing has the advantage of serving every stop that Metro currently serves on campus, including the low-ridership stops in the meadow area of east campus.

Attachment

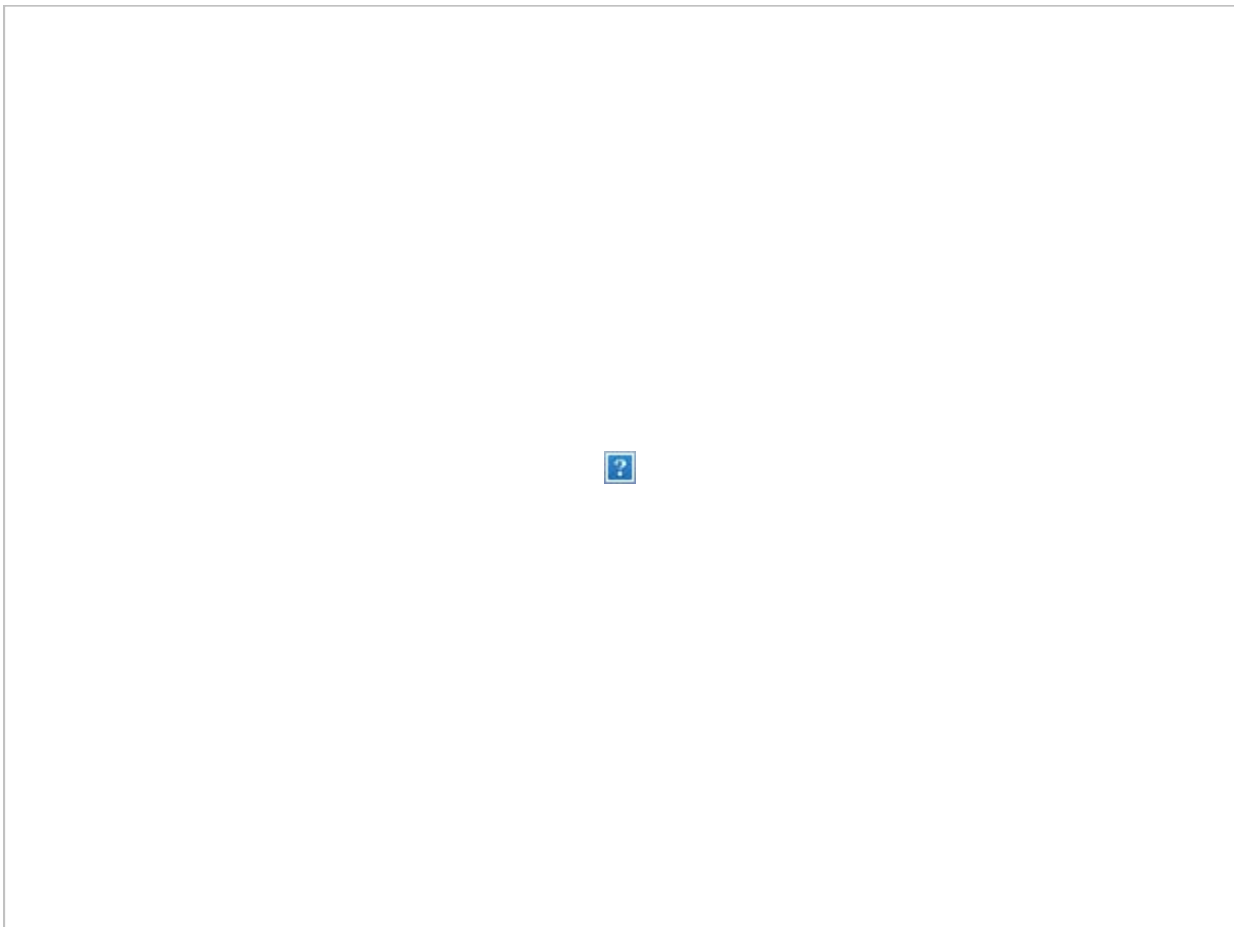


Image: GPS breadcrumbs aggregated from multiple in-service movements, showing the variety of turning movements made by buses in the Bay & High and Barn Theater area, including pullin in and out of the Barn Theater Lot and making a u-turn at the intersection.

Option 4: Quarry Plaza: After turning left from McLaughlin Dr onto Hagar Dr, the bus would proceed down the hill, turn right on Steinhart Way, and then immediately turn right into Quarry Plaza. Here, there is an existing red curb that allows for an ADA compliant bus stop where the bus could discharge passengers before turning around. After turning around in the Quarry Plaza lot, the bus would turn left on Steinhart Way, turn left on Hagar Dr, and pick up passengers for its inbound trip at the existing stop on Hagar Dr (2102). The bus operator noted that turning around in Quarry Plaza is only possible with the bike rack up, and the turning movements are difficult when there are a lot of parked cars. Although there are bathrooms in the adjacent Bay Tree Building, there's only sufficient space for a single bus to layover at a time without obstructing vehicle movement within the Quarry Plaza lot. For these reasons, we only recommend this option if none of the other proposed options are available. However, it is still better than what's in Metro's phase one proposal.

Attachment

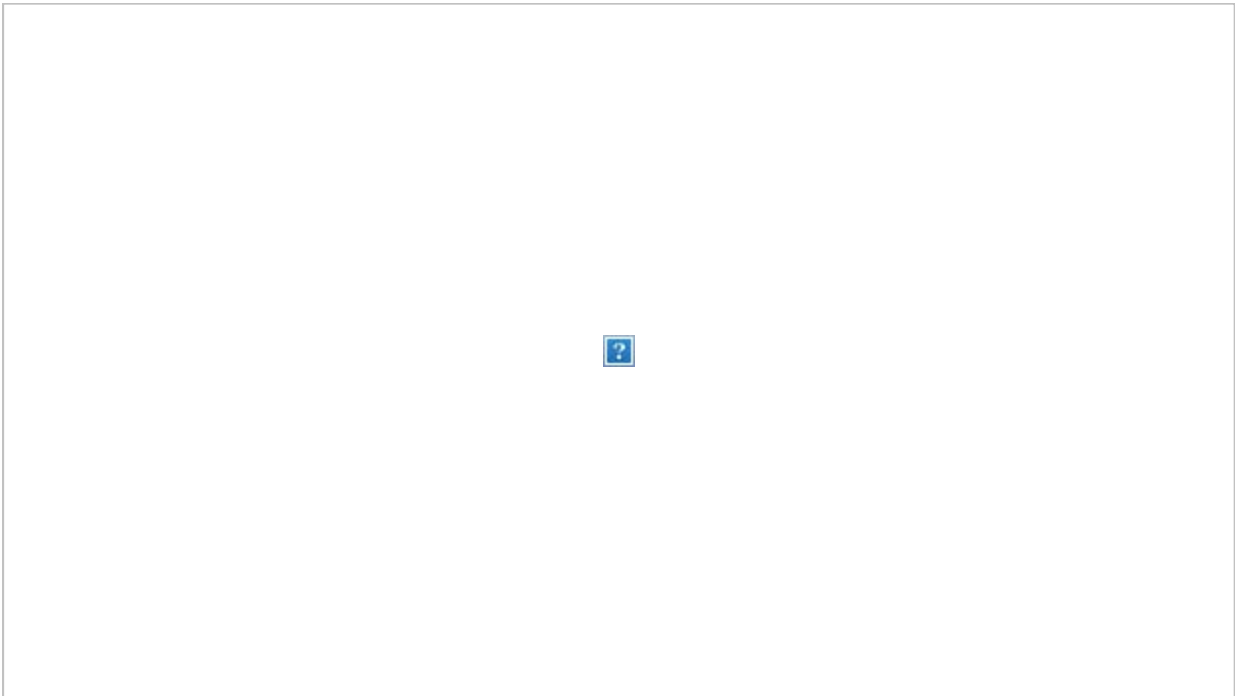


Image: GPS breadcrumbs from our test in Quarry Plaza. Note that we did not test turning left onto Hagar Dr from Steinhart Way, as we had already tested the tighter turn from Hagar Dr into Quarry Plaza.

Video of Quarry Plaza test: <https://photos.app.goo.gl/ftNLsvNd6bQQBEDv5>

After going through these proposed turnaround options, I would like to reiterate the benefits of having Route 3 (and maybe more Metro routes in the future) run directionally through the UCSC campus. It's very exciting that Metro will be doing this, and all we want changed is the turnaround location and where the bus enters campus. Here's a list of some of the benefits:

1. 30% increase in capacity since inbound and outbound journeys will no longer be on the bus at the same time
2. The ability to restrict short-on campus journeys through outbound "Drop Off Only" and inbound "Pick Up Only" buses on campus to ensure that there's enough capacity for essential off-campus journeys.
3. Outbound delays no longer cascade onto inbound trips. The layover on campus will absorb any outbound delays, meaning that inbound trips can still depart on time.
- 4.

Attachment

Riders will no longer have to sit at a timepoint during the busiest part of the route.

Currently, buses sometimes sit at Science Hill for 5 or more minutes. By replacing this mid-route timepoint with a layover at the end of the outbound segment, the bus will be empty while it waits to return inbound.

5.

If all Metro buses run directionally like this, then there will be a consistent side of the street for customers to wait if they are headed in the downtown direction. Currently, buses headed downtown board on either side of the street and students often run out into traffic to catch a bus on the other side.

6.

Round-trip journey times are reduced for the places on campus with the highest ridership.

We urge Metro to consider this feedback and implement one of these proposed campus routings for Route 3 instead of the existing plan in the Phase 1 proposal. These routings have been designed and tested by the people that know UCSC transportation the best with consideration of the needs of everyone affected, including students, bus operators, and the general public. By working together we can implement a solution that works best for everyone.

Thank you for your time and consideration, and please feel free to reach out to us and to the TAPS ATMs with any questions or comments you may have.

Best regards,

Rohan Tuli

rtuli@ucsc.edu

Material prepared by UCSC students: Rohan Tuli, Thomas Dillow, Aaron Brunckhurst,
Jonathan Morris

Routing test conducted by TAPS staff: Adam Kraten, Troy Lanthrop, Dennis Cowell

GPS breadcrumbs provided by: Pinpoint AVL LLC

Attached for reference is TAPS' run times for Spring of 2023 to show the time differences

Attachment

between the different routings. Please note that all of these times will be slightly slower for Metro buses as TAPS utilizes all-door boarding to reduce dwell times and Metro does not.

Attachment

From: [Jessica de Wit](#)
To: boardinquiries@scmtd.com
Cc: [Donna Bauer](#); [Elizabeth Rocha-Rocha](#)
Subject: support for ReImagine METRO phase 1 roll out this December
Date: Friday, September 22, 2023 11:19:11 AM

This Message Is From an External Sender

This message came from outside your organization.

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

Good morning METRO Board,

I'm participating in the METRO board meeting this morning on ZOOM. I am a METRO Advisory Committee member but today I'm writing as a Santa Cruz City employee commuting in and out of downtown. I appreciate the thoughtful approach METRO has taken with the service planning in the ReImagine METRO proposal. They've done an extensive amount of community outreach and engagement and I support and am excited to support the Phase 1 roll out this December.

Thank you,
Jessica de Wit
Housing Manager
City of Santa Cruz

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
FINANCE, BUDGET, AND AUDIT STANDING COMMITTEE
MEETING MINUTES*
OCTOBER 13, 2023 – 8:00 AM**

A regular meeting of the Finance, Budget, and Audit Standing Committee of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, October 13, 2023.

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

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- 1 **CALLED TO ORDER** by Director Kalantari-Johnson at 8:06 AM.
- 2 **ROLL CALL:** The following Directors were **present** via teleconference, representing a quorum:

Director Shebreh Kalantari-Johnson
Director Manu Koenig
Director Donna Lind
Director Mike Rotkin

City of Santa Cruz
County of Santa Cruz
City of Scotts Valley
County of Santa Cruz

Michael Tree
Nicole Witt

METRO CEO/General Manager
METRO General Counsel

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

Having none, Director Kalantari-Johnson moved to the next agenda item.

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

The Item 6 presentation was emailed to all Board Members on October 12, 2023 (attached).

- 5 **YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF SEPTEMBER 30, 2023**

Chuck Farmer, CFO, spoke to the presentation. He provided an overview of the year to date FY24 operating surplus/deficit, actual vs. budget and highlighted the factors that are affecting operating revenues/expenses. He also provided a brief summary of the capital budget and said he will be revising it in November because this does not reflect the new buses coming in.

Discussions followed on:

- METRO's expansion and recovery versus other agencies
- Non-personnel costs not included in the original budget (e.g., increase in fuel and inventory costs)

Staff responded to all concerns.

There were no public comments.

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

6 FY24 BUDGET AND 5 YEAR PLAN UPDATE AS OF OCTOBER 13, 2023

Chuck Farmer, CFO, spoke to the presentation and reviewed METRO's three strategic goals and the financial impacts to the base budget versus the adopted budget from June 2023, covering the changes in expenses and non-operating revenues. He moved onto the items that METRO wants to include in the budget moving forward—Phase 1 and 2 of Reimagine METRO and free ridership. All of these would be on trial through December 2026, encompassing a period of 36 months. He reviewed the benefits, challenges and financial impacts associated with these items and how METRO plans to pay for them. It was emphasized that all of these trials will be continually monitored and adjusted as needed.

Mr. Farmer continued with the five-year plan projections. He provided revenue and expense assumptions regarding METRO's cash deficit and how the collection of a half-cent sales tax, if passed as a ballot measure, will keep METRO financially sound through 2034.

Discussion continued on:

- Being successful in receiving federal grants
- Why METRO is recovering quicker than other agencies since the pandemic
- Request for a Pacific Station update at the October 27, 2023 Board Meeting
- Potential contribution from the University of California, Santa Cruz (UCSC) on the Reimagine METRO plans
- TAPS (Transportation and Parking Services) drivers at UCSC
- Perception associated with free fares and if it makes financial sense
- Continued student fees at UCSC and the extra service hours METRO will provide for those fees
- Consider a low-income student fare program after the trial period ends
- Timing of placing a half-cent sales tax on the ballot and ballot measures from other jurisdictions impacting METRO's bid for a ballot measure
- Funding from ARCHES (Alliance for Renewable Clean Hydrogen Energy Systems) and how that can change the dynamics of the budget
- Investing the TIRCP (Transit and Intercity Rail Capital Program) funds

Staff responded to all concerns.

Director Kalantari-Johnson requested Brandon Freeman, Chairperson of SMART Local 0023, to provide input from the union. Mr. Freeman responded that METRO

has the union's full support, and we will work through the operational changes and help with the outreach to the community.

The Directors thanked staff for the presentation and ongoing dedication to the agency.

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

7 ADJOURNMENT

Director Kalantari-Johnson adjourned the meeting at 9:22 AM.

Respectfully submitted,

Donna Bauer
Executive Assistant

DRAFT

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
PERSONNEL/HUMAN RESOURCES STANDING COMMITTEE
MEETING MINUTES*
OCTOBER 13, 2023 – 10:30 AM**

A regular meeting of the Personnel/Human Resources Standing Committee of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, October 13, 2023.

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

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- 1 **CALLED TO ORDER** by Director Kalantari-Johnson at 10:39 AM.
- 2 **ROLL CALL:** The following Directors were **present** via teleconference, representing a quorum:

Director Kristen Brown	City of Capitola
Director Rebecca Downing	County of Santa Cruz
Director Shebreh Kalantari-Johnson	City of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Larry Pageler*	County of Santa Cruz

*Participated via teleconference using the “just cause” circumstance.

Julie Sherman METRO General Counsel

- 3 **ORAL AND WRITTEN COMMUNICATIONS TO THE PERSONNEL/HUMAN RESOURCES STANDING COMMITTEE**

Having none, Director Kalantari-Johnson moved to the next agenda item.

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

Having none, Director Kalantari-Johnson moved to the next agenda item.

- 5 **REVIEW REQUEST FOR RECLASSIFICATION RESULTS FOR FULL STACK DEVELOPER/SR. FULL STACK DEVELOPER POSITION IN THE INFORMATIONAL TECHNOLOGY DEPARTMENT**

Dawn Crummié, METRO’s Human Resources Director, spoke to this item. She explained that METRO is taking a current Database Administrator/Sr. Database Administrator position and changing the job description to better align with the duties being performed and meeting the IT Department’s needs. There is no change in the funding of this position.

Director Downing asked if the position is currently vacant. Isaac Holly, METRO's IT and ITS Director, responded that the Database Administrator is currently filling the position. We are trying to align the duties in the reclassification to what the position requires. Ms. Crummié added that we are recruiting for the position on a provisional basis.

Director Downing asked if this person would get additional education if needed. Mr. Holly said yes; there is ongoing education needs and opportunities to take classes in his department.

Director Pageler asked Mr. Holly if this is the only open position in the IT Department. Mr. Holly responded that it is.

There were no public comments.

MOTION: REQUEST THE FULL BOARD TO RECLASSIFY THE DATABASE ADMINISTRATOR/SR. DATABASE ADMINISTRATOR POSITION TO A FULL STACK DEVELOPER/SR. FULL STACK DEVELOPER POSITION

MOTION: DIRECTOR LIND SECOND: DIRECTOR DOWNING

MOTION PASSED WITH 4 AYES (Directors Downing, Kalantari-Johnson, Lind and Pageler). Director Brown was absent.

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

6 REVIEW REQUEST FOR RECLASSIFICATION RESULTS FOR PAYROLL SUPERVISOR POSITION IN THE FINANCE DEPARTMENT

Ms. Crummié spoke to this item and explained the need for reclassifying the Sr. Payroll Specialist position. After reviewing the job description and the evolving needs of the Finance Department as it takes on the full payroll duties handled by Santa Cruz County (County), it was determined to reclassify this position into a supervisor role.

There were no public comments.

MOTION: REQUEST THE FULL BOARD TO RECLASSIFY THE SR. PAYROLL SPECIALIST POSITION TO PAYROLL SUPERVISOR POSITION

MOTION: DIRECTOR LIND SECOND: DIRECTOR DOWNING

MOTION PASSED WITH 4 AYES (Directors Downing, Kalantari-Johnson, Lind and Pageler). Director Brown was absent.

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

7 REVIEW REQUEST FOR RECLASSIFICATION RESULTS FOR PARTS AND MATERIALS MANAGER POSITION IN THE PARTS DEPARTMENT

Ms. Crummié spoke to this item and explained how the duties and responsibilities of the current Parts and Materials Supervisor have changed and requested the reclassification of this position to a Parts and Materials Manager.

There were no public comments.

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DATE: October 27, 2023
TO: Board of Directors
FROM: Chuck Farmer, Chief Financial Officer
SUBJECT: ACCEPT AND FILE THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF SEPTEMBER 30, 2023

I. RECOMMENDED ACTION

That the Board of Directors accept and file the Year to Date Monthly Financial Report as of September 30, 2023

II. SUMMARY OF ISSUES

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

This staff report is the web-accessible companion document to the attached PowerPoint presentation titled "Year to Date Monthly Financial Report as of September 30, 2023."

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

III. DISCUSSION/BACKGROUND

Below are the written explanations of the various charts and graphs in the attached Year to Date Monthly Financial Report as of September 30, 2023. The fiscal year has elapsed 25%.

Slide 1

(Cover) Year to Date Monthly Financial Report as of September 30, 2023

Slide 2

September 2023 Key Financial Highlights

- Service
 - Fixed Route (inc Hwy 17) Cost per Revenue Service Hour is \$270 vs Budget of \$393
 - No canceled trips
 - ParaCruz Cost per Trip is \$58 vs Budget of \$92
 - Non-Student/Hwy 17 Passengers is 195,145 vs Budget of 172,200

- Financials
 - Total Operating Surplus/(Deficit) is favorable \$0.6M driven by higher Operating Revenues of \$0.1M due to timing of Special Transit Fares payments along with lower wages of \$0.2M, fringe of \$0.2M, and non-personnel of \$0.2M; partially offset by higher OT of \$0.2M
 - Non-Operating Revenues of \$7.4M are \$0.2M unfavorable vs budget of \$7.2M driven primarily by higher than anticipated interest income
- Capital
 - Capital spend of \$152K is behind budget of \$354K primarily due to delay in purchase of Trailer Mounted Washer
- Personnel
 - Data not available for September

Slide 3

(Cover) September 2023, YTD Pre-Close Financials

Slide 4

September YTD FY24 Operating Surplus/(Deficit) Actual vs. Budget

- Actuals are \$1.2M favorable to budget – excludes UAL/Bond Payment and COVID related costs
 - Passenger Fares – unfavorable by \$92K, Ridership is still below pre-pandemic levels, but continues to recover
 - Labor, Regular – favorable by \$564K, due to funded/vacant positions
 - Labor, OT – unfavorable by \$517K, increased overtime for Bus Operators
 - Fringe Benefits – favorable by \$495K due to retirement and medical insurance savings from funded/vacant positions
 - Non-Personnel – favorable by \$740K, primarily due to timing of spending

Slide 5

September 30, 2023 YTD Operating Revenue and Expenses

- Operating Revenue, net unfavorable by \$92K
 - Passenger Fares - unfavorable by \$106K
 - Special Transit Fares – favorable by \$15K

- Operating Expense, net favorable by \$1,191K– Favorable wages and fringe driven by shortage of bus drivers and other vacant positions; partially offset by increased OT
 - Labor Regular – favorable by \$564K
 - Labor OT – unfavorable by \$517K
 - Fringe Benefits – favorable by \$495K, excludes UAL related costs
 - Non-Personnel – favorable by \$740K, excludes all COVID and Bond payment related costs
- Operating Deficit lower by \$1,191K
 - Farebox Recovery – 17.4% vs 16.5% budget
- Non-Operating Revenue/(Expense), net favorable by \$683K - Sales tax of \$8.3M is 4.1% higher than budget
 - Sales Tax/including Measure D – favorable by \$332K
 - Federal/State Grants – no variance
 - COVID Relief Grants – no variance
 - Pension UAL/Bond Payment costs – no variance
 - All Other Revenues – favorable by \$352K
- Operating Surplus higher by \$1,874K
- Bus Replacement Fund – higher by \$3K due to increased Measure D sales tax revenues
 - Bus Replacement Fund – Minimum \$3M annual commitment from Measure D sales tax and STA-SGR; FY24 budgeted transfer is \$3.2M
- Operating Surplus after Transfers higher by \$1,871K

Slide 6

(Cover) Year End June 2024, Forecast Financials

Slide 7

Full Year FY24 Operating Revenue and Expenses Estimate

- Operating Revenue, net unfavorable by \$273K
 - Passenger Fares - unfavorable by \$287K
 - Special Transit Fares – favorable by \$15K

- Operating Expense, net favorable by \$215K– Favorable wages and fringe driven by funded/vacant positions; partially offset by increased OT, and increased spending for the Reimagine Metro campaign
 - Labor Regular – favorable by \$2,058K
 - Labor OT – unfavorable by \$1,963K
 - Fringe Benefits – favorable by \$680K, excludes UAL related costs
 - Non-Personnel – unfavorable by \$560K, excludes all COVID and Bond payment related costs
- Operating Deficit higher by \$58K
 - Farebox Recovery – 14.7% vs 15.1% budget
- Non-Operating Revenue/(Expense), net favorable by \$2,541K - Sales tax of \$33.0M is 3.8% higher than budget
 - Sales Tax/including Measure D – favorable by \$1,215K
 - Federal/State Grants – no variance
 - COVID Relief Grants – no variance
 - Pension UAL/Bond Payment costs – no variance
 - All Other Revenues – favorable by \$1,326K
- Operating Surplus before Transfers higher by \$2,483K
- Bus Replacement Fund – higher by \$291K due to increased Measure D sales tax revenues
 - Bus Replacement Fund – Minimum \$3M annual commitment from Measure D sales tax and STA-SGR; FY24 budgeted transfer is \$3.5M
- All Other Transfers: \$2M UAL, \$1.3M Operations Sustainability Reserve, \$4.3M Operations & Capital Reserve
- Transfers from COVID Reserve lower by \$2,191K

Slide 8

Full Year FY24 Operating Revenue Surplus/(Deficit), net favorable by \$0.06M

- Passenger Fares – unfavorable by \$273K, Ridership is still below pre-pandemic levels, but is showing strong recovery
- Labor, Regular – favorable by \$2,058K, due to funded/vacant positions
- Labor, OT – unfavorable by \$1,963K, increased overtime primarily related from Bus Operators
- Fringe Benefits – favorable by \$680K due to retirement and medical insurance savings from funded/vacant positions

- Non-Personnel – unfavorable by \$560K, primarily due to cost related to Reimagine Metro campaign

Slide 9

(Cover) Capital Spending & Project Completion

Slide 10

September 30, 2023 Capital Budget Spend

Total Capital Projects spending month to date is \$152K against budget of \$354K

- Construction Related Projects – no spending against budget of \$15K
- IT Projects – spending of \$97K against budget of \$95K
- Facilities Repair & Improvements – spending of \$30K against budget of \$85K
- Revenue Vehicle Replacement – spending of \$23K against budget of \$23K
- Revenue Vehicle Electrification Projects – no spending, no budget
- Non-Revenue Vehicle Replacement – no spending, no budget
- Fleet & Maintenance Equipment – no spending, no budget
- Miscellaneous – spending of \$2K, against budget of \$136K

Total Capital Projects spending year to date is \$814K against budget of \$631K, which is 3.8% of \$21,361K approved annual budget from June 2023

- Construction Related Projects – \$101K spending against budget of \$45K, which is 0.8% of \$12,416K annual budget
- IT Projects – \$310K spending against budget of \$295K, which is 11.3% of \$2,744K annual budget
- Facilities Repair & Improvements – \$74K spending against budget of \$85K, which is 2.7% of \$2,710K annual budget
- Revenue Vehicle Replacement – spending of \$97K against budget of \$70K, which is 3.8% of \$2,533K annual budget
- Revenue Vehicle Electrification Projects – spending of \$26K with no budget, which is 11.3% of \$231K annual budget
- Non-Revenue Vehicle Replacement – spending of \$23K with no budget for the year – *fees for vehicles purchased in FY23*
- Fleet & Maintenance Equipment – spending of \$171K with no budget for the year – *costs for Parts Washer that was delayed from FY23*
- Miscellaneous – spending of \$12K against budget of \$136K, which is 1.7% of \$727K annual budget

YTD spending of \$814K is higher than budget of \$631K primarily due to work on the Pacific Station project starting sooner than anticipated and the Parts Washer purchase delayed from FY23

Slide 11

(Cover) Appendix

Slide 12

September 30, 2023 Monthly Operating Revenue and Expenses

- Operating Revenue, net favorable by \$132K
 - Passenger Fares - unfavorable by \$73K
 - Special Transit Fares – favorable by \$205K
- Operating Expense, net favorable by \$387K – Favorable wages/fringe driven by funded/vacant positions
 - Labor Regular – favorable by \$182K
 - Labor OT – unfavorable by \$162K
 - Fringe Benefits – favorable by \$214K, excludes UAL related costs
 - Non-Personnel – favorable by \$153K, excludes all COVID and Bond payment related costs
- Operating Deficit lower by \$519K
 - Farebox Recovery – 21.0% vs 16.4% budget
- Non-Operating Revenue/(Expense), net favorable by \$151K, primarily due to higher interest revenue
 - Sales Tax/including Measure D – favorable by \$40K
 - Federal/State Grants – no variance
 - COVID Relief Grants – no variance
 - Pension UAL/Bond Payment costs – no variance
 - All Other Revenues – favorable by \$111K
- Operating Surplus before Transfers higher by \$670K
- Bus Replacement Fund – higher by \$3K due to increased Measure D sales tax revenues
 - Bus Replacement Fund – Minimum \$3M annual commitment from Measure D sales tax and STA-SGR; FY24 budgeted transfer is \$3.1M
- Operating Surplus after Transfers higher by \$667K

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

Favorable budget variances in Operating Revenues and Expenses contribute to favorable budget variance in Operating Balance, Year to Date as of September 30, 2023.

VI. CHANGES FROM COMMITTEE

Slide 2 Key Financial Highlights updated, minor narrative clarification.

VII. ALTERNATIVES CONSIDERED

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

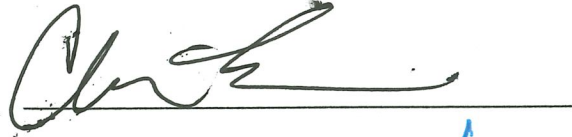
VIII. ATTACHMENTS

Attachment A: Year to Date Monthly Financial Report as of September 30, 2023 Presentation

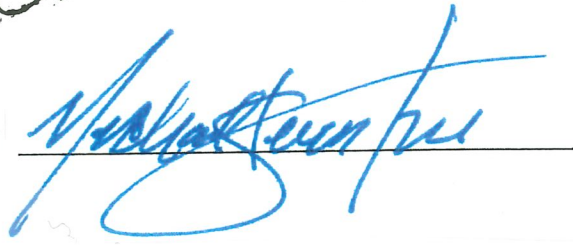
Prepared by: Cathy Downes, Sr. Financial Analyst

IX. APPROVALS

Chuck Farmer, Chief Financial Officer



Michael S. Tree, CEO/General Manager





Year to Date Monthly Financial Report as of September 30, 2023

Board of Directors

October 27, 2023

Chuck Farmer, Chief Financial Officer

September 2023 Key Financial Highlights

<p>Service</p>	<ul style="list-style-type: none"> • Fixed Route (including Hwy 17) Cost per Revenue Service Hour is \$270 vs Budget of \$393 <ul style="list-style-type: none"> • No canceled trips • ParaCruz Cost per Trip is \$58 vs Budget of \$92 • Non-Student/Hwy 17 Passengers is 195,145 vs Budget of 172,200
<p>Financials</p>	<ul style="list-style-type: none"> • Total Operating Surplus/(Deficit) is favorable \$0.6M driven by higher Operating Revenues of \$0.1M due to timing of Special Transit Fares payments along with lower wages of \$0.2M, fringe of \$0.2M, and non-personnel of \$0.2M; partially offset by higher OT of \$0.2M • Non-Operating Revenues of \$7.4M are \$0.2M unfavorable vs budget of \$7.2M driven primarily by higher than anticipated interest income
<p>Capital</p>	<ul style="list-style-type: none"> • Capital spending of \$152K is behind budget of \$354K primarily due to delay in purchase of Trailer Mounted Washer
<p>Personnel</p>	<ul style="list-style-type: none"> • Data not available for September

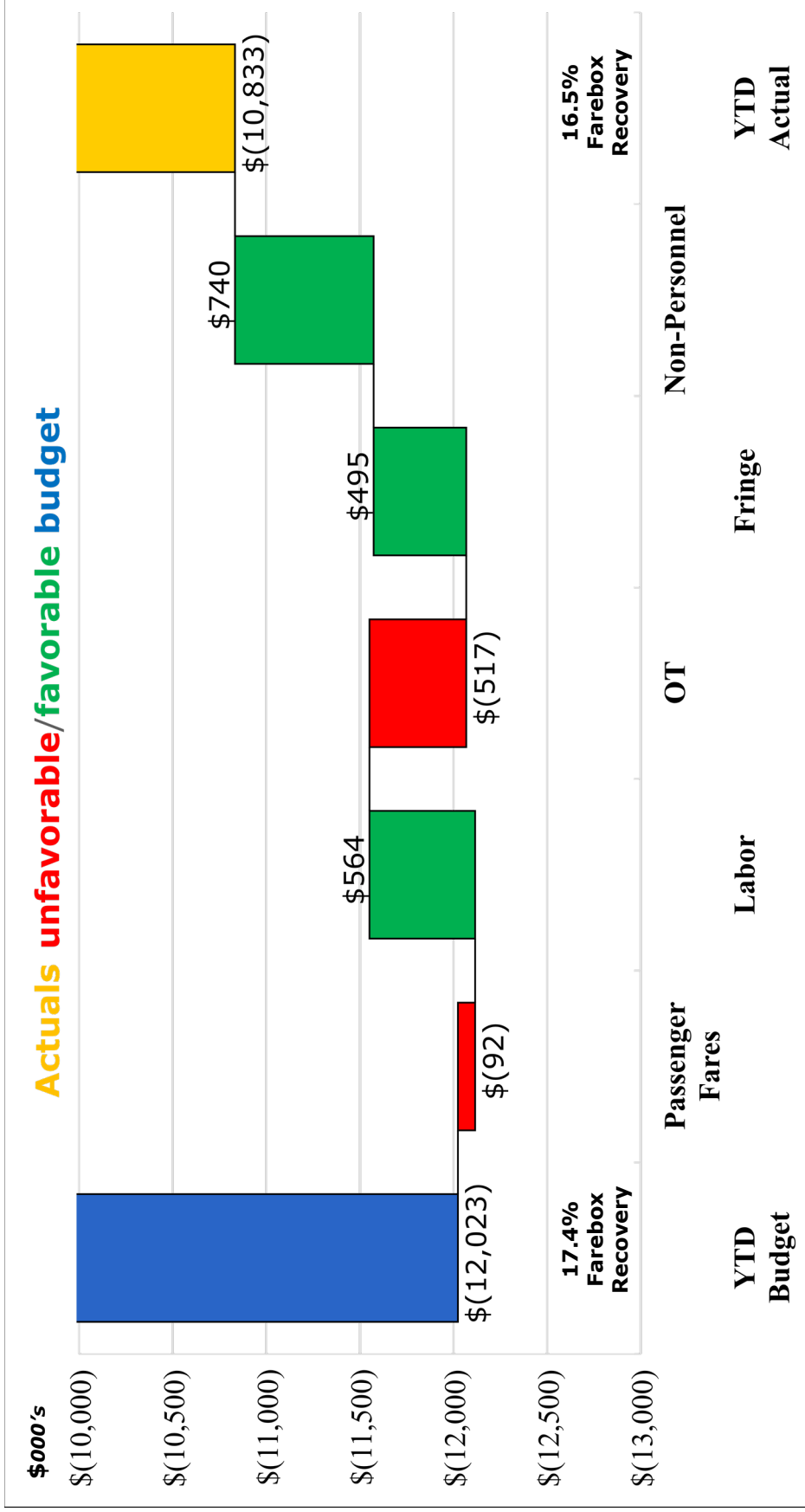
8.3A.2

September 2023, YTD Pre-Close Financials

September YTD FY24 Operating Surplus/(Deficit)

Actual* vs. Budget

Overall \$1.2M favorable



8.3A.4

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

September 30, 2023

YTD Operating Revenue and Expenses

\$ 000's	Actual*	Budget	Fav / (Unfav)
Operating Revenue			
Passenger Fares	\$ 694	\$ 800	(\$ 106)
Special Transit Fares	1,584	1,570	15
Total Operating Revenue	\$ 2,278	\$ 2,370	(\$ 92)
Operating Expense			
Labor - Regular	\$ 4,501	\$ 5,065	\$ 564
Labor - OT	782	265	(517)
Fringe	4,740	5,235	495
Non-Personnel (<i>excludes COVID costs</i>)	3,087	3,828	740
Total OpEx	\$ 13,110	\$ 14,392	\$ 1,282
Operating Surplus/(Deficit)	(\$ 10,832)	(\$ 12,023)	\$ 1,191
	<i>17.4%</i>	<i>16.5%</i>	<i>0.9%</i>
	<i>Farebox Recovery</i>		
Non-Operating Revenue/(Expense)			
Sales Tax/including Measure D	\$ 8,347	\$ 8,015	\$ 332
Federal/State Grants	2,228	2,228	(0)
COVID Relief Grants	2,490	2,490	-
Pension UAL/Bond Interest Payment	(359)	(359)	-
All Other	619	267	352
Total Non-Operating Revenue/(Expense)	\$ 13,324	\$ 12,641	\$ 683
Operating Surplus/(Deficit) before Transfers	\$ 2,492	\$ 618	\$ 1,874
Transfers and Other			
Transfers to Bus Replacement Fund	(\$ 679)	(\$ 675)	(\$ 3)
Operating Surplus/(Deficit) after Transfers	\$ 1,814	(\$ 57)	\$ 1,871

- Operating Deficit lower by \$1.1M driven by vacant/funded positions and lower Non-Personnel spending due to timing; partially offset by increased OT
- Sales tax of \$8.3M is 4.1% higher than budget
- Bus Replacement Fund higher than budget by \$3K

8.3A.5

Year End June 2024, Forecast Financials

June 30, 2024

Full Year Operating Revenue and Expenses*

	Forecast*	Budget	Fav / (Unfav)
Operating Revenue			
Passenger Fares	\$ 2,793	\$ 3,080	(\$ 287)
Special Transit Fares	6,110	6,095	15
Total Operating Revenue	\$ 8,902	\$ 9,175	(\$ 273)
Operating Expense			
Labor - Regular	\$ 18,163	\$ 20,220	\$ 2,058
Labor - OT	3,134	1,171	(1,963)
Fringe	21,133	21,813	680
Non-Personnel (excludes COVID costs)	18,266	17,706	(560)
Total OpEx	\$ 60,696	\$ 60,911	\$ 215
Operating Surplus/(Deficit)	(\$ 51,794)	(\$ 51,736)	(\$ 58)
<i>Farebox Recovery</i>	14.7%	15.1%	(0.4%)
Non-Operating Revenue/(Expense)			
Sales Tax/including Measure D	\$ 33,023	\$ 31,808	\$ 1,215
Federal/State Grants	20,415	20,415	(0)
COVID Relief Grants	9,959	9,959	-
Pension UAL/Bond Interest Payment	(4,173)	(4,173)	-
All Other	2,565	1,240	1,326
Total Non-Operating Revenue/(Expense)	\$ 61,790	\$ 59,250	\$ 2,541
Operating Surplus/(Deficit) before Transfers	\$ 9,997	\$ 7,514	\$ 2,483
Transfers and Other			
Transfers to Bus Replacement Fund	(\$ 2,641)	(\$ 2,350)	(\$ 291)
Transfers to Capital, UAL/OPEB Funds, and Reserves Replenishment	(\$ 7,626)	(\$ 7,626)	-
Transfers (to) / from COVID Reserve Fund	\$ 270	\$ 2,462	(\$ 2,191)
Operating Surplus/(Deficit) after Transfers	-	\$ 0	(\$ 0)

- Revenues favorable due to higher Sales Tax revenues, and Interest Income
- Expenses favorable due to lower labor/fringe costs as a result of vacant positions; partially offset by higher OT costs as a result of unfilled vacancies and increased spending for the Reimagine Metro campaign
- Bus Replacement Fund favorable due to net Measure D sales tax revenues of \$0.3M (less average of 12 Bus Operators' compensation)
- All Other Transfers: \$2M UAL, \$4.0M Operations/Capital Reserves, \$1.3M Operations Sustainability Reserve, and \$0.3M from COVID Recovery

8.3A.7

* Estimated year end financials

Full Year FY24 Operating Revenue Surplus/(Deficit)

Overall \$0.06M favorable



8.3A.8

Capital Spending

September 30, 2023 Capital Budget Spend

Project Category:	Month to Date		Year to Date		Full Year	
	Actuals*	Budget	Actuals*	Budget	Budget**	% Spend
Construction Related Projects	\$ -	\$ 15	\$ 101	\$ 45	\$ 12,416	0.8%
IT Projects	97	95	310	295	2,744	11.3%
Facilities Repair & Improvements	30	85	74	85	2,710	2.7%
Revenue Vehicle Replacement	23	23	97	70	2,533	3.8%
Revenue Vehicle Electrification Projects	-	-	26	-	231	11.3%
Non-Revenue Vehicle Replacement	-	-	23	-	-	0.0%
Fleet & Maintenance Equipment	-	-	171	-	-	0.0%
Misc.	2	136	12	136	727	1.7%
Total \$	152	\$ 354	\$ 814	\$ 631	\$ 21,361	3.8%

YTD spending of \$814K is higher than budget of \$631K primarily due to work on the Pacific Station project starting sooner than anticipated and the Parts Washer purchase delayed from FY23

Appendix

September 30, 2023

Monthly Operating Revenue and Expenses

	Actual*	Budget	Fav / (Unfav)
\$ 000's			
Operating Revenue			
Passenger Fares	\$ 237	\$ 310	(\$ 73)
Special Transit Fares	662	457	205
Total Operating Revenue	\$ 899	\$ 767	\$ 132
Operating Expense			
Labor - Regular	\$ 1,501	\$ 1,683	\$ 182
Labor - OT	261	98	(162)
Fringe	1,528	1,742	214
Non-Personnel (<i>excludes COVID costs</i>)	998	1,151	153
Total OpEx	\$ 4,288	\$ 4,675	\$ 387
Operating Surplus/(Deficit)	(\$ 3,389)	(\$ 3,908)	\$ 519
	21.0%	16.4%	4.6%
<i>Farebox Recovery</i>			
Non-Operating Revenue/(Expense)			
Sales Tax/including Measure D	\$ 2,601	\$ 2,561	\$ 40
Federal/State Grants	2,228	2,228	(0)
COVID Relief Grants	2,490	2,490	-
Pension UAL/Bond Interest Payment	(119)	(119)	-
All Other	212	101	111
Total Non-Operating Revenue/(Expense)	\$ 7,412	\$ 7,261	\$ 151
Operating Surplus/(Deficit) before Transfers	\$ 4,023	\$ 3,353	\$ 670
Transfers and Other			
Transfers to Bus Replacement Fund	(\$ 189)	(\$ 186)	(\$ 3)
Operating Surplus/(Deficit) after Transfers	\$ 3,834	\$ 3,168	\$ 667

8.3A.12

* Pre-close financials, subject to adjustments post close



DATE: October 27, 2023
TO: Board of Directors
FROM: Michael Tree, CEO/General Manager
SUBJECT: RECOMMENDED ACTION ON TORT CLAIMS

I. RECOMMENDED ACTION

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

II. SUMMARY

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

III. DISCUSSION/BACKGROUND

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

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

None

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

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

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

VIII. DESCRIPTION OF CLAIM

Claimant	Claim #	Description	Recommended Action
Turner, Tyler	23-0015	Claimant alleges that METRO is responsible for paying his medical expenses. Amount of claim: More than \$25,000	Reject
Valdelamar, Martamiana	23-0016	Claimant alleges that METRO is responsible for paying her medical expenses. Amount of claim: \$2,329.00	Reject
Turner, Tyler D. / State Farm Ins. Co.	23-0017	Claimant alleges that METRO damaged his vehicle. Amount of claim: Limited up to \$25,000.	Reject

Prepared by: Tom Szeszowicki, Safety Specialist

IX. APPROVALS

Michael Tree
CEO/General Manager



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DATE: October 27, 2023
TO: Board of Directors
FROM: Michael Tree, CEO/General Manager
SUBJECT: CONSIDERATION OF REAPPOINTMENTS TO THE METRO ADVISORY COMMITTEE (MAC)

I. RECOMMENDED ACTION

The Board of Directors approve the reappointments of Jessica de Wit and Joseph Martinez to the Metro Advisory Committee (MAC) for a term ending December 31, 2027.

II. SUMMARY

- There are currently two seats on the METRO Advisory Committee (MAC) expiring on December 31, 2023.
- The MAC Ad Hoc Committee would like to reappoint Jessica de Wit and Joseph Martinez to fill the seats expiring on December 31, 2023 for an additional four-year term expiring on December 31, 2027.

III. DISCUSSION/BACKGROUND

Section 3.1 of the MAC Bylaws states “The MAC shall be composed of no greater than 7 members appointed by the Board of Directors.” Two members’ terms expire on December 31, 2023.

A 30-day nomination period opened on September 1, 2023 to solicit and accept Board nominees and citizen applications to fill those seats. The MAC Ad Hoc Committee met on October 18, 2023 to review all applications. After considerable review, the MAC Ad Hoc Committee recommends the METRO Board of Directors consider the reappointment of Jessica de Wit and Joseph Martinez to serve as committee members on MAC (applications attached). If approved by the Board of Directors, the reappointments would conclude on December 31, 2027.

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. The goal is to attain a seven-member committee.

VIII. ATTACHMENTS

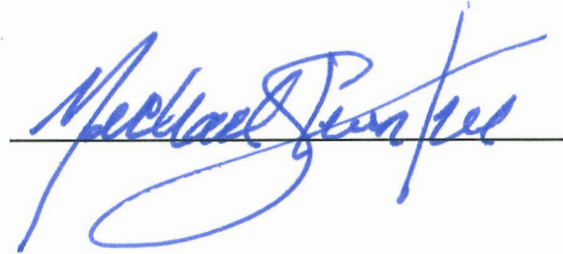
Attachment A: MAC Applications: Jessica de Wit and Joseph Martinez

Attachment B: MAC Bylaws

Prepared by: Elizabeth Rocha, Administrative Specialist

IX. APPROVALS

Michael Tree, CEO/General Manager



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Ticket #431243

Volunteer To Serve on MAC

Status	Open	Name	Jessica de Wit
Priority	Normal	Email	dewitjj@gmail.com
Department	MAC	Phone	(831) 420-5108
Create Date	9/29/23 7:31 PM	Source	Web
Assigned To	MAC	Help Topic	Volunteer To Serve on MAC
SLA Plan	CS SLA	Last Response	
Due Date	10/13/23 4:00 PM	Last Message	

Volunteer To Serve on MAC

What is your occupation?: Project Manager

Are you aware of any conflicts of interest that would prevent you from serving on MAC if appointed? : no

Please outline your availability in terms of meeting times/dates and total time per month you can devote to MAC activities:: flexible

What interests and experience do you have that would make you an effective MAC member? : currently the MAC Chair

Contact Name : Jessica de Wit

Street Address:: 500 Cathedral Dr #1554

City:: Aptos

Zip Code:: 95001

Do you ride Santa Cruz METRO fixed route or Paracruz Service ?: Santa Cruz METRO fixed route

Attachment A



How often do you use Santa Cruz METRO Fixed Route or METRO ParaCruz Service?:

Monthly

What are your particular transit interests?:

increased service to more centralized stops with multi-modal access

What do you think are the biggest challenges for Santa Cruz METRO?:

regional planning for centralized stops with multi-modal options

What do you believe that you can contribute to Santa Cruz METRO & MAC if appointed?:

my prior experience as a MAC member and METRO rider

Attachment A



Ticket #884023

Volunteer To Serve on MAC

Status	Open	Name	Joseph Martinez
Priority	Normal	Email	Jkw728@gmail.com
Department	MAC	Phone	(831) 402-3048
Create Date	8/21/23 2:15 PM	Source	Web
Assigned To	MAC	Help Topic	Volunteer To Serve on MAC
SLA Plan	CS SLA	Last Response	
Due Date	9/1/23 1:15 PM	Last Message	

Volunteer To Serve on MAC

What is your occupation?: Currently on the Mac board as vice president

Are you aware of any conflicts of interest that would prevent you from serving on MAC if appointed? : Yes, I am I want to renew my application to serve again

Please outline your availability in terms of meeting times/dates and total time per month you can devote to MAC activities:: When ever they need me

What interests and experience do you have that would make you an effective MAC member? : Everything love being on the board want to keep being active want to renew my terms

Contact Name : Joseph, Martinez

Street Address:: 117 Sudden St.

City:: Watsonville California

Zip Code:: 95076

Do you ride Santa Cruz METRO fixed route or Paracruz Service ?: Both

Attachment A



How often do you use Santa Cruz METRO Fixed Route or METRO ParaCruz Service?:

Weekly

What are your particular transit interests?:

I love riding the fix routes and paraCruz

What do you think are the biggest challenges for Santa Cruz METRO?:

Ridership and bringing certain Ralph's back

What do you believe that you can contribute to Santa Cruz METRO & MAC if appointed?:

The same thing that I've been doing for the last 11 years and representing the Watsonville People

Additional Comments::

Hope to serve again as vice president and keep the Mac board, proud and represent the Watsonville people



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.

Attachment B

- 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

Attachment B

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

§5.8 Access to Public Records Distributed at Meetings

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

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

Article VI AGENDAS AND MEETING NOTICES

§6.1 Agenda Format

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

Attachment B

§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.

Attachment B

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: October 27, 2023
TO: Board of Directors
FROM: Dawn Crummié, HR Director
SUBJECT: APPROVE REQUEST FOR RECLASSIFICATION RESULTS FOR FULL STACK DEVELOPER/SR. FULL STACK DEVELOPER POSITION IN THE INFORMATIONAL TECHNOLOGY DEPARTMENT

I. RECOMMENDED ACTION

That the Board of Directors approve the request for reclassification for Full Stack Developer/Sr. Full Stack Developer in the IT Department

II. SUMMARY

- In order to address the needs of the Santa Cruz Metropolitan Transit District (METRO) as it relates to large and complex Information Technology (IT) projects, we have determined the need for reclassification of the Database Administrator/Sr. Database Administrator positions to Full Stack Developer/ Sr. Full Stack Developer.
- METRO contracted with Koff & Associates (hereinafter "K&A") to conduct a total classification and compensation study in July 2023.
- HR staff worked with the IT Department to review the existing duties of the Database Administrator/Sr. Database Administrator. After reviewing the changes in technology and the need of the IT department, staff is asking to reclassify these positions to Full Stack Developer/ Sr. Full Stack Developer.
- Staff is recommending approval to reclassify the Full Stack Developer/Sr. Full Stack Developer.
- On October 13, 2023, staff requested that the Personnel/HR Standing Committee (Committee) review and recommend to the full Board of Directors approval of the reclassification. The Committee voted unanimously to recommend approval to the full Board of Directors (Board) with no additions.

III. DISCUSSION/BACKGROUND

In recent years, the need for in-house software development at METRO has increased due in part to the deployment of new systems such as the Enterprise Resource Planning (ERP) and Intelligent Transportation System (ITS). There will be an ongoing need to have the agility to write interfaces and middleware for these types of systems.

In reviewing the work required and currently being performed by personnel in the Database Administrator roles, IT has determined that the duties required and being performed were not aligned with the title of Database Administrator.

Therefore, METRO has identified the need to change the title of Database Administrator and Sr. Database Administrator.

The study shows the need for reclassifying these positions that would perform a combination of duties which include designing and developing custom software applications and system integrations; administering vendor enterprise software and underlying databases, website content, web server software, and website CMS software/database and coordinating with management, staff and vendors to identify emerging software needs and implementing solutions.

HR staff worked with the IT Department to create a new Full Stack Developer/Sr. Full Stack Developer job description (class specification). Upon approval, an open recruitment will be undertaken to fill the vacant position.

Staff is requesting that the Board of Directors approve the Full Stack Developer/Sr. Full Stack Developer position.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This item aligns to the following Strategic Plan Priorities:

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

V. FINANCIAL CONSIDERATIONS/IMPACT

If the recommendations contained in this report are adopted, funding for this position will be provided from the current authorized and funded positions in the Information Technology Department's FY24 & FY25 Operating Budget.

VI. ALTERNATIVES CONSIDERED

- Do nothing is an alternative. Staff does not recommend this option. This position meets the needs of METRO.
- Reject the suggested classification and wage survey. Staff does not recommend this action since the new class specification and its wage survey were researched and developed based on the developing needs of METRO.

VII. ATTACHMENTS

Attachment A: Full Stack Developer/Sr. Full Stack Developer Job Description

Attachment B: Full Stack Developer/Sr. Full Stack Developer Wage Scale

Prepared by: Isaac Holly, IT & ITS Director and Monik Delfin, HR Deputy Director.

VIII. APPROVALS

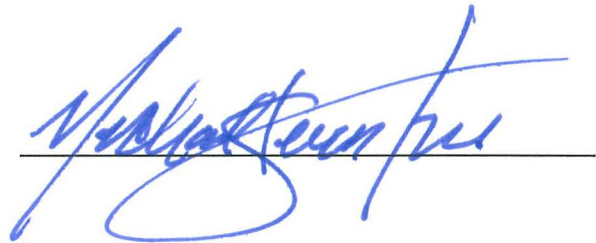
Dawn Crummié, HR Director



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



Michael Tree, CEO/General Manager





Attachment A

HUMAN RESOURCES DEPARTMENT

Santa Cruz METRO

*Class Code: PO100 Full Stack Developer
PO101 Sr. Full Stack Developer
FLSA Status: Exempt*

Full Stack Developer Senior Full Stack Developer Bargaining Unit: Management

DEFINITION:

Under direction of the Information Technology and Intelligent Transportation Systems Director (IT and ITS Director), designs and develops custom software applications and system integrations; administers vendor enterprise software and underlying databases, website content, web server software, and website CMS software/database; coordinates with management, staff and vendors to identify emerging software needs and implement solutions; performs other duties as assigned.

Duties can include: custom software and database design and development, software updates, responding to support tickets from staff and public, maintaining various export/import scripts, report development, systems integration, performance tuning, development of security and backup strategies, analysis and research, process improvements, technical writing, procedure documentation, and project management.

DISTINGUISHING CHARACTERISTICS:

The Full Stack Developer is a journey-level classification responsible for independently performing software and database design and development duties. Positions at this level exercise judgment and initiative in their assigned tasks, receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit.

The Senior Full Stack Developer is the advanced journey-level classification in the series responsible for independently managing assigned projects; supervising assigned staff; researching and developing solutions to a wide range of information technology issues; exercising independent judgment and decision-making in selecting methods and techniques for obtaining solutions; and/or serving as an expert on all Santa Cruz Metro software systems and lead for projects which are complex in nature and diverse in scope. The work involves a high-level of problem-solving requiring analysis of unique issues or increasingly complex problems without precedent and/or structure, managing multiple stakeholder interests, and formulating, presenting, and implementing strategies and recommendations for resolution. Work assignments at this level typically have significant impact on Santa Cruz Metro's information technology applications and systems and a high consequence of error, and incumbents are accountable for overall results.

EXAMPLES OF DUTIES AND RESPONSIBILITIES:

The duties listed below represent the various types of work that may be performed. The omission of specific statements of duties does not exclude them if the work is related or a logical assignment to this class.

- Designs, develops, integrates, and maintains custom software applications, database platforms, and updates; monitors system performance and makes adjustments as necessary.



Attachment A

HUMAN RESOURCES DEPARTMENT

Santa Cruz METRO

- Integrates legacy, existing, and future systems, automates tasks, and pipelines for information flow and data integration using various interfacing methodologies such as application programming interfaces (APIs), database tools, and custom software solutions.
- Configures and maintains servers to support application development, including web server configuration for front-end applications.
- Stages, tests, and deploys vendor software updates and maintains user access to software applications.
- Verifies and improves data security, fault tolerance, and backup/recovery; develops and recommends security and back up strategies.
- Creates and maintains custom reports and works with legacy reports.
- Provides training and technical assistance to staff.
- Consults with vendors to resolve technical issues.
- Prepares technical specifications for procurement.
- Provides data support related to quarterly schedule publication.
- Leads projects or portions of projects coordinating staff, consultants, and vendors.
- Generates long-term plans for database migration and data-warehousing strategies.
- Conducts research and stays current on new trends and innovative solutions for technology programs; recommends new technologies to improve the operational technology effectiveness and services.
- Performs other duties as assigned. Assist with escalated ERP configuration and development.
-

In addition, the Senior Full Stack Developer:

- Supervises the work of subordinate staff; schedules, assigns, directs, and monitors work; provides staff training; evaluates employee performance; may participate in staff selection; may initiate or have significant input into disciplinary actions.
- Serves as project manager for complex and/or agency wide projects overseeing staff, consultants, and vendors.

EMPLOYMENT STANDARDS:

Knowledge of:

- Principles, methods, and techniques used in designing, developing, testing, and implementing IT and ITS software applications, systems, infrastructure, and security such as Linux, Windows, and web servers and administration.
- Principles and practices of database administration and management including SQL and No-SQL; and relational database architecture, including table structure, data types, joins, views, triggers, permissions, advanced queries, extract, transform and load (ETL), and data warehousing.
- Principles and practices of system integration for operability across diverse platforms and technologies including containerization and representational state transfer (REST) and simple object access protocol (SOAP) API methodologies.
- Front end and back end development methodologies and languages such as HTML/CSS/JavaScript coding, Go, Node, and PHP.
- Networking protocols to be able to troubleshoot and resolve issues between systems both remote and internal.
- Backup and recovery strategies as well as data validations.
- Report writing and development.



Attachment A

HUMAN RESOURCES DEPARTMENT

Santa Cruz METRO

- Principles and practices of technical writing and documentation.
- Distributed version control systems.
- Applicable federal, state, and local laws, codes, and ordinances relevant to area(s) of responsibility.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Santa Cruz METRO staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

In addition, Senior Full Stack Developer:

- Principles and practices of employee supervision, including performance evaluation and progressive discipline.
- Principles and practices of project management.

Additional Knowledge desirable, but not required:

- Crystal Reports.
- Mobile Application design basics for IOS and Android.
- Web Content Accessibility Guidelines (WCAG).

Ability to:

- Analyze complex IT and ITS problems, evaluate alternatives, and devise efficient, cost-effective, user-friendly solutions.
- Design, develop, test, and implement IT and ITS software applications, systems, databases, infrastructure, and security.
- Monitor systems operational effectiveness, reliability, and security vulnerability; implement approved measures to ensure integrity and security of data and systems.
- Integrate technology solutions across multiple platforms.
- Work with end users to develop enhanced applications for business process automation.
- Document, review, assess, improve, and implement IT and ITS processes.
- Prepare clear, concise, and accurate technical documentation, user guides, reports of work performed, and other written materials.
- Communicate complex technology issues clearly to non-technical parties.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.



Attachment A

HUMAN RESOURCES DEPARTMENT

Santa Cruz METRO

In addition, Senior Full Stack Developer:

- Supervise and motivate subordinate staff effectively.
- Independently manage large, complex, and/or agencywide IT and ITS projects including managing vendor/contractor relationships.

MINIMUM QUALIFICATIONS:

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education, Training and Experience:

Bachelor's degree from an accredited college or university in computer science, computer engineering, management information systems, or closely related field.

AND

Full Stack Developer: Four (4) years of increasingly responsible professional experience supporting a comprehensive information technology program.

Senior Full Stack Developer: Six (6) years of professional experience in designing, developing, testing, and implementing IT software applications, systems, infrastructure, and security.

LICENSES AND CERTIFICATES:

None.

SPECIAL REQUIREMENTS:

- Must be able to work extended hours as needed, often outside regular business hours as required by the CEO and the demands of the job.
- Must maintain strictest confidentiality.
- Must participate in professional development activities.
- Requires occasional travel.

PHYSICAL AND MENTAL DEMANDS:

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

Physical Demands

While performing the duties of this job, the employee is regularly required to sit, walk and stand; talk and hear; use hands to finger, manipulate, handle, feel or operate objects, tools or controls; reach with hands and arms; and perform repetitive movements of hands or wrists. The employee is regularly required to bend and twist at the neck, reach with hands and arms. Occasional standing, walking, overhead reaching and lifting up to 20 pounds unaided is required. Specific visual abilities required for this job include close vision, distance vision, and the ability to adjust focus.

Mental Demands



Attachment A

HUMAN RESOURCES DEPARTMENT

Santa Cruz METRO

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

Work Environment:

The employee works in an office environment where the noise level is usually quiet. May require availability to work a flexible schedule.

OTHER CONDITIONS OF EMPLOYMENT:

- Must pass requisite background check.

*Adopted: 01.26.2018
*BOD Approved: 10.27.2023
*Revised: 10.27.2023
*Job Family: Professional

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Attachment B



MANAGEMENT HOURLY RATES SCHEDULE

Effective 06/22/23 (FY24) / Adopted by the Board as of August 11, 2023

Title	Step 1	Step 1 L	Step 1 LL	Step 2	Step 2 L	Step 2 LL	Step 3	Step 3 L	Step 3 LL	Step 4	Step 4 L	Step 4 LL	Step 5	Step 5 L	Step 5 LL	Step 6	Step 6 L	Step 6 LL	
Chief Operating Officer	76.80	80.64	84.48	80.64	84.67	88.70	84.67	88.90	93.13	88.90	93.35	97.80	93.35	98.02	102.69	98.02	102.92	107.82	
Maintenance Manager	60.02	63.02	66.02	63.02	66.17	69.32	66.17	69.48	72.79	69.48	72.95	76.42	72.95	76.60	80.25	76.60	80.43	84.26	
Chief Financial Officer (CFO)	76.80	80.64	84.48	80.64	84.67	88.70	84.67	88.90	93.13	88.90	93.35	97.80	93.35	98.02	102.69	98.02	102.92	107.82	
Planning and Development Director	65.47	68.74	72.01	68.74	72.18	75.62	72.18	75.79	79.40	75.79	79.58	83.37	79.58	83.56	87.54	83.56	87.74	91.92	
Human Resources Director	72.03	75.63	79.23	75.63	79.41	83.19	79.41	83.38	87.35	83.38	87.55	91.72	87.55	91.93	96.31	91.93	96.53	101.13	
Information Technology and Intelligent Transportation Systems Director	72.03	75.63	79.23	75.63	79.41	83.19	79.41	83.38	87.35	83.38	87.55	91.72	87.55	91.93	96.31	91.93	96.53	101.13	
Marketing, Communications and Customer Service Director	52.68	55.31	57.94	55.31	58.08	60.85	58.08	60.98	63.88	60.98	64.03	67.08	64.03	67.23	70.43	67.23	70.59	73.95	
Purchasing and Special Projects Director	52.68	55.31	57.94	55.31	58.08	60.85	58.08	60.98	63.88	60.98	64.03	67.08	64.03	67.23	70.43	67.23	70.59	73.95	
****Senior Full Stack Developer	57.41	60.28	63.15	60.28	63.29	66.30	63.29	66.45	69.61	66.45	69.77	73.09	69.77	73.26	76.75	73.26	76.92	80.58	
Finance Deputy Director	57.58	60.46	63.34	60.46	63.48	66.50	63.48	66.65	69.82	66.65	69.98	73.31	69.98	73.48	76.98	73.48	77.15	80.82	
Human Resources Deputy Director	54.04	56.74	59.44	56.74	59.58	62.42	59.58	62.56	65.54	62.56	65.69	68.82	65.69	68.97	72.25	68.97	72.42	75.87	
Operations Manager - Fixed Route Division	47.19	49.55	51.91	49.55	52.03	54.51	52.03	54.63	57.23	54.63	57.36	60.09	57.36	60.23	63.10	60.23	63.24	66.25	
Operations Manager - Paratransit Division	47.19	49.55	51.91	49.55	52.03	54.51	52.03	54.63	57.23	54.63	57.36	60.09	57.36	60.23	63.10	60.23	63.24	66.25	
Assistant Maintenance Manager	45.02	47.27	49.52	47.27	49.63	51.99	49.63	52.11	54.59	52.11	54.72	57.33	54.72	57.46	60.20	57.46	60.33	63.20	
Facilities Maintenance Manager	51.02	53.57	56.12	53.57	56.25	58.93	56.25	59.06	61.87	59.06	62.01	64.96	62.01	65.11	68.21	65.11	68.37	71.63	
****Full Stack Developer	49.93	52.43	54.93	52.43	55.05	57.67	55.05	57.80	60.55	57.80	60.69	63.58	60.69	63.72	66.75	63.72	66.91	70.10	
Safety, Security and Risk Management Director	56.53	59.36	62.19	59.36	62.33	65.30	62.33	65.45	68.57	65.45	68.72	71.99	68.72	72.16	75.60	72.16	75.77	79.38	
Assistant Operations Manager	35.40	37.17	38.94	37.17	39.03	40.89	39.03	40.98	42.93	40.98	43.03	45.08	43.03	45.18	47.33	45.18	47.44	49.70	
Project Manager	35.40	37.17	38.94	37.17	39.03	40.89	39.03	40.98	42.93	40.98	43.03	45.08	43.03	45.18	47.33	45.18	47.44	49.70	
Purchasing Manager	45.02	47.27	49.52	47.27	49.63	51.99	49.63	52.11	54.59	52.11	54.72	57.33	54.72	57.46	60.20	57.46	60.33	63.20	
*Customer Service Manager	36.52	38.45	40.28	38.45	40.37	42.29	40.37	42.39	44.41	42.39	44.51	46.63	44.51	46.74	48.97	46.74	49.08	51.42	
**Revenue Account Program Manager	35.40	37.17	38.94	37.17	39.03	40.89	39.03	40.98	42.93	40.98	43.03	45.08	43.03	45.18	47.33	45.18	47.44	49.70	
***Capital Planning and Grants Programs Manager	51.62	54.20	56.78	54.20	56.91	59.62	56.91	59.76	62.61	59.76	62.75	65.74	62.75	65.89	69.03	65.89	69.18	72.47	
****Parts and Materials Manager	39.13	41.09	43.05	41.09	43.14	45.19	43.14	45.30	47.46	45.30	47.57	49.84	47.57	49.95	52.33	49.95	52.45	54.95	
Executive Assistant	34.44	36.16	37.88	36.16	37.97	39.78	37.97	39.87	41.77	39.87	41.86	43.85	41.86	43.95	46.04	43.95	46.15	48.35	
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)																			

<i>Longevity Pay is based only on length of service.</i>																			
* Position added and adopted by the Board on 11-20-2020																			
* New position proposed to be added and adopted by the Board on 09-24-2021																			
* Updated Schedule : CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022																			
*** New position added and adopted by the Board on 05-20-2022																			

Attachment B



MANAGEMENT MONTHLY SALARY SCHEDULE

Effective 06/22/23 (FY24) / Adopted by the Board as of August 11, 2023

Title	Step 1	Step 1.L	Step 1.LL	Step 2	Step 2.L	Step 2.LL	Step 3	Step 3.L	Step 3.LL	Step 4	Step 4.L	Step 4.LL	Step 5	Step 5.L	Step 5.LL	Step 6	Step 6.L	Step 6.LL	
Chief Operating Officer	13,312	13,978	14,643	13,978	14,676	15,375	14,676	15,409	16,143	15,409	16,181	16,952	16,181	16,990	17,800	16,990	17,840	18,689	
Maintenance Manager	10,404	10,924	11,444	10,924	11,470	12,016	11,470	12,043	12,617	12,043	12,645	13,246	12,645	13,277	13,910	13,277	13,941	14,605	
Chief Financial Officer (CFO)	13,312	13,978	14,643	13,978	14,676	15,375	14,676	15,409	16,143	15,409	16,181	16,952	16,181	16,990	17,800	16,990	17,840	18,689	
Planning and Development Director	11,348	11,915	12,482	11,915	12,511	13,108	12,511	13,137	13,763	13,137	13,794	14,451	13,794	14,484	15,174	14,484	15,208	15,933	
Human Resources Director	12,485	13,109	13,733	13,109	13,764	14,420	13,764	14,453	15,141	14,453	15,175	15,898	15,175	15,935	16,694	15,935	16,732	17,529	
Information Technology and Intelligent Transportation Systems Director	12,485	13,109	13,733	13,109	13,764	14,420	13,764	14,453	15,141	14,453	15,175	15,898	15,175	15,935	16,694	15,935	16,732	17,529	
Marketing, Communications and Customer Service Director	9,131	9,587	10,043	9,587	10,067	10,547	10,067	10,570	11,073	10,570	11,099	11,627	11,099	11,653	12,208	11,653	12,236	12,818	
Purchasing and Special Projects Director	9,131	9,587	10,043	9,587	10,067	10,547	10,067	10,570	11,073	10,570	11,099	11,627	11,099	11,653	12,208	11,653	12,236	12,818	
*****Senior Full Stack Developer	9,951	10,449	10,946	10,449	10,970	11,492	10,970	11,518	12,066	11,518	12,094	12,669	12,094	12,698	13,303	12,698	13,333	13,967	
Finance Deputy Director	9,981	10,480	10,979	10,480	11,003	11,527	11,003	11,553	12,102	11,553	12,130	12,707	12,130	12,737	13,343	12,737	13,373	14,009	
Human Resources Deputy Director	9,367	9,835	10,303	9,835	10,327	10,820	10,327	10,844	11,360	10,844	11,386	11,929	11,386	11,955	12,523	11,955	12,553	13,151	
Operations Manager - Fixed Route Division	8,180	8,589	8,998	8,589	9,019	9,448	9,019	9,469	9,920	9,469	9,942	10,416	9,942	10,440	10,937	10,440	10,962	11,483	
Operations Manager - Paratransit Division	8,180	8,589	8,998	8,589	9,019	9,448	9,019	9,469	9,920	9,469	9,942	10,416	9,942	10,440	10,937	10,440	10,962	11,483	
Assistant Maintenance Manager	7,804	8,194	8,584	8,194	8,603	9,012	8,603	9,032	9,462	9,032	9,485	9,937	9,485	9,960	10,435	9,960	10,457	10,955	
Facilities Maintenance Manager	8,844	9,286	9,728	9,286	9,750	10,215	9,750	10,237	10,724	10,237	10,748	11,260	10,748	11,286	11,823	11,286	11,851	12,416	
*****Full Stack Developer	8,655	9,088	9,521	9,088	9,542	9,996	9,542	10,019	10,495	10,019	10,520	11,021	10,520	11,045	11,570	11,045	11,598	12,151	
Safety, Security and Risk Management Director	9,799	10,289	10,780	10,289	10,804	11,319	10,804	11,345	11,886	11,345	11,912	12,478	11,912	12,508	13,104	12,508	13,134	13,759	
Assistant Operations Manager	6,136	6,443	6,750	6,443	6,765	7,088	6,765	7,103	7,441	7,103	7,459	7,814	7,459	7,831	8,204	7,831	8,223	8,615	
Project Manager	6,136	6,443	6,750	6,443	6,765	7,088	6,765	7,103	7,441	7,103	7,459	7,814	7,459	7,831	8,204	7,831	8,223	8,615	
Purchasing Manager	7,804	8,194	8,584	8,194	8,603	9,012	8,603	9,032	9,462	9,032	9,485	9,937	9,485	9,960	10,435	9,960	10,457	10,955	
*Customer Service Manager	6,348	6,665	6,982	6,665	6,998	7,330	6,998	7,348	7,698	7,348	7,715	8,083	7,715	8,102	8,488	8,102	8,507	8,913	
**Revenue Account Program Manager	6,136	6,443	6,750	6,443	6,765	7,088	6,765	7,103	7,441	7,103	7,459	7,814	7,459	7,831	8,204	7,831	8,223	8,615	
*** Capital Planning and Grants Programs Manager	8,948	9,395	9,842	9,395	9,864	10,334	9,864	10,358	10,852	10,358	10,877	11,395	10,877	11,421	11,965	11,421	11,991	12,562	
****Parts and Materials Manager	6,783	7,122	7,462	7,122	7,478	7,833	7,478	7,852	8,226	7,852	8,246	8,639	8,246	8,658	9,071	8,658	9,091	9,525	
Executive Assistant	5,970	6,268	6,566	6,268	6,582	6,895	6,582	6,911	7,240	6,911	7,256	7,601	7,256	7,618	7,980	7,618	7,999	8,381	
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)	*****																		
<p><i>Longevity Pay is based only on length of service.</i></p> <p>* Position added and adopted by the Board on 11-20-2020</p> <p>** New position proposed to be added and adopted by the Board on 09-24-2021</p> <p>* Updated Schedule : CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022</p> <p>*** New position added and adopted by the Board on 05-20-2022</p>																			

Attachment B



MANAGEMENT YEARLY SALARY SCHEDULE

Effective 06/22/23 (FY24). Adopted by the Board as of August 11, 2023.

Title	Step 1	Step 1.LL	Step 1.LL	Step 1.LL	Step 2	Step 2.LL	Step 2.LL	Step 2.LL	Step 3	Step 3.LL	Step 3.LL	Step 3.LL	Step 4.LL	Step 4.LL	Step 5	Step 5.LL	Step 5.LL	Step 6	Step 6.LL	Step 6.LL	
Chief Operating Officer	159,744	167,731	175,718	167,731	176,114	184,496	176,114	184,912	194,168	194,168	194,168	194,168	203,424	203,424	194,168	203,882	213,595	203,882	214,074	224,266	
Maintenance Manager	124,842	131,082	137,322	131,082	144,186	144,186	144,186	144,518	151,403	151,403	151,403	151,403	158,954	158,954	151,736	166,920	166,920	159,328	167,294	175,261	
Chief Financial Officer (CFO)	159,744	167,731	175,718	167,731	176,114	184,496	176,114	184,912	194,168	194,168	194,168	194,168	203,424	203,424	194,168	203,882	213,595	203,882	214,074	224,266	
Planning and Development Director	136,178	142,979	149,781	142,979	150,134	157,290	150,134	157,643	165,152	165,152	165,152	165,152	173,410	173,410	165,526	173,805	182,083	173,805	182,499	191,194	
Human Resources Director	149,822	157,310	164,798	157,310	165,173	173,035	165,173	173,430	181,688	181,688	181,688	181,688	190,778	190,778	182,104	191,214	200,325	191,214	200,782	210,350	
Information Technology and Intelligent Transportation Systems Director	149,822	157,310	164,798	157,310	165,173	173,035	165,173	173,430	181,688	181,688	181,688	181,688	190,778	190,778	182,104	191,214	200,325	191,214	200,782	210,350	
Marketing, Communications and Customer Service Director	109,574	115,045	120,515	115,045	120,806	126,568	120,806	126,838	133,182	133,182	133,182	133,182	139,526	139,526	133,182	139,838	146,494	139,838	146,827	153,816	
Purchasing and Special Projects Director	109,574	115,045	120,515	115,045	120,806	126,568	120,806	126,838	133,182	133,182	133,182	133,182	139,526	139,526	133,182	139,838	146,494	139,838	146,827	153,816	
*****Senior Full Stack Developer	119,413	125,382	131,352	125,382	131,643	137,904	131,643	138,216	144,789	144,789	144,789	144,789	152,027	152,027	145,122	152,381	159,640	152,381	159,994	167,806	
Finance Deputy Director	119,766	125,757	131,747	125,757	132,038	138,320	132,038	138,632	145,226	145,226	145,226	145,226	152,485	152,485	145,558	152,838	160,118	152,838	160,472	168,106	
Human Resources Deputy Director	112,403	118,019	123,635	118,019	123,926	129,934	123,926	129,934	136,323	136,323	136,323	136,323	143,146	143,146	136,635	143,468	150,280	143,468	150,634	157,810	
Operations Manager - Fixed Route Division	98,155	103,064	107,973	103,064	108,222	113,381	108,222	113,630	119,038	119,038	119,038	119,038	124,987	124,987	119,309	125,278	131,248	125,278	131,559	137,800	
Operations Manager - Paratransit Division	98,155	103,064	107,973	103,064	108,222	113,381	108,222	113,630	119,038	119,038	119,038	119,038	124,987	124,987	119,309	125,278	131,248	125,278	131,559	137,800	
Assistant Maintenance Manager	93,642	98,322	103,002	98,322	103,230	108,139	103,230	108,389	113,547	113,547	113,547	113,547	119,246	119,246	113,818	119,517	125,216	119,517	125,486	131,456	
Facilities Maintenance Manager	106,122	111,426	116,730	111,426	117,000	122,574	117,000	122,845	128,690	128,690	128,690	128,690	135,117	135,117	128,981	135,429	141,877	135,429	142,210	148,990	
*****Full Stack Developer	103,854	109,054	114,254	109,054	114,504	119,954	114,504	120,224	125,944	125,944	125,944	125,944	132,246	132,246	126,235	132,538	138,840	132,538	139,173	145,808	
Safety, Security and Risk Management Director	117,582	123,469	129,355	123,469	129,646	135,824	129,646	136,136	142,626	142,626	142,626	142,626	149,739	149,739	142,938	150,093	157,248	150,093	157,602	165,110	
Assistant Operations Manager	73,632	77,314	80,995	77,314	81,182	85,051	81,182	85,238	89,294	89,294	89,294	89,294	93,766	93,766	89,502	93,974	98,446	93,974	98,675	103,376	
Project Manager	73,632	77,314	80,995	77,314	81,182	85,051	81,182	85,238	89,294	89,294	89,294	89,294	93,766	93,766	89,502	93,974	98,446	93,974	98,675	103,376	
Purchasing Manager	93,642	98,322	103,002	98,322	103,230	108,139	103,230	108,389	113,547	113,547	113,547	113,547	119,246	119,246	113,818	119,517	125,216	119,517	125,486	131,456	
*Customer Service Manager	76,170	79,976	83,782	79,976	83,970	87,963	83,970	88,171	92,373	92,373	92,373	92,373	96,990	96,990	92,581	97,219	101,858	97,219	102,066	106,954	
**Revenue Account Program Manager	73,632	77,314	80,995	77,314	81,182	85,051	81,182	85,238	89,294	89,294	89,294	89,294	93,766	93,766	89,502	93,974	98,446	93,974	98,675	103,376	
*** Capital Planning and Grants Programs Manager	107,370	112,736	118,102	112,736	118,373	124,010	118,373	124,301	130,229	130,229	130,229	130,229	136,739	136,739	130,520	137,051	143,582	137,051	143,894	150,738	
****Parts and Materials Manager	81,390	85,467	89,544	85,467	89,731	93,995	89,731	94,224	98,717	98,717	98,717	98,717	103,667	103,667	98,946	103,896	108,846	103,896	109,096	114,296	
Executive Assistant	71,635	75,213	78,790	75,213	78,978	82,742	78,978	82,930	86,882	86,882	86,882	86,882	91,208	91,208	87,069	91,416	95,763	91,416	95,992	100,568	
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)																					

Longevity Pay is based only on length of service.																					
* Position added and adopted by the Board on 11-20-2020																					
** New position proposed to be added and adopted by the Board on 09-24-2021																					
* Updated Schedule : CEO(General Manager Position removed, to be adopted by the Board on 03-25-2022																					
*** New position added and adopted by the Board on 05-20-2022																					

Attachment B



MANAGEMENT HOURLY RATES SCHEDULE

Effective 06/20/24 (FY25) / Adopted by the Board as of August 11, 2023

Title	Step 1	Step 1 LL	Step 2	Step 2 LL	Step 2 L	Step 2 LL	Step 3	Step 3 L	Step 3 LL	Step 4	Step 4 L	Step 4 LL	Step 5	Step 5 L	Step 5 LL	Step 6	Step 6 L	Step 6 LL
Chief Operating Officer	79.87	83.86	87.85	83.86	88.05	92.24	88.05	92.45	96.85	92.45	97.07	101.69	97.07	101.92	106.77	101.92	107.02	112.12
Maintenance Manager	62.42	65.54	68.66	65.54	68.82	72.10	68.82	72.26	75.70	72.26	75.87	79.48	75.87	79.66	83.45	79.66	83.64	87.62
Chief Financial Officer (CFO)	79.87	83.86	87.85	83.86	88.05	92.24	88.05	92.45	96.85	92.45	97.07	101.69	97.07	101.92	106.77	101.92	107.02	112.12
Planning and Development Director	68.09	71.49	74.89	71.49	75.06	78.63	75.06	78.81	82.56	78.81	82.75	86.89	82.75	86.89	91.03	86.89	91.23	95.57
Human Resources Director	74.91	78.66	82.41	78.66	82.59	86.52	82.59	86.72	90.85	86.72	91.06	95.40	91.06	95.61	100.16	95.61	100.39	105.17
Information Technology and Intelligent Transportation Systems Director	74.91	78.66	82.41	78.66	82.59	86.52	82.59	86.72	90.85	86.72	91.06	95.40	91.06	95.61	100.16	95.61	100.39	105.17
Marketing, Communications and Customer Service Director	54.79	57.53	60.27	57.53	60.41	63.29	60.41	63.43	66.45	63.43	66.60	69.77	66.60	69.93	73.26	69.93	73.43	76.93
Purchasing and Special Projects Director	54.79	57.53	60.27	57.53	60.41	63.29	60.41	63.43	66.45	63.43	66.60	69.77	66.60	69.93	73.26	69.93	73.43	76.93
*****Senior Full Stack Developer	59.71	62.70	65.69	62.70	65.84	68.98	65.84	69.13	72.42	69.13	72.59	76.05	72.59	76.22	79.85	76.22	80.03	83.84
Finance Deputy Director	59.88	62.87	65.86	62.87	66.01	69.15	66.01	69.31	72.61	69.31	72.78	76.25	72.78	76.42	80.06	76.42	80.24	84.06
Human Resources Deputy Director	56.20	59.01	61.82	59.01	61.96	64.91	61.96	65.06	68.16	65.06	68.31	71.56	68.31	71.73	75.15	71.73	75.32	78.91
Operations Manager - Fixed Route Division	49.08	51.53	53.98	51.53	54.11	56.69	54.11	56.82	59.53	56.82	59.66	62.50	59.66	62.84	65.62	62.84	65.77	68.90
Operations Manager - Paratransit Division	49.08	51.53	53.98	51.53	54.11	56.69	54.11	56.82	59.53	56.82	59.66	62.50	59.66	62.84	65.62	62.84	65.77	68.90
Assistant Maintenance Manager	46.82	49.16	51.50	49.16	51.62	54.08	51.62	54.20	56.78	54.20	56.91	59.62	56.91	59.76	62.61	59.76	62.75	65.74
Facilities Maintenance Manager	53.06	55.71	58.36	55.71	58.50	61.29	58.50	61.43	64.36	61.43	64.50	67.57	64.50	67.73	70.96	67.73	71.12	74.51
*****Full Stack Developer	51.93	54.53	57.13	54.53	57.26	59.99	57.26	60.12	62.98	60.12	63.13	66.14	63.13	66.29	69.45	66.29	69.60	72.91
Safety, Security and Risk Management Director	58.79	61.73	64.67	61.73	64.82	67.91	64.82	68.06	71.30	68.06	71.46	74.86	71.46	75.03	78.60	75.03	78.78	82.53
Assistant Operations Manager	36.82	38.66	40.50	38.66	40.59	42.52	40.59	42.62	44.65	42.62	44.75	46.88	44.75	46.99	49.23	46.99	49.34	51.69
Project Manager	36.82	38.66	40.50	38.66	40.59	42.52	40.59	42.62	44.65	42.62	44.75	46.88	44.75	46.99	49.23	46.99	49.34	51.69
Purchasing Manager	46.82	49.16	51.50	49.16	51.62	54.08	51.62	54.20	56.78	54.20	56.91	59.62	56.91	59.76	62.61	59.76	62.75	65.74
*Customer Service Manager	38.08	39.98	41.88	39.98	41.98	43.98	41.98	44.08	46.18	44.08	46.28	48.48	46.28	48.59	50.90	48.59	51.02	53.45
**Revenue Account Program Manager	36.82	38.66	40.50	38.66	40.59	42.52	40.59	42.62	44.65	42.62	44.75	46.88	44.75	46.99	49.23	46.99	49.34	51.69
*** Capital Planning and Grants Programs Manager	53.68	56.36	59.04	56.36	59.18	62.00	59.18	62.14	65.10	62.14	65.25	68.36	65.25	68.51	71.77	68.51	71.94	75.37
****Parts and Materials Manager	40.70	42.74	44.78	42.74	44.88	47.02	44.88	47.12	49.36	47.12	49.48	51.84	49.48	51.95	54.42	51.95	54.55	57.15
Executive Assistant	35.82	37.61	39.40	37.61	39.49	41.37	39.49	41.46	43.43	41.46	43.53	45.60	43.53	45.71	47.89	45.71	48.00	50.29
L = 10 Years Longevity (5%), LL = 15 Years Longevity (5%+5%)																		

Longevity Pay is based only on length of service.																		
* Position added and adopted by the Board on 11-20-2020																		
** New position proposed to be added and adopted by the Board on 09-24-2021																		
* Updated Schedule : CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022																		
*** New position added and adopted by the Board on 05-20-2022																		

Attachment B



MANAGEMENT MONTHLY SALARY SCHEDULE

Effective 06/20/24 (FY25) / Adopted by the Board as of August 11, 2023

Title	Step 1	Step 1 LL	Step 2	Step 2 LL	Step 3	Step 3 LL	Step 4	Step 4 LL	Step 5	Step 5 LL	Step 6	Step 6 LL
Chief Operating Officer	13,844	14,536	15,227	15,988	16,787	17,626	18,507	19,434	20,408	21,425	22,488	23,600
Maintenance Manager	10,820	11,360	11,929	12,525	13,151	13,808	14,485	15,188	15,917	16,666	17,445	18,256
Chief Financial Officer (CFO)	13,844	14,536	15,227	15,988	16,787	17,626	18,507	19,434	20,408	21,425	22,488	23,600
Planning and Development Director	11,802	12,392	12,981	13,629	14,310	15,026	15,779	16,566	17,397	18,266	19,177	20,128
Human Resources Director	12,984	13,634	14,284	14,997	15,747	16,536	17,361	18,230	19,141	20,092	21,083	22,114
Information Technology and Intelligent Transportation Systems Director	12,984	13,634	14,284	14,997	15,747	16,536	17,361	18,230	19,141	20,092	21,083	22,114
Marketing, Communications and Customer Service Director	9,497	9,972	10,447	10,970	11,518	12,094	12,698	13,330	13,989	14,669	15,378	16,126
Purchasing and Special Projects Director	9,497	9,972	10,447	10,970	11,518	12,094	12,698	13,330	13,989	14,669	15,378	16,126
****Senior Full Stack Developer	10,350	10,868	11,366	11,957	12,553	13,182	13,841	14,530	15,249	15,998	16,777	17,596
Finance Deputy Director	10,379	10,898	11,416	11,986	12,614	13,217	13,877	14,570	15,294	16,037	16,810	17,623
Human Resources Deputy Director	9,741	10,228	10,716	11,251	11,814	12,404	13,026	13,681	14,361	15,066	15,796	16,551
Operations Manager - Fixed Route Division	8,507	8,932	9,357	9,826	10,319	10,833	11,374	11,941	12,534	13,153	13,798	14,469
Operations Manager - Paratransit Division	8,507	8,932	9,357	9,826	10,319	10,833	11,374	11,941	12,534	13,153	13,798	14,469
Assistant Maintenance Manager	8,116	8,521	8,927	9,374	9,842	10,334	10,852	11,395	11,964	12,548	13,158	13,794
Facilities Maintenance Manager	9,197	9,656	10,116	10,624	11,156	11,712	12,300	12,915	13,556	14,223	14,916	15,635
****Full Stack Developer	9,001	9,452	9,903	10,398	10,917	11,464	12,038	12,638	13,264	13,916	14,594	15,298
Safety, Security and Risk Management Director	10,190	10,700	11,210	11,771	12,359	12,976	13,624	14,303	15,013	15,754	16,526	17,329
Assistant Operations Manager	6,382	6,701	7,020	7,370	7,739	8,126	8,533	8,960	9,408	9,886	10,394	10,932
Project Manager	6,382	6,701	7,020	7,370	7,739	8,126	8,533	8,960	9,408	9,886	10,394	10,932
Purchasing Manager	8,116	8,521	8,927	9,374	9,842	10,334	10,852	11,395	11,964	12,548	13,158	13,794
*Customer Service Manager	6,601	6,930	7,259	7,623	8,005	8,403	8,823	9,265	9,729	10,214	10,720	11,256
**Revenue Account Program Manager	6,382	6,701	7,020	7,370	7,739	8,126	8,533	8,960	9,408	9,886	10,394	10,932
*** Capital Planning and Grants Programs Manager	9,305	9,769	10,234	10,747	11,284	11,849	12,440	13,064	13,723	14,416	15,144	15,908
****Parts and Materials Manager	7,055	7,408	7,782	8,150	8,556	8,986	9,433	9,905	10,405	10,932	11,485	12,064
Executive Assistant	6,209	6,519	6,829	7,171	7,528	7,904	8,301	8,717	9,154	9,611	10,088	10,586

L = 10 Years Longevity (5%), LL = 15 Years Longevity (6%+5%)

 Longevity Pay is based only on length of service.
 * Position added and adopted by the Board on 11-20-2020
 ** New position proposed to be added and adopted by the Board on 09-24-2021
 * Updated Schedule : CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022
 *** New position added and adopted by the Board on 05-20-2022

Attachment B



MANAGEMENT YEARLY SALARY SCHEDULE

Effective 06/20/24 (FY25) / Adopted by the Board as of August 11, 2023

Title	Step 1	Step 1 LL	Step 2	Step 2 LL	Step 2 LL	Step 3	Step 3 LL	Step 3 LL	Step 4	Step 4 LL	Step 5	Step 5 LL	Step 5	Step 6	Step 6 LL	Step 6 LL
Chief Operating Officer	166,130	174,429	183,144	174,429	183,144	183,144	191,859	183,144	192,296	201,906	201,906	211,994	201,906	211,994	222,082	233,210
Maintenance Manager	129,834	136,323	143,146	136,323	143,146	143,146	149,968	143,146	150,301	157,810	157,810	165,693	157,810	165,693	173,971	182,250
Chief Financial Officer (CFO)	166,130	174,429	183,144	174,429	183,144	183,144	191,859	183,144	192,296	201,906	201,906	211,994	201,906	211,994	222,082	233,210
Planning and Development Director	141,627	148,699	155,771	148,699	155,771	163,925	171,725	163,925	172,120	180,315	172,120	180,315	172,120	180,315	189,758	198,786
Human Resources Director	155,813	163,613	171,413	163,613	171,787	179,962	171,787	188,968	180,378	189,405	189,405	198,869	189,405	198,869	208,811	218,754
Information Technology and Intelligent Transportation Systems Director	155,813	163,613	171,413	163,613	171,787	179,962	171,787	188,968	180,378	189,405	189,405	198,869	189,405	198,869	208,811	218,754
Marketing, Communications and Customer Service Director	113,963	119,662	125,362	119,662	125,653	131,643	131,643	138,216	131,934	138,528	145,122	145,122	138,528	145,454	152,734	160,014
Purchasing and Special Projects Director	113,963	119,662	125,362	119,662	125,653	131,643	131,643	138,216	131,934	138,528	145,122	145,122	138,528	145,454	152,734	160,014
****Senior Full Stack Developer	124,197	130,416	136,635	130,416	136,947	143,478	136,947	143,790	150,634	159,987	159,987	166,068	159,987	166,068	174,387	182,706
Finance Deputy Director	124,550	130,770	136,989	130,770	137,301	143,832	137,301	144,165	151,029	158,600	158,600	166,525	158,600	166,525	174,845	183,164
Human Resources Deputy Director	116,896	122,741	128,586	122,741	128,877	135,013	128,877	135,325	142,085	148,845	148,845	156,312	148,845	156,312	164,133	172,452
Operations Manager - Fixed Route Division	102,086	107,182	112,278	107,182	112,549	117,915	112,549	118,186	123,822	129,458	129,458	135,094	129,458	135,094	140,730	146,366
Operations Manager - Paratransit Division	102,086	107,182	112,278	107,182	112,549	117,915	112,549	118,186	123,822	129,458	129,458	135,094	129,458	135,094	140,730	146,366
Assistant Maintenance Manager	97,386	102,253	107,120	102,253	107,370	112,486	107,370	112,736	118,102	123,468	123,468	128,834	123,468	128,834	134,200	139,966
Facilities Maintenance Manager	110,365	115,877	121,389	115,877	121,680	127,483	121,680	127,774	133,869	140,160	140,160	146,245	140,160	146,245	152,330	158,415
****Full Stack Developer	108,014	113,422	118,830	113,422	119,101	124,779	119,101	125,050	130,998	137,571	137,571	144,144	137,571	144,144	150,717	157,290
Safety, Security and Risk Management Director	122,283	128,398	134,514	128,398	134,826	141,253	134,826	141,565	148,304	155,709	155,709	162,500	155,709	162,500	169,291	176,082
Assistant Operations Manager	76,586	80,413	84,240	80,413	84,427	88,442	84,427	88,650	92,872	97,093	97,093	101,314	97,093	101,314	105,535	111,762
Project Manager	76,586	80,413	84,240	80,413	84,427	88,442	84,427	88,650	92,872	97,093	97,093	101,314	97,093	101,314	105,535	111,762
Purchasing Manager	97,386	102,253	107,120	102,253	107,370	112,486	107,370	112,736	118,102	123,468	123,468	128,834	123,468	128,834	134,200	139,966
*Customer Service Manager	79,206	83,158	87,110	83,158	87,318	91,478	87,318	91,666	96,054	100,838	100,838	105,622	100,838	105,622	110,406	115,190
**Revenue Account Program Manager	76,586	80,413	84,240	80,413	84,427	88,442	84,427	88,650	92,872	97,093	97,093	101,314	97,093	101,314	105,535	111,762
*** Capital Planning and Grants Programs Manager	111,654	117,229	122,803	117,229	123,094	128,960	123,094	129,251	135,408	141,889	141,889	148,110	141,889	148,110	154,331	160,552
****Parts and Materials Manager	84,556	88,899	93,142	88,899	93,350	97,802	93,350	98,010	102,669	107,827	107,827	112,985	107,827	112,985	118,143	123,301
Executive Assistant	74,506	78,229	81,952	78,229	82,139	86,050	82,139	86,237	90,334	94,848	94,848	99,611	94,848	99,611	104,603	109,397
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)																

Longevity Pay is based only on length of service.																
* Position added and adopted by the Board on 11-20-2020																
** New position proposed to be added and adopted by the Board on 09-24-2021																
* Updated Schedule : CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022																
**** New position added and adopted by the Board on 05-20-2022																

Attachment B



MANAGEMENT HOURLY RATES SCHEDULE

Effective 06/19/25 (FY26) / Adopted by the Board as of August 11, 2023

Title	Step 1	Step 1 L	Step 2	Step 2 L	Step 2 LL	Step 3	Step 3 L	Step 3 LL	Step 4	Step 4 L	Step 4 LL	Step 5	Step 5 L	Step 5 LL	Step 6	Step 6 L	Step 6 LL	
Chief Operating Officer	83.06	87.21	91.36	87.21	91.57	95.93	91.57	96.15	100.73	96.15	100.96	100.96	106.01	106.01	111.06	106.01	111.31	116.61
Maintenance Manager	64.92	68.17	71.42	68.17	71.58	74.99	71.58	75.16	78.74	75.16	78.92	78.92	82.87	82.87	86.82	82.87	87.01	91.15
Chief Financial Officer (CFO)	83.06	87.21	91.36	87.21	91.57	95.93	91.57	96.15	100.73	96.15	100.96	100.96	106.01	106.01	111.06	106.01	111.31	116.61
Planning and Development Director	70.81	74.35	77.89	74.35	78.07	81.79	78.07	81.97	85.87	81.97	86.07	86.07	90.17	90.17	94.67	90.37	94.89	99.41
Human Resources Director	77.91	81.81	85.71	81.81	85.90	89.99	85.90	90.20	94.50	90.20	94.71	94.71	99.45	99.45	104.19	99.45	104.42	109.39
Information Technology and Intelligent Transportation Systems Director	77.91	81.81	85.71	81.81	85.90	89.99	85.90	90.20	94.50	90.20	94.71	94.71	99.45	99.45	104.19	99.45	104.42	109.39
Marketing, Communications and Customer Service Director	56.98	59.83	62.68	59.83	62.82	65.61	62.82	65.96	69.10	65.96	69.26	69.26	72.56	72.56	76.18	72.72	76.36	80.00
Purchasing and Special Projects Director	56.98	59.83	62.68	59.83	62.82	65.61	62.82	65.96	69.10	65.96	69.26	69.26	72.56	72.56	76.18	72.72	76.36	80.00
****Senior Full Stack Developer	62.10	65.21	68.32	65.21	68.47	71.73	68.47	71.89	75.31	71.89	75.48	75.48	79.07	79.07	83.02	79.25	83.21	87.17
Finance Deputy Director	62.28	65.39	68.50	65.39	68.66	71.93	68.66	72.09	75.52	72.09	75.69	75.69	79.29	79.29	83.25	79.47	83.44	87.41
Human Resources Deputy Director	58.45	61.37	64.29	61.37	64.44	67.51	64.44	67.66	70.88	67.66	71.04	71.04	74.59	74.59	78.14	74.59	78.32	82.05
Operations Manager - Fixed Route Division	51.04	53.59	56.14	53.59	56.27	58.95	56.27	59.08	61.89	59.08	62.03	62.03	64.98	64.98	68.23	65.13	68.39	71.65
Operations Manager - Paratransit Division	51.04	53.59	56.14	53.59	56.27	58.95	56.27	59.08	61.89	59.08	62.03	62.03	64.98	64.98	68.23	65.13	68.39	71.65
Assistant Maintenance Manager	48.69	51.12	53.55	51.12	53.68	56.24	53.68	56.36	59.04	56.36	59.18	59.18	62.00	62.00	65.10	62.14	65.25	68.36
Facilities Maintenance Manager	55.18	57.94	60.70	57.94	60.84	63.74	60.84	63.88	66.92	63.88	67.07	67.07	70.26	70.26	73.77	70.42	73.94	77.46
****Full Stack Developer	54.01	56.71	59.41	56.71	59.55	62.39	59.55	62.53	65.51	62.53	65.66	65.66	68.79	68.79	72.22	68.94	72.39	75.84
Safety, Security and Risk Management Director	61.14	64.20	67.26	64.20	67.41	70.62	67.41	70.78	74.15	70.78	74.32	74.32	77.86	77.86	81.76	78.04	81.94	85.84
Assistant Operations Manager	38.29	40.20	42.11	40.20	42.21	44.22	42.21	44.32	46.43	44.32	46.54	46.54	48.76	48.76	51.20	48.87	51.31	53.75
Project Manager	38.29	40.20	42.11	40.20	42.21	44.22	42.21	44.32	46.43	44.32	46.54	46.54	48.76	48.76	51.20	48.87	51.31	53.75
Purchasing Manager	48.69	51.12	53.55	51.12	53.68	56.24	53.68	56.36	59.04	56.36	59.18	59.18	62.00	62.00	65.10	62.14	65.25	68.36
*Customer Service Manager	39.60	41.58	43.56	41.58	43.66	45.74	43.66	45.84	48.02	45.84	48.13	48.13	50.42	50.42	52.95	50.54	53.07	56.60
**Revenue Account Program Manager	38.29	40.20	42.11	40.20	42.21	44.22	42.21	44.32	46.43	44.32	46.54	46.54	48.76	48.76	51.20	48.87	51.31	53.75
*** Capital Planning and Grants Programs Manager	55.83	58.62	61.41	58.62	61.55	64.48	61.55	64.63	67.71	64.63	67.86	67.86	71.09	71.09	74.64	71.25	74.81	78.37
****Parts and Materials Manager	42.33	44.45	46.57	44.45	46.67	48.89	46.67	49.00	51.33	49.00	51.45	51.45	53.90	53.90	56.59	54.02	56.72	59.42
Executive Assistant	37.25	39.11	40.97	39.11	41.07	43.03	41.07	43.12	45.17	43.12	45.28	45.28	47.44	47.44	49.80	47.54	49.92	52.30

L = 10 Years Longevity (5%), LL = 15 Years Longevity (5%+5%)

 Longevity Pay is based only on length of service.
 * Position added and adopted by the Board on 11-20-2020
 ** New position proposed to be added and adopted by the Board on 09-24-2021
 *** Updated Schedule : CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022
 **** New position added and adopted by the Board on 05-20-2022

Attachment B



MANAGEMENT MONTHLY SALARY SCHEDULE

Effective 06/19/25 (FY26) / Adopted by the Board as of August 11, 2023

Title	Step 1	Step 1 LL	Step 1 LL	Step 2	Step 2 LL	Step 2 LL	Step 3	Step 3 LL	Step 3 LL	Step 4	Step 4 LL	Step 4 LL	Step 5	Step 5 LL	Step 5 LL	Step 6	Step 6 LL	Step 6 LL
Chief Operating Officer	14,397	15,116	15,836	15,116	15,872	16,628	15,872	16,666	17,460	16,666	17,500	18,334	17,500	18,375	19,250	18,375	19,294	20,212
Maintenance Manager	11,253	11,816	12,380	11,816	12,407	12,998	12,407	13,028	13,648	13,028	13,680	14,331	13,680	14,364	15,049	14,364	15,082	15,799
Chief Financial Officer (CFO)	14,397	15,116	15,836	15,116	15,872	16,628	15,872	16,666	17,460	16,666	17,500	18,334	17,500	18,375	19,250	18,375	19,294	20,212
Planning and Development Director	12,274	12,887	13,501	12,887	13,532	14,177	13,532	14,208	14,884	14,208	14,919	15,630	14,919	15,664	16,410	15,664	16,448	17,231
Human Resources Director	13,504	14,180	14,856	14,180	14,889	15,598	14,889	15,635	16,380	15,635	16,416	17,198	16,416	17,238	18,060	17,238	18,100	18,961
Information Technology and Intelligent Transportation Systems Director	13,504	14,180	14,856	14,180	14,889	15,598	14,889	15,635	16,380	15,635	16,416	17,198	16,416	17,238	18,060	17,238	18,100	18,961
Marketing, Communications and Customer Service Director	9,877	10,371	10,865	10,371	10,889	11,407	10,889	11,433	11,977	11,433	12,005	12,577	12,005	12,605	13,205	12,605	13,236	13,867
Purchasing and Special Projects Director	9,877	10,371	10,865	10,371	10,889	11,407	10,889	11,433	11,977	11,433	12,005	12,577	12,005	12,605	13,205	12,605	13,236	13,867
*****Senior Full Stack Developer	10,764	11,303	11,842	11,303	11,868	12,433	11,868	12,461	13,054	12,461	13,083	13,706	13,083	13,737	14,390	13,737	14,423	15,110
Finance Deputy Director	10,795	11,334	11,873	11,334	11,901	12,468	11,901	12,496	13,090	12,496	13,120	13,744	13,120	13,775	14,430	13,775	14,463	15,151
Human Resources Deputy Director	10,131	10,638	11,144	10,638	11,170	11,702	11,170	11,728	12,286	11,728	12,314	12,900	12,314	12,929	13,544	12,929	13,576	14,222
Operations Manager - Fixed Route Division	8,847	9,289	9,731	9,289	9,754	10,218	9,754	10,241	10,728	10,241	10,752	11,263	10,752	11,289	11,827	11,289	11,854	12,419
Operations Manager - Paratransit Division	8,847	9,289	9,731	9,289	9,754	10,218	9,754	10,241	10,728	10,241	10,752	11,263	10,752	11,289	11,827	11,289	11,854	12,419
Assistant Maintenance Manager	8,440	8,861	9,282	8,861	9,305	9,748	9,305	9,769	10,234	9,769	10,258	10,747	10,258	10,771	11,284	10,771	11,310	11,849
Facilities Maintenance Manager	9,565	10,043	10,521	10,043	10,546	11,048	10,546	11,073	11,600	11,073	11,626	12,178	11,626	12,206	12,787	12,206	12,816	13,426
*****Full Stack Developer	9,362	9,830	10,298	9,830	10,322	10,814	10,322	10,839	11,355	10,839	11,381	11,924	11,381	11,950	12,518	11,950	12,548	13,146
Safety, Security and Risk Management Director	10,598	11,128	11,658	11,128	11,684	12,241	11,684	12,269	12,853	12,269	12,882	13,496	12,882	13,527	14,172	13,527	14,203	14,879
Assistant Operations Manager	6,637	6,968	7,299	6,968	7,316	7,665	7,316	7,682	8,048	7,682	8,067	8,452	8,067	8,471	8,875	8,471	8,894	9,317
Project Manager	6,637	6,968	7,299	6,968	7,316	7,665	7,316	7,682	8,048	7,682	8,067	8,452	8,067	8,471	8,875	8,471	8,894	9,317
Purchasing Manager	8,440	8,861	9,282	8,861	9,305	9,748	9,305	9,769	10,234	9,769	10,258	10,747	10,258	10,771	11,284	10,771	11,310	11,849
*Customer Service Manager	6,864	7,207	7,550	7,207	7,568	7,928	7,568	7,946	8,324	7,946	8,343	8,740	8,343	8,760	9,178	8,760	9,199	9,637
**Revenue Account Program Manager	6,637	6,968	7,299	6,968	7,316	7,665	7,316	7,682	8,048	7,682	8,067	8,452	8,067	8,471	8,875	8,471	8,894	9,317
*** Capital Planning and Grants Programs Manager	9,677	10,161	10,644	10,161	10,669	11,177	10,669	11,203	11,736	11,203	11,762	12,322	11,762	12,350	12,938	12,350	12,967	13,584
****Parts and Materials Manager	7,337	7,705	8,072	7,705	8,090	8,474	8,090	8,493	8,897	8,493	8,918	9,343	8,918	9,364	9,809	9,364	9,832	10,300
Executive Assistant	6,457	6,779	7,102	6,779	7,119	7,459	7,119	7,474	7,830	7,474	7,849	8,223	7,849	8,240	8,632	8,240	8,653	9,065

L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)

Longevity Pay is based only on length of service.

* Position added and adopted by the Board on 11-20-2020

** New position proposed to be added and adopted by the Board on 09-24-2021

*** Updated Schedule : CFO/General Manager Position removed, to be adopted by the Board on 03-25-2022

**** New position added and adopted by the Board on 05-20-2022

Attachment B

MANAGEMENT YEARLY SALARY SCHEDULE

Effective 06/19/25 (FY26) / Adopted by the Board as of August 11, 2023

Title	Step 1	Step 1 LL	Step 1 LL	Step 2	Step 2 L	Step 2 LL	Step 3	Step 3 LL	Step 3 LL	Step 4	Step 4 LL	Step 5	Step 5 L	Step 5 LL	Step 6	Step 6 L	Step 6 LL
Chief Operating Officer	172,765	181,397	190,029	181,397	190,466	199,534	190,466	199,992	209,518	199,992	209,997	209,997	220,501	231,005	220,501	231,525	242,549
Maintenance Manager	135,034	141,794	148,554	141,794	148,886	155,979	148,886	156,333	163,779	156,333	164,154	164,154	172,370	180,586	172,370	180,981	189,592
Chief Financial Officer (CFO)	172,765	181,397	190,029	181,397	190,466	199,534	190,466	199,992	209,518	199,992	209,997	209,997	220,501	231,005	220,501	231,525	242,549
Planning and Development Director	147,285	154,648	162,011	154,648	162,386	170,123	162,386	170,498	178,610	170,498	179,026	179,026	187,554	196,914	187,970	197,371	206,773
Human Resources Director	162,053	170,165	178,277	170,165	178,672	187,179	178,672	187,616	196,560	187,616	196,997	196,997	206,856	216,715	206,856	217,194	227,531
Information Technology and Intelligent Transportation Systems Director	162,053	170,165	178,277	170,165	178,672	187,179	178,672	187,616	196,560	187,616	196,997	196,997	206,856	216,715	206,856	217,194	227,531
Marketing, Communications and Customer Service Director	118,518	124,446	130,374	124,446	130,666	136,885	130,666	137,197	143,728	137,197	144,061	144,061	150,925	158,454	151,258	158,829	166,400
Purchasing and Special Projects Director	118,518	124,446	130,374	124,446	130,666	136,885	130,666	137,197	143,728	137,197	144,061	144,061	150,925	158,454	151,258	158,829	166,400
*****Senior Full Stack Developer	129,168	135,637	142,106	135,637	142,418	149,198	142,418	149,531	156,645	149,531	156,998	156,998	164,466	172,682	164,840	173,077	181,314
Finance Deputy Director	129,542	136,011	142,480	136,011	142,813	149,614	142,813	149,947	157,082	149,947	157,435	157,435	164,923	173,160	165,298	173,555	181,813
Human Resources Deputy Director	121,576	127,650	133,723	127,650	134,035	140,421	134,035	140,733	147,430	140,733	147,763	147,763	154,794	162,531	155,147	162,906	170,664
Operations Manager - Fixed Route Division	106,163	111,467	116,771	111,467	117,042	122,616	117,042	122,886	128,731	122,886	129,022	129,022	135,158	141,918	135,470	142,251	149,032
Operations Manager - Paratransit Division	106,163	111,467	116,771	111,467	117,042	122,616	117,042	122,886	128,731	122,886	129,022	129,022	135,158	141,918	135,470	142,251	149,032
Assistant Maintenance Manager	101,275	106,330	111,384	106,330	111,654	116,979	111,654	117,229	122,803	117,229	123,094	123,094	128,960	135,408	129,251	135,720	142,189
Facilities Maintenance Manager	114,774	120,515	126,256	120,515	126,547	132,579	126,547	132,870	139,194	132,870	139,506	139,506	146,141	153,442	146,474	153,795	161,117
*****Full Stack Developer	112,341	117,957	123,573	117,957	123,864	129,771	123,864	130,062	136,261	130,062	136,573	136,573	143,083	150,218	143,395	150,571	157,747
Safety, Security and Risk Management Director	127,171	133,536	139,901	133,536	140,213	146,890	140,213	147,222	154,232	147,222	154,586	154,586	161,949	170,061	162,323	170,435	178,547
Assistant Operations Manager	79,643	83,616	87,589	83,616	87,797	91,978	87,797	92,186	96,574	92,186	96,803	96,803	101,421	106,496	101,650	106,725	111,800
Project Manager	79,643	83,616	87,589	83,616	87,797	91,978	87,797	92,186	96,574	92,186	96,803	96,803	101,421	106,496	101,650	106,725	111,800
Purchasing Manager	101,275	106,330	111,384	106,330	111,654	116,979	111,654	117,229	122,803	117,229	123,094	123,094	128,960	135,408	129,251	135,720	142,189
*Customer Service Manager	82,368	86,486	90,605	86,486	90,813	95,139	90,813	95,347	99,882	95,347	100,110	100,110	105,123	110,136	105,123	110,386	115,648
**Revenue Account Program Manager	79,643	83,616	87,589	83,616	87,797	91,978	87,797	92,186	96,574	92,186	96,803	96,803	101,421	106,496	101,650	106,725	111,800
*** Capital Planning and Grants Programs Manager	116,126	121,930	127,733	121,930	128,024	134,118	128,024	134,430	140,837	134,430	141,149	141,149	147,867	155,251	148,200	155,605	163,010
****Parts and Materials Manager	88,046	92,456	96,866	92,456	97,074	101,691	97,074	101,920	106,766	101,920	107,016	107,016	112,112	117,707	112,362	117,978	123,594
Executive Assistant	77,480	81,349	85,218	81,349	85,426	89,502	85,426	89,690	93,954	89,690	94,182	94,182	98,675	103,584	98,883	103,834	108,784
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)																	

Longevity Pay is based only on length of service.
 * Position added and adopted by the Board on 11-20-2020
 ** New position proposed to be added and adopted by the Board on 09-24-2021
 *** Updated Schedule : CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022
 **** New position added and adopted by the Board on 05-20-2022

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DATE: October 27, 2023
TO: Board of Directors
FROM: Dawn Crummié, HR Director
SUBJECT: APPROVE REQUEST FOR RECLASSIFICATION RESULTS FOR PAYROLL SUPERVISOR POSITION IN THE FINANCE DEPARTMENT

I. RECOMMENDED ACTION

That the Board of Directors approve the request for reclassification of the Sr. Payroll Specialist to Payroll Supervisor in the Finance Department.

II. SUMMARY

- In order to address the needs of the Santa Cruz Metropolitan Transit District (METRO) as it relates to Payroll, we have determined the need for reclassification of the Sr. Payroll Specialist to Payroll Supervisor.
- In May 2023, Service Employees International Union Local 521 (SEIU) and Human Resources (HR) staff agreed to the creation of Payroll Supervisor position to better address the needs of METRO.
- METRO contracted with Koff & Associates (hereinafter “K&A”) to conduct a total classification and compensation study in May 2023.
- HR staff worked with the Finance Department to review the existing duties of the Sr. Payroll Specialist. After reviewing the new duties for the position, changes in our business processes related to the implementation of METRO’s new ERP – Workday, as well as the evolving needs of the Finance Department, staff is asking to reclassify the position to Payroll Supervisor.
- HR staff presented the classification and compensation study to SEIU. SEIU is in agreement with the findings and this recommendation.
- Staff is recommending approval to reclassify the Sr. Payroll Specialist to Payroll Supervisor.
- On October 13, 2023, staff requested that the Personnel/HR Standing Committee (Committee) review and recommend to the full Board of Directors approval of this reclassification. The Committee voted unanimously to recommend approval to the full Board of Directors (Board) with no additions.

III. DISCUSSION/BACKGROUND

In order to address the needs of METRO as it relates to Payroll, we have determined the need for reclassification of the Sr. Payroll Specialist to Payroll Supervisor.

Additionally, over the last couple of months, the duties and responsibilities of the Sr. Payroll Specialist have significantly evolved because of METRO's need to bring payroll in-house and process payroll for the entire organization. The implementation of METRO's new ERP would allow us to handle all steps of the process. The complexity of the new system, as well as the intricacies of payroll processing, would require new competencies and duties in the Finance Department.

To that end, METRO has identified the need to reclassify the Sr. Payroll Specialist to Payroll Supervisor and contracted with Koff & Associates to conduct a total classification and compensation study in May 2023.

The study confirms the need to reclassify the position and create a new Payroll Supervisor position, which will oversee and process payroll for METRO, in accordance with union contracts, legal requirements, system modifications and updates.

HR staff worked with the Finance Department to create a new Payroll Supervisor job description (class specification). Upon approval, the current incumbent in the Sr. Payroll Specialist role will be reclassified to Payroll Supervisor.

Staff is requesting that the Board of Directors approve the reclassification of the Sr. Payroll Specialist to Payroll Supervisor.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This item aligns to the following Strategic Plan Priorities:

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

V. FINANCIAL CONSIDERATIONS/IMPACT

The adoption of the recommendation contained in this report will require defunding and eliminating the Sr. Payroll Specialist position description.

Funding for this position will require an additional \$17K/year. The need for this additional funding was anticipated and is offset by budget savings in the Finance Department already incorporated in the FY24 & FY25 Operating Budget.

VI. ALTERNATIVES CONSIDERED

- Do nothing is an alternative. Staff does not recommend this option. This position meets the needs of METRO.
- Reject the suggested classification and wage survey. Staff does not recommend this action since the new class specification and its wage survey were researched and developed based on the developing needs of METRO.

VII. ATTACHMENTS

Attachment A: Payroll Supervisor Job Description

Attachment B: Payroll Supervisor Wage Scale

Prepared by: Kristina Mihaylova, Deputy Finance Director and
Monik Delfin, HR Deputy Director.

VIII. APPROVALS

Dawn Crummié, HR Director



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



Michael Tree, CEO/General Manager





Attachment A

HUMAN RESOURCES DEPARTMENT

Santa Cruz METRO

Class Code: OA209
FLSA Status: Exempt

Payroll Supervisor

Bargaining Unit: PSA

DEFINITION:

Under direction, a Payroll Supervisor plans, organizes, coordinates, monitors, audits, and participates in the processing of payroll; supervises assigned staff and daily payroll operations; analyzes, develops, and recommends improvements to the payroll system; ensures accurate disbursements for funds for payment of salaries and benefits; prepares and updates payroll procedure manuals in accordance with collective bargaining agreements, legal requirements, and system modifications and updates; and performs related work as required.

DISTINGUISHING CHARACTERISTICS:

Payroll Supervisor is the supervisor level class in the series. An incumbent in this class performs work that ensures the day-to-day payroll functions are performed in an effective manner by directing, overseeing, and performing full cycle payroll administration duties. This class is distinguished from the lower level class of Payroll Administrator because an incumbent in the latter class performs journey level payroll administration duties.

EXAMPLES OF DUTIES AND RESPONSIBILITIES:

The duties listed below represent the various types of work that may be performed. The omission of specific statements of duties does not exclude them if the work is related or a logical assignment to this class.

- Supervises subordinate staff; assigns, directs, and monitors work; provides staff training; evaluates employee performance; initiates or has significant input into disciplinary actions.
- Participates in the recruitment, selection, and on-boarding process of new departmental employees.
- Supervises the planning, coordination, and processing of the District-wide biweekly payroll; performs and oversees accurate and timely payroll reconciliations and audits; balances payroll reconciliation and all payroll related accounts; reconciles payroll bank account; and troubleshoots any issues that arise.
- Ensures compliance with federal and state regulations and guidelines and adherence to payroll standards, District policies, internal controls, and collective bargaining agreement requirements.
- Implements processes to ensure proper and accurate determination and reporting of payroll liabilities such as employee and employer federal and state income taxes, Medicare taxes, unemployment insurance, state mandated garnishments, insurance deductions, union dues for represented staff, retirement contributions, and/or loan payments.
- Oversees the reconciliation and processing of payments made to payroll vendors and benefit providers.
- Supervises and participates in the preparation, reconciliation, and balancing of various payroll reports including quarterly and annual federal and state tax reports, earnings, deductions, wage garnishments, California Public Employees Retirement System (CalPERS) retirement, and related



Attachment A

HUMAN RESOURCES DEPARTMENT

Santa Cruz METRO

reports; reviews payroll reports and documents for accuracy; supervises the preparation and distribution of W-2 forms to employees.

- Supervises the administration of the timekeeping and payroll systems; ensures system integrity and security and quality control of data.
- Supervises and participates in the identification, development, recommendation, implementation, and testing of payroll system improvements; works with Information Technology staff to maintain system integrity, troubleshoot technical issues, and test system upgrades and/or configuration changes.
- Ensures accurate accounting and reporting on all payroll related feeds to Finance.
- Supervises and leads the response to audit requests; serves as point of contact for auditors.
- Develops and maintains system user procedures and training guidelines and implements procedures to provide adequate guidance and documentation for assigned staff and District staff and management; provides training to staff and management.
- Responds to inquiries, researches and provides information, and resolves complaints and issues regarding payroll requiring the interpretation and application of policies, rules, collective bargaining agreements, and procedures.
- Continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; identifies and recommends opportunities for improvement; upon approval, implements improvements; assists in developing payroll policies and procedures.
- Researches, analyzes, and compiles data from various sources; verifies accuracy of information, researches discrepancies, and records information.
- Supervises the maintenance of accurate and detailed databases, spreadsheets, files, and records; ensures adherence with established records retention and information security procedures.
- Composes and edits a variety of documents, including correspondence, letters, memos, forms, and reports.
- Answers telephones, greet visitors, and provides information to employees and the public.
- Operates standard office equipment; utilizes standard business computer software in performing job tasks; may utilize specialized Santa Cruz METRO software.
- Stays abreast of current payroll laws and regulations; interprets and complies with a variety of labor and tax laws which pertain to public employers.
- Provides assistance with other accounting activities and projects as needed.
- Drives a Santa Cruz METRO vehicle to perform assignments.
- Performs related work as required.

EMPLOYMENT STANDARDS:

Knowledge of:

- Principles and practices of employee supervision, including performance evaluation and progressive discipline.
- Advanced principles and practices of payroll administration including payroll processing, record keeping, and reporting.
- Principles and practices of governmental accounting, auditing, and financial reporting.
- Methods and techniques of analyzing, auditing, and recording payroll transactions.
- Requirements of payroll reporting for internal and external purposes.
- Computerized financial systems and software applications related to processing payroll.
- Taxable and non-taxable compensation principles.



Attachment A

HUMAN RESOURCES DEPARTMENT

Santa Cruz METRO

- Tax liabilities, withholding requirements, and penalties for non-compliance.
- Applicable federal, state, and local laws, codes, and wage orders, District policies and procedures, and collective bargaining agreement provisions relevant to area(s) of responsibility.
- Advanced methods of researching and resolving payroll issues.
- Modern office practices, procedures, and equipment.
- Business correspondence, formatting, and report writing.
- Methods of maintaining information in digital or hard copy files.
- Technical methods of researching, gathering, organizing, analyzing, and reporting data.
- Methods of prioritizing, planning, and organizing work.
- Time management techniques.
- Customer service techniques.
- Basic mathematics, including percentages and basic statistics.
- Telephone techniques and etiquette.
- The effective use of modern office equipment, personal computers, and standard business software.

Ability to:

- Supervise and motivate subordinate staff effectively.
- Interpret, explain, and apply payroll-related policies, procedures, and regulations.
- Interpret and apply collective bargaining agreement provisions relating to payroll and benefits.
- Supervise and perform detailed payroll processing work accurately and in a timely manner.
- Audit and reconcile a variety of financial and payroll documents, transactions, and reports.
- Assist in developing and implementing policies, procedures, and work standards.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Review payroll and other financial documents for completeness and accuracy.
- Maintain confidentiality in handling and processing confidential information and data.
- Understand, interpret, explain, and apply all pertinent laws, codes, and wage orders, District policies, procedures, and internal controls, collective bargaining agreements, and standards relevant to work performed.
- Research, gather, organize, analyze, and summarize data in a variety of formats.
- Maintain records and control systems with accuracy and attention to detail.
- Design, prepare, and compile reports and information.
- Adhere to established work schedules and timelines.
- Maintain a calm demeanor in stressful situations.
- Work independently.
- Balance multiple assignments simultaneously and effectively.
- Perform mathematical calculations quickly and accurately.
- Utilize standard office equipment and computer software and learn to use specialized Santa Cruz METRO software if assigned.
- Communicate clearly and effectively in both oral and written form.
- Establish and maintain effective working relationships within the department and with other divisions, departments, agencies, suppliers, vendors, and the public.

MINIMUM QUALIFICATIONS:



Attachment A

HUMAN RESOURCES DEPARTMENT

Santa Cruz METRO

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education, Training, and Experience:

Bachelor's Degree in accounting, finance, business administration, or related field.

AND

Five (5) years of experience performing technical bookkeeping, payroll accounting, and financial clerical or related work, preferably in a public agency, including two (2) years of experience administering departmental or agency wide payroll activities in a lead or supervisory role.

LICENSES AND CERTIFICATES:

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

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

PHYSICAL AND MENTAL DEMANDS:

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

Physical Demands

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

Mental Demands

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

Work Environment:

The employee typically works in a standard office environment where the noise level is moderate.

OTHER CONDITIONS OF EMPLOYMENT:

- Must pass a requisite background check.
- Must maintain strict confidentiality of work-related information.
- May occasionally work extended hours or hours outside of the regular schedule.

*Adopted: 10-27-2023

*BOD Approved: 10-27-2023

*Revised: 00-00-00

*Job Family: Payroll

*Job Series: Payroll Series

*Job Series Level: Supervisor I



Attachment A
HUMAN RESOURCES DEPARTMENT
Santa Cruz METRO

*Confidential: Yes

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Attachment B

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

UNION	TITLE	Step 1	3L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SEP	Administrative Supervisor	33.23	34.89	36.55	38.37	36.63	38.37	36.63	38.46	40.29	38.46	40.38	42.30	40.38	42.40	44.42	42.40	44.52	46.64
SEP	Assistant Safety & Training Coordinator	36.29	38.10	39.91	36.10	40.01	41.92	40.01	42.01	44.01	42.01	44.11	46.21	44.11	46.32	48.53	46.32	48.64	50.96
SEP	Custodial Supervisor	25.78	27.07	28.36	27.07	28.42	29.77	28.42	29.84	31.26	29.84	31.33	32.82	31.33	32.90	34.47	32.90	34.55	36.20
SEP	Customer Service Supervisor	30.38	31.90	33.42	31.90	33.50	35.10	33.50	35.18	36.86	35.18	36.94	38.70	36.94	38.79	40.64	38.79	40.73	42.67
SEP	Facilities Maintenance Supervisor	35.52	37.30	39.08	37.30	39.17	41.03	39.17	41.13	43.09	41.13	43.19	45.25	43.19	45.35	47.51	45.35	47.62	49.89
SEP	Fleet Maintenance Supervisor	41.42	43.49	45.56	43.49	45.66	47.83	45.66	47.94	50.22	47.94	50.34	52.74	50.34	52.86	55.38	52.86	55.50	58.14
SEP	Maintenance Trainer	36.29	38.10	39.91	38.10	40.01	41.92	40.01	42.01	44.11	42.01	44.11	46.32	44.11	46.32	48.53	46.32	48.64	50.96
SEP	Parts and Materials Supervisor	34.03	35.73	37.43	35.73	37.52	39.31	37.52	39.40	41.28	39.40	41.37	43.44	41.37	43.44	45.61	43.44	45.71	47.78
SEP	Payroll Supervisor	38.62	40.55	42.48	40.55	42.58	44.61	42.58	44.71	46.84	44.71	46.95	49.19	46.95	49.30	51.65	49.30	51.77	54.24
SEP	Revenue Collection Supervisor	28.69	30.12	31.55	30.12	31.63	33.14	31.63	33.21	34.79	33.21	34.87	36.55	34.87	36.61	38.35	36.61	38.44	40.27
SEP	Safety & Training Coordinator	39.23	41.19	43.15	41.19	43.25	45.31	43.25	45.41	47.57	45.41	47.68	49.95	47.68	50.06	52.44	50.06	52.56	55.06
SEP	Transit Supervisor	35.16	36.92	38.68	36.92	38.77	40.62	38.77	40.71	42.75	40.71	42.75	44.79	42.75	44.89	47.03	44.89	47.13	49.37
SEP	Transportation Planning Supervisor	51.33	53.90	56.47	53.90	56.60	59.30	56.60	59.43	62.26	59.43	62.40	65.37	62.40	65.52	68.64	65.52	68.80	72.08
SES	Accountant I	35.89	37.27	38.65	37.27	38.76	40.14	38.76	40.11	41.50	39.23	41.19	43.15	41.19	43.25	45.31	43.25	45.41	47.57
SES	Accountant II	37.28	39.14	41.00	39.14	41.10	43.06	41.10	43.16	45.22	43.16	45.32	47.48	45.32	47.59	49.86	47.59	49.97	52.35
SES	Accountant III	40.67	42.70	44.73	42.70	44.84	46.98	44.84	47.08	49.32	47.08	49.43	51.78	49.43	51.90	54.37	51.90	54.50	57.10
SES	Accounting Clerk	22.50	23.63	24.76	23.63	24.81	25.99	24.81	26.05	27.29	26.05	27.35	28.65	27.35	28.72	30.09	28.72	30.16	31.60
SES	Accounting Specialist	32.75	34.39	36.03	34.39	36.11	37.83	36.11	37.92	39.73	37.92	39.82	41.72	39.82	41.81	43.80	41.81	43.90	45.99
SES	Accounting Technician	26.80	28.14	29.48	28.14	29.55	30.96	29.55	31.03	32.51	31.03	32.58	34.13	32.58	34.21	35.84	34.21	35.92	37.69
SES	Administrative Assistant	26.08	27.36	28.68	27.36	28.75	30.12	28.75	30.19	31.69	30.19	31.70	33.21	31.70	33.29	34.88	33.29	34.95	36.61
SES	Administrative Clerk	25.47	26.64	27.81	26.64	27.87	29.10	27.87	29.16	30.45	29.16	30.45	31.84	30.45	31.88	33.38	31.88	33.45	35.01
SES	Administrative Specialist	28.65	30.08	31.51	30.08	31.58	33.08	31.58	33.16	34.74	33.16	34.82	36.48	34.82	36.56	38.30	36.56	38.39	40.22
SES	Benefits Technician	27.99	29.39	30.79	29.39	30.86	32.33	30.86	32.40	33.94	32.40	34.02	35.64	34.02	35.72	37.42	35.72	37.51	39.30
SES	Buyer	27.99	29.39	30.79	29.39	30.86	32.33	30.86	32.40	33.94	32.40	34.02	35.64	34.02	35.72	37.42	35.72	37.51	39.30
SES	Claims Technician I	24.44	25.66	26.88	25.66	26.94	28.22	26.94	28.29	29.64	28.29	29.70	31.11	29.70	31.19	32.68	31.19	32.75	34.31
SES	Claims Technician II	27.15	28.51	29.87	28.51	29.94	31.37	29.94	31.44	32.94	31.44	33.01	34.58	33.01	34.66	36.31	34.66	36.39	38.12
SES	Custodial Service Representative	22.50	23.63	24.76	23.63	24.81	25.99	24.81	26.05	27.29	26.05	27.35	28.65	27.35	28.72	30.09	28.72	30.16	31.60
SES	Customer Service Assistant	26.08	27.36	28.68	27.36	28.75	30.12	28.75	30.19	31.69	30.19	31.70	33.21	31.70	33.29	34.88	33.29	34.95	36.61
SES	Facilities Maintenance Worker I	23.68	24.86	26.04	24.86	26.10	27.34	26.10	27.41	28.72	27.41	28.78	30.15	28.78	30.22	31.66	30.22	31.73	33.24
SES	Facilities Maintenance Worker II	26.32	27.64	28.96	27.64	29.02	30.40	29.02	30.47	31.92	30.47	31.99	33.51	31.99	33.59	35.19	33.59	35.27	36.95
SES	Financial Analyst	41.02	43.07	45.12	43.07	45.22	47.37	45.22	47.48	49.74	47.48	49.85	52.22	49.85	52.34	54.83	52.34	54.96	57.58
SES	Grants/Legislative Analyst	38.01	39.91	41.81	39.91	41.91	43.91	41.91	44.01	46.11	44.01	46.21	48.41	46.21	48.52	50.83	48.52	50.95	53.38
SES	HR Analyst I	31.96	33.56	35.16	33.56	35.24	36.92	35.24	37.00	38.76	37.00	38.85	40.70	38.85	40.79	42.73	40.79	42.83	44.87
SES	HR Analyst II	35.16	36.92	38.68	36.92	38.77	40.62	38.77	40.71	42.65	40.71	42.75	44.79	42.75	44.89	47.03	44.89	47.13	49.37
SES	Human Resources Clerk	23.68	24.86	26.04	24.86	26.10	27.34	26.10	27.41	28.72	27.41	28.78	30.15	28.78	30.22	31.66	30.22	31.73	33.24
SES	Human Resources Specialist	26.05	27.35	28.65	27.35	28.72	30.09	28.72	30.16	31.60	30.16	31.67	33.25	31.67	33.25	34.83	33.25	34.91	36.57
SES	Human Resources Technician	27.35	28.72	30.09	28.72	30.16	31.60	30.16	31.67	33.18	31.67	33.25	34.83	33.25	34.91	36.57	34.91	36.66	38.41
SES	Information Technology Project Coordinator	33.75	35.44	37.13	35.44	37.21	38.98	37.21	39.07	40.93	39.07	41.02	42.97	41.02	43.07	45.12	43.07	45.22	47.37
SES	Information Technology Support Analyst I	27.63	29.01	30.39	29.01	30.46	31.91	30.46	31.98	33.50	31.98	33.58	35.18	33.58	35.26	36.94	35.26	37.02	38.78
SES	Information Technology Support Analyst II	30.68	32.21	33.74	32.21	33.82	35.43	33.82	35.51	37.20	35.51	37.29	39.07	37.29	39.15	41.01	39.15	41.11	43.07
SES	Lead Custodial Service Worker	22.92	24.07	25.22	24.07	25.27	26.47	25.27	26.53	27.79	26.53	27.86	29.19	27.86	29.25	30.64	29.25	30.71	32.17
SES	Lead Facilities Maintenance Worker	31.56	33.14	34.72	33.14	34.80	36.46	34.80	36.54	38.28	36.54	38.37	40.20	38.37	40.29	42.21	40.29	42.30	44.31
SES	Legal Secretary	23.68	24.86	26.04	24.86	26.10	27.34	26.10	27.41	28.72	27.41	28.78	30.15	28.78	30.22	31.66	30.22	31.73	33.24
SES	Mobility Training Coordinator	30.38	31.90	33.42	31.90	33.50	35.10	33.50	35.18	36.86	35.18	36.94	38.70	36.94	38.79	40.64	38.79	40.73	42.67
SES	Paralegal I	33.89	35.58	37.27	35.58	37.36	39.14	37.36	39.23	41.10	39.23	41.19	43.15	41.19	43.25	45.31	43.25	45.41	47.57
SES	Paralegal II	37.28	39.14	41.00	39.14	41.10	43.06	41.10	43.16	45.22	43.16	45.32	47.48	45.32	47.59	49.86	47.59	49.97	52.35
SES	Paratransit Eligibility Coordinator	33.89	35.58	37.27	35.58	37.36	39.14	37.36	39.23	41.10	39.23	41.19	43.15	41.19	43.25	45.31	43.25	45.41	47.57
SES	Payroll Administrator	30.30	31.82	33.34	31.82	33.41	35.00	33.41	35.08	36.75	35.08	36.83	38.58	36.83	38.67	40.51	38.67	40.60	42.55
SES	Payroll Specialist	27.35	28.72	30.09	28.72	30.16	31.60	30.16	31.67	33.18	31.67	33.25	34.83	33.25	34.91	36.57	34.91	36.66	38.41

Attachment B

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

UNION	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	21.83	22.92	24.01	25.92	24.07	25.22	24.07	25.27	26.47	25.27	26.53	27.79	26.53	27.86	29.19	27.86	29.25	30.64
SES	33.89	35.58	37.27	39.14	37.36	39.14	37.36	39.23	41.10	39.23	41.19	43.15	41.19	43.25	45.31	43.25	45.41	47.57
SES	33.59	35.27	36.95	38.79	37.03	38.88	37.03	38.88	40.73	38.88	40.82	42.76	40.82	42.86	44.90	42.86	45.00	47.14
SES	30.80	32.34	33.88	35.58	33.96	35.58	33.96	35.66	37.36	35.66	37.44	39.22	37.44	39.31	41.18	39.31	41.28	43.25
SES	23.61	24.79	25.97	27.49	26.03	27.37	26.03	27.33	28.63	27.33	28.70	30.07	28.70	30.14	31.58	30.14	31.65	33.16
SES	21.24	22.30	23.36	24.79	23.42	24.54	23.42	24.59	25.76	24.59	25.82	27.11	25.82	27.11	28.40	27.11	28.47	29.83
SES	39.55	41.53	43.51	45.89	43.61	45.69	43.61	45.79	47.97	45.79	48.08	50.37	48.08	50.48	52.88	50.48	53.00	55.52
SES	43.98	46.18	48.38	50.89	48.49	50.80	48.49	50.91	53.33	50.91	53.46	56.01	53.46	56.13	58.80	56.13	58.94	61.75
SES	33.89	35.58	37.27	39.14	37.36	39.14	37.36	39.23	41.10	39.23	41.19	43.15	41.19	43.25	45.31	43.25	45.41	47.57
SES	29.79	31.28	32.77	34.28	32.84	34.48	32.84	34.48	36.12	34.48	36.20	37.92	36.20	38.01	39.82	38.01	39.91	41.81
SES	27.01	28.36	29.71	31.28	29.78	31.20	29.78	31.27	32.76	31.27	32.83	34.39	32.83	34.47	36.11	34.47	36.19	37.91
SES	45.11	47.37	49.63	52.11	49.74	52.11	49.74	52.23	54.72	52.23	54.84	57.45	54.84	57.58	60.32	57.58	60.46	63.34
SES	50.89	53.43	55.97	58.77	56.10	58.91	56.10	58.91	61.72	58.91	61.86	64.81	61.86	64.95	68.04	64.95	68.20	71.45
SES	45.63	47.91	50.19	52.71	50.31	52.83	50.31	52.83	55.35	52.83	55.47	58.11	55.47	58.24	61.01	58.24	61.15	64.06
SES	46.25	48.56	50.87	53.42	50.99	53.54	50.99	53.54	56.22	53.54	56.22	58.90	56.22	59.03	61.84	59.03	61.98	64.93
SES	34.22	35.93	37.64	39.53	37.73	39.62	37.73	39.62	41.51	39.62	41.60	43.58	41.60	43.68	45.76	43.68	45.86	48.04
SES	38.01	39.91	41.81	43.91	41.91	44.01	41.91	44.01	46.11	44.01	46.21	48.41	46.21	48.52	50.83	48.52	50.95	53.38
SEV	35.16	36.92	38.77	40.62	38.77	40.62	38.77	40.71	42.65	40.71	42.75	44.79	42.75	44.89	47.03	44.89	47.13	49.37
SEV	36.82	38.66	40.50	42.43	40.59	42.52	40.59	42.62	44.65	42.62	44.75	46.88	44.75	46.99	49.23	46.99	49.34	51.69
SEV	30.24	31.75	33.26	34.93	33.34	34.93	33.34	35.01	36.68	35.01	36.76	38.51	36.76	38.60	40.44	38.60	40.53	42.46
SEV	25.32	26.59	27.86	29.25	27.92	29.25	27.92	29.32	30.72	29.32	30.79	32.26	30.79	32.33	33.87	32.33	33.95	35.57
SEV	27.61	28.99	30.37	31.89	30.44	31.96	30.44	31.96	33.48	31.96	33.56	35.16	33.56	35.24	36.92	35.24	37.00	38.76
SEV	30.68	32.21	33.74	35.32	33.82	35.43	33.82	35.51	37.20	35.51	37.29	39.07	37.29	39.15	41.01	39.15	41.11	43.07
SEV	33.75	35.44	37.13	38.98	37.21	39.08	37.21	39.07	40.93	39.07	41.02	42.97	41.02	43.07	45.12	43.07	45.22	47.37
SEV	25.21	26.47	27.73	29.11	27.79	29.11	27.79	29.18	30.57	29.18	30.64	32.10	30.64	32.17	33.70	32.17	33.78	35.39
SEV	25.32	26.59	27.86	29.25	27.92	29.25	27.92	29.32	30.72	29.32	30.79	32.26	30.79	32.33	33.87	32.33	33.95	35.57
SEV	27.84	29.23	30.62	32.15	30.69	32.22	30.69	32.22	33.75	32.22	33.83	35.44	33.83	35.52	37.21	35.52	37.30	39.08
SEV	27.84	29.23	30.62	32.15	30.69	32.22	30.69	32.22	33.75	32.22	33.83	35.44	33.83	35.52	37.21	35.52	37.30	39.08
SEV	23.18	24.34	25.50	26.78	25.56	26.84	25.56	26.84	28.12	26.84	28.18	29.52	28.18	29.52	31.00	29.52	31.07	32.55
SEV	18.97	19.92	20.87	21.92	20.92	21.92	20.92	21.97	23.02	21.97	23.07	24.17	23.07	24.22	25.37	24.22	25.43	26.64
SEV	21.15	22.21	23.27	24.43	23.32	24.43	23.32	24.49	25.66	24.49	25.71	26.93	25.71	26.93	28.29	27.00	28.35	29.70

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

UNION	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	34.35	36.07	37.79	39.07	37.87	39.67	37.87	39.76	41.65	39.76	41.75	43.74	41.75	43.84	45.93	43.84	46.03	48.22
SEV	28.07	29.47	30.87	32.41	30.94	32.41	30.94	32.49	34.04	32.49	34.11	35.73	34.11	35.82	37.53	35.82	37.61	39.40
SEV	19.20	20.15	21.12	22.18	21.17	22.18	21.17	22.23	23.29	22.23	23.34	24.45	23.34	24.51	25.68	24.51	25.74	26.97

Longevity Pay is based only on length of service.

Notes: * Adding Customer Service Assistant to the SEA Chapter. Position and wage approved on BOD 06.26.2020. Adding HR Analyst I to the SEA Chapter. Position and wage approved on BOD 01.28.2022. Adding IT Project Coordinator to the SEA Chapter. Position and wage approved on BOD 03.25.2022. Adding Mobility Training Coordinator. Position and wage approved on BOD 06.24.2022. Adding Accountant III. Position and wage approved on BOD 09.23.2022. Adding Maintenance Trainer. Position and wage approved on BOD 02.24.2023. Adding Payroll Administrator and Payroll Supervisor. Positions and wages approved on BOD 10.27.2023.

Attachment B

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

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SEP	Administrative Supervisor	34.56	36.29	38.02	36.29	38.10	39.91	38.10	40.01	41.92	40.01	42.01	44.01	42.01	44.11	46.21	44.11	46.32	48.53
SEP	Assistant Safety & Training Coordinator	37.74	39.63	41.52	39.63	41.61	43.59	41.61	43.69	45.77	43.69	45.87	48.05	45.87	48.16	50.45	48.16	50.57	52.98
SEP	Custodial Supervisor	26.81	28.15	29.49	28.15	29.56	30.97	29.56	31.04	32.52	31.04	32.59	34.14	32.59	34.22	35.93	34.22	35.93	37.64
SEP	Customer Service Supervisor	31.60	33.18	34.76	33.18	34.84	36.50	34.84	36.58	38.32	36.58	38.41	40.24	38.41	40.33	42.25	40.33	42.35	44.37
SEP	Facilities Maintenance Supervisor	36.94	38.79	40.64	38.79	40.73	42.67	40.73	42.77	44.81	42.77	44.91	47.05	44.91	47.16	49.41	47.16	49.52	51.88
SEP	Fleet Maintenance Supervisor	44.37	46.59	48.81	46.59	48.92	51.25	48.92	51.37	53.82	51.37	53.94	56.51	53.94	56.64	59.34	56.64	59.47	62.30
SEP	Maintenance Trainer	37.74	39.69	41.52	39.69	41.61	43.59	41.61	43.69	45.77	43.69	45.87	48.05	45.87	48.16	50.45	48.16	50.57	52.98
SEP	Parts and Materials Supervisor	35.39	37.16	38.93	37.16	39.02	40.88	39.02	40.97	42.92	40.97	43.02	45.17	43.02	45.17	47.32	45.17	47.43	49.69
SEP	Payroll Supervisor	40.16	42.17	44.18	42.17	44.18	46.39	44.18	46.49	48.70	46.49	48.81	51.13	48.81	51.25	53.69	51.25	53.81	56.37
SEP	Revenue Collection Supervisor	29.84	31.33	32.82	31.33	32.90	34.47	32.90	34.55	36.20	34.55	36.28	38.01	36.28	38.09	39.90	38.09	39.99	41.89
SEP	Safety & Training Coordinator	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48	47.23	49.59	51.95	49.59	52.07	54.55	52.07	54.67	57.27
SEP	Transit Supervisor	36.57	38.40	40.23	38.40	40.32	42.24	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	49.01	51.34
SEP	Transportation Planning Supervisor	53.38	56.05	58.72	56.05	58.85	61.65	58.85	61.79	64.73	61.79	64.88	67.97	64.88	68.12	71.36	68.12	71.53	74.94
SES	Accountant I	35.25	37.01	38.77	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48
SES	Accountant II	38.77	40.71	42.65	40.71	42.75	44.79	42.75	44.89	47.03	44.89	47.13	49.37	47.13	49.49	51.85	49.49	51.96	54.43
SES	Accountant III	42.30	44.42	46.54	44.42	46.64	48.86	46.64	48.97	51.30	48.97	51.42	53.87	51.42	53.99	56.56	53.99	56.69	59.39
SES	Accounting Clerk	23.40	24.57	25.74	24.57	25.80	27.03	25.80	27.09	28.38	27.09	28.44	29.79	28.44	29.86	31.28	29.86	31.35	32.84
SES	Accounting Specialist	34.06	35.76	37.46	35.76	37.55	39.34	37.55	39.43	41.31	39.43	41.40	43.37	41.40	43.47	45.54	43.47	45.64	47.81
SES	Accounting Technician	27.87	29.26	30.65	29.26	30.72	32.18	30.72	32.26	33.80	32.26	33.87	35.48	33.87	35.56	37.25	35.56	37.34	39.12
SES	Administrative Assistant	27.12	28.48	29.84	28.48	29.90	31.32	29.90	31.40	32.90	31.40	32.97	34.54	32.97	34.62	36.27	34.62	36.35	38.08
SES	Administrative Clerk	24.41	25.68	26.85	25.68	26.91	28.19	26.91	28.26	29.61	28.26	29.67	31.08	29.67	31.15	32.63	31.15	32.71	34.27
SES	Administrative Specialist	29.80	31.29	32.78	31.29	32.85	34.41	32.85	34.49	36.13	34.49	36.21	37.93	36.21	38.02	39.83	38.02	39.92	41.82
SES	Benefits Technician	28.44	29.86	31.28	29.86	31.33	32.84	31.33	32.92	34.49	32.92	34.57	36.22	34.57	36.30	38.12	36.30	38.12	39.94
SES	Buyer	29.11	30.57	32.03	30.57	32.10	33.63	32.10	33.71	35.32	33.71	35.40	37.09	35.40	37.17	38.94	37.17	39.03	40.89
SES	Claims Technician I	25.42	26.69	27.96	26.69	28.02	29.35	28.02	29.42	30.82	29.42	30.89	32.36	30.89	32.43	34.05	32.43	34.05	35.67
SES	Claims Technician II	28.24	29.65	31.06	29.65	31.13	32.61	31.13	32.69	34.25	32.69	34.32	35.95	34.32	36.04	37.76	36.04	37.84	39.64
SES	Custodial Service Worker	19.95	20.95	21.95	20.95	22.00	23.05	22.00	23.10	24.20	23.10	24.26	25.42	24.26	25.47	26.68	25.47	26.74	28.01
SES	Customer Service Representative	23.40	24.57	25.74	24.57	25.80	27.03	25.80	27.09	28.38	27.09	28.44	29.79	28.44	29.86	31.28	29.86	31.35	32.84
SES	Customer Service Assistant	27.12	28.48	29.84	28.48	29.90	31.32	29.90	31.40	32.90	31.40	32.97	34.54	32.97	34.62	36.27	34.62	36.35	38.08
SES	Facilities Maintenance Worker I	24.63	25.86	27.09	25.86	27.15	28.44	27.15	28.51	29.87	28.51	29.94	31.37	29.94	31.44	32.94	31.44	33.01	34.58
SES	Facilities Maintenance Worker II	27.37	28.74	30.11	28.74	30.18	31.62	30.18	31.69	33.20	31.69	33.27	34.85	33.27	34.93	36.59	34.93	36.68	38.43
SES	Financial Analyst	42.66	44.79	46.92	44.79	47.03	49.27	47.03	49.38	51.73	49.38	51.85	54.32	51.85	54.44	57.03	54.44	57.16	59.88
SES	Grants/Legislative Analyst	39.53	41.51	43.49	41.51	43.59	45.67	43.59	45.77	47.95	45.77	48.06	50.35	48.06	50.46	52.86	50.46	52.98	55.50
SES	HR Analyst I	33.24	34.90	36.56	34.90	36.65	38.40	36.65	38.48	40.31	38.48	40.40	42.32	40.40	42.42	44.44	42.42	44.54	46.66
SES	HR Analyst II	36.57	38.40	40.23	38.40	40.32	42.24	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	49.01	51.34
SES	Human Resources Clerk	24.63	25.86	27.09	25.86	27.15	28.44	27.15	28.51	29.87	28.51	29.94	31.37	29.94	31.44	32.94	31.44	33.01	34.58
SES	Human Resources Specialist	27.09	28.44	29.86	28.44	29.86	31.28	29.86	31.35	32.84	31.35	32.92	34.49	32.92	34.57	36.22	34.57	36.30	38.03
SES	Human Resources Technician	28.44	29.86	31.28	29.86	31.35	32.84	31.35	32.92	34.49	32.92	34.57	36.22	34.57	36.30	38.03	36.30	38.12	39.94
SES	Information Technology Project Coordinator	35.10	36.86	38.62	36.86	38.70	40.54	38.70	40.64	42.58	40.64	42.67	44.70	42.67	44.80	46.93	44.80	47.04	49.28
SES	Information Technology Support Analyst I	28.74	30.18	31.62	30.18	31.69	33.20	31.69	33.27	34.85	33.27	34.93	36.59	34.93	36.68	38.43	36.68	38.51	40.34
SES	Information Technology Support Analyst II	31.91	33.51	35.11	33.51	35.19	36.87	35.19	36.95	38.71	36.95	39.00	40.65	39.00	40.74	42.68	40.74	42.78	44.82
SES	Lead Custodial Service Worker	23.84	25.03	26.22	25.03	26.28	27.53	26.28	27.59	28.90	27.59	28.97	30.35	28.97	30.42	31.87	30.42	31.94	33.46
SES	Lead Facilities Maintenance Worker	32.82	34.46	36.10	34.46	36.18	37.90	36.18	37.99	39.80	37.99	39.89	41.79	39.89	41.88	43.87	41.88	43.97	46.06
SES	Legal Secretary	24.63	25.86	27.09	25.86	27.15	28.44	27.15	28.51	29.87	28.51	29.94	31.37	29.94	31.44	32.94	31.44	33.01	34.58
SES	Mobility Training Coordinator	31.60	33.18	34.76	33.18	34.84	36.50	34.84	36.58	38.32	36.58	38.41	40.24	38.41	40.33	42.25	40.33	42.35	44.37
SES	Paralegal I	35.25	37.01	38.77	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48
SES	Paralegal II	38.77	40.71	42.65	40.71	42.75	44.79	42.75	44.89	47.03	44.89	47.13	49.37	47.13	49.49	51.85	49.49	51.96	54.43
SES	Paratransit Eligibility Coordinator	35.25	37.01	38.77	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48
SES	Payroll Administrator	31.51	33.09	34.67	33.09	34.74	36.39	34.74	36.48	38.22	36.48	38.30	40.12	38.30	40.22	42.14	40.22	42.23	44.24
SES	Payroll Specialist	28.44	29.86	31.28	29.86	31.35	32.84	31.35	32.92	34.49	32.92	34.57	36.22	34.57	36.30	38.03	36.30	38.12	39.94

Attachment B

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

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	Planning Aide	22.70	23.84	24.98	23.84	25.03	26.22	25.03	26.28	27.53	26.28	27.59	28.90	27.59	28.97	30.35	28.97	30.42	31.87
SES	Planning Data Analyst	35.25	37.01	38.86	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48
SES	Purchasing Agent	34.93	36.68	38.43	36.68	38.51	40.34	38.51	40.44	42.37	40.44	42.46	44.48	42.46	44.58	46.70	44.58	46.81	49.04
SES	Purchasing Assistant	32.03	33.63	35.23	33.63	35.31	36.99	35.31	37.08	38.85	37.08	38.93	40.78	38.93	40.88	42.83	40.88	42.92	44.96
SES	Revenue Account Coordinator	24.55	25.78	27.01	25.78	27.07	28.36	27.07	28.42	29.77	28.42	29.84	31.26	29.84	31.33	32.82	31.33	32.90	34.47
SES	Revenue Collection Clerk	22.09	23.19	24.29	23.19	24.35	25.51	24.35	25.57	26.79	25.57	26.85	28.13	26.85	28.19	29.60	28.19	29.60	31.01
SES	Safety and Training Program Specialist I	41.13	43.19	45.25	43.19	45.35	47.51	45.35	47.62	49.89	47.62	50.00	52.38	50.00	52.50	55.00	52.50	55.13	57.76
SES	Safety and Training Program Specialist II	45.74	48.03	50.32	48.03	50.43	52.83	50.43	52.83	55.47	52.95	55.60	58.25	55.60	58.38	61.16	58.38	61.30	64.22
SES	Scheduling Analyst	35.25	37.01	38.77	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48
SES	Senior Accounting Technician	30.98	32.53	34.08	32.53	34.16	35.79	34.16	35.87	37.58	35.87	37.66	39.45	37.66	39.54	41.42	39.54	41.52	43.50
SES	Senior Customer Service Representative	28.09	29.49	30.89	29.49	30.96	32.43	30.96	32.51	34.06	32.51	34.14	35.77	34.14	35.85	37.56	35.85	37.64	39.43
SES	Senior Financial Analyst	46.91	49.26	51.61	49.26	51.72	54.18	51.72	54.31	56.90	54.31	57.03	59.75	57.03	59.88	62.73	59.88	62.87	65.86
SES	Senior Systems Administrator	52.93	55.58	58.23	55.58	58.36	61.14	58.36	61.28	64.20	61.28	64.34	67.40	64.34	67.56	70.78	67.56	70.94	74.32
SES	Senior Transportation Planner	47.46	49.83	52.20	49.83	52.32	54.81	52.32	54.94	57.56	54.94	57.69	60.44	57.69	60.57	63.45	60.57	63.60	66.63
SES	Systems Administrator	48.10	50.51	52.92	50.51	53.04	55.69	53.04	55.84	58.69	55.84	58.47	61.25	58.47	61.39	64.31	61.39	64.46	67.59
SES	Transportation Planner I	35.59	37.37	39.15	37.37	39.24	41.11	39.24	41.20	43.16	41.20	43.26	45.32	43.26	45.42	47.58	45.42	47.69	49.96
SES	Transportation Planner II	39.53	41.51	43.49	41.51	43.59	45.67	43.59	45.77	47.95	45.77	48.06	50.35	48.06	50.46	52.86	50.46	52.98	55.50
SEV	Electronic Technician	36.57	38.40	40.23	38.40	40.32	42.24	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	48.91	51.34
SEV	Lead Mechanic	39.44	41.41	43.38	41.41	43.48	45.55	43.48	45.65	47.82	45.65	47.93	50.21	47.93	50.33	52.73	50.33	52.85	55.37
SEV	Lead Parts and Materials Clerk	31.45	33.02	34.59	33.02	34.67	36.32	34.67	36.40	38.13	36.40	38.22	40.04	38.22	40.13	42.04	40.13	42.14	44.15
SEV	Lead Vehicle Service Worker	26.33	27.65	28.97	27.65	29.03	30.41	29.03	30.48	31.93	30.48	32.00	33.52	32.00	33.60	35.20	33.60	35.28	36.96
SEV	Mechanic I	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.53
SEV	Mechanic II	32.87	34.51	36.15	34.51	36.24	37.97	36.24	38.05	39.86	38.05	39.95	41.85	39.95	41.95	43.95	41.95	44.05	46.15
SEV	Mechanic III	36.16	37.97	39.78	37.97	39.87	41.77	39.87	41.86	43.85	41.86	43.95	46.04	43.95	46.15	48.35	46.15	48.46	50.77
SEV	Parts and Materials Clerk	26.22	27.59	28.94	27.59	28.91	30.29	28.91	30.36	31.81	30.36	31.88	33.40	31.88	33.47	35.06	33.47	35.14	36.81
SEV	Upholsterer I	26.33	27.65	28.97	27.65	29.03	30.41	29.03	30.48	31.93	30.48	32.00	33.52	32.00	33.60	35.20	33.60	35.28	36.96
SEV	Upholsterer II	28.95	30.40	31.85	30.40	31.92	33.44	31.92	33.52	35.12	33.52	35.20	36.88	35.20	36.96	38.72	36.96	38.81	40.66
SEV	Vehicle Body Repair Mechanic	28.95	30.40	31.85	30.40	31.92	33.44	31.92	33.52	35.12	33.52	35.20	36.88	35.20	36.96	38.72	36.96	38.81	40.66
SEV	Vehicle Service Detailer	24.11	25.32	26.53	25.32	26.59	27.86	26.59	27.92	29.25	27.92	29.32	30.72	29.32	30.79	32.26	30.79	32.33	33.87
SEV	Vehicle Service Worker I	19.73	20.72	21.71	20.72	21.76	22.80	21.76	22.85	23.94	22.85	23.99	25.13	23.99	25.19	26.39	25.19	26.45	27.71
SEV	Vehicle Service Worker II	22.00	23.10	24.20	23.10	24.26	25.42	24.26	25.47	26.68	25.47	26.74	28.01	26.74	28.08	29.42	28.08	29.48	30.88

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

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	Planning Data Analyst	35.72	37.51	39.30	37.51	39.39	41.27	39.39	41.36	43.33	41.36	43.43	45.50	43.43	45.60	47.77	45.60	47.88	50.16
SEV	Mechanic I	30.07	31.57	33.07	31.57	33.15	34.73	33.15	34.81	36.47	34.81	36.55	38.29	36.55	38.38	40.21	38.38	40.30	42.22
SEV	Vehicle Service Worker I	19.97	20.97	21.97	20.97	22.02	23.07	22.02	23.12	24.22	23.12	24.28	25.44	24.28	25.49	26.70	25.49	26.76	28.03

Longevity Pay is based only on length of service.

Notes: * Adding Customer Service Assistant to the SEA Chapter. Position and wage approved on BOD 06.26.2020. Adding HR Analyst I to the SEA Chapter. Position and wage approved on BOD 01.28.2022. Adding IT Project Coordinator to the SEA Chapter. Position and wage approved on BOD 05.25.2022. Adding Mobility Training Coordinator. Position and wage approved on BOD 06.24.2022. Adding Accountant III. Position and wage approved on BOD 09.23.2022. Adding Maintenance Trainer. Position and wage approved on BOD 02.24.2023. Adding Payroll Administrator and Payroll Supervisor. Positions and wages approved on BOD 10.27.2023.

Attachment B

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

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SEP	Administrative Supervisor	35.94	37.74	39.54	37.74	39.63	41.52	39.63	41.61	43.59	41.61	43.69	45.77	43.69	45.87	48.05	45.87	48.16	50.45
SEP	Assistant Safety & Training Coordinator	39.25	41.21	43.17	41.21	43.27	45.33	43.27	45.43	47.59	45.43	47.70	49.97	47.70	50.09	52.48	50.09	52.59	55.09
SEP	Custodial Supervisor	27.88	29.27	30.66	29.27	30.73	32.19	30.73	32.27	33.81	32.27	33.88	35.49	33.88	35.57	37.26	35.57	37.35	39.13
SEP	Customer Service Supervisor	32.86	34.50	36.14	34.50	36.23	37.96	36.23	38.04	39.85	38.04	39.94	41.84	39.94	41.94	43.94	41.94	44.04	46.14
SEP	Fleet Maintenance Supervisor	38.42	40.34	42.26	40.34	42.36	44.38	42.36	44.48	46.60	44.48	46.70	48.92	46.70	49.04	51.38	49.04	51.49	53.94
SEP	Fleet Maintenance Supervisor	46.14	48.45	50.76	48.45	50.87	53.29	50.87	53.41	55.95	53.41	56.08	58.75	56.08	58.88	61.82	58.88	61.82	64.76
SEP	Maintenance Trainer	39.25	41.21	43.17	41.21	43.27	45.33	43.27	45.43	47.59	45.43	47.70	49.97	47.70	50.09	52.48	50.09	52.59	55.09
SEP	Parts and Materials Supervisor	36.81	38.65	40.49	38.65	40.58	42.51	40.58	42.61	44.64	42.61	44.74	46.98	44.74	46.98	49.22	46.98	49.33	51.68
SEP	Payroll Supervisor	41.77	43.86	45.95	43.86	46.05	48.24	46.05	48.35	50.65	48.35	50.77	53.19	50.77	53.31	55.85	53.31	55.98	58.65
SEP	Revenue Collection Supervisor	31.03	32.58	34.13	32.58	34.21	35.84	34.21	35.92	37.63	35.92	37.72	39.52	37.72	39.61	41.50	39.61	41.59	43.57
SEP	Safety & Training Coordinator	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46	49.12	51.58	54.16	51.58	54.16	56.87	54.16	56.87	59.58
SEP	Transit Supervisor	38.03	39.93	41.83	39.93	41.93	43.93	41.93	44.03	46.13	44.03	46.23	48.43	46.23	48.54	50.85	48.54	50.97	53.40
SEP	Transportation Planning Supervisor	55.52	58.30	61.08	58.30	61.22	64.14	61.22	64.28	67.34	64.28	67.49	70.70	67.49	70.86	74.23	70.86	74.40	77.94
SES	Accountant I	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	Accountant II	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	48.90	51.34	48.90	51.46	53.91	51.46	54.03	56.60
SES	Accountant III	43.99	46.19	48.39	46.19	48.50	50.81	48.50	50.93	53.36	50.93	53.48	56.03	53.48	56.15	58.82	56.15	58.96	61.77
SES	Accounting Clerk	24.34	25.56	26.78	25.56	26.84	28.12	26.84	28.18	29.52	28.18	29.59	31.00	29.59	31.07	32.62	31.07	32.62	34.17
SES	Accounting Specialist	35.42	37.19	38.96	37.19	39.05	40.91	39.05	41.00	42.95	41.00	43.05	45.10	43.05	45.20	47.35	45.20	47.46	49.72
SES	Accounting Technician	28.98	30.43	31.88	30.43	31.95	33.47	31.95	33.55	35.15	33.55	35.23	36.91	35.23	36.99	38.75	36.99	38.84	40.69
SES	Administrative Assistant	28.20	29.61	31.02	29.61	31.09	32.57	31.09	32.64	34.19	32.64	34.27	35.90	34.27	35.98	37.69	35.98	37.78	39.58
SES	Administrative Clerk	25.39	26.66	27.93	26.66	27.99	29.32	27.99	29.39	30.79	29.39	30.86	32.33	30.86	32.40	33.94	32.40	34.02	35.64
SES	Administrative Specialist	30.99	32.54	34.09	32.54	34.17	35.80	34.17	35.88	37.59	35.88	37.67	39.46	37.67	39.55	41.43	39.55	41.53	43.51
SES	Benefits Technician	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.55
SES	Buyer	30.27	31.78	33.29	31.78	33.37	34.96	33.37	35.04	36.71	35.04	36.79	38.54	36.79	38.63	40.47	38.63	40.56	42.49
SES	Claims Technician I	28.44	29.76	31.08	29.76	31.15	32.54	31.15	32.61	34.06	32.61	34.13	35.67	34.13	35.75	37.34	35.75	37.46	39.13
SES	Claims Technician II	29.37	30.84	32.31	30.84	32.38	33.92	32.38	34.00	35.62	34.00	35.72	37.40	35.72	37.49	39.28	37.49	39.36	41.23
SES	Custodial Service Worker	20.75	21.79	22.83	21.79	22.88	23.97	22.88	24.02	25.16	24.02	25.22	26.42	25.22	26.48	27.74	26.48	27.80	29.12
SES	Customer Service Representative	24.34	25.56	26.78	25.56	26.84	28.12	26.84	28.18	29.52	28.18	29.52	31.00	29.52	31.07	32.62	31.07	32.62	34.17
SES	Customer Service Assistant	28.20	29.61	31.02	29.61	31.09	32.57	31.09	32.64	34.19	32.64	34.27	35.90	34.27	35.98	37.69	35.98	37.78	39.58
SES	Facilities Maintenance Worker I	25.62	26.90	28.18	26.90	28.25	29.60	28.25	29.66	31.07	29.66	31.14	32.62	31.14	32.70	34.26	32.70	34.34	35.98
SES	Facilities Maintenance Worker II	28.46	29.88	31.30	29.88	31.37	32.86	31.37	32.94	34.51	32.94	34.59	36.24	34.59	36.32	38.05	36.32	38.14	39.96
SES	Financial Analyst	44.37	46.59	48.81	46.59	48.82	51.25	48.82	51.37	53.82	51.37	53.94	56.51	53.94	56.64	59.34	56.64	59.47	62.30
SES	Grants/Legislative Analyst	41.11	43.17	45.23	43.17	45.33	47.49	45.33	47.60	49.87	47.60	49.98	52.36	49.98	52.48	54.98	52.48	55.10	57.72
SES	HR Analyst I	34.57	36.30	38.03	36.30	38.12	39.94	38.12	40.03	41.94	40.03	42.03	44.03	42.03	44.13	46.23	44.13	46.34	48.55
SES	HR Analyst II	38.03	39.93	41.83	39.93	41.93	43.93	41.93	44.03	46.13	44.03	46.23	48.43	46.23	48.54	50.85	48.54	50.97	53.40
SES	Human Resources Clerk	25.62	26.90	28.18	26.90	28.25	29.60	28.25	29.66	31.07	29.66	31.14	32.62	31.14	32.70	34.26	32.70	34.34	35.98
SES	Human Resources Specialist	28.17	29.58	30.99	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55
SES	Human Resources Technician	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.53
SES	Information Technology Project Coordinator	36.50	38.33	40.16	38.33	40.25	42.17	40.25	42.26	44.27	42.26	44.37	46.48	44.37	46.59	48.81	46.59	48.92	51.25
SES	Information Technology Support Analyst I	29.89	31.38	32.87	31.38	32.95	34.52	32.95	34.60	36.25	34.60	36.33	38.06	36.33	38.15	39.97	38.15	40.06	41.97
SES	Information Technology Support Analyst II	33.19	34.85	36.51	34.85	36.59	38.33	36.59	38.42	40.25	38.42	40.34	42.26	40.34	42.36	44.38	42.36	44.48	46.60
SES	Lead Custodial Service Worker	24.79	26.03	27.27	26.03	27.33	28.63	27.33	28.70	30.07	28.70	30.14	31.58	30.14	31.65	33.16	31.65	33.23	34.81
SES	Lead Facilities Maintenance Worker	34.13	35.84	37.55	35.84	37.63	39.42	37.63	39.51	41.39	39.51	41.49	43.47	41.49	43.56	45.63	43.56	45.74	47.92
SES	Legal Secretary	25.62	26.90	28.18	26.90	28.25	29.60	28.25	29.66	31.07	29.66	31.14	32.62	31.14	32.70	34.26	32.70	34.34	35.98
SES	Mobility Training Coordinator	32.86	34.50	36.14	34.50	36.23	37.96	36.23	38.04	39.85	38.04	39.94	41.84	39.94	42.03	44.03	42.03	44.13	46.14
SES	Paralegal I	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	Paralegal II	40.32	42.34	44.36	42.34	44.45	46.58	44.45	46.68	48.90	46.68	48.90	51.34	48.90	51.46	53.91	51.46	54.03	56.60
SES	Paratransit Eligibility Coordinator	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	Payroll Administrator	32.77	34.41	36.05	34.41	36.13	37.85	36.13	37.94	39.75	37.94	39.84	41.74	39.84	41.83	43.82	41.83	43.92	46.01
SES	Payroll Specialist	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.53

Attachment B

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

UNION	Step 1	1L	Step 2	2L	2L	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	23.61	24.79	25.97	26.03	27.27	26.03	27.33	28.63	27.33	28.70	30.07	28.70	30.14	31.58	30.14	31.65	33.16
SES	36.66	38.49	40.32	38.49	40.41	42.33	44.45	46.67	44.45	46.67	48.89	44.45	46.67	48.89	46.67	48.89	51.46
SES	36.33	38.15	39.97	38.15	40.06	41.97	44.06	46.26	44.06	46.26	48.46	44.06	46.26	48.46	46.26	48.46	51.01
SES	33.51	34.98	36.65	34.98	36.73	38.48	38.57	40.41	38.57	40.50	42.43	40.50	42.59	44.56	42.59	44.66	46.79
SES	25.53	26.81	28.09	26.81	28.15	29.49	29.56	30.97	29.56	31.04	32.52	31.04	32.59	34.14	32.59	34.22	36.85
SES	22.97	24.12	25.27	24.12	25.33	26.54	26.60	27.87	26.60	27.93	29.33	27.93	29.33	30.73	29.33	30.80	32.27
SES	44.92	47.06	49.92	47.06	49.42	47.17	49.53	51.89	49.53	52.01	54.49	52.01	54.61	57.21	54.61	57.34	60.07
SES	47.57	49.95	52.33	49.95	52.45	50.45	52.95	55.07	52.95	55.07	57.82	55.07	57.82	60.71	57.82	60.71	66.79
SES	36.66	38.49	40.32	38.49	40.41	42.33	44.45	46.67	44.45	46.67	48.89	44.45	46.67	48.89	46.67	48.89	51.46
SES	32.22	33.83	35.44	33.83	35.52	37.21	39.08	39.81	35.52	37.30	39.17	35.52	37.28	39.06	37.28	39.14	41.00
SES	48.79	51.23	53.67	51.23	53.79	56.35	59.17	56.48	53.67	56.48	59.30	56.48	59.30	62.12	59.30	62.27	68.49
SES	55.05	57.80	60.55	57.80	60.69	63.58	66.72	66.75	63.72	66.91	70.10	66.91	70.26	73.61	70.26	73.77	77.28
SES	49.36	51.83	54.30	51.83	54.42	57.01	59.86	57.14	54.42	57.14	60.00	57.14	60.00	63.00	60.00	63.15	66.30
SES	50.02	52.52	55.02	52.52	55.15	57.78	55.15	57.91	55.02	57.91	60.81	57.91	60.81	63.85	60.81	63.90	67.04
SES	37.01	38.86	40.71	38.86	40.80	42.74	44.88	42.84	40.80	42.84	44.98	42.84	44.98	47.23	44.98	47.23	49.59
SES	41.11	43.17	45.23	43.17	45.33	47.49	45.33	47.60	45.33	47.60	49.87	45.33	47.60	49.87	47.60	49.87	52.12
SEV	38.03	39.93	41.83	39.93	41.93	43.93	46.03	48.13	46.03	48.23	50.33	48.13	50.43	52.53	50.43	52.63	54.73
SEV	41.02	43.07	45.12	43.07	45.22	47.27	49.32	51.37	49.32	51.42	53.47	51.42	53.52	55.57	53.52	55.62	57.67
SEV	32.71	34.35	35.99	34.35	36.07	37.79	39.67	37.87	36.07	37.87	39.76	36.07	37.87	39.76	37.87	39.76	41.65
SEV	27.38	28.75	30.12	28.75	30.19	31.63	33.09	31.70	30.19	31.70	33.21	31.70	33.21	34.88	33.21	34.95	36.70
SEV	30.76	32.30	33.84	32.30	33.92	35.54	37.16	35.62	33.92	35.62	37.40	35.62	37.40	39.27	37.40	39.27	41.14
SEV	34.18	35.89	37.60	35.89	37.68	39.47	41.26	39.56	37.68	39.56	41.54	39.56	41.54	43.52	41.54	43.52	45.80
SEV	37.61	39.49	41.37	39.49	41.46	43.43	45.40	43.53	41.46	43.53	45.71	43.53	45.71	48.00	45.71	48.00	50.40
SEV	27.27	28.69	29.99	28.69	30.06	31.49	33.06	31.56	30.06	31.56	33.14	31.56	33.14	34.72	33.14	34.80	36.54
SEV	27.38	28.75	30.12	28.75	30.19	31.63	33.09	31.70	30.19	31.70	33.21	31.70	33.21	34.88	33.21	34.95	36.70
SEV	30.11	31.62	33.13	31.62	33.20	34.78	36.32	34.86	33.20	34.78	36.32	34.78	36.32	38.34	36.32	38.43	40.35
SEV	25.07	26.32	27.57	26.32	27.64	29.06	27.64	29.06	26.32	27.64	29.06	27.64	29.06	30.47	29.06	30.47	31.99
SEV	20.52	21.55	22.58	21.55	22.63	23.71	24.89	23.76	22.63	23.76	24.95	23.76	24.95	26.20	24.95	26.20	27.51
SEV	22.88	24.02	25.16	24.02	25.22	26.42	25.22	26.48	25.22	26.48	27.74	25.22	26.48	27.74	26.48	27.74	29.19

UNION	Step 1	1L	Step 2	2L	2L	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	37.15	39.01	40.87	39.01	40.96	42.91	45.01	45.06	43.01	45.16	47.31	45.16	47.42	49.68	47.42	49.79	52.16
SES	31.27	32.83	34.39	32.83	34.47	36.11	36.19	37.91	36.19	38.00	39.81	38.00	39.90	41.80	39.90	41.90	43.90
SES	20.77	21.81	22.85	21.81	22.90	23.99	24.05	25.20	24.05	25.25	26.45	25.25	26.51	27.77	26.51	27.84	29.17

Longevity Pay is based only on length of service.

Notes: * Adding Customer Service Assistant to the SEA Chapter. Position and wage approved on BOD 06.26.2020. Adding HR Analyst I to the SEA Chapter. Position and wage approved on BOD 01.28.2022. Adding IT Project Coordinator to the SEA Chapter. Position and wage approved on BOD 05.25.2022. Adding Mobility Training Coordinator. Position and wage approved on BOD 06.24.2022. Adding Accountant III. Position and wage approved on BOD 09.23.2022. Adding Maintenance Trainer. Position and wage approved on BOD 02.24.2023. Adding Payroll Administrator and Payroll Supervisor. Positions and wages approved on BOD 10.27.2023.



DATE: October 27, 2023
TO: Board of Directors
FROM: Dawn Crummié, HR Director
SUBJECT: APPROVE REQUEST FOR RECLASSIFICATION RESULTS FOR PARTS AND MATERIALS MANAGER POSITION IN THE PARTS DEPARTMENT

I. RECOMMENDED ACTION

That the Board of Directors approve the request for reclassification of the Parts and Materials Supervisor to Parts and Materials Manager in the Parts Department

II. SUMMARY

- In order to address the needs of the Santa Cruz Metropolitan Transit District (METRO) as it relates to Inventory, a classification and compensation study was performed for the Parts and Materials Supervisor position.
- Service Employees International Union (SEIU), Local 521 and management discussed the need of the study to determine if the current position needed to be reclassified due to additional duties.
- METRO contracted with Koff & Associates (hereinafter “K&A”) to conduct a total classification and compensation study.
- HR staff worked with the Parts Department to review the existing duties of the Parts and Materials Supervisor position. After reviewing the new duties for the position, changes in our business processes related to the creation of a new department, implementation of METRO’s new ERP – Workday, as well as the evolving needs of Santa Cruz METRO, staff is asking to reclassify the position to Parts and Materials Manager.
- On August 24, 2023, the HR staff presented to SEIU local 521 Regional Director Olivia Martinez and SEIU - PSA Chapter President Eduardo Montesino. Both representatives reviewed and approved the new job description and are in support of METRO's creation of this new position and current employee to be reclassified.
- Staff is recommending approval to reclassify the Parts and Materials Supervisor to Parts and Materials Manager.
- On October 13, 2023, staff requested that the Personnel/HR Standing Committee (Committee) review and recommend to the full Board of Directors approval of this reclassification. The Committee voted unanimously to recommend approval to the full Board of Directors (Board) with no additions.

III. DISCUSSION/BACKGROUND

In order to address the needs of METRO as it relates to Inventory, we have determined the need for reclassification of the Parts and Materials Supervisor to Parts and Materials Manager.

Additionally, over the last couple of months, the duties and responsibilities of the Parts and Materials Supervisor position have significantly evolved. The position now has full departmental budget responsibility as well as inventory responsibility. Second, there will be a full turnover and learning cycle as the agency moves from diesel and CNG to electric and hydrogen. The position will be a key point of contact to manage the flow of materials in, stock levels, materials out and so forth.

Over the past few months, K&A, the Chief Financial Officer and Human Resources have evaluated the position and the new needs of the organization.

The study shows that Santa Cruz METRO is in need of a Parts and Materials Manager who can manage the day to day function of the parts inventory as well as manage the parts across a fleet diversified in diesel, electric, CNG and soon to be hydrogen.

HR staff worked to create a new Parts and Materials Manager job description (class specification). Upon approval, the current incumbent in the Parts and Materials Supervisor role will be reclassified to Parts and Materials Manager position.

Staff is requesting that the Board of Directors approve the reclassification of the Parts and Materials Supervisor to Parts and Materials Manager.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This item aligns to the following Strategic Plan Priorities:

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

V. FINANCIAL CONSIDERATIONS/IMPACT

The adoption of the recommendation contained in this report will require defunding and leaving vacant the Parts and Materials Supervisor position.

Funding for this position is in the FY24 Budget.

VI. ALTERNATIVES CONSIDERED

- Do nothing is an alternative. Staff does not recommend this option. This position meets the needs of METRO.
- Reject the suggested classification and wage survey. Staff does not recommend this action since the new class specification and its wage survey were researched and developed based on the developing needs of METRO.

VII. ATTACHMENTS

Attachment A: Parts and Materials Manager Job Description

Attachment B: Parts and Materials Manager Wage Scale

Prepared by: Chuck Farmer, CFO, and Monik Delfin, HR Deputy Director

VIII. APPROVALS

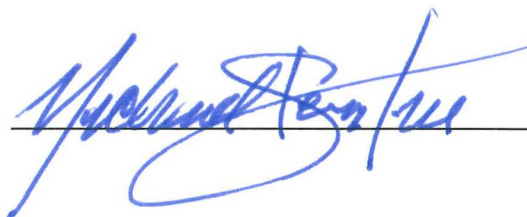
Dawn Crummié, HR Director



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



Michael Tree, CEO/General Manager





Attachment A

HUMAN RESOURCES DEPARTMENT

Santa Cruz METRO

Class Code: OA122
FLSA Status: Exempt

Parts and Materials Manager

Bargaining Unit: Management

DEFINITION:

Under general direction, the Parts and Materials Manager plans, organizes, directs, develops, and coordinates the activities of the Parts and Materials Department including inventory management and distribution of supplies and parts functions; ensures compliance with applicable federal, state, and local laws and regulations; performs other duties as assigned.

DISTINGUISHING CHARACTERISTICS:

This is a “working” manager classification responsible for managing and participating in inventory management, storage, and distribution of supplies and parts, as well as developing and implementing policies and procedures to ensure department activities are in accordance with Santa Cruz METRO goals, developing work plans and goals, and monitoring assigned budget. This position is distinguished from the lower level of Lead Parts and Materials Clerk in that the former is responsible for developing and overseeing implementation of department goals, objectives, policies, procedures, and training programs, as well as coordinating department operations and activities with other departments and outside agencies.

EXAMPLES OF DUTIES AND RESPONSIBILITIES:

The duties listed below represent the various types of work that may be performed. The omission of specific statements of duties does not exclude them if the work is related or a logical assignment to this class.

- Manages the daily functions, operations, and activities of the Parts and Materials Department; provides planning, support, training, and oversight of and performs inventory management, storage, and distribution of supplies and parts functions; manages cycle counts and annual physical inventories.
- Provides for the selection, training, professional development, and work evaluation of department staff and the development and implementation of the department staffing plan; authorizes discipline as required; and provides policy guidance and interpretation to staff.
- Develops and standardizes parts and materials policies, procedures, methods, and training programs to improve and continuously monitor the compliance, efficiency, and effectiveness of assigned programs, service delivery methods, and procedures and maintain accountability for inventory assets; assesses and monitors workload, administrative and support systems, and internal reporting relationships; identifies opportunities for improvement and makes recommendations to the Chief Financial Officer.
- Establishes lists of potential suppliers; prepares and monitors contracts and agreements with vendors; negotiates and establishes pricing; integrates into inventory management system and establishes and maintains minimum threshold of parts and materials.
- Reviews and assigns requests for parts and materials received from Santa Cruz METRO departments; ensures proper and timely issuance of parts and materials.
- Reviews and analyzes materials usage and failure trends and recommends corrective action.



Attachment A

HUMAN RESOURCES DEPARTMENT

Santa Cruz METRO

- Manages and coordinates the delivery, collection, storage, and disposal of hazardous waste generated at maintenance facility and fuel island.
- Reviews planned and purchased buses; determines parts and materials required for initial stock orders; ensures bus components and related parts meet Santa Cruz METRO quality standards.
- Monitors bus and vehicle warranties, recalls, and related information; manages disposal of buses, vehicles, and related inventory.
- Evaluates all inventory management and hazardous materials management for compliance with federal, state, and local requirements and with Santa Cruz METRO's goals, policies, and procedures; creates and tracks Key Performance Indicators for the department.
- Reviews, responds to, and resolves complaints in a timely manner, including those escalated by lower level staff; provides assistance and advice to parts and materials staff on how to handle difficult or potentially dangerous situations as they arise.
- Participates in the preparation and administration of the Parts and Materials Department budget; forecasts additional funds needed for staffing, equipment, materials, supplies, and special customer service projects.
- Supervises the maintenance of accurate and detailed databases, spreadsheets, files, and records, including inventory management system; participates in designing, testing, and implementing new technology solutions to meet business needs.
- Confers with department representatives to determine inventory management and hazardous materials management plans and areas of standardization to meet METRO goals and objectives.
- Prepares technical and administrative reports, correspondence, written recommendations, and makes oral presentations to Santa Cruz METRO Board of Directors, management, governmental officials, and other organizations or groups as needed.
- Maintains and directs the maintenance of working and official department files.
- Monitors changes in laws, regulations, and technology that may affect departmental operations; and implements policy and procedural changes as required.
- Drives a Santa Cruz METRO vehicle to perform assignments.
- Performs related work as required.

EMPLOYMENT STANDARDS:

Knowledge of:

- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, and the training of staff in work procedures.
- Principles and practices of budget planning, organization, and administration.
- Principles and practices of procurement and contract administration related to materials, supplies, and equipment.
- Advanced inventory management principles and practices including methods and techniques of analyzing, auditing, and recording inventory.
- Supply chain management concepts and practices.
- Procurement processes and purchasing policies.
- Computerized financial systems and software applications related to inventory management.
- Occupational hazards and safety standards related to handling, storing, and disposing hazardous materials.
- Federal, State, **and** local laws **and** regulations **and** Santa Cruz METRO policies and **procedures** applicable to inventory management and hazardous materials management.



Attachment A

HUMAN RESOURCES DEPARTMENT

Santa Cruz METRO

- Intermediate mathematics including, addition, subtraction, multiplication, division, percentages, and basic statistics.
- The effective use of modern office equipment, personal computers, and standard business software.

Ability to:

- Recommend and implement operational goals, objectives, and practices for providing effective and efficient inventory management, storage, and distribution of supplies and parts.
- Effectively plan, organize, direct, and coordinate the functions and staff activities for the Parts and Materials Department.
- Select, supervise, train, motivate, assign, evaluate, counsel, and discipline staff within a union environment.
- Manage **and participate in the** full lifecycle of the inventory management from planning to audit.
- Safely handle, store, **and** dispose of hazardous materials.
- Analyze and evaluate complex department/operational problems and recommend and implement effective solutions.
- Prepare reports, correspondence, and written recommendations.
- Prepare departmental budgets and expenditure projections.
- Interpret, apply, explain, and ensure compliance **with** applicable federal, state, **and** local laws and regulations and Santa Cruz METRO policies and procedures.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Perform mathematical calculations quickly and accurately.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with employees, union representatives, Board members, stakeholders, elected and appointed officials, vendors, contractors, consultants, media representatives, and members of the public.

MINIMUM QUALIFICATIONS:

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education, Training, and Experience:

Two (2) years course work from an accredited college in supply chain management, logistics, business administration, or a related field.

AND

Five (5) years of experience in materials management, inventory management, or related field, including two (2) years of experience in a lead or supervisory role.

LICENSES AND CERTIFICATES:

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

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

8.8A.3



Attachment A

HUMAN RESOURCES DEPARTMENT

Santa Cruz METRO

PHYSICAL AND MENTAL DEMANDS:

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

Physical Demands

While performing the duties of this job, the employee is regularly required to sit, walk and stand; talk and hear; use hands to finger, manipulate, handle, feel or operate objects, tools or controls; reach with hands and arms; and perform repetitive movements of hands or wrists. The employee is regularly required to bend and twist at the neck, reach with hands and arms. Occasional standing, walking, overhead reaching and lifting up to 20 pounds unaided is required. Specific visual abilities required for this job include close vision, distance vision, and the ability to adjust focus.

Mental Demands

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

Work Environment:

The employee may work in an office, shop, construction site, or bus yard environment where the noise level may be loud. May require availability to work a flexible schedule.

OTHER CONDITIONS OF EMPLOYMENT:

- Must pass a requisite background check.

*Adopted: 10-27-2023

*BOD Approved: 10-27-2023

*Revised: 00-00-00

*Job Family: Professional- Inventory

*Confidential: No



MANAGEMENT HOURLY RATES SCHEDULE

Effective 06/22/23 (FY24) / Adopted by the Board as of August 11, 2023

Title	Step 1	Step 1 L	Step 1 LL	Step 2	Step 2 L	Step 2 LL	Step 3	Step 3 L	Step 3 LL	Step 4	Step 4 L	Step 4 LL	Step 5	Step 5 L	Step 5 LL	Step 6	Step 6 L	Step 6 LL	
Chief Operating Officer	76.80	80.64	84.48	80.64	84.67	88.70	84.67	88.90	93.13	88.90	93.35	97.80	93.35	98.02	102.69	98.02	102.92	107.82	
Maintenance Manager	60.02	63.02	66.02	63.02	66.17	69.32	66.17	69.48	72.79	69.48	72.95	76.42	72.95	76.60	80.25	76.60	80.43	84.26	
Chief Financial Officer (CFO)	76.80	80.64	84.48	80.64	84.67	88.70	84.67	88.90	93.13	88.90	93.35	97.80	93.35	98.02	102.69	98.02	102.92	107.82	
Planning and Development Director	65.47	68.74	72.01	68.74	72.18	75.62	72.18	75.79	79.40	75.79	79.58	83.37	79.58	83.56	87.54	83.56	87.74	91.92	
Human Resources Director	72.03	75.63	79.23	75.63	79.41	83.19	79.41	83.38	87.35	83.38	87.55	91.72	87.55	91.93	96.31	91.93	96.53	101.13	
Information Technology and Intelligent Transportation Systems Director	72.03	75.63	79.23	75.63	79.41	83.19	79.41	83.38	87.35	83.38	87.55	91.72	87.55	91.93	96.31	91.93	96.53	101.13	
Marketing, Communications and Customer Service Director	52.68	55.31	57.94	55.31	58.08	60.85	58.08	60.98	63.88	60.98	64.03	67.08	64.03	67.23	70.43	67.23	70.59	73.95	
Purchasing and Special Projects Director	52.68	55.31	57.94	55.31	58.08	60.85	58.08	60.98	63.88	60.98	64.03	67.08	64.03	67.23	70.43	67.23	70.59	73.95	
*****Senior Full Stack Developer	57.41	60.28	63.15	60.28	63.29	66.30	63.29	66.45	69.61	66.45	69.77	73.09	69.77	73.26	76.75	73.26	76.92	80.58	
Finance Deputy Director	57.58	60.46	63.34	60.46	63.48	66.50	63.48	66.65	69.82	66.65	69.98	73.31	69.98	73.48	76.98	73.48	77.15	80.82	
Human Resources Deputy Director	54.04	56.74	59.44	56.74	59.58	62.42	59.58	62.56	65.54	62.56	65.69	68.82	65.69	68.97	72.25	68.97	72.42	75.87	
Operations Manager - Fixed Route Division	47.19	49.55	51.91	49.55	52.03	54.51	52.03	54.63	57.23	54.63	57.36	60.09	57.36	60.23	63.10	60.23	63.24	66.25	
Operations Manager - Paratransit Division	47.19	49.55	51.91	49.55	52.03	54.51	52.03	54.63	57.23	54.63	57.36	60.09	57.36	60.23	63.10	60.23	63.24	66.25	
Assistant Maintenance Manager	45.02	47.27	49.52	47.27	49.63	51.99	49.63	52.11	54.59	52.11	54.72	57.33	54.72	57.46	60.20	57.46	60.33	63.20	
Facilities Maintenance Manager	51.02	53.57	56.12	53.57	56.25	58.93	56.25	59.06	61.87	59.06	62.01	64.96	62.01	65.11	68.21	65.11	68.37	71.63	
*****Full Stack Developer	49.93	52.43	54.93	52.43	55.05	57.67	55.05	57.80	60.55	57.80	60.69	63.58	60.69	63.72	66.75	63.72	66.91	70.10	
Safety, Security and Risk Management Director	56.53	59.36	62.19	59.36	62.33	65.30	62.33	65.45	68.57	65.45	68.72	71.99	68.72	72.16	75.60	72.16	75.77	79.38	
Assistant Operations Manager	35.40	37.17	38.94	37.17	39.03	40.89	39.03	40.98	42.93	40.98	43.03	45.08	43.03	45.18	47.33	45.18	47.44	49.70	
Project Manager	35.40	37.17	38.94	37.17	39.03	40.89	39.03	40.98	42.93	40.98	43.03	45.08	43.03	45.18	47.33	45.18	47.44	49.70	
Purchasing Manager	45.02	47.27	49.52	47.27	49.63	51.99	49.63	52.11	54.59	52.11	54.72	57.33	54.72	57.46	60.20	57.46	60.33	63.20	
*Customer Service Manager	36.52	38.45	40.28	38.45	40.37	42.29	40.37	42.39	44.41	42.39	44.51	46.63	44.51	46.74	48.97	46.74	49.08	51.42	
**Revenue Account Program Manager	35.40	37.17	38.94	37.17	39.03	40.89	39.03	40.98	42.93	40.98	43.03	45.08	43.03	45.18	47.33	45.18	47.44	49.70	
*** Capital Planning and Grants Programs Manager	51.62	54.20	56.78	54.20	56.91	59.62	56.91	59.76	62.61	59.76	62.75	65.74	62.75	65.89	69.03	65.89	69.18	72.47	
****Parts and Materials Manager	39.13	41.09	43.05	41.09	43.14	45.19	43.14	45.30	47.46	45.30	47.57	49.84	47.57	49.95	52.33	49.95	52.45	54.95	
Executive Assistant	34.44	36.16	37.88	36.16	37.97	39.78	37.97	39.87	41.77	39.87	41.86	43.85	41.86	43.95	46.04	43.95	46.15	48.35	
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)																			

Longevity Pay is based only on length of service.																			
* Position added and adopted by the Board on 11-20-2020																			
* New position proposed to be added and adopted by the Board on 09-24-2021																			
* Updated Schedule: CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022																			
*** New position added and adopted by the Board on 05-20-2022																			

Attachment B



MANAGEMENT

Effective 06/22/23 (FY24) / Adopted by the Board as of August 11, 2023

MONTHLY SALARY SCHEDULE

Title	Step 1	Step 1.L	Step 1.LL	Step 2	Step 2.L	Step 2.LL	Step 3	Step 3.L	Step 3.LL	Step 4	Step 4.L	Step 4.LL	Step 5	Step 5.L	Step 5.LL	Step 6	Step 6.L	Step 6.LL	
Chief Operating Officer	13,312	13,978	14,643	13,978	14,676	15,375	14,676	15,409	16,143	15,409	16,181	16,952	16,181	16,990	17,800	16,990	17,840	18,689	
Maintenance Manager	10,404	10,924	11,444	10,924	11,470	12,016	11,470	12,043	12,617	12,043	12,645	13,246	12,645	13,277	13,910	13,277	13,941	14,605	
Chief Financial Officer (CFO)	13,312	13,978	14,643	13,978	14,676	15,375	14,676	15,409	16,143	15,409	16,181	16,952	16,181	16,990	17,800	16,990	17,840	18,689	
Planning and Development Director	11,348	11,915	12,482	11,915	12,511	13,108	12,511	13,137	13,763	13,137	13,794	14,451	13,794	14,484	15,174	14,484	15,208	15,933	
Human Resources Director	12,485	13,109	13,733	13,109	13,764	14,420	13,764	14,453	15,141	14,453	15,175	15,898	15,175	15,935	16,694	15,935	16,732	17,529	
Information Technology and Intelligent Transportation Systems Director	12,485	13,109	13,733	13,109	13,764	14,420	13,764	14,453	15,141	14,453	15,175	15,898	15,175	15,935	16,694	15,935	16,732	17,529	
Marketing, Communications and Customer Service Director	9,131	9,587	10,043	9,587	10,067	10,547	10,067	10,570	11,073	10,570	11,099	11,627	11,099	11,653	12,208	11,653	12,236	12,818	
Purchasing and Special Projects Director	9,131	9,587	10,043	9,587	10,067	10,547	10,067	10,570	11,073	10,570	11,099	11,627	11,099	11,653	12,208	11,653	12,236	12,818	
*****Senior Full Stack Developer	9,951	10,449	10,946	10,449	10,970	11,492	10,970	11,518	12,066	11,518	12,094	12,669	12,094	12,698	13,303	12,698	13,333	13,967	
Finance Deputy Director	9,981	10,480	10,979	10,480	11,003	11,527	11,003	11,553	12,102	11,553	12,130	12,707	12,130	12,737	13,343	12,737	13,373	14,009	
Human Resources Deputy Director	9,367	9,835	10,303	9,835	10,327	10,820	10,327	10,844	11,360	10,844	11,386	11,929	11,386	11,955	12,523	11,955	12,553	13,151	
Operations Manager - Fixed Route Division	8,180	8,589	8,998	8,589	9,019	9,448	9,019	9,469	9,920	9,469	9,942	10,416	9,942	10,440	10,937	10,440	10,962	11,483	
Operations Manager - Paratransit Division	8,180	8,589	8,998	8,589	9,019	9,448	9,019	9,469	9,920	9,469	9,942	10,416	9,942	10,440	10,937	10,440	10,962	11,483	
Assistant Maintenance Manager	7,804	8,194	8,584	8,194	8,603	9,012	8,603	9,032	9,462	9,032	9,485	9,937	9,485	9,960	10,435	9,960	10,457	10,955	
Facilities Maintenance Manager	8,844	9,286	9,728	9,286	9,750	10,215	9,750	10,237	10,724	10,237	10,748	11,260	10,748	11,286	11,823	11,286	11,851	12,416	
*****Full Stack Developer	8,655	9,088	9,521	9,088	9,542	9,996	9,542	10,019	10,495	10,019	10,520	11,021	10,520	11,045	11,570	11,045	11,598	12,151	
Safety, Security and Risk Management Director	9,799	10,289	10,780	10,289	10,804	11,319	10,804	11,345	11,886	11,345	11,912	12,478	11,912	12,508	13,104	12,508	13,134	13,759	
Assistant Operations Manager	6,136	6,443	6,750	6,443	6,765	7,088	6,765	7,103	7,441	7,103	7,459	7,814	7,459	7,831	8,204	7,831	8,223	8,615	
Project Manager	6,136	6,443	6,750	6,443	6,765	7,088	6,765	7,103	7,441	7,103	7,459	7,814	7,459	7,831	8,204	7,831	8,223	8,615	
Purchasing Manager	7,804	8,194	8,584	8,194	8,603	9,012	8,603	9,032	9,462	9,032	9,485	9,937	9,485	9,960	10,435	9,960	10,457	10,955	
*Customer Service Manager	6,348	6,665	6,982	6,665	6,998	7,330	6,998	7,348	7,698	7,348	7,715	8,083	7,715	8,102	8,488	8,102	8,507	8,913	
**Revenue Account Program Manager	6,136	6,443	6,750	6,443	6,765	7,088	6,765	7,103	7,441	7,103	7,459	7,814	7,459	7,831	8,204	7,831	8,223	8,615	
***Capital Planning and Grants Programs Manager	8,948	9,395	9,842	9,395	9,864	10,334	9,864	10,358	10,852	10,358	10,877	11,395	10,877	11,421	11,965	11,421	11,991	12,562	
****Parts and Materials Manager	6,783	7,122	7,462	7,122	7,478	7,833	7,478	7,852	8,226	7,852	8,246	8,639	8,246	8,658	9,071	8,658	9,091	9,525	
Executive Assistant	5,970	6,268	6,566	6,268	6,582	6,895	6,582	6,911	7,240	6,911	7,256	7,601	7,256	7,618	7,980	7,618	7,999	8,381	
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)	*****																		
Longevity Pay is based only on length of service.																			
* Position added and adopted by the Board on 11-20-2020																			
** New position proposed to be added and adopted by the Board on 09-24-2021																			
* Updated Schedule : CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022																			
*** New position added and adopted by the Board on 05-20-2022																			

Attachment B



MANAGEMENT HOURLY RATES SCHEDULE

Effective 06/20/24 (FY25) / Adopted by the Board as of August 11, 2023

Title	Step 1	Step 1 LL	Step 2	Step 2 LL	Step 3	Step 3 LL	Step 4	Step 4 LL	Step 5	Step 5 LL	Step 6	Step 6 LL	Step 6 LL
Chief Operating Officer	79.87	83.86	87.85	83.86	88.05	92.45	96.85	97.07	97.07	101.92	101.92	107.02	112.12
Maintenance Manager	62.42	65.54	68.66	65.54	68.82	72.26	75.70	75.87	75.87	79.66	79.66	83.64	87.62
Chief Financial Officer (CFO)	79.87	83.86	87.85	83.86	88.05	92.45	96.85	97.07	97.07	101.92	101.92	107.02	112.12
Planning and Development Director	68.09	71.49	74.89	71.49	75.06	78.63	82.56	82.75	82.75	86.89	86.89	91.23	95.57
Human Resources Director	74.91	78.66	82.41	78.66	82.59	86.52	90.85	86.72	91.06	95.61	95.61	100.39	105.17
Information Technology and Intelligent Transportation Systems Director	74.91	78.66	82.41	78.66	82.59	86.52	90.85	86.72	91.06	95.61	95.61	100.39	105.17
Marketing, Communications and Customer Service Director	54.79	57.53	60.27	57.53	60.41	63.29	66.45	63.43	66.60	69.77	69.77	73.43	76.93
Purchasing and Special Projects Director	54.79	57.53	60.27	57.53	60.41	63.29	66.45	63.43	66.60	69.77	69.77	73.43	76.93
****Senior Full Stack Developer	59.71	62.70	65.69	62.70	65.84	68.98	72.42	69.13	72.59	76.05	76.22	80.03	83.84
Finance Deputy Director	59.88	62.87	65.86	62.87	66.01	69.15	72.61	69.31	72.78	76.25	76.42	80.24	84.06
Human Resources Deputy Director	56.20	59.01	61.82	59.01	61.96	64.91	68.16	65.06	68.31	71.56	71.73	75.32	78.91
Operations Manager - Fixed Route Division	49.08	51.53	53.98	51.53	54.11	56.69	59.82	56.82	59.66	62.50	62.64	65.77	68.90
Operations Manager - Paratransit Division	49.08	51.53	53.98	51.53	54.11	56.69	59.82	56.82	59.66	62.50	62.64	65.77	68.90
Assistant Maintenance Manager	46.82	49.16	51.50	49.16	51.62	54.08	56.78	54.20	56.91	59.62	59.76	62.75	65.74
Facilities Maintenance Manager	53.06	55.71	58.36	55.71	58.50	61.29	64.36	61.43	64.50	67.57	64.50	67.73	71.12
****Full Stack Developer	51.93	54.53	57.13	54.53	57.26	59.99	62.98	60.12	63.13	66.14	63.13	66.29	69.60
Safety, Security and Risk Management Director	58.79	61.73	64.67	61.73	64.82	67.91	71.30	68.06	71.46	74.86	71.46	75.03	78.78
Assistant Operations Manager	36.82	38.66	40.50	38.66	40.59	42.52	44.65	42.62	44.75	46.88	44.75	46.99	49.34
Project Manager	36.82	38.66	40.50	38.66	40.59	42.52	44.65	42.62	44.75	46.88	44.75	46.99	49.34
Purchasing Manager	46.82	49.16	51.50	49.16	51.62	54.08	56.78	54.20	56.91	59.62	56.91	59.76	62.75
*Customer Service Manager	38.08	39.98	41.88	39.98	41.98	43.98	46.18	44.08	46.28	48.48	46.28	48.59	51.02
**Revenue Account Program Manager	36.82	38.66	40.50	38.66	40.59	42.52	44.65	42.62	44.75	46.88	44.75	46.99	49.34
*** Capital Planning and Grants Programs Manager	53.68	56.36	59.04	56.36	59.18	62.00	65.10	62.14	65.25	68.36	65.25	68.51	71.94
****Parts and Materials Manager	40.70	42.74	44.78	42.74	44.88	47.02	49.36	47.12	49.48	51.84	49.48	51.95	54.55
Executive Assistant	35.82	37.61	39.40	37.61	39.49	41.37	43.43	41.46	43.53	45.60	43.53	45.71	48.00
L = 10 Years Longevity (5%), LL = 15 Years Longevity (5%+5%)													

<i>Longevity Pay is based only on length of service.</i>													
* Position added and adopted by the Board on 11-20-2020													
** New position proposed to be added and adopted by the Board on 09-24-2021													
*** Updated Schedule : CEO/General Manager Position removed. to be adopted by the Board on 03-25-2022													
**** New position added and adopted by the Board on 05-20-2022													

Attachment B



Effective 06/20/24 (FY25) / Adopted by the Board as of August 11, 2023

MANAGEMENT MONTHLY SALARY SCHEDULE

Title	Step 1	Step 1 LL	Step 2	Step 2 LL	Step 3	Step 3 LL	Step 4	Step 4 LL	Step 5	Step 5 LL	Step 6	Step 6 LL
Chief Operating Officer	13,844	14,536	15,227	15,988	16,787	17,626	18,507	19,434	20,408	21,428	22,494	23,606
Maintenance Manager	10,820	11,360	11,929	12,525	13,151	13,808	14,485	15,188	15,917	16,672	17,454	18,263
Chief Financial Officer (CFO)	13,844	14,536	15,227	15,988	16,787	17,626	18,507	19,434	20,408	21,428	22,494	23,606
Planning and Development Director	11,802	12,392	12,981	13,629	14,310	15,026	15,779	16,566	17,388	18,239	19,122	20,037
Human Resources Director	12,984	13,634	14,284	14,997	15,747	16,536	17,361	18,222	19,115	20,040	21,000	21,994
Information Technology and Intelligent Transportation Systems Director	12,984	13,634	14,284	14,997	15,747	16,536	17,361	18,222	19,115	20,040	21,000	21,994
Marketing, Communications and Customer Service Director	9,497	9,972	10,447	10,970	11,518	12,094	12,698	13,329	13,986	14,668	15,376	16,110
Purchasing and Special Projects Director	9,497	9,972	10,447	10,970	11,518	12,094	12,698	13,329	13,986	14,668	15,376	16,110
****Senior Full Stack Developer	10,350	10,868	11,366	11,957	12,553	13,182	13,841	14,530	15,250	16,000	16,770	17,570
Finance Deputy Director	10,379	10,898	11,416	11,988	12,614	13,217	13,877	14,570	15,295	16,045	16,820	17,630
Human Resources Deputy Director	9,741	10,228	10,716	11,251	11,814	12,404	13,026	13,681	14,361	15,066	15,796	16,550
Operations Manager - Fixed Route Division	8,507	8,932	9,357	9,826	10,319	10,833	11,374	11,940	12,533	13,154	13,802	14,476
Operations Manager - Paratransit Division	8,507	8,932	9,357	9,826	10,319	10,833	11,374	11,940	12,533	13,154	13,802	14,476
Assistant Maintenance Manager	8,116	8,521	8,927	9,374	9,842	10,334	10,852	11,395	11,964	12,552	13,170	13,818
Facilities Maintenance Manager	9,197	9,656	10,116	10,624	11,156	11,712	12,300	12,915	13,556	14,222	14,914	15,632
****Full Stack Developer	9,001	9,452	9,903	10,398	10,917	11,464	12,038	12,638	13,264	13,916	14,594	15,298
Safety, Security and Risk Management Director	10,190	10,700	11,210	11,771	12,359	12,976	13,624	14,305	15,018	15,762	16,536	17,340
Assistant Operations Manager	6,382	6,701	7,020	7,370	7,739	8,126	8,533	8,960	9,408	9,886	10,394	10,932
Project Manager	6,382	6,701	7,020	7,370	7,739	8,126	8,533	8,960	9,408	9,886	10,394	10,932
Purchasing Manager	8,116	8,521	8,927	9,374	9,842	10,334	10,852	11,395	11,964	12,552	13,170	13,818
*Customer Service Manager	6,601	6,930	7,259	7,623	8,005	8,403	8,823	9,266	9,734	10,232	10,760	11,318
**Revenue Account Program Manager	6,382	6,701	7,020	7,370	7,739	8,126	8,533	8,960	9,408	9,886	10,394	10,932
*** Capital Planning and Grants Programs Manager	9,305	9,769	10,234	10,747	11,284	11,849	12,440	13,056	13,698	14,376	15,090	15,830
****Parts and Materials Manager	7,055	7,408	7,782	8,150	8,556	8,986	9,433	9,905	10,405	10,932	11,485	12,064
Executive Assistant	6,209	6,519	6,829	7,171	7,528	7,904	8,301	8,719	9,158	9,618	10,099	10,601

L = 10 Years Longevity (5%), LL = 15 Years Longevity (6%+5%)

Longevity Pay is based only on length of service.
 * Position added and adopted by the Board on 11-20-2020
 ** New position proposed to be added and adopted by the Board on 09-24-2021
 *** Updated Schedule : CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022
 **** New position added and adopted by the Board on 05-20-2022

Attachment B



MANAGEMENT YEARLY SALARY SCHEDULE

Effective 06/20/24 (FY25) / Adopted by the Board as of August 11, 2023

Title	Step 1	Step 1 LL	Step 2	Step 2 LL	Step 2 LL	Step 3	Step 3 LL	Step 3 LL	Step 4	Step 4 LL	Step 5	Step 5 LL	Step 5 LL	Step 6	Step 6 LL	Step 6 LL
Chief Operating Officer	166,130	174,429	183,144	174,429	183,144	183,144	191,859	183,144	192,296	201,448	201,906	211,994	222,082	211,994	222,602	233,210
Maintenance Manager	129,834	136,323	143,146	136,323	143,146	143,146	149,968	143,146	150,301	157,456	157,810	165,318	173,576	165,693	173,971	182,250
Chief Financial Officer (CFO)	166,130	174,429	183,144	174,429	183,144	183,144	191,859	183,144	192,296	201,448	201,906	211,994	222,082	211,994	222,602	233,210
Planning and Development Director	141,627	148,699	155,771	148,699	155,125	163,925	171,725	163,925	172,120	180,315	172,120	180,315	189,342	180,731	189,758	198,786
Human Resources Director	155,813	163,613	171,413	163,613	171,787	179,962	171,787	188,968	180,378	189,405	189,405	198,869	208,333	198,869	208,811	218,754
Information Technology and Intelligent Transportation Systems Director	155,813	163,613	171,413	163,613	171,787	179,962	171,787	188,968	180,378	189,405	189,405	198,869	208,333	198,869	208,811	218,754
Marketing, Communications and Customer Service Director	113,963	119,662	125,362	119,662	125,653	131,643	131,643	138,216	131,934	138,528	145,122	145,122	152,381	145,454	152,734	160,014
Purchasing and Special Projects Director	113,963	119,662	125,362	119,662	125,653	131,643	131,643	138,216	131,934	138,528	145,122	145,122	152,381	145,454	152,734	160,014
****Senior Full Stack Developer	124,197	130,416	136,635	130,416	136,947	143,478	136,947	143,790	150,634	143,790	150,987	158,184	166,088	158,538	166,462	174,387
Finance Deputy Director	124,550	130,770	136,989	130,770	137,301	143,832	137,301	144,165	151,029	144,165	151,382	158,600	166,525	158,954	166,899	174,845
Human Resources Deputy Director	116,896	122,741	128,586	122,741	128,877	135,013	128,877	135,325	141,773	135,325	142,085	148,845	156,312	149,198	156,666	164,133
Operations Manager - Fixed Route Division	102,086	107,182	112,278	107,182	112,549	117,915	112,549	118,186	123,822	118,186	124,093	130,000	136,490	130,291	136,802	143,312
Operations Manager - Paratransit Division	102,086	107,182	112,278	107,182	112,549	117,915	112,549	118,186	123,822	118,186	124,093	130,000	136,490	130,291	136,802	143,312
Assistant Maintenance Manager	97,386	102,253	107,120	102,253	107,370	112,486	107,370	112,736	118,102	112,736	118,373	124,010	130,229	124,301	130,520	136,739
Facilities Maintenance Manager	110,365	115,877	121,389	115,877	121,680	127,483	121,680	127,774	133,869	127,774	134,160	140,546	147,597	140,878	147,930	154,981
****Full Stack Developer	108,014	113,422	118,830	113,422	119,101	124,779	119,101	125,050	130,998	125,050	131,310	137,571	144,456	137,883	144,768	151,653
Safety, Security and Risk Management Director	122,283	128,398	134,514	128,398	134,826	141,253	134,826	141,565	148,304	141,565	148,637	155,709	163,488	156,062	163,862	171,662
Assistant Operations Manager	76,586	80,413	84,240	80,413	84,427	88,442	84,427	88,650	92,872	88,650	93,080	97,510	102,398	97,739	102,627	107,515
Project Manager	76,586	80,413	84,240	80,413	84,427	88,442	84,427	88,650	92,872	88,650	93,080	97,510	102,398	97,739	102,627	107,515
Purchasing Manager	97,386	102,253	107,120	102,253	107,370	112,486	107,370	112,736	118,102	112,736	118,373	124,010	130,229	124,301	130,520	136,739
*Customer Service Manager	79,206	83,158	87,110	83,158	87,318	91,478	87,318	91,686	96,054	91,686	96,262	100,838	105,872	101,067	106,122	111,176
**Revenue Account Program Manager	76,586	80,413	84,240	80,413	84,427	88,442	84,427	88,650	92,872	88,650	93,080	97,510	102,398	97,739	102,627	107,515
*** Capital Planning and Grants Programs Manager	111,654	117,229	122,803	117,229	123,094	128,960	123,094	129,251	135,408	129,251	135,720	142,189	149,282	142,501	149,635	156,770
****Parts and Materials Manager	84,556	88,899	93,142	88,899	93,350	97,802	93,350	98,010	102,669	98,010	102,918	108,056	113,194	108,056	113,464	118,872
Executive Assistant	74,506	78,229	81,952	78,229	82,139	86,050	82,139	86,237	90,334	86,237	90,542	95,077	99,611	95,077	99,840	104,603

L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)

 Longevity Pay is based only on length of service.
 * Position added and adopted by the Board on 11-20-2020
 ** New position proposed to be added and adopted by the Board on 09-24-2021
 * Updated Schedule : CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022
 **** New position added and adopted by the Board on 05-20-2022



MANAGEMENT HOURLY RATES SCHEDULE

Effective 06/19/25 (FY26) / Adopted by the Board as of August 11, 2023

Title	Step 1	Step 1 L	Step 1 LL	Step 2	Step 2 L	Step 2 LL	Step 3	Step 3 L	Step 3 LL	Step 4	Step 4 L	Step 4 LL	Step 5	Step 5 L	Step 5 LL	Step 6	Step 6 L	Step 6 LL	
Chief Operating Officer	83.06	87.21	91.36	87.21	91.57	95.93	91.57	96.15	100.73	96.15	100.96	105.77	100.96	106.01	111.06	106.01	111.31	116.61	
Maintenance Manager	64.92	68.17	71.42	68.17	71.58	74.99	71.58	75.16	78.74	75.16	78.92	82.68	78.92	82.87	86.82	82.87	87.01	91.15	
Chief Financial Officer (CFO)	83.06	87.21	91.36	87.21	91.57	95.93	91.57	96.15	100.73	96.15	100.96	105.77	100.96	106.01	111.06	106.01	111.31	116.61	
Planning and Development Director	70.81	74.35	77.89	74.35	78.07	81.79	78.07	81.97	85.87	81.97	86.07	90.17	86.07	90.37	94.67	90.37	94.89	99.41	
Human Resources Director	77.91	81.81	85.71	81.81	85.90	89.99	85.90	90.20	94.50	90.20	94.71	99.22	94.71	99.45	104.19	99.45	104.42	109.39	
Information Technology and Intelligent Transportation Systems Director	77.91	81.81	85.71	81.81	85.90	89.99	85.90	90.20	94.50	90.20	94.71	99.22	94.71	99.45	104.19	99.45	104.42	109.39	
Marketing, Communications and Customer Service Director	56.98	59.83	62.68	59.83	62.82	65.81	62.82	65.96	69.10	65.96	69.26	72.56	69.26	72.72	76.18	72.72	76.36	80.00	
Purchasing and Special Projects Director	56.98	59.83	62.68	59.83	62.82	65.81	62.82	65.96	69.10	65.96	69.26	72.56	69.26	72.72	76.18	72.72	76.36	80.00	
****Senior Full Stack Developer	62.10	65.21	68.32	65.21	68.47	71.73	68.47	71.89	75.31	71.89	75.48	79.07	75.48	79.25	83.02	79.25	83.21	87.17	
Finance Deputy Director	62.28	65.39	68.50	65.39	68.66	71.93	68.66	72.09	75.52	72.09	75.69	79.29	75.69	79.47	83.25	79.47	83.44	87.41	
Human Resources Deputy Director	58.45	61.37	64.29	61.37	64.44	67.51	64.44	67.66	70.88	67.66	71.04	74.42	71.04	74.59	78.14	74.59	78.32	82.05	
Operations Manager - Fixed Route Division	51.04	53.59	56.14	53.59	56.27	58.95	56.27	59.08	61.89	59.08	62.03	64.98	62.03	65.13	68.23	65.13	68.39	71.65	
Operations Manager - Paratransit Division	51.04	53.59	56.14	53.59	56.27	58.95	56.27	59.08	61.89	59.08	62.03	64.98	62.03	65.13	68.23	65.13	68.39	71.65	
Assistant Maintenance Manager	48.69	51.12	53.55	51.12	53.68	56.24	53.68	56.36	59.04	56.36	59.18	62.00	59.18	62.14	65.10	62.14	65.25	68.36	
Facilities Maintenance Manager	55.18	57.94	60.70	57.94	60.84	63.74	60.84	63.88	66.92	63.88	67.07	70.26	67.07	70.42	73.77	70.42	73.94	77.46	
****Full Stack Developer	54.01	56.71	59.41	56.71	59.55	62.39	59.55	62.53	65.51	62.53	65.66	68.79	65.66	68.94	72.22	68.94	72.39	75.84	
Safety, Security and Risk Management Director	61.14	64.20	67.26	64.20	67.41	70.62	67.41	70.78	74.15	70.78	74.32	77.86	74.32	78.04	81.76	78.04	81.94	85.84	
Assistant Operations Manager	38.29	40.20	42.11	40.20	42.21	44.22	42.21	44.32	46.43	44.32	46.54	48.76	46.54	48.87	51.20	48.87	51.31	53.75	
Project Manager	38.29	40.20	42.11	40.20	42.21	44.22	42.21	44.32	46.43	44.32	46.54	48.76	46.54	48.87	51.20	48.87	51.31	53.75	
Purchasing Manager	48.69	51.12	53.55	51.12	53.68	56.24	53.68	56.36	59.04	56.36	59.18	62.00	59.18	62.14	65.10	62.14	65.25	68.36	
*Customer Service Manager	39.60	41.58	43.56	41.58	43.66	45.74	43.66	45.84	48.02	45.84	48.13	50.42	48.13	50.54	52.95	50.54	53.07	55.60	
**Revenue Account Program Manager	38.29	40.20	42.11	40.20	42.21	44.22	42.21	44.32	46.43	44.32	46.54	48.76	46.54	48.87	51.20	48.87	51.31	53.75	
*** Capital Planning and Grants Programs Manager	55.83	58.62	61.41	58.62	61.55	64.48	61.55	64.63	67.71	64.63	67.86	71.09	67.86	71.25	74.64	71.25	74.81	78.37	
****Parts and Materials Manager	42.33	44.45	46.57	44.45	46.67	48.89	46.67	48.90	51.33	49.00	51.45	53.90	51.45	54.02	56.59	54.02	56.72	59.42	
Executive Assistant	37.25	39.11	40.97	39.11	41.07	43.03	41.07	43.12	45.17	43.12	45.28	47.44	45.28	47.54	49.80	47.54	49.92	52.30	
L = 10 Years Longevity (5%), LL = 15 Years Longevity (5%+5%)																			

<i>Longevity Pay is based only on length of service.</i>																			
* Position added and adopted by the Board on 11-20-2020																			
** New position proposed to be added and adopted by the Board on 09-24-2021																			
*** Updated Schedule : CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022																			
**** New position added and adopted by the Board on 05-20-2022																			

Attachment B



MANAGEMENT MONTHLY SALARY SCHEDULE

Effective 06/19/25 (FY26) / Adopted by the Board as of August 11, 2023

Title	Step 1	Step 1 LL	Step 1 LL	Step 2	Step 2 L	Step 2 LL	Step 3	Step 3 L	Step 3 LL	Step 4	Step 4 L	Step 4 LL	Step 5	Step 5 L	Step 5 LL	Step 6	Step 6 L	Step 6 LL
Chief Operating Officer	14,397	15,116	15,836	15,116	15,872	16,628	15,872	16,666	17,460	16,666	17,500	18,334	17,500	18,375	19,250	18,375	19,294	20,212
Maintenance Manager	11,253	11,816	12,380	11,816	12,407	12,998	12,407	13,028	13,648	13,028	13,680	14,331	13,680	14,364	15,049	14,364	15,082	15,799
Chief Financial Officer (CFO)	14,397	15,116	15,836	15,116	15,872	16,628	15,872	16,666	17,460	16,666	17,500	18,334	17,500	18,375	19,250	18,375	19,294	20,212
Planning and Development Director	12,274	12,887	13,501	12,887	13,532	14,177	13,532	14,208	14,884	14,208	14,919	15,630	14,919	15,664	16,410	15,664	16,448	17,231
Human Resources Director	13,504	14,180	14,856	14,180	14,889	15,598	14,889	15,635	16,380	15,635	16,416	17,198	16,416	17,238	18,060	17,238	18,100	18,961
Information Technology and Intelligent Transportation Systems Director	13,504	14,180	14,856	14,180	14,889	15,598	14,889	15,635	16,380	15,635	16,416	17,198	16,416	17,238	18,060	17,238	18,100	18,961
Marketing, Communications and Customer Service Director	9,877	10,371	10,865	10,371	10,889	11,407	10,889	11,433	11,977	11,433	12,005	12,577	12,005	12,605	13,205	12,605	13,236	13,867
Purchasing and Special Projects Director	9,877	10,371	10,865	10,371	10,889	11,407	10,889	11,433	11,977	11,433	12,005	12,577	12,005	12,605	13,205	12,605	13,236	13,867
*****Senior Full Stack Developer	10,764	11,303	11,842	11,303	11,868	12,433	11,868	12,461	13,054	12,461	13,083	13,706	13,083	13,737	14,390	13,737	14,423	15,110
Finance Deputy Director	10,795	11,334	11,873	11,334	11,901	12,468	11,901	12,496	13,090	12,496	13,120	13,744	13,120	13,775	14,430	13,775	14,463	15,151
Human Resources Deputy Director	10,131	10,638	11,144	10,638	11,170	11,702	11,170	11,728	12,286	11,728	12,314	12,900	12,314	12,929	13,544	12,929	13,576	14,222
Operations Manager - Fixed Route Division	8,847	9,289	9,731	9,289	9,754	10,218	9,754	10,241	10,728	10,241	10,752	11,263	10,752	11,289	11,827	11,289	11,854	12,419
Operations Manager - Paratransit Division	8,847	9,289	9,731	9,289	9,754	10,218	9,754	10,241	10,728	10,241	10,752	11,263	10,752	11,289	11,827	11,289	11,854	12,419
Assistant Maintenance Manager	8,440	8,861	9,282	8,861	9,305	9,748	9,305	9,769	10,234	9,769	10,258	10,747	10,258	10,771	11,284	10,771	11,310	11,849
Facilities Maintenance Manager	9,565	10,043	10,521	10,043	10,546	11,048	10,546	11,073	11,600	11,073	11,626	12,178	11,626	12,206	12,787	12,206	12,816	13,426
*****Full Stack Developer	9,362	9,830	10,298	9,830	10,322	10,814	10,322	10,839	11,355	10,839	11,381	11,924	11,381	11,950	12,518	11,950	12,548	13,146
Safety, Security and Risk Management Director	10,598	11,128	11,658	11,128	11,684	12,241	11,684	12,269	12,853	12,269	12,882	13,496	12,882	13,527	14,172	13,527	14,203	14,879
Assistant Operations Manager	6,637	6,968	7,299	6,968	7,316	7,665	7,316	7,682	8,048	7,682	8,067	8,452	8,067	8,471	8,875	8,471	8,894	9,317
Project Manager	6,637	6,968	7,299	6,968	7,316	7,665	7,316	7,682	8,048	7,682	8,067	8,452	8,067	8,471	8,875	8,471	8,894	9,317
Purchasing Manager	8,440	8,861	9,282	8,861	9,305	9,748	9,305	9,769	10,234	9,769	10,258	10,747	10,258	10,771	11,284	10,771	11,310	11,849
*Customer Service Manager	6,864	7,207	7,550	7,207	7,568	7,928	7,568	7,946	8,324	7,946	8,343	8,740	8,343	8,760	9,178	8,760	9,199	9,637
**Revenue Account Program Manager	6,637	6,968	7,299	6,968	7,316	7,665	7,316	7,682	8,048	7,682	8,067	8,452	8,067	8,471	8,875	8,471	8,894	9,317
*** Capital Planning and Grants Programs Manager	9,677	10,161	10,644	10,161	10,669	11,177	10,669	11,203	11,736	11,203	11,762	12,322	11,762	12,350	12,938	12,350	12,967	13,584
****Parts and Materials Manager	7,337	7,705	8,072	7,705	8,090	8,474	8,090	8,493	8,897	8,493	8,918	9,343	8,918	9,364	9,809	9,364	9,832	10,300
Executive Assistant	6,457	6,779	7,102	6,779	7,119	7,459	7,119	7,474	7,830	7,474	7,849	8,223	7,849	8,240	8,632	8,240	8,653	9,065
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)																		

<i>Longevity Pay is based only on length of service.</i>																		
* Position added and adopted by the Board on 11-20-2020																		
** New position proposed to be added and adopted by the Board on 09-24-2021																		
*** Updated Schedule : CFO(General Manager Position removed, to be adopted by the Board on 03-25-2022																		
**** New position added and adopted by the Board on 05-20-2022																		

Attachment B



MANAGEMENT YEARLY SALARY SCHEDULE

Effective 06/19/25 (FY26) / Adopted by the Board as of August 11, 2023

Title	Step 1	Step 1 LL	Step 1 LL	Step 2	Step 2 L	Step 2 LL	Step 3	Step 3 LL	Step 3 LL	Step 4	Step 4 LL	Step 5	Step 5 L	Step 5 LL	Step 6	Step 6 L	Step 6 LL
Chief Operating Officer	172,765	181,397	190,029	181,397	190,466	199,534	190,466	199,992	209,518	199,992	209,997	209,997	220,002	231,005	220,501	231,525	242,549
Maintenance Manager	135,034	141,794	148,554	141,794	148,886	155,979	148,886	163,779	163,779	166,333	171,974	164,154	172,370	180,586	172,370	180,981	189,892
Chief Financial Officer (CFO)	172,765	181,397	190,029	181,397	190,466	199,534	190,466	199,992	209,518	199,992	209,997	209,997	220,002	231,005	220,501	231,525	242,549
Planning and Development Director	147,285	154,648	162,011	154,648	162,386	170,123	162,386	170,498	178,610	170,498	179,026	179,026	187,554	196,914	187,970	197,371	206,773
Human Resources Director	162,053	170,165	178,277	170,165	178,672	187,179	178,672	187,179	196,560	187,616	196,997	196,997	206,378	216,715	206,856	217,194	227,531
Information Technology and Intelligent Transportation Systems Director	162,053	170,165	178,277	170,165	178,672	187,179	178,672	187,179	196,560	187,616	196,997	196,997	206,378	216,715	206,856	217,194	227,531
Marketing, Communications and Customer Service Director	118,518	124,446	130,374	124,446	130,666	136,885	130,666	137,197	143,728	137,197	144,061	144,061	150,925	158,454	151,258	158,829	166,400
Purchasing and Special Projects Director	118,518	124,446	130,374	124,446	130,666	136,885	130,666	137,197	143,728	137,197	144,061	144,061	150,925	158,454	151,258	158,829	166,400
*****Senior Full Stack Developer	129,168	135,637	142,106	135,637	142,418	149,198	142,418	149,531	156,645	149,531	156,998	156,998	164,466	172,682	164,840	173,077	181,314
Finance Deputy Director	129,542	136,011	142,480	136,011	142,813	149,614	142,813	149,947	157,062	149,947	157,435	157,435	164,923	173,160	165,298	173,555	181,813
Human Resources Deputy Director	121,576	127,650	133,723	127,650	134,035	140,421	134,035	140,733	147,430	140,733	147,763	147,763	154,794	162,531	155,147	162,906	170,664
Operations Manager - Fixed Route Division	106,163	111,467	116,771	111,467	117,042	122,616	117,042	122,886	128,731	122,886	129,022	129,022	135,158	141,918	135,470	142,251	149,032
Operations Manager - Paratransit Division	106,163	111,467	116,771	111,467	117,042	122,616	117,042	122,886	128,731	122,886	129,022	129,022	135,158	141,918	135,470	142,251	149,032
Assistant Maintenance Manager	101,275	106,330	111,384	106,330	111,654	116,979	111,654	117,229	122,803	117,229	123,094	123,094	128,960	135,408	129,251	135,720	142,189
Facilities Maintenance Manager	114,774	120,515	126,256	120,515	126,547	132,579	126,547	132,870	139,194	132,870	139,506	139,506	146,141	153,442	146,474	153,795	161,117
*****Full Stack Developer	112,341	117,957	123,573	117,957	123,864	129,771	123,864	130,062	136,261	130,062	136,573	136,573	143,083	150,218	143,395	150,571	157,747
Safety, Security and Risk Management Director	127,171	133,536	139,901	133,536	140,213	146,890	140,213	147,222	154,232	147,222	154,586	154,586	161,949	170,061	162,323	170,435	178,547
Assistant Operations Manager	79,643	83,616	87,589	83,616	87,797	91,978	87,797	92,186	96,574	92,186	96,803	96,803	101,421	106,496	101,650	106,725	111,800
Project Manager	79,643	83,616	87,589	83,616	87,797	91,978	87,797	92,186	96,574	92,186	96,803	96,803	101,421	106,496	101,650	106,725	111,800
Purchasing Manager	101,275	106,330	111,384	106,330	111,654	116,979	111,654	117,229	122,803	117,229	123,094	123,094	128,960	135,408	129,251	135,720	142,189
*Customer Service Manager	82,368	86,486	90,605	86,486	90,813	95,139	90,813	95,347	99,882	95,347	100,110	100,110	104,874	110,136	105,123	110,386	115,648
**Revenue Account Program Manager	79,643	83,616	87,589	83,616	87,797	91,978	87,797	92,186	96,574	92,186	96,803	96,803	101,421	106,496	101,650	106,725	111,800
*** Capital Planning and Grants Programs Manager	116,126	121,930	127,733	121,930	128,024	134,118	128,024	134,430	140,837	134,430	141,149	141,149	147,867	155,251	148,200	155,605	163,010
****Parts and Materials Manager	88,046	92,456	96,866	92,456	97,074	101,691	97,074	101,920	106,766	101,920	107,016	107,016	112,112	117,707	112,362	117,978	123,594
Executive Assistant	77,480	81,349	85,218	81,349	85,426	89,502	85,426	89,690	93,954	89,690	94,182	94,182	98,675	103,584	98,883	103,834	108,784

L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)

 Longevity Pay is based only on length of service.
 * Position added and adopted by the Board on 11-20-2020
 ** New position proposed to be added and adopted by the Board on 09-24-2021
 * Updated Schedule : CEO/General Manager Position removed, to be adopted by the Board on 03-25-2022
 *** New position added and adopted by the Board on 05-20-2022

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DATE: October 27, 2023
TO: Board of Directors
FROM: Dawn Crummié, HR Director
SUBJECT: APPROVE REQUEST FOR AUTHORIZATION OF PAYROLL ADMINISTRATOR POSITION IN THE FINANCE DEPARTMENT.

I. RECOMMENDED ACTION

That the Board of Directors approve the request for a Payroll Administrator position in the Finance Department

II. SUMMARY

- In order to address the needs of the Santa Cruz Metropolitan Transit District (METRO) as it relates to Payroll, Finance Department requested the creation of a new position to assist the department with the changes in our business processes related to the implementation of METRO's new ERP system as well as the evolving needs of the organization.
- In May 2023, Service Employees International Union Local 521 (SEIU) and Human Resources (HR) staff agreed to the creation of Payroll Administrator position to better address the needs of METRO.
- METRO contracted with Koff & Associates (hereinafter "K&A") to conduct a total classification and compensation study in May 2023.
- HR staff presented the classification and compensation study to SEIU. SEIU is in agreement with the findings and this recommendation.
- Staff is recommending approval to fund a Payroll Administrator.
- On October 13, 2023, staff requested that the Personnel/HR Standing Committee (Committee) review and recommend to the full Board of Directors approval of this position. The Committee voted unanimously to recommend approval to the full Board of Directors (Board) with no additions.

III. DISCUSSION/BACKGROUND

In order to address the needs of METRO as it relates to Payroll, Finance Department requested the creation of a new payroll position. In May 2023, METRO contracted with K& A to evaluate the needs of the agency. A total analysis and compensation study was performed.

The study shows the need for a position (journey-level classification) responsible for performing full cycle payroll administration duties including preparing, maintaining, and processing payroll, including CalPERS and tax reporting.

HR staff worked with K& A to create a new Payroll Administrator job description (class specification) and corresponding wage scale. Upon approval, an open recruitment will be performed to fill the Payroll Administrator position.

K&A presented a total compensation study, which reflected comparison agency salaries and benefits. The ten labor market comparable agencies were:

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

This position was discussed with SEIU/SEA Chapter President, Jordan Vascones, SEIU/SEA Chapter Vice President, Holly Alcorn, and SEIU Regional Director Olivia Martinez. All SEIU representatives are in support of this new classification.

Staff is requesting that the Board of Directors approve the creation of the Payroll Administrator position.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This item aligns to the following Strategic Plan Priorities:

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

V. FINANCIAL CONSIDERATIONS/IMPACT

The adoption of the recommendation contained in this report will require \$120K/fiscal year. The funding was included in the FY24 & FY25 Operating Budget, adopted on June 23, 2023, and available in the Finance Department.

VI. ALTERNATIVES CONSIDERED

- Do nothing is an alternative. Staff does not recommend this option. This position meets the needs of METRO.
- Reject the suggested classification and wage survey. Staff does not recommend this action since the new class specification and its wage survey were researched and developed based on the developing needs of METRO.

VII. ATTACHMENTS

Attachment A: Payroll Administrator Job Description

Attachment B: Payroll Administrator Wage Scale

Prepared by: Kristina Mihaylova, Deputy Finance Director and
Monik Delfin, HR Deputy Director.

VIII. APPROVALS

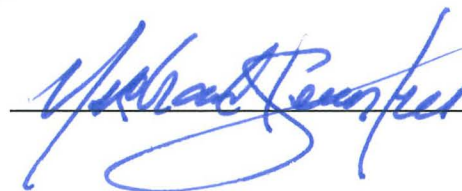
Dawn Crummié, HR Director



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



Michael Tree, CEO/General Manager





Attachment A

HUMAN RESOURCES DEPARTMENT

Santa Cruz METRO

Class Code: AS122
FLSA Status: Non-Exempt

Payroll Administrator

Bargaining Unit: SEA

DEFINITION:

Under direction, a Payroll Administrator coordinates and processes payroll in accordance with applicable state and federal laws, personnel rules and policies, California Public Employees Retirement System (CalPERS) laws and reporting rules, Board policy, and collective bargaining agreements; prepares, maintains, and distributes a variety of payroll records and reports; and performs related work as required.

DISTINGUISHING CHARACTERISTICS:

Payroll Administrator is a journey-level classification responsible for performing full cycle payroll administration duties including preparing, maintaining, and processing payroll and interpretation and implementation of accounting policies and procedures and tax and year-end reporting. The incumbent regularly works on tasks which are varied and complex, requiring considerable discretion and independent judgment. The position relies on experience and judgment to perform complex payroll duties. Assignments are given with general guidelines and incumbents are responsible for establishing objectives, timelines, and methods to complete assignments. Work is typically reviewed upon completion for soundness, appropriateness, and conformity to policy and requirements. This classification is distinguished from the Payroll Specialist series in that the latter are primarily responsible for time entry processes. This classification is further distinguished from the Payroll Supervisor in that the latter is a full supervisory level class responsible for organizing, assigning, supervising, and reviewing the work of assigned payroll staff.

EXAMPLES OF DUTIES AND RESPONSIBILITIES:

The duties listed below represent the various types of work that may be performed. The omission of specific statements of duties does not exclude them if the work is related or a logical assignment to this class.

- Plans, coordinates, and processes District-wide biweekly payroll; transfers payroll data from timekeeping system to payroll system software; audits timekeeping data and payroll calculations for accuracy; makes correcting entries and resolves discrepancies; issues paychecks and pay statements.
- Determines payroll liabilities by calculating and reporting employee and employer federal and state income taxes, Medicare taxes, unemployment insurance, state mandated garnishments, insurance deductions, union dues for represented staff, retirement contributions, and/or loan payments.
- Prepares and balances various payroll reports including quarterly and annual federal and state tax reports, earnings, deductions, wage garnishments, and related reports; prepares and distributes W-2 forms to employees.
- Prepares, reconciles, and files payroll reports to the California Public Employees Retirement System (CalPERS); makes adjustments in the CalPERS system upon transfer of files.



Attachment A

HUMAN RESOURCES DEPARTMENT

Santa Cruz METRO

- Serves as system administrator of the timekeeping and payroll systems including setting up and maintaining earning codes, deductions, deduction limits and percentages, pay groups, pay periods, entities, security access, and schedules, as well as business process workflows and reports; ensures system integrity and security and quality control of data.
- Identifies, develops, recommends, and participates in implementation and testing of payroll system improvements; works with Information Technology staff to maintain system integrity, troubleshoot technical issues, and test system upgrades and/or configuration changes.
- Develops and maintains training guidelines and system user procedures; provides training to staff and management.
- Responds to audit requests by gathering and providing requested payroll documents.
- Participates in conducting new employee orientation by providing assistance and instructions related to payroll procedures, systems, and forms.
- Responds to inquiries, researches and provides information, and resolves complaints and issues regarding payroll requiring the interpretation and application of policies, rules, collective bargaining agreements, and procedures; refers complex problems and issues to the Payroll Supervisor.
- Ensures compliance with federal and state regulations and guidelines and adherence to payroll standards, District policies, internal controls, and collective bargaining agreement requirements.
- Researches and compiles data from various sources; verifies accuracy of information, researches discrepancies, and records information.
- Organizes and maintains accurate and detailed databases, spreadsheets, files, and records; ensures adherence with established records retention and information security procedures.
- Composes and edits a variety of documents, including correspondence, letters, memos, forms, and reports.
- Answers telephones, greet visitors, and provides information to employees and the public.
- Operates standard office equipment; utilizes standard business computer software in performing job tasks; may utilize specialized Santa Cruz METRO software.
- Stays abreast of current payroll laws and regulations; interprets and complies with a variety of labor and tax laws which pertain to public employers.
- Provides assistance with other accounting activities and projects as needed.
- May track occupational illnesses and injuries.
- May provide technical and functional direction to other staff performing payroll related duties.
- Drives a Santa Cruz METRO vehicle to perform assignments.
- Performs related work as required.

EMPLOYMENT STANDARDS:

Knowledge of:

- Principles and practices of payroll administration including payroll processing, record keeping, and reporting.
- Methods and techniques of analyzing, auditing, and recording payroll transactions.
- Requirements of payroll reporting for internal and external purposes.
- Computerized financial systems and software applications related to processing payroll.
- Taxable and non-taxable compensation principles.
- Tax liabilities, withholding requirements, and penalties for non-compliance.



Attachment A

HUMAN RESOURCES DEPARTMENT

Santa Cruz METRO

- Applicable federal, state, and local laws, codes, and wage orders, District policies and procedures, and collective bargaining agreement provisions relevant to area(s) of responsibility.
- Advanced methods of researching and resolving payroll issues.
- Modern office practices, procedures, and equipment.
- Business correspondence, formatting, and report writing.
- Methods of maintaining information in digital or hard copy files.
- Technical methods of researching, gathering, organizing, and reporting data.
- Methods of prioritizing, planning, and organizing work.
- Time management techniques.
- Customer service techniques.
- Basic mathematics, including percentages and basic statistics.
- Telephone techniques and etiquette.
- The effective use of modern office equipment, personal computers, and standard business software.

Ability to:

- Interpret, explain, and apply payroll-related policies, procedures, and regulations.
- Interpret and apply collective bargaining agreement provisions relating to payroll and benefits.
- Perform detailed payroll processing work accurately and in a timely manner.
- Review payroll and other financial documents for completeness and accuracy.
- Maintain confidentiality in handling and processing confidential information and data.
- Understand, interpret, explain, and apply all pertinent laws, codes, and wage orders, District policies, procedures, and internal controls, collective bargaining agreements, and standards relevant to work performed.
- Gather, record, and summarize data in a variety of formats.
- Maintain records and control systems with accuracy and attention to detail.
- Design, prepare, and compile reports and information.
- Adhere to established work schedules and timelines.
- Maintain a calm demeanor in stressful situations.
- Work independently.
- Balance multiple assignments simultaneously and effectively.
- Perform mathematical calculations quickly and accurately.
- Utilize standard office equipment and computer software and learn to use specialized Santa Cruz METRO software if assigned.
- Communicate clearly and effectively in both oral and written form.
- Establish and maintain effective working relationships within the department and with other divisions, departments, agencies, suppliers, vendors, and the public.

MINIMUM QUALIFICATIONS:

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education, Training, and Experience:

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



Attachment A

HUMAN RESOURCES DEPARTMENT

Santa Cruz METRO

AND

Four (4) years of experience performing technical bookkeeping, payroll accounting, and financial clerical or related work, preferably in a public agency, including two (2) years of experience administering departmental or agency wide payroll activities.

LICENSES AND CERTIFICATES:

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

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

PHYSICAL AND MENTAL DEMANDS:

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

Physical Demands

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

Mental Demands

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

Work Environment:

The employee typically works in a standard office environment where the noise level is moderate.

OTHER CONDITIONS OF EMPLOYMENT:

- Must pass a requisite background check.
- Must maintain strict confidentiality of work-related information.
- May occasionally work extended hours or hours outside of the regular schedule.

*Adopted: 10-27-2023

*BOD Approved: 10-27-2023

*Revised: 00-00-00

*Job Family: Payroll

*Job Series: Payroll Series

*Job Series Level: Journey

*Confidential: Yes

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

UNION	TITLE	Step 1	1L	1L	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SEP	Administrative Supervisor	33.23	34.89	36.55	38.37	39.37	36.63	38.46	40.29	38.46	40.38	42.30	40.38	42.40	44.42	42.40	44.42	46.44	46.64
SEP	Assistant Safety & Training Coordinator	36.29	38.10	39.91	41.72	43.53	40.01	41.82	43.63	41.82	43.63	45.44	43.63	45.44	47.25	45.44	47.25	49.06	49.26
SEP	Custodial Supervisor	25.78	27.07	28.36	29.65	30.94	28.42	29.71	31.00	29.71	31.00	32.29	31.00	32.29	33.58	31.00	32.29	33.58	34.87
SEP	Customer Service Supervisor	30.38	31.90	33.42	34.94	36.46	33.50	35.18	36.86	35.18	36.86	38.54	36.86	38.54	40.22	36.86	38.54	40.22	41.90
SEP	Facilities Maintenance Supervisor	35.52	37.30	39.08	40.86	42.64	39.17	41.03	42.89	41.03	42.89	44.75	42.89	44.75	46.61	42.89	44.75	46.61	48.47
SEP	Fleet Maintenance Supervisor	41.42	43.49	45.56	47.63	49.70	45.66	47.83	49.90	45.66	47.83	50.00	47.83	50.00	52.17	47.83	50.00	52.17	54.34
SEP	Maintenance Trainer	36.29	38.10	39.91	41.72	43.53	40.01	41.82	43.63	41.82	43.63	45.44	43.63	45.44	47.25	43.63	45.44	47.25	49.06
SEP	Parts and Materials Supervisor	34.03	35.73	37.43	39.13	40.83	39.37	41.07	42.77	39.13	40.83	42.53	40.83	42.53	44.19	40.83	42.53	44.19	45.89
SEP	Payroll Supervisor	38.62	40.55	42.48	44.41	46.34	42.58	44.51	46.44	42.58	44.51	46.44	44.51	46.44	48.37	44.51	46.44	48.37	50.29
SEP	Revenue Collection Supervisor	28.69	30.12	31.55	33.00	34.43	31.63	33.14	34.79	31.63	33.14	34.87	31.63	33.14	34.87	31.63	33.14	34.87	36.61
SEP	Safety & Training Coordinator	39.23	41.19	43.15	45.11	47.07	43.25	45.21	47.17	43.25	45.21	47.17	43.25	45.21	47.17	43.25	45.21	47.17	49.03
SEP	Transit Supervisor	35.16	36.92	38.68	40.44	42.20	38.77	40.53	42.29	38.77	40.53	42.29	38.77	40.53	42.29	38.77	40.53	42.29	44.05
SEP	Transportation Planning Supervisor	51.33	53.90	56.47	59.04	61.61	56.60	59.43	62.26	59.43	62.26	65.09	62.26	65.09	67.92	62.26	65.09	67.92	70.75
SES	Accountant I	35.89	37.27	38.65	40.03	41.41	37.96	39.34	40.72	39.34	40.72	42.10	39.34	40.72	42.10	39.34	40.72	42.10	43.48
SES	Accountant II	37.28	39.14	41.00	42.86	44.72	41.10	43.16	45.22	41.10	43.16	45.22	41.10	43.16	45.22	41.10	43.16	45.22	47.28
SES	Accountant III	40.67	42.70	44.73	46.76	48.79	44.84	46.87	48.90	44.84	46.87	48.90	44.84	46.87	48.90	44.84	46.87	48.90	50.93
SES	Accounting Clerk	22.50	23.69	24.88	26.07	27.26	24.81	25.99	27.18	24.81	25.99	27.18	24.81	25.99	27.18	24.81	25.99	27.18	28.37
SES	Accounting Specialist	32.75	34.39	36.03	37.67	39.31	36.11	37.83	39.55	36.11	37.83	39.55	36.11	37.83	39.55	36.11	37.83	39.55	41.19
SES	Accounting Technician	26.80	28.14	29.48	30.82	32.16	29.55	31.03	32.51	29.55	31.03	32.51	29.55	31.03	32.51	29.55	31.03	32.51	33.99
SES	Administrative Assistant	26.08	27.38	28.68	29.98	31.28	28.75	30.19	31.63	28.75	30.19	31.63	28.75	30.19	31.63	28.75	30.19	31.63	33.07
SES	Administrative Clerk	25.47	26.66	27.85	29.04	30.23	28.75	29.94	31.13	28.75	29.94	31.13	28.75	29.94	31.13	28.75	29.94	31.13	32.32
SES	Administrative Specialist	28.65	30.08	31.51	32.94	34.37	30.08	31.58	33.08	30.08	31.58	33.08	30.08	31.58	33.08	30.08	31.58	33.08	34.58
SES	Benefits Technician	27.99	29.39	30.79	32.19	33.59	30.46	31.86	33.26	30.46	31.86	33.26	30.46	31.86	33.26	30.46	31.86	33.26	34.66
SES	Buyer	27.99	29.39	30.79	32.19	33.59	30.46	31.86	33.26	30.46	31.86	33.26	30.46	31.86	33.26	30.46	31.86	33.26	34.66
SES	Claims Technician I	24.44	25.66	26.88	28.09	29.31	26.94	28.22	29.50	26.94	28.22	29.50	26.94	28.22	29.50	26.94	28.22	29.50	30.72
SES	Claims Technician II	27.15	28.51	29.87	31.23	32.59	29.94	31.37	32.79	29.94	31.37	32.79	29.94	31.37	32.79	29.94	31.37	32.79	34.21
SES	Custodial Service Worker	19.18	20.14	21.10	22.06	23.02	21.15	22.16	23.17	21.15	22.16	23.17	21.15	22.16	23.17	21.15	22.16	23.17	24.18
SES	Customer Service Representative	22.50	23.69	24.88	26.07	27.26	24.81	25.99	27.18	24.81	25.99	27.18	24.81	25.99	27.18	24.81	25.99	27.18	28.37
SES	Customer Service Assistant	26.08	27.38	28.68	29.98	31.28	28.75	30.19	31.63	28.75	30.19	31.63	28.75	30.19	31.63	28.75	30.19	31.63	33.07
SES	Facilities Maintenance Worker I	23.68	24.86	26.04	27.22	28.40	26.10	27.34	28.58	26.10	27.34	28.58	26.10	27.34	28.58	26.10	27.34	28.58	30.06
SES	Facilities Maintenance Worker II	26.32	27.64	28.96	30.28	31.60	29.02	30.40	31.78	29.02	30.40	31.78	29.02	30.40	31.78	29.02	30.40	31.78	33.16
SES	Financial Analyst	41.02	43.07	45.12	47.17	49.22	45.22	47.37	49.42	45.22	47.37	49.42	45.22	47.37	49.42	45.22	47.37	49.42	51.47
SES	Grants/Legislative Analyst	38.01	39.91	41.81	43.71	45.61	41.91	43.81	45.71	41.91	43.81	45.71	41.91	43.81	45.71	41.91	43.81	45.71	47.61
SES	HR Analyst I	31.96	33.56	35.16	36.76	38.36	35.24	36.92	38.50	35.24	36.92	38.50	35.24	36.92	38.50	35.24	36.92	38.50	40.08
SES	HR Analyst II	35.16	36.92	38.68	40.44	42.20	38.77	40.62	42.47	38.77	40.62	42.47	38.77	40.62	42.47	38.77	40.62	42.47	44.32
SES	Human Resources Clerk	23.68	24.86	26.04	27.22	28.40	26.10	27.34	28.58	26.10	27.34	28.58	26.10	27.34	28.58	26.10	27.34	28.58	30.06
SES	Human Resources Specialist	26.05	27.35	28.65	29.95	31.25	28.72	30.09	31.46	28.72	30.09	31.46	28.72	30.09	31.46	28.72	30.09	31.46	32.83
SES	Human Resources Technician	27.35	28.72	30.09	31.46	32.83	30.16	31.60	33.03	30.16	31.60	33.03	30.16	31.60	33.03	30.16	31.60	33.03	34.40
SES	Information Technology Project Coordinator	33.75	35.44	37.13	38.82	40.51	37.21	38.98	40.75	37.21	38.98	40.75	37.21	38.98	40.75	37.21	38.98	40.75	42.52
SES	Information Technology Support Analyst I	27.63	29.01	30.39	31.77	33.15	30.46	31.84	33.22	30.46	31.84	33.22	30.46	31.84	33.22	30.46	31.84	33.22	34.60
SES	Information Technology Support Analyst II	30.68	32.21	33.74	35.27	36.80	33.82	35.43	37.02	33.82	35.43	37.02	33.82	35.43	37.02	33.82	35.43	37.02	38.61
SES	Lead Custodial Service Worker	22.92	24.07	25.22	26.37	27.52	24.07	25.27	26.47	24.07	25.27	26.47	24.07	25.27	26.47	24.07	25.27	26.47	27.67
SES	Lead Facilities Maintenance Worker	31.56	33.14	34.72	36.30	37.88	34.80	36.46	38.04	34.80	36.46	38.04	34.80	36.46	38.04	34.80	36.46	38.04	39.62
SES	Legal Secretary	23.68	24.86	26.04	27.22	28.40	26.10	27.34	28.58	26.10	27.34	28.58	26.10	27.34	28.58	26.10	27.34	28.58	30.06
SES	Mobility Training Coordinator	30.38	31.90	33.42	34.94	36.46	33.50	35.10	36.60	33.50	35.10	36.60	33.50	35.10	36.60	33.50	35.10	36.60	38.10
SES	Paralegal I	33.89	35.58	37.27	38.96	40.65	37.56	39.34	41.13	37.56	39.34	41.13	37.56	39.34	41.13	37.56	39.34	41.13	42.92
SES	Paralegal II	37.28	39.14	41.00	42.86	44.72	41.00	43.06	45.02	41.00	43.06	45.02	41.00	43.06	45.02	41.00	43.06	45.02	47.08
SES	Paratransit Eligibility Coordinator	33.89	35.58	37.27	38.96	40.65	37.56	39.34	41.13	37.56	39.34	41.13	37.56	39.34	41.13	37.56	39.34	41.13	42.92
SES	Payroll Administrator	30.30	31.82	33.34	34.86	36.38	33.41	35.00	36.59	33.41	35.00	36.59	33.41	35.00	36.59	33.41	35.00	36.59	38.18
SES	Payroll Specialist	27.35	28.72	30.09	31.46	32.83	30.16	31.60	33.03	30.16	31.60	33.03	30.16	31.60	33.03	30.16	31.60	33.03	34.40

Attachment B

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

UNION	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	21.83	22.92	24.01	25.92	24.07	25.22	24.07	25.27	26.47	25.27	26.53	27.79	26.53	27.86	29.19	27.86	29.25	30.64
SES	33.89	35.58	37.27	39.14	37.36	39.14	37.36	39.23	41.10	39.23	41.19	43.15	41.19	43.25	45.31	43.25	45.41	47.57
SES	33.59	35.27	36.95	38.79	37.03	38.88	37.03	38.88	40.73	38.88	40.82	42.76	40.82	42.86	44.90	42.86	45.00	47.14
SES	30.80	32.34	33.88	35.58	33.96	35.66	33.96	35.66	37.36	35.66	37.44	39.22	37.44	39.31	41.18	39.31	41.28	43.25
SES	23.61	24.79	25.97	27.49	26.03	27.37	26.03	27.33	28.63	27.33	28.70	30.07	28.70	30.14	31.58	30.14	31.65	33.16
SES	21.24	22.30	23.36	24.79	23.42	24.54	23.42	24.59	25.76	24.59	25.82	27.11	25.82	27.11	28.40	27.11	28.47	29.83
SES	39.55	41.53	43.51	45.61	43.61	45.69	43.61	45.79	47.97	45.79	48.08	50.37	48.08	50.48	52.88	50.48	53.00	55.52
SES	43.98	46.18	48.38	50.80	48.49	50.80	48.49	50.91	53.33	50.91	53.46	56.01	53.46	56.13	58.80	56.13	58.94	61.75
SES	33.89	35.58	37.27	39.14	37.36	39.14	37.36	39.23	41.10	39.23	41.19	43.15	41.19	43.25	45.31	43.25	45.41	47.57
SES	29.79	31.28	32.77	34.36	32.84	34.48	32.84	34.48	36.12	34.48	36.20	37.92	36.20	38.01	39.82	38.01	39.91	41.81
SES	27.01	28.36	29.71	31.28	29.78	31.20	29.78	31.27	32.76	31.27	32.83	34.39	32.83	34.47	36.11	34.47	36.19	37.91
SES	45.11	47.37	49.63	52.11	49.74	52.11	49.74	52.23	54.72	52.23	54.84	57.45	54.84	57.58	60.32	57.58	60.46	63.34
SES	50.89	53.43	55.97	58.77	56.10	58.77	56.10	58.91	61.72	58.91	61.86	64.81	61.86	64.95	68.04	64.95	68.20	71.45
SES	45.63	47.91	50.19	52.71	50.31	52.83	50.31	52.83	55.35	52.83	55.47	58.11	55.47	58.24	61.01	58.24	61.15	64.06
SES	46.25	48.56	50.87	53.42	50.99	53.42	50.99	53.54	56.09	53.54	56.22	58.90	56.22	59.03	61.84	59.03	61.98	64.93
SES	34.22	35.93	37.64	39.53	37.73	39.53	37.73	39.62	41.51	39.62	41.60	43.58	41.60	43.68	45.76	43.68	45.86	48.04
SES	38.01	39.91	41.81	43.91	41.91	43.91	41.91	44.01	46.11	44.01	46.21	48.41	46.21	48.52	50.83	48.52	50.95	53.38
SEV	35.16	36.92	38.77	40.62	38.77	40.62	38.77	40.71	42.65	40.71	42.75	44.79	42.75	44.89	47.03	44.89	47.13	49.37
SEV	36.82	38.66	40.50	42.42	40.59	42.52	40.59	42.62	44.65	42.62	44.75	46.88	44.75	46.99	49.23	46.99	49.34	51.69
SEV	30.24	31.75	33.26	34.93	33.34	34.93	33.34	35.01	36.68	35.01	36.76	38.51	36.76	38.60	40.44	38.60	40.53	42.46
SEV	25.32	26.59	27.86	29.25	27.92	29.25	27.92	29.32	30.72	29.32	30.79	32.26	30.79	32.33	33.87	32.33	33.95	35.57
SEV	27.61	28.99	30.37	31.89	30.44	31.96	30.44	31.96	33.48	31.96	33.56	35.16	33.56	35.24	36.92	35.24	37.00	38.76
SEV	30.68	32.21	33.74	35.32	33.82	35.43	33.82	35.51	37.20	35.51	37.29	39.07	37.29	39.15	41.01	39.15	41.11	43.07
SEV	33.75	35.44	37.13	38.98	37.21	38.98	37.21	39.07	40.93	39.07	41.02	42.97	41.02	43.07	45.12	43.07	45.22	47.37
SEV	25.21	26.47	27.73	29.11	27.79	29.11	27.79	29.18	30.57	29.18	30.64	32.10	30.64	32.17	33.70	32.17	33.78	35.39
SEV	25.32	26.59	27.86	29.25	27.92	29.25	27.92	29.32	30.72	29.32	30.79	32.26	30.79	32.33	33.87	32.33	33.95	35.57
SEV	27.84	29.23	30.62	32.15	30.69	32.15	30.69	32.22	33.75	32.22	33.83	35.44	33.83	35.52	37.21	35.52	37.30	39.08
SEV	27.84	29.23	30.62	32.15	30.69	32.15	30.69	32.22	33.75	32.22	33.83	35.44	33.83	35.52	37.21	35.52	37.30	39.08
SEV	23.18	24.34	25.50	26.78	25.56	26.84	25.56	26.84	28.12	26.84	28.18	29.52	28.18	29.52	31.00	29.52	31.07	32.55
SEV	18.97	19.92	20.87	21.92	20.92	21.92	20.92	21.97	23.02	21.97	23.07	24.17	23.07	24.22	25.37	24.22	25.43	26.64
SEV	21.15	22.21	23.27	24.43	23.32	24.43	23.32	24.49	25.66	24.49	25.71	26.93	25.71	26.93	28.29	27.00	28.35	29.70

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

UNION	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	34.35	36.07	37.79	39.67	37.87	39.67	37.87	39.76	41.65	39.76	41.75	43.74	41.75	43.84	45.93	43.84	46.03	48.22
SEV	28.07	29.47	30.87	32.41	30.94	32.41	30.94	32.49	34.04	32.49	34.11	35.73	34.11	35.82	37.53	35.82	37.61	39.40
SEV	19.20	20.15	21.12	22.18	21.17	22.18	21.17	22.23	23.29	22.23	23.34	24.45	23.34	24.51	25.68	24.51	25.74	26.97

Longevity Pay is based only on length of service.

Notes: * Adding Customer Service Assistant to the SEA Chapter. Position and wage approved on BOD 06.26.2020. Adding HR Analyst I to the SEA Chapter. Position and wage approved on BOD 01.28.2022. Adding IT Project Coordinator to the SEA Chapter. Position and wage approved on BOD 03.25.2022. Adding Mobility Training Coordinator. Position and wage approved on BOD 06.24.2022. Adding Accountant III. Position and wage approved on BOD 09.23.2022. Adding Maintenance Trainer. Position and wage approved on BOD 02.24.2023. Adding Payroll Administrator and Payroll Supervisor. Positions and wages approved on BOD 10.27.2023.

Attachment B

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

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SEP	Administrative Supervisor	34.56	36.29	38.02	36.29	38.10	39.91	38.10	40.01	41.92	40.01	42.01	44.01	42.01	44.11	46.21	44.11	46.32	48.53
SEP	Assistant Safety & Training Coordinator	37.74	39.63	41.52	39.63	41.61	43.59	41.61	43.69	45.77	43.69	45.87	48.05	45.87	48.16	50.45	48.16	50.57	52.96
SEP	Custodial Supervisor	26.81	28.15	29.49	28.15	29.56	30.97	29.56	31.04	32.52	31.04	32.59	34.14	32.59	34.22	35.93	34.22	35.93	37.64
SEP	Customer Service Supervisor	31.60	33.18	34.76	33.18	34.84	36.50	34.84	36.58	38.32	36.58	38.41	40.24	38.41	40.33	42.25	40.33	42.35	44.37
SEP	Facilities Maintenance Supervisor	36.94	38.79	40.64	38.79	40.73	42.67	40.73	42.77	44.81	42.77	44.91	47.05	44.91	47.16	49.41	47.16	49.52	51.88
SEP	Fleet Maintenance Supervisor	44.37	46.59	48.81	46.59	48.92	51.25	48.92	51.37	53.82	51.37	53.94	56.51	53.94	56.64	59.34	56.64	59.47	62.30
SEP	Maintenance Trainer	37.74	39.69	41.52	39.69	41.61	43.59	41.61	43.69	45.77	43.69	45.87	48.05	45.87	48.16	50.45	48.16	50.57	52.98
SEP	Parts and Materials Supervisor	35.39	37.16	38.93	37.16	39.02	40.88	39.02	40.97	42.92	40.97	43.02	45.07	43.02	45.17	47.32	45.17	47.43	49.69
SEP	Payroll Supervisor	40.16	42.17	44.18	42.17	44.18	46.39	44.18	46.49	48.70	46.49	48.81	51.13	48.81	51.25	53.69	51.25	53.81	56.37
SEP	Revenue Collection Supervisor	29.84	31.33	32.82	31.33	32.90	34.47	32.90	34.55	36.20	34.55	36.28	38.01	36.28	38.09	39.90	38.09	39.99	41.89
SEP	Safety & Training Coordinator	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48	47.23	49.59	51.95	49.59	52.07	54.55	52.07	54.67	57.27
SEP	Transit Supervisor	36.57	38.40	40.23	38.40	40.32	42.24	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	48.91	51.34
SEP	Transportation Planning Supervisor	53.38	56.05	58.72	56.05	58.85	61.65	58.85	61.79	64.73	61.79	64.88	67.97	64.88	68.12	71.36	68.12	71.53	74.94
SES	Accountant I	35.25	37.01	38.77	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48
SES	Accountant II	38.77	40.71	42.65	40.71	42.75	44.79	42.75	44.89	47.03	44.89	47.13	49.37	47.13	49.49	51.85	49.49	51.96	54.43
SES	Accountant III	42.30	44.42	46.54	44.42	46.64	48.86	46.64	48.97	51.30	48.97	51.42	53.87	51.42	53.99	56.56	53.99	56.69	59.39
SES	Accounting Clerk	23.40	24.57	25.74	24.57	25.80	27.03	25.80	27.09	28.38	27.09	28.44	29.79	28.44	29.86	31.28	29.86	31.35	32.84
SES	Accounting Specialist	34.06	35.76	37.46	35.76	37.55	39.34	37.55	39.43	41.31	39.43	41.40	43.37	41.40	43.47	45.54	43.47	45.64	47.81
SES	Accounting Technician	27.87	29.26	30.65	29.26	30.72	32.18	30.72	32.26	33.80	32.26	33.87	35.48	33.87	35.56	37.25	35.56	37.34	39.12
SES	Administrative Assistant	27.12	28.48	29.84	28.48	29.90	31.32	29.90	31.40	32.90	31.40	32.97	34.54	32.97	34.62	36.27	34.62	36.35	38.08
SES	Administrative Clerk	24.41	25.68	26.85	25.68	26.91	28.19	26.91	28.26	29.61	28.26	29.67	31.08	29.67	31.15	32.63	31.15	32.71	34.27
SES	Administrative Specialist	29.80	31.29	32.78	31.29	32.85	34.41	32.85	34.49	36.13	34.49	36.21	37.93	36.21	38.02	39.83	38.02	39.92	41.82
SES	Benefits Technician	28.44	29.86	31.28	29.86	31.33	32.84	31.33	32.92	34.49	32.92	34.57	36.22	34.57	36.30	38.12	36.30	38.12	39.94
SES	Buyer	29.11	30.57	32.03	30.57	32.10	33.63	32.10	33.71	35.32	33.71	35.40	37.09	35.40	37.17	38.94	37.17	39.03	40.89
SES	Claims Technician I	25.42	26.69	27.96	26.69	28.02	29.35	28.02	29.42	30.82	29.42	30.89	32.36	30.89	32.43	34.05	32.43	34.05	35.67
SES	Claims Technician II	28.24	29.65	31.06	29.65	31.13	32.61	31.13	32.69	34.25	32.69	34.32	35.95	34.32	36.04	37.76	36.04	37.84	39.64
SES	Custodial Service Worker	19.95	20.95	21.95	20.95	22.00	23.05	22.00	23.10	24.20	23.10	24.26	25.42	24.26	25.47	26.68	25.47	26.74	28.01
SES	Customer Service Representative	23.40	24.57	25.74	24.57	25.80	27.03	25.80	27.09	28.38	27.09	28.44	29.79	28.44	29.86	31.28	29.86	31.35	32.84
SES	Customer Service Assistant	27.12	28.48	29.84	28.48	29.90	31.32	29.90	31.40	32.90	31.40	32.97	34.54	32.97	34.62	36.27	34.62	36.35	38.08
SES	Facilities Maintenance Worker I	24.63	25.86	27.09	25.86	27.15	28.44	27.15	28.51	29.87	28.51	29.94	31.37	29.94	31.44	32.94	31.44	33.01	34.58
SES	Facilities Maintenance Worker II	27.37	28.74	30.11	28.74	30.18	31.62	30.18	31.69	33.20	31.69	33.27	34.85	33.27	34.93	36.59	34.93	36.68	38.43
SES	Financial Analyst	42.66	44.79	46.92	44.79	46.97	49.27	47.03	49.38	51.73	49.38	51.85	54.32	51.85	54.44	57.03	54.44	57.16	59.88
SES	Grants/Legislative Analyst	39.53	41.51	43.49	41.51	43.59	45.67	43.59	45.77	47.95	45.77	48.06	50.35	48.06	50.46	52.86	50.46	52.98	55.50
SES	HR Analyst I	33.24	34.90	36.56	34.90	36.65	38.40	36.65	38.48	40.31	38.48	40.40	42.32	40.40	42.42	44.44	42.42	44.54	46.66
SES	HR Analyst II	36.57	38.40	40.23	38.40	40.32	42.24	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	48.91	51.34
SES	Human Resources Clerk	24.63	25.86	27.09	25.86	27.15	28.44	27.15	28.51	29.87	28.51	29.94	31.37	29.94	31.44	32.94	31.44	33.01	34.58
SES	Human Resources Specialist	27.09	28.44	29.86	28.44	29.86	31.28	29.86	31.35	32.84	31.35	32.92	34.49	32.92	34.57	36.22	34.57	36.30	38.03
SES	Human Resources Technician	28.44	29.86	31.28	29.86	31.35	32.84	31.35	32.92	34.49	32.92	34.57	36.22	34.57	36.30	38.03	36.30	38.12	39.94
SES	Information Technology Project Coordinator	35.10	36.86	38.62	36.86	38.70	40.54	38.70	40.64	42.58	40.64	42.67	44.70	42.67	44.80	46.93	44.80	47.04	49.28
SES	Information Technology Support Analyst I	28.74	30.18	31.62	30.18	31.69	33.20	31.69	33.27	34.85	33.27	34.93	36.59	34.93	36.68	38.43	36.68	38.51	40.34
SES	Information Technology Support Analyst II	31.91	33.51	35.11	33.51	35.19	36.87	35.19	36.95	38.71	36.95	39.00	40.65	39.00	40.74	42.68	40.74	42.78	44.82
SES	Lead Custodial Service Worker	23.84	25.03	26.22	25.03	26.28	27.53	26.28	27.59	28.90	27.59	28.97	30.35	28.97	30.42	31.87	30.42	31.94	33.46
SES	Lead Facilities Maintenance Worker	32.82	34.46	36.10	34.46	36.18	37.90	36.18	37.99	39.80	37.99	39.89	41.79	39.89	41.88	43.87	41.88	43.97	46.06
SES	Legal Secretary	24.63	25.86	27.09	25.86	27.15	28.44	27.15	28.51	29.87	28.51	29.94	31.37	29.94	31.44	32.94	31.44	33.01	34.58
SES	Mobility Training Coordinator	31.60	33.18	34.76	33.18	34.84	36.50	34.84	36.58	38.32	36.58	38.41	40.24	38.41	40.33	42.25	40.33	42.35	44.37
SES	Paralegal I	35.25	37.01	38.77	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48
SES	Paralegal II	38.77	40.71	42.65	40.71	42.75	44.79	42.75	44.89	47.03	44.89	47.13	49.37	47.13	49.49	51.85	49.49	51.96	54.43
SES	Paratransit Eligibility Coordinator	35.25	37.01	38.77	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48
SES	Payroll Administrator	31.51	33.09	34.67	33.09	34.74	36.39	34.74	36.48	38.22	36.48	38.30	40.12	38.30	40.22	42.14	40.22	42.23	44.24
SES	Payroll Specialist	28.44	29.86	31.28	29.86	31.35	32.84	31.35	32.92	34.49	32.92	34.57	36.22	34.57	36.30	38.03	36.30	38.12	39.94

8.9B.3

Attachment B

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

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	Planning Aide	22.70	23.84	24.98	23.84	25.03	26.22	25.03	26.28	27.53	26.28	27.59	28.90	27.59	28.97	30.35	28.97	30.42	31.87
SES	Planning Data Analyst	35.25	37.01	38.86	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48
SES	Purchasing Agent	34.93	36.68	38.43	36.68	38.51	40.34	38.51	40.44	42.37	40.44	42.46	44.48	42.46	44.58	46.70	44.58	46.81	49.04
SES	Purchasing Assistant	32.03	33.63	35.23	33.63	35.31	36.99	35.31	37.08	38.85	37.08	38.93	40.78	38.93	40.88	42.83	40.88	42.92	44.96
SES	Revenue Account Coordinator	24.55	25.78	27.01	25.78	27.07	28.36	27.07	28.42	29.77	28.42	29.84	31.26	29.84	31.33	32.82	31.33	32.90	34.47
SES	Revenue Collection Clerk	22.09	23.19	24.29	23.19	24.35	25.51	24.35	25.57	26.79	25.57	26.85	28.13	26.85	28.19	29.60	28.19	29.60	31.01
SES	Safety and Training Program Specialist I	41.13	43.19	45.25	43.19	45.35	47.51	45.35	47.62	49.89	47.62	49.89	52.38	50.00	52.50	50.00	52.50	55.13	57.76
SES	Safety and Training Program Specialist II	45.74	48.03	50.32	48.03	50.43	52.83	50.43	52.95	55.47	52.95	55.60	58.25	55.60	58.38	61.16	58.38	61.30	64.22
SES	Scheduling Analyst	35.25	37.01	38.77	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48
SES	Senior Accounting Technician	30.98	32.53	34.08	32.53	34.16	35.79	34.16	35.87	37.58	35.87	37.66	39.45	37.66	39.54	41.42	39.54	41.52	43.50
SES	Senior Customer Service Representative	28.09	29.49	30.89	29.49	30.96	32.43	30.96	32.51	34.06	32.51	34.14	35.77	34.14	35.85	37.56	35.85	37.64	39.43
SES	Senior Financial Analyst	46.91	49.26	51.61	49.26	51.72	54.18	51.72	54.31	56.90	54.31	57.03	59.75	57.03	59.88	62.73	59.88	62.87	65.86
SES	Senior Systems Administrator	52.93	55.58	58.23	55.58	58.36	61.14	58.36	61.28	64.20	61.28	64.34	67.40	64.34	67.56	70.78	67.56	70.94	74.32
SES	Senior Transportation Planner	47.46	49.83	52.20	49.83	52.32	54.81	52.32	54.94	57.56	54.94	57.69	60.44	57.69	60.57	63.45	60.57	63.60	66.63
SES	Systems Administrator	48.10	50.51	52.92	50.51	53.04	55.69	53.04	55.84	58.34	55.84	58.47	61.25	58.47	61.39	64.31	61.39	64.46	67.59
SES	Transportation Planner I	35.59	37.37	39.15	37.37	39.24	41.11	39.24	41.20	43.16	41.20	43.26	45.32	43.26	45.42	47.58	45.42	47.69	49.96
SES	Transportation Planner II	39.53	41.51	43.49	41.51	43.59	45.67	43.59	45.77	47.95	45.77	48.06	50.35	48.06	50.46	52.86	50.46	52.98	55.50
SEV	Electronic Technician	36.57	38.40	40.23	38.40	40.32	42.24	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	48.91	51.34
SEV	Lead Mechanic	39.44	41.41	43.38	41.41	43.48	45.55	43.48	45.65	47.82	45.65	47.93	50.21	47.93	50.33	52.73	50.33	52.85	55.37
SEV	Lead Parts and Materials Clerk	31.45	33.02	34.59	33.02	34.67	36.32	34.67	36.40	38.13	36.40	38.22	40.04	38.22	40.13	42.04	40.13	42.14	44.15
SEV	Lead Vehicle Service Worker	26.33	27.65	28.97	27.65	29.03	30.41	29.03	30.48	31.93	30.48	32.00	33.52	32.00	33.60	35.20	33.60	35.28	36.96
SEV	Mechanic I	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.53
SEV	Mechanic II	32.87	34.51	36.15	34.51	36.24	37.97	36.24	38.05	39.86	38.05	39.95	41.85	39.95	41.95	43.95	41.95	44.05	46.15
SEV	Mechanic III	36.16	37.97	39.78	37.97	39.87	41.77	39.87	41.86	43.85	41.86	43.95	46.04	43.95	46.15	48.35	46.15	48.46	50.77
SEV	Parts and Materials Clerk	26.22	27.59	28.94	27.59	28.91	30.29	28.91	30.36	31.81	30.36	31.88	33.40	31.88	33.47	35.14	33.47	35.14	36.81
SEV	Upholsterer I	26.33	27.65	28.97	27.65	29.03	30.41	29.03	30.48	31.93	30.48	32.00	33.52	32.00	33.60	35.20	33.60	35.28	36.96
SEV	Upholsterer II	28.95	30.40	31.85	30.40	31.92	33.44	31.92	33.52	35.12	33.52	35.20	36.88	35.20	36.96	38.72	36.96	38.81	40.66
SEV	Vehicle Body Repair Mechanic	28.95	30.40	31.85	30.40	31.92	33.44	31.92	33.52	35.12	33.52	35.20	36.88	35.20	36.96	38.72	36.96	38.81	40.66
SEV	Vehicle Service Detailer	24.11	25.32	26.53	25.32	26.59	27.86	26.59	27.92	29.25	27.92	29.32	30.72	29.32	30.79	32.26	30.79	32.33	33.87
SEV	Vehicle Service Worker I	19.73	20.72	21.71	20.72	21.76	22.80	21.76	22.85	23.94	22.85	23.99	25.13	23.99	25.19	26.39	25.19	26.45	27.71
SEV	Vehicle Service Worker II	22.00	23.10	24.20	23.10	24.26	25.42	24.26	25.47	26.68	25.47	26.74	28.01	26.74	28.08	29.42	28.08	29.48	30.88

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

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	Planning Data Analyst	35.72	37.51	39.30	37.51	39.39	41.27	39.39	41.36	43.33	41.36	43.43	45.50	43.43	45.60	47.77	45.60	47.88	50.16
SEV	Mechanic I	30.07	31.57	33.07	31.57	33.15	34.73	33.15	34.81	36.47	34.81	36.55	38.29	36.55	38.38	40.21	38.38	40.30	42.22
SEV	Vehicle Service Worker I	19.97	20.97	21.97	20.97	22.02	23.07	22.02	23.12	24.22	23.12	24.28	25.44	24.28	25.49	26.70	25.49	26.76	28.03

Longevity Pay is based only on length of service.

Notes: * Adding Customer Service Assistant to the SEA Chapter. Position and wage approved on BOD 06.26.2020. Adding HR Analyst I to the SEA Chapter. Position and wage approved on BOD 01.28.2022. Adding IT Project Coordinator to the SEA Chapter. Position and wage approved on BOD 05.25.2022. Adding Mobility Training Coordinator. Position and wage approved on BOD 06.24.2022. Adding Accountant III. Position and wage approved on BOD 09.23.2022. Adding Maintenance Trainer. Position and wage approved on BOD 02.24.2023. Adding Payroll Administrator and Payroll Supervisor. Positions and wages approved on BOD 10.27.2023.

Attachment B

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

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SEP	Administrative Supervisor	35.94	37.74	39.54	37.74	39.63	41.52	39.63	41.61	43.59	41.61	43.69	45.77	43.69	45.87	48.05	45.87	48.16	50.45
SEP	Assistant Safety & Training Coordinator	39.25	41.21	43.17	41.21	43.27	45.33	43.27	45.43	47.59	45.43	47.70	49.97	47.70	50.09	52.48	50.09	52.59	55.09
SEP	Custodial Supervisor	27.88	29.27	30.66	29.27	30.73	32.19	30.73	32.27	33.81	32.27	33.88	35.49	33.88	35.57	37.26	35.57	37.35	39.13
SEP	Customer Service Supervisor	32.86	34.50	36.14	34.50	36.23	37.96	36.23	38.04	39.85	38.04	39.94	41.84	39.94	41.94	43.94	41.94	44.04	46.14
SEP	Fleet Maintenance Supervisor	38.42	40.34	42.26	40.34	42.36	44.38	42.36	44.48	46.60	44.48	46.70	48.92	46.70	49.04	51.38	49.04	51.49	53.94
SEP	Fleet Maintenance Supervisor	46.14	48.45	50.76	48.45	50.87	53.29	50.87	53.41	55.95	53.41	56.08	58.75	56.08	58.88	61.82	58.88	61.49	64.76
SEP	Maintenance Trainer	39.25	41.21	43.17	41.21	43.27	45.33	43.27	45.43	47.59	45.43	47.70	49.97	47.70	50.09	52.48	50.09	52.59	55.09
SEP	Parts and Materials Supervisor	36.81	38.65	40.49	38.65	40.58	42.51	40.58	42.61	44.64	42.61	44.74	46.98	44.74	46.98	49.22	46.98	49.33	51.68
SEP	Payroll Supervisor	41.77	43.86	45.95	43.86	46.05	48.24	46.05	48.35	50.65	48.35	50.77	53.19	50.77	53.31	55.85	53.31	55.98	58.65
SEP	Revenue Collection Supervisor	31.03	32.58	34.13	32.58	34.21	35.84	34.21	35.92	37.63	35.92	37.72	39.52	37.72	39.61	41.50	39.61	41.59	43.57
SEP	Safety & Training Coordinator	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46	49.12	51.58	54.16	51.58	54.16	56.87	54.16	56.87	59.58
SEP	Transit Supervisor	38.03	39.93	41.83	39.93	41.93	43.93	41.93	44.03	46.13	44.03	46.23	48.43	46.23	48.54	50.85	48.54	50.97	53.40
SEP	Transportation Planning Supervisor	55.52	58.30	61.08	58.30	61.22	64.14	61.22	64.28	67.34	64.28	67.49	70.70	67.49	70.86	74.23	70.86	74.40	77.94
SES	Accountant I	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	Accountant II	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	48.90	51.34	48.90	51.46	53.91	51.46	54.03	56.60
SES	Accountant III	43.99	46.19	48.39	46.19	48.50	50.81	48.50	50.93	53.36	50.93	53.48	56.03	53.48	56.15	58.82	56.15	58.96	61.77
SES	Accounting Clerk	24.34	25.56	26.78	25.56	26.84	28.12	26.84	28.18	29.52	28.18	29.59	31.00	29.59	31.07	32.55	31.07	32.62	34.17
SES	Accounting Specialist	35.42	37.19	38.96	37.19	39.05	40.91	39.05	41.00	42.95	41.00	43.05	45.10	43.05	45.20	47.35	45.20	47.46	49.72
SES	Accounting Technician	28.98	30.43	31.88	30.43	31.95	33.47	31.95	33.55	35.15	33.55	35.23	36.91	35.23	36.99	38.75	36.99	38.84	40.69
SES	Administrative Assistant	28.20	29.61	31.02	29.61	31.09	32.57	31.09	32.64	34.19	32.64	34.27	35.90	34.27	35.98	37.69	35.98	37.78	39.58
SES	Administrative Clerk	25.39	26.66	27.93	26.66	27.99	29.32	27.99	29.39	30.79	29.39	30.86	32.33	30.86	32.40	33.94	32.40	34.02	35.64
SES	Administrative Specialist	30.99	32.54	34.09	32.54	34.17	35.80	34.17	35.88	37.59	35.88	37.67	39.46	37.67	39.55	41.43	39.55	41.53	43.51
SES	Benefits Technician	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.55
SES	Buyer	30.27	31.78	33.29	31.78	33.37	34.96	33.37	35.04	36.71	35.04	36.79	38.54	36.79	38.63	40.47	38.63	40.56	42.49
SES	Claims Technician I	26.44	27.76	29.08	27.76	29.15	30.54	29.15	30.61	32.07	30.61	32.14	33.67	32.14	33.75	35.36	33.75	35.44	37.13
SES	Claims Technician II	29.37	30.84	32.31	30.84	32.38	33.92	32.38	34.00	35.62	34.00	35.70	37.40	35.70	37.49	39.28	37.49	39.36	41.23
SES	Custodial Service Worker	20.75	21.79	22.83	21.79	22.88	23.97	22.88	24.02	25.16	24.02	25.22	26.42	25.22	26.48	27.74	26.48	27.80	29.12
SES	Customer Service Representative	24.34	25.56	26.78	25.56	26.84	28.12	26.84	28.18	29.52	28.18	29.52	31.00	29.52	31.07	32.55	31.07	32.62	34.17
SES	Customer Service Assistant	28.20	29.61	31.02	29.61	31.09	32.57	31.09	32.64	34.19	32.64	34.27	35.90	34.27	35.98	37.69	35.98	37.78	39.58
SES	Facilities Maintenance Worker I	25.62	26.90	28.18	26.90	28.25	29.60	28.25	29.66	31.07	29.66	31.14	32.62	31.14	32.70	34.26	32.70	34.34	35.98
SES	Facilities Maintenance Worker II	28.46	29.88	31.30	29.88	31.37	32.86	31.37	32.94	34.51	32.94	34.59	36.24	34.59	36.32	38.05	36.32	38.14	39.96
SES	Financial Analyst	44.37	46.59	48.81	46.59	48.82	51.25	48.82	51.37	53.82	51.37	53.94	56.51	53.94	56.64	59.34	56.64	59.47	62.30
SES	Grants/Legislative Analyst	41.11	43.17	45.23	43.17	45.33	47.49	45.33	47.60	49.87	47.60	49.98	52.36	49.98	52.48	54.98	52.48	55.10	57.72
SES	HR Analyst	34.57	36.30	38.03	36.30	38.12	39.94	38.12	40.03	41.94	40.03	42.03	44.03	42.03	44.13	46.23	44.13	46.34	48.55
SES	HR Analyst II	38.03	39.93	41.83	39.93	41.93	43.93	41.93	44.03	46.13	44.03	46.23	48.43	46.23	48.54	50.85	48.54	50.97	53.40
SES	Human Resources Clerk	25.62	26.90	28.18	26.90	28.25	29.60	28.25	29.66	31.07	29.66	31.14	32.62	31.14	32.70	34.26	32.70	34.34	35.98
SES	Human Resources Specialist	28.17	29.58	30.99	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55
SES	Human Resources Technician	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.53
SES	Information Technology Project Coordinator	36.50	38.33	40.16	38.33	40.25	42.17	40.25	42.26	44.27	42.26	44.37	46.48	44.37	46.59	48.81	46.59	48.92	51.25
SES	Information Technology Support Analyst I	29.89	31.38	32.87	31.38	32.95	34.52	32.95	34.60	36.25	34.60	36.33	38.06	36.33	38.15	39.97	38.15	40.06	41.97
SES	Information Technology Support Analyst II	33.19	34.85	36.51	34.85	36.59	38.33	36.59	38.42	40.25	38.42	40.34	42.26	40.34	42.36	44.38	42.36	44.48	46.60
SES	Lead Custodial Service Worker	24.79	26.03	27.27	26.03	27.33	28.63	27.33	28.70	30.07	28.70	30.14	31.58	30.14	31.65	33.16	31.65	33.23	34.81
SES	Lead Facilities Maintenance Worker	34.13	35.84	37.55	35.84	37.63	39.42	37.63	39.51	41.39	39.51	41.49	43.47	41.49	43.56	45.63	43.56	45.74	47.92
SES	Legal Secretary	25.62	26.90	28.18	26.90	28.25	29.60	28.25	29.66	31.07	29.66	31.14	32.62	31.14	32.70	34.26	32.70	34.34	35.98
SES	Mobility Training Coordinator	32.86	34.50	36.14	34.50	36.23	37.96	36.23	38.04	39.85	38.04	39.94	41.84	39.94	41.94	43.94	41.94	44.04	46.14
SES	Paralegal I	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	Paralegal II	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	48.90	51.34	48.90	51.46	53.91	51.46	54.03	56.60
SES	Paratransit Eligibility Coordinator	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	Payroll Administrator	32.77	34.41	36.05	34.41	36.13	37.85	36.13	37.94	39.74	39.74	39.84	41.74	39.84	41.83	43.82	41.83	43.92	46.01
SES	Payroll Specialist	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.53

8.9B.5

Attachment B

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

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	Planning Aide	23.61	24.79	25.97	24.79	26.03	27.27	26.03	27.33	28.70	27.33	28.70	30.07	28.70	30.14	31.58	30.14	31.65	33.16
SES	Planning Data Analyst	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.45	46.67	44.45	46.78	49.01	46.78	49.12	51.46
SES	Purchasing Agent	36.33	38.15	39.97	38.15	40.06	41.97	40.06	42.06	44.06	42.06	44.16	46.26	44.16	46.37	48.58	46.37	48.69	51.01
SES	Purchasing Assistant	33.31	34.98	36.65	34.98	36.73	38.48	36.73	38.57	40.41	38.57	40.50	42.43	40.50	42.59	44.56	42.59	44.66	46.79
SES	Revenue Account Coordinator	25.53	26.81	28.09	26.81	28.15	29.49	28.15	29.56	30.97	29.56	31.04	32.52	31.04	32.59	34.14	32.59	34.22	35.85
SES	Revenue Collection Clerk	22.97	24.12	25.27	24.12	25.33	26.54	25.33	26.60	27.87	26.60	27.93	29.26	27.93	29.33	30.73	29.33	30.80	32.27
SES	Safety and Training Program Specialist I	42.78	44.92	47.06	44.92	47.17	49.42	47.17	49.53	51.89	49.53	52.01	54.49	52.01	54.61	57.21	54.61	57.34	60.07
SES	Safety and Training Program Specialist II	47.57	49.95	52.33	49.95	52.45	54.95	52.45	55.07	57.69	55.07	57.82	60.57	57.82	60.71	63.60	60.71	63.75	66.79
SES	Scheduling Analyst	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.45	46.67	44.45	46.78	49.01	46.78	49.12	51.46
SES	Senior Accounting Technician	32.22	33.83	35.44	33.83	35.52	37.21	35.52	37.30	39.08	37.30	39.17	41.04	39.17	41.13	43.09	41.13	43.19	45.25
SES	Senior Customer Service Representative	29.21	30.67	32.13	30.67	32.20	33.73	32.20	33.81	35.42	33.81	35.50	37.19	35.50	37.28	39.06	37.28	39.14	41.00
SES	Senior Financial Analyst	48.79	51.23	53.67	51.23	53.79	56.35	53.79	56.48	59.17	56.48	59.30	62.12	59.30	62.27	65.24	62.27	65.38	68.49
SES	Senior Systems Administrator	55.05	57.80	60.55	57.80	60.69	63.58	60.69	63.72	66.75	63.72	66.91	70.10	66.91	70.26	73.61	70.26	73.77	77.28
SES	Senior Transportation Planner	49.36	51.83	54.30	51.83	54.42	57.01	54.42	57.14	59.86	57.14	59.86	62.86	60.00	63.00	66.00	63.00	66.15	69.30
SES	Systems Administrator	50.02	52.52	55.02	52.52	55.15	57.78	55.15	57.91	60.67	57.91	60.81	63.71	60.81	63.85	66.89	63.85	67.04	70.23
SES	Transportation Planner I	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48	47.23	49.59	51.95
SES	Transportation Planner II	41.11	43.17	45.23	43.17	45.33	47.49	45.33	47.60	49.87	47.60	49.98	52.36	49.98	52.48	54.98	52.48	55.10	57.72
SEV	Electronic Technician	38.03	39.93	41.83	39.93	41.93	43.93	41.93	44.03	46.13	44.03	46.23	48.43	46.23	48.54	50.85	48.54	50.97	53.40
SEV	Lead Mechanic	41.02	43.07	45.12	43.07	45.22	47.37	45.22	47.48	49.74	47.48	49.85	52.22	49.85	52.34	54.83	52.34	54.96	57.58
SEV	Lead Parts and Materials Clerk	32.71	34.35	35.99	34.35	36.07	37.79	36.07	37.87	39.67	37.87	39.76	41.65	39.76	41.75	43.74	41.75	43.84	45.93
SEV	Lead Vehicle Service Worker	27.38	28.75	30.12	28.75	30.19	31.63	30.19	31.70	33.21	31.70	33.29	34.88	33.29	34.95	36.61	34.95	36.70	38.45
SEV	Mechanic I	30.76	32.30	33.84	32.30	33.92	35.54	33.92	35.62	37.32	35.62	37.40	39.18	37.40	39.27	41.14	39.27	41.23	43.19
SEV	Mechanic II	34.18	35.89	37.60	35.89	37.68	39.47	37.68	39.56	41.44	39.56	41.54	43.52	41.54	43.62	45.70	43.62	45.80	47.98
SEV	Mechanic III	37.61	39.49	41.37	39.49	41.46	43.43	41.46	43.53	45.60	43.53	45.71	47.89	45.71	48.00	50.29	48.00	50.40	52.80
SEV	Parts and Materials Clerk	27.27	28.69	29.99	28.69	30.06	31.49	30.06	31.56	33.06	31.56	33.14	34.72	33.14	34.80	36.46	34.80	36.54	38.28
SEV	Upholsterer I	27.38	28.75	30.12	28.75	30.19	31.63	30.19	31.70	33.21	31.70	33.29	34.88	33.29	34.95	36.61	34.95	36.70	38.45
SEV	Upholsterer II	30.11	31.62	33.13	31.62	33.20	34.78	33.20	34.86	36.52	34.86	36.60	38.34	36.60	38.43	40.26	38.43	40.35	42.27
SEV	Vehicle Body Repair Mechanic	30.11	31.62	33.13	31.62	33.20	34.78	33.20	34.86	36.52	34.86	36.60	38.34	36.60	38.43	40.26	38.43	40.35	42.27
SEV	Vehicle Service Detailer	25.07	26.32	27.57	26.32	27.64	28.96	27.64	29.02	30.40	29.02	30.47	31.92	30.47	31.99	33.51	31.99	33.59	35.19
SEV	Vehicle Service Worker I	20.52	21.55	22.58	21.55	22.63	23.71	22.63	23.76	24.89	23.76	24.95	26.14	24.95	26.20	27.45	26.20	27.51	28.82
SEV	Vehicle Service Worker II	22.88	24.02	25.16	24.02	25.22	26.42	25.22	26.48	27.74	26.48	27.80	29.12	27.80	29.19	30.58	29.19	30.65	32.11

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

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	Planning Data Analyst	37.15	39.01	40.87	39.01	40.96	42.91	40.96	43.01	45.06	43.01	45.16	47.31	45.16	47.42	49.68	47.42	49.79	52.16
SEV	Mechanic I	31.27	32.83	34.39	32.83	34.47	36.11	34.47	36.19	37.91	36.19	38.00	39.81	38.00	39.90	41.80	39.90	41.90	43.90
SEV	Vehicle Service Worker I	20.77	21.81	22.85	21.81	22.90	23.99	22.90	24.05	25.20	24.05	25.25	26.45	25.25	26.51	27.77	26.51	27.84	29.17

Longevity Pay is based only on length of service.

Notes: * Adding Customer Service Assistant to the SEA Chapter. Position and wage approved on BOD 06.26.2020. Adding HR Analyst I to the SEA Chapter. Position and wage approved on BOD 01.28.2022. Adding IT Project Coordinator to the SEA Chapter. Position and wage approved on BOD 05.25.2022. Adding Mobility Training Coordinator. Position and wage approved on BOD 06.24.2022. Adding Accountant III. Position and wage approved on BOD 09.23.2022. Adding Maintenance Trainer. Position and wage approved on BOD 02.24.2023. Adding Payroll Administrator and Payroll Supervisor. Positions and wages approved on BOD 10.27.2023.



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

CERTIFICATE OF APPRECIATION

To

LEONEL RUIZ CHAVEZ PARATRANSIT OPERATOR

FOR THE COMPLETION OF 10 YEARS OF SERVICE
BETWEEN 2013 AND 2023

GIVEN THIS 27TH DAY OF OCTOBER 2023

CHAIR, BOARD OF DIRECTORS

CEO/GENERAL MANAGER

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

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

RESOLUTION OF APPRECIATION FOR THE SERVICES OF FRANCISCO ESTRADA 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 Francisco Estrada 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 11, 2000 to October 6, 2023, and

WHEREAS, Francisco Estrada provided METRO with dedicated service and commitment during the time of employment, and

WHEREAS, Francisco Estrada served METRO with distinction, and

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

WHEREAS, during the time of Mr. Estrada'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 Francisco Estrada.

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 27th Day of October 2023 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Shebreh Kalantari-Johnson
Board Chair

Attest:

Michael Tree
CEO/General Manager

Approved as to form:

Julie Sherman, General Counsel



FY 24 Budget and 5 Year Plan Update as of October 27, 2023

Chuck Farmer

Chief Financial Officer

METRO's Strategic Goals

Discussed and presented in prior board meetings, METRO has developed 3 strategic goals

1. Increase transit ridership to 7 million trips annually within the next five years
2. Transition to a zero-emissions fleet with a mix of hydrogen and electric vehicles
3. Increase affordable housing at METRO-owned transit centers to 175 units in the next 10 years

Budget update will touch on all three goals

11.2

FY24 Base Budget Update

Revised Base Budget vs Adopted Budget June 2023

	BoD Approved June 2023 FY24	Revised Budget Oct 2023 FY24	Variance \$ Fav/(UnFav)	Variance %
\$000's				
Operating Revenue				
Passenger Fares	\$ 3,080	\$ 3,080	-	0.0%
Special Transit Fares	6,095	6,095	-	0.0%
Total Operating Revenues	\$ 9,175	\$ 9,175	-	0.0%
Operating Expense				
Labor - Regular	\$ 20,220	\$ 21,542	\$ 1,321	6.5%
Labor - OT	1,171	1,177	6	0.5%
Fringe	21,813	22,454	640	2.9%
Non-Personnel	17,706	17,791	84	0.5%
Total OpEx	\$ 60,911	\$ 62,962	\$ 2,051	3.4%
Operating Surplus/(Deficit)	(\$ 51,736)	(\$ 53,787)	(\$ 2,051)	4.0%
<i>Farebox Recovery</i>	<i>15.1%</i>	<i>14.6%</i>		
Non-Operating Revenue/(Expense)				
Sales Tax/including Measure D	\$ 31,808	\$ 31,808	-	0.0%
Federal/State Grants	20,415	21,922	1,506	7.4%
COVID Relief Grants	9,959	10,420	461	4.6%
COVID Related Costs	-	-	-	0.0%
Pension UAL/Bond Payment	(4,173)	(4,173)	-	0.0%
All Other	1,240	1,224	(15)	(1.2%)
Total Non-Operating Revenue	\$ 59,250	\$ 61,201	\$ 1,952	3.3%
Operating Surplus/(Deficit) before Transfers	\$ 7,514	\$ 7,414	(\$ 100)	(1.3%)

Does not include Phases or Free Fares

June Adopted Budget vs Revised Budget

\$000's

June FY24 Budget Operating Surplus before Transfers \$ 7,514

Change in Expenses

COLA Wages/Fringe adjustments	(\$ 1,685)
Add 2 FTE (Marking Assistant, Mechanic)	(282)
Revised CalTIP insurance (bill rec'd)	215
Bus Wraps - 25	(120)
South County/Pacific Station lease costs	(125)
Other	(55)
Total OpEx	(2,051)
Operating Surplus/(Deficit)	(\$ 2,051)

Changes in Non-Operating Revenue/(Expense)

Net Change FTA 5307 Federal Grant	\$ 1,506
COVID Relief Grant (ARPA)	461
Rental income from Pacific Station	(15)

Total Non-Operating Revenue	1,952
Sub Total of Changes	(\$ 100)

FY24 Budget Operating Surplus before Transfers

\$ 7,414

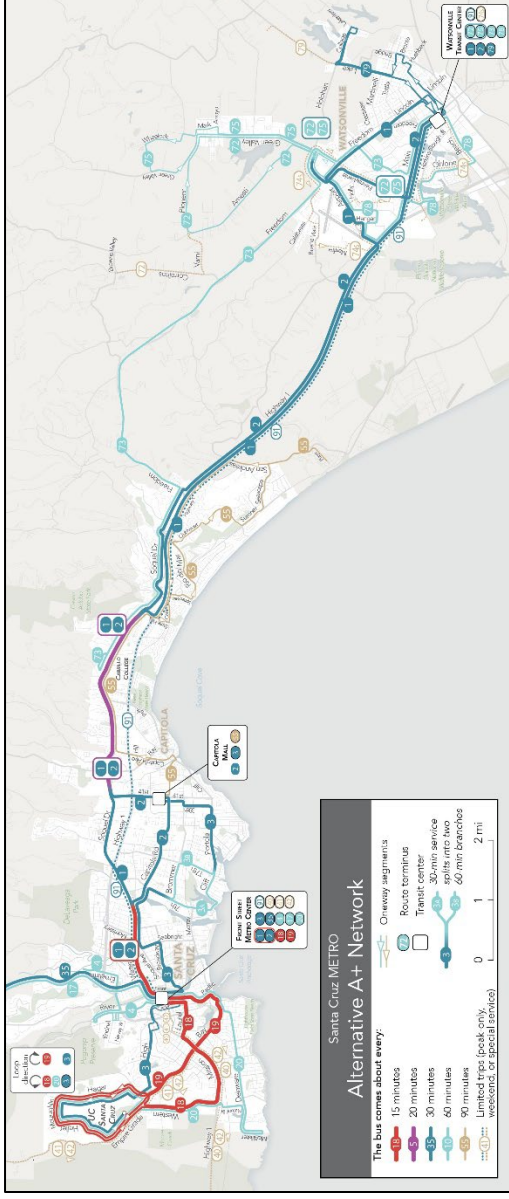
Phases and Free Fares Budget Impact

Rollout of Phasing and Free Ridership

- Phases and Timing:
 1. Phase 1 – Focus on 15 minute frequencies from UCSC to downtown Santa Cruz by January 2024
 2. Phase 2 – Rollout 15 minute frequencies across the City of Santa Cruz down to Aptos and Watsonville starting April 2024
 3. Start Free Fares trial by January 2024
- All Phases are trial through December 2026 – 36 Months
- Each Phase will require additional drivers, support personnel and approximately 10 additional buses (Riverside Transit Authority)
- Expected to receive one-time \$28.0 million TIRCP Operating and \$7.0 million TIRCP Capital grant (can be used for operating) to help offset the additional costs
- Ongoing discussion with UCSC for additional contributions

Phase 1 – Financial Impact

- Focus on 15 minute frequencies from UCSC to downtown Santa Cruz starting January 2024
- 8 Bus Drivers and 1 Transit Supervisor required
- Expenses based on drivers, supervisors, and fuel/consumables



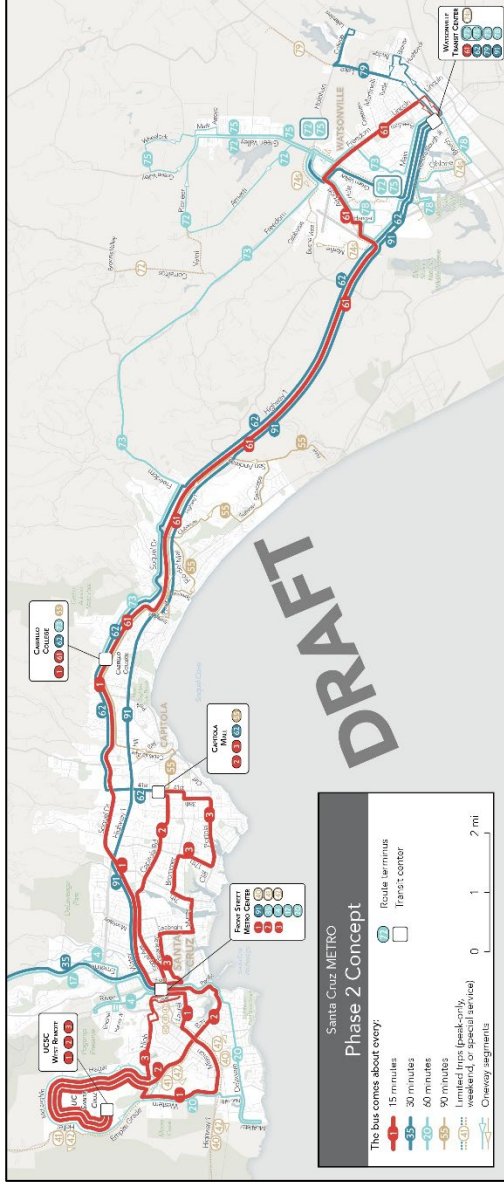
Incremental Cost Impact

	FY24	FY25	FY26	FY27	Total
(000's)					
Phase 1	(145)	(1,373)	(1,493)	(812)	(3,823)

Incremental Cost to METRO for Phase 1 over 36 Months is \$3.8 million

Phase 2 – Financial Impact

- Same Financial Impact as prior slide
- Phase 2 starts April, 2024
- 50 Bus Operators, 5 Transit Supervisors, 2 Mechanics
- Projected UCSC to contribute an additional \$2.5 million in FY25 and increase to \$4.5 million in FY26 and beyond



Incremental Cost Impact

(000's)	FY24	FY25	FY26	FY27	Total
Phase 1	(145)	(1,373)	(1,493)	(812)	(3,823)
Phase 2	(904)	(8,652)	(9,407)	(5,116)	(24,078)
UCSC Contribution	-	2,500	4,500	2,295	9,295
Total	(1,049)	(7,525)	(6,400)	(3,633)	(18,606)

\$14.8M

Phase 2 "Net" contributes \$14.8 million in additional costs to Metro

Free Fares - Financial Impact

- Start Free Fares trial by January 2024
- Includes more than doubling of security expense across the network
- Eliminates all ticketing and revenue processes within METRO

Incremental Cost Impact

(000's)	FY24	FY25	FY26	FY27	Total
Phase 1	(145)	(1,373)	(1,493)	(812)	(3,823)
Phase 2	(904)	(8,652)	(9,407)	(5,116)	(24,078)
UCSC Contribution	-	2,500	4,500	2,295	9,295
Free Fares	(437)	(4,012)	(4,124)	(2,120)	(10,693)
Total With Additional	(1,485)	(11,537)	(10,524)	(5,753)	(29,299)

- Free Fares for the trial period is \$10.7 million
- A total of \$29.3 million is needed for the full 36 month trial period

Free Fares - Benefits and Challenges

Benefits of Free Fares

1. Shorter dwell time so faster service
2. All door boarding and alighting
3. Backend fare accounting, auditing and reconciliation
4. Vault and money transfer services savings
5. Ticket elimination including TVM's and on board fareboxes
6. Point of Sale fare processing such as Splash Pass
7. Fare pricing and marketing activities
8. Very accessible for low-income residents, students and seniors
9. Driver/Customer Service disputes with fares
10. Maintenance on equipment, software support and capital costs

Challenges of Free Fares

1. Destination-less ridership and issues
2. Additional Security throughout network
3. Full buses leaving passengers behind
4. Perception of "why do transit riders get a free ride?"
5. Financial impact of Free Fares due to Revenue Loss

Impact of All Phases to Revised Budget

- Annual loss expected to be \$10.5 million in FY25 and grow by \$2 million per year
- Need for the 1/2 cent sales tax to help offset this higher level of spending and future spending growth
- 36 month trial is expected to be covered by the one-time TIRCP funding – this funding is not included below
- Sales Tax not included below in the trial

	BUDGET FY24	PLAN FY25	PLAN FY26	PLAN FY27	TOTAL All Years
June 2023 Budget - Approved	\$7,514	\$3,392	\$2,388	\$480	\$13,774
General Adjustments	(100)	(2,387)	(4,312)	(3,181)	(9,980)
New Base Budget for 2023	7,414	1,005	(1,925)	(2,701)	3,794
Impact of:					
Phase 1 - 8 Bus Drivers, 1 Supervisor	(145)	(1,373)	(1,493)	(812)	(3,823)
Phase 2 - 50 Bus Drivers, 5 Transit Supervisors and 2 Mechanics	(904)	(8,652)	(9,407)	(5,116)	(24,078)
UCSC	0	2,500	4,500	2,295	9,295
Free Fares	(437)	(4,012)	(4,124)	(2,120)	(10,693)
Total Impact	(1,485)	(11,537)	(10,524)	(5,753)	(29,299)
New All In Budget for 2023	5,929	(10,532)	(12,449)	(8,454)	(25,505)

NOTE: FY27 is half year Operating Surplus/(Deficit) ending December 2026

Including TIRCP for operating (\$28.0 million) and flexing \$1.3 million from TIRCP capital, the new Budget is back at the original Base Budget for the trial 36 month period

5 Year Plan

11.13

5 Year Projection - Sales Tax @ 100%

- Collection of Half Cent Sale Tax to start in January 2028
- All Phases and Free Fares will continue beyond the trial period of 36 months
- TIRCP Funding not included below (\$29.6 million expected to be used to cover the trial period of Phase 1, 2 and Free Fares)
- UCSC additional help begins in FY25

\$000's

REVENUE:	BUDGET FY24	PLAN FY25	PLAN FY26	PLAN FY27	PLAN FY28
Operating Revenue					
Passenger Fares	\$ 1,552	\$ 24	\$ 24	\$ 25	\$ 25
Special Transit Fares	6,095	8,721	10,844	11,061	11,281
Total Operating Revenue	\$ 7,647	\$ 8,745	\$ 10,869	\$ 11,085	\$ 11,306
Operating Expense					
Labor - Regular	\$ 22,408	\$ 26,437	\$ 27,947	\$ 29,746	\$ 31,378
Labor - OT	1,171	1,196	1,220	1,245	1,269
Fringe	23,606	28,660	31,068	33,817	36,674
Non-Personnel	19,276	19,834	20,087	20,883	21,671
Total Operating Expense	\$ 66,460	\$ 76,128	\$ 80,323	\$ 85,691	\$ 90,992
Operating Surplus/(Deficit)	(\$ 58,814)	(\$ 67,383)	(\$ 69,454)	(\$ 74,605)	(\$ 79,685)
<i>Farebox Recovery</i>	11.5%	11.5%	13.5%	12.9%	12.4%
Non-Operating Revenue/(Expense)					
Sales Tax/Including Measure D	\$ 31,808	\$ 32,126	\$ 32,769	\$ 33,424	\$ 48,851
Federal/State Grants	25,463	28,468	28,692	29,501	30,335
COVID Relief Grants	10,420	-	-	-	-
Pension UAL/Bond Payment*	(4,173)	(4,927)	(5,623)	(6,380)	(7,199)
All Other Revenue	1,224	1,184	1,168	1,153	1,162
Total Non-Operating Revenue/(Expense)	\$ 64,743	\$ 56,851	\$ 57,005	\$ 57,698	\$ 73,149
Operating Surplus/(Deficit) before Transfers	\$ 5,929	(\$ 10,532)	(\$ 12,449)	(\$ 16,908)	(\$ 6,536)

Impact on Deficit

Cash Update

11.15

Assumptions for Deficit (Baseline)

- **Revenue Assumptions**
 - Ridership revenue returns to original levels plus additional fares
 - Sales Taxes grow year over year based on pre COVID years
 - No new sources of Revenue
- **Expense Assumptions**
 - Personnel back at 100%
 - COLA increase per contract FY24-FY26, FY27 and beyond forecasted at 4% every year
 - Inflation (CPI) of 5% in most Non-Personnel costs for FY24-FY28, FY29 and beyond at 2%, some higher based on trends

Operating Reserves Projected as of June 2024

\$2.5M



Fully Funded

\$0.8M



Fully Funded

\$21.7M



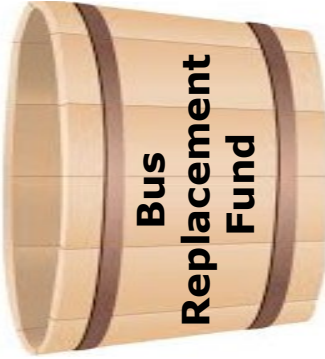
Fully Funded

\$3.0M



Fully Funded

No minimum Balances for these Funds



Bus Replacement Fund



Operating & Capital Reserve Fund*



COVID Recovery Fund



UAL & OPEB

****Balances committed against Projects in the FY24 Capital Portfolio:**

\$1.8M**

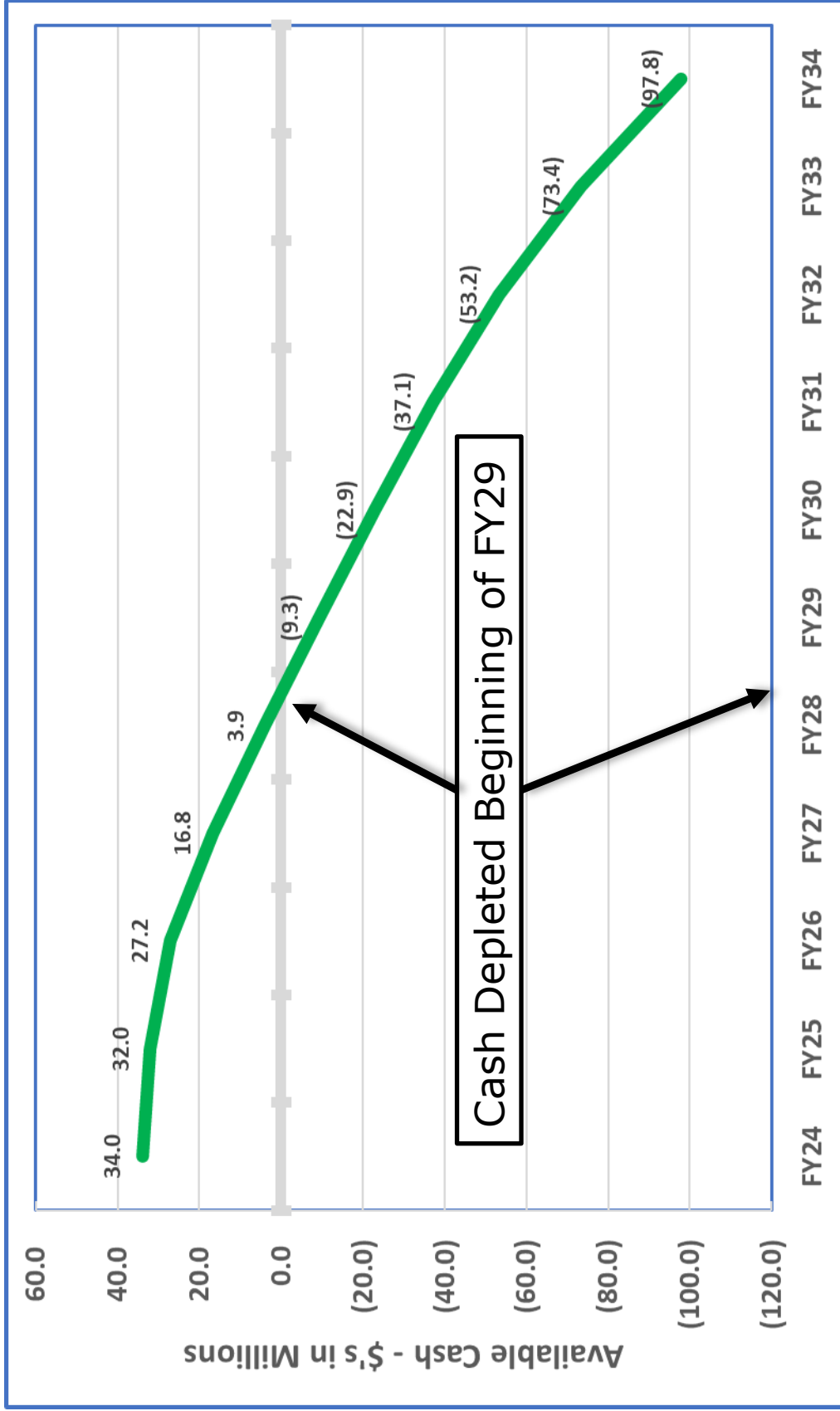
\$0.0M**

\$31.3M

\$8.0M

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

Current Deficit with No Phasing – New Base Budget



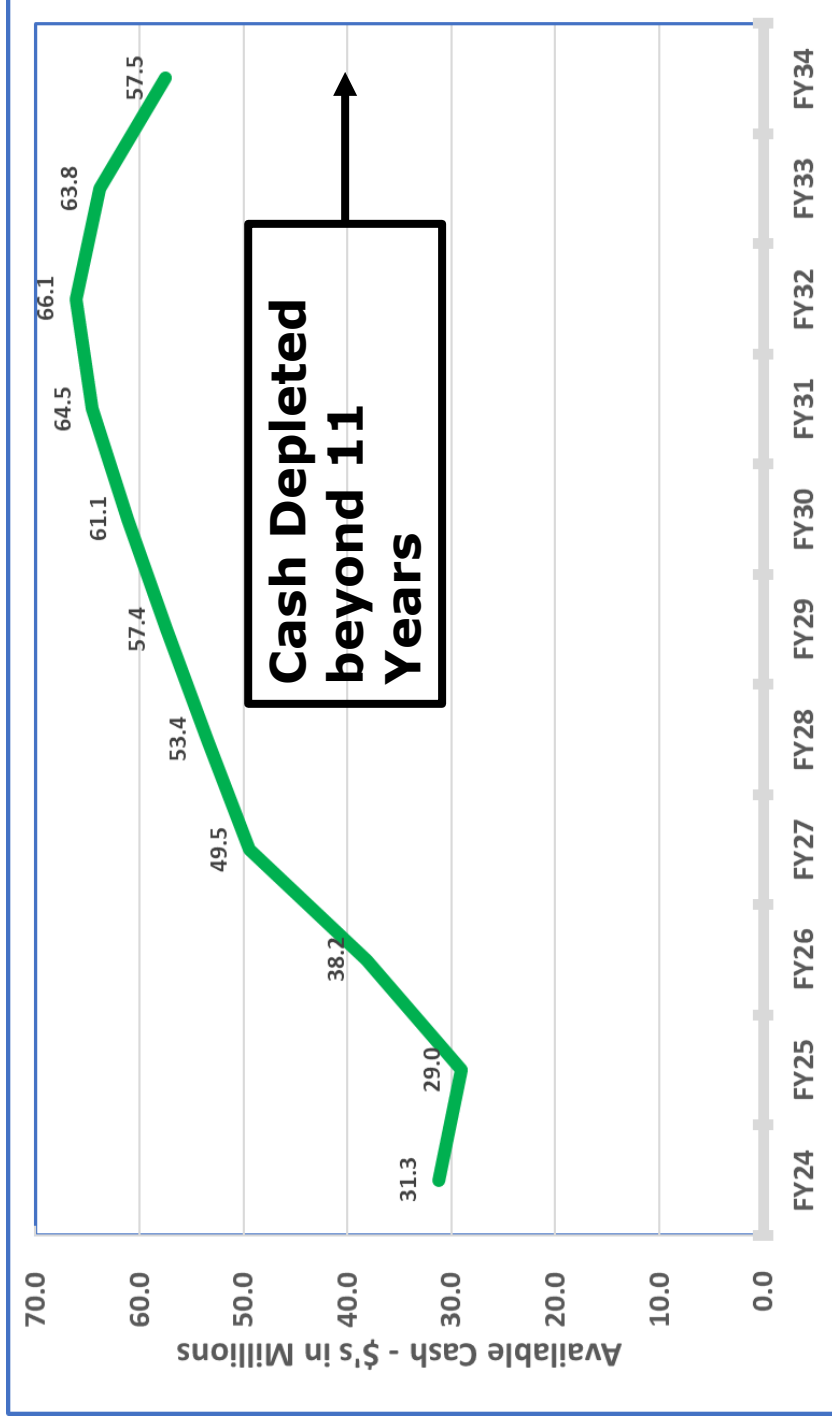
Available Cash does not include restricted cash. This includes sustainability reserve, cash flow reserve, workers comp, liability insurance, and UAL reserve fund

Assumptions for Deficit (All Phases)

- **Revenue Assumptions**
 - Half Cent Sales Tax approved
 - Free Fares beginning January 2024 and continues
 - Sales Taxes grow year over year based on pre COVID years
 - UCSC pays additional \$2.5M in FY25, and \$4.5M in FY26 and beyond
 - Assumes Trial of Free Fares and UCSC contribution remains throughout the years
- **Expense Assumptions**
 - Personnel back at 100%
 - COLA increase per contract FY24-FY26, FY27 and beyond forecasted at 4%/year
 - Inflation (CPI) of 5% in most Non-Personnel costs for FY24-FY28, FY29 and beyond at 2%, some higher based on trends

Deficit with All Phases and Sales Taxes

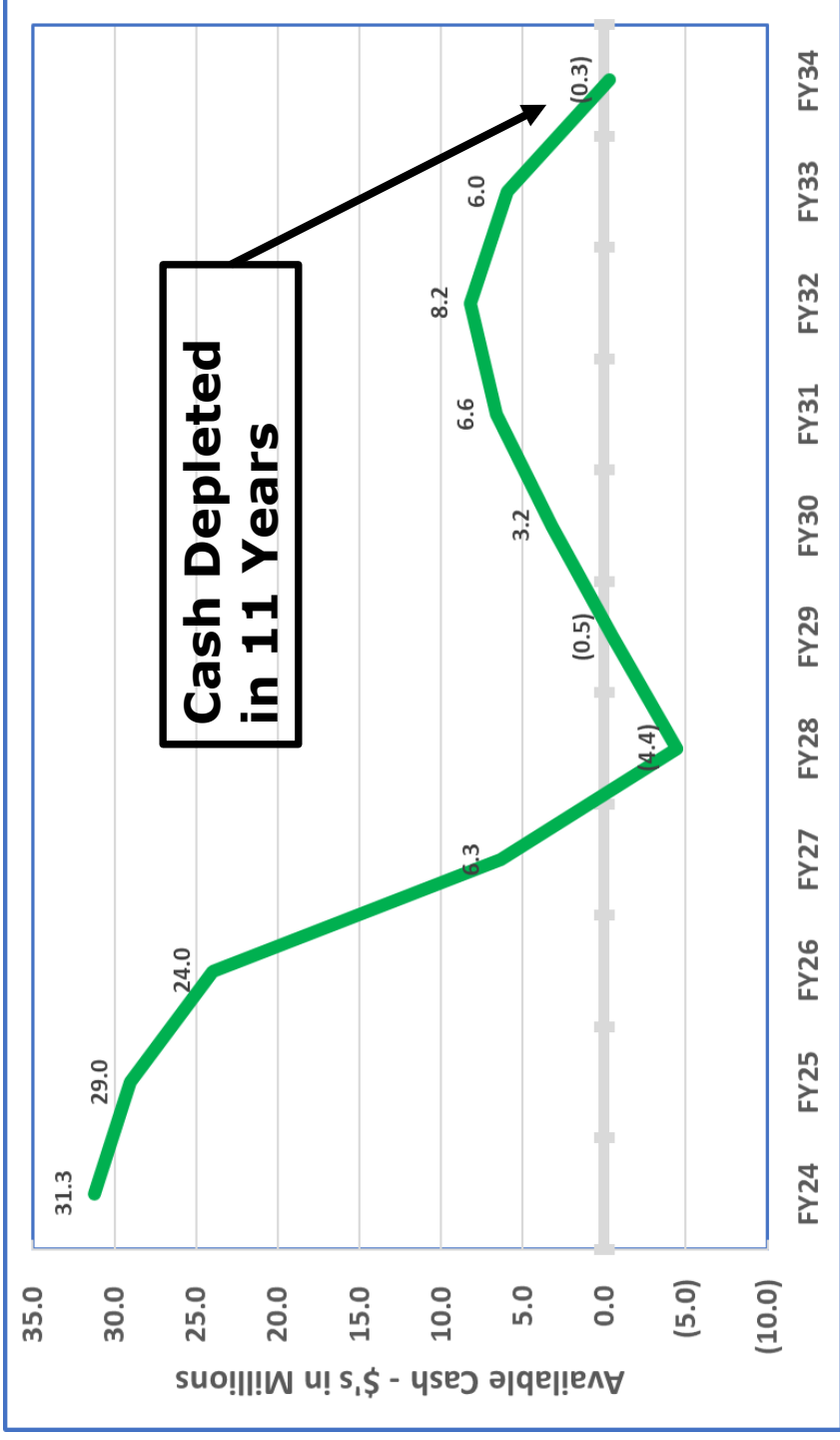
Sales Tax on November 2024 Ballot, collection starts January 2026



Available Cash does not include restricted cash. Restricted cash includes sustainability reserve, cash flow reserve, workers comp and liability insurance fund

Sales Tax in FY26

- Move of Sales Tax Ballot Measure from November 2024 to November 2026 – Collection starts January 2028



Available Cash does not include restricted cash. Restricted cash includes sustainability reserve, cash flow reserve, workers comp and liability insurance fund

Conclusion

- Move forward with all Phasing plus Free Fares so we can demonstrate a world class system across Santa Cruz County.
- 100% of the Sale Tax will keep METRO financially sound through 2034

Appendix

Budget and Forecast Summary

Budget

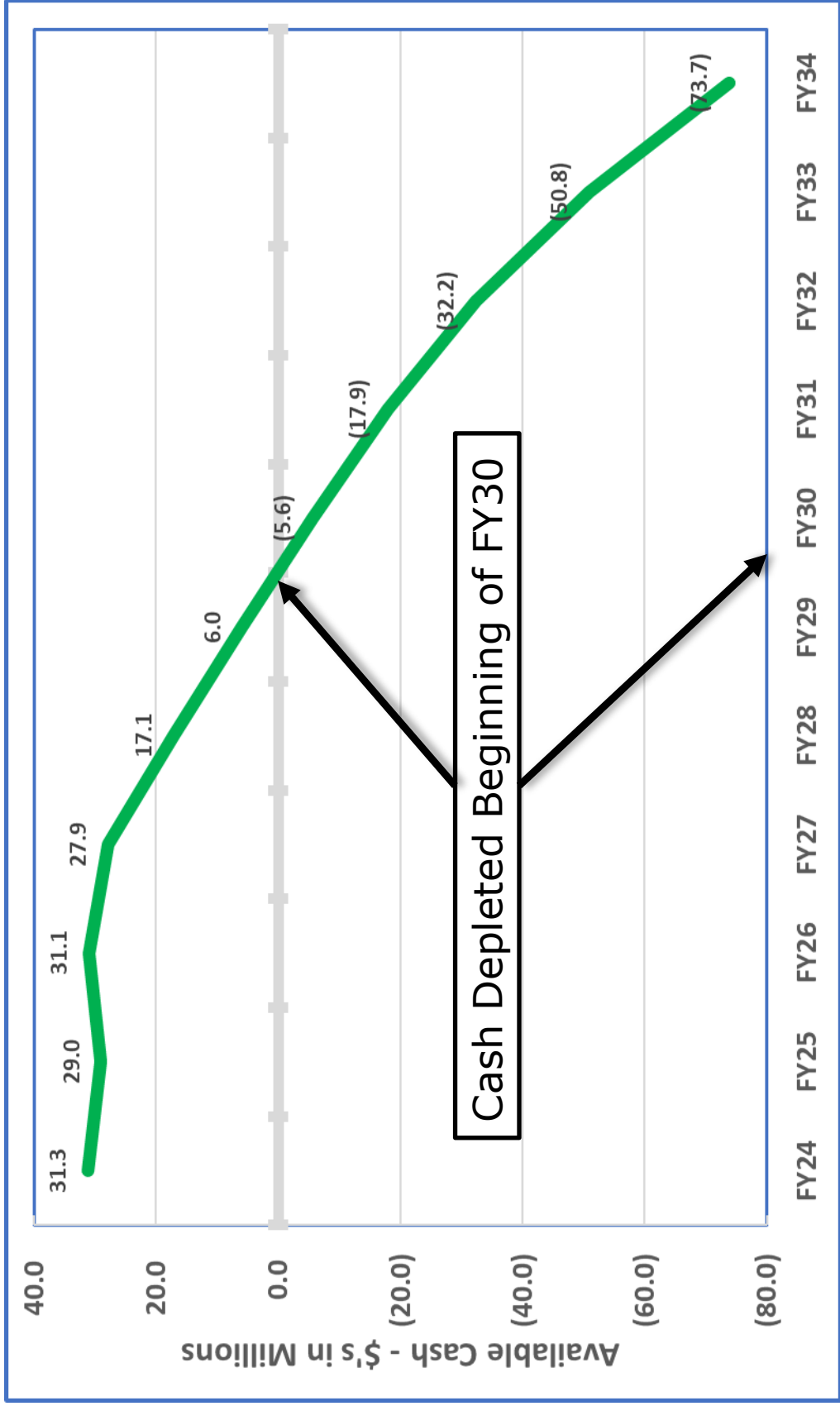
- Updated FY24 Base Budget and Forecast since June Board Approval – Cost of Living Adjustments to Wages primarily driving the increase but minimal bottom line impact
- Added Phase 1 and Phase 2 plus Free Fares – Total impact of \$29.3M over 3 years offset by \$28M TIRCP Grant – Roughly Neutral to Metro
 - Phase 1 – Rollout January 2024 UCSC to downtown. \$3.8 million and 8 drivers
 - Phase 2 – Rollout remaining network Watsonville to Santa Cruz with UCSC incremental contribution April 2024. \$14.8 million and 50 drivers
 - Free Fares – Rollout in January 2024. \$10.7 million

Forecast

- Base Forecast includes COLA (annual increases) and CPI adjustments. Metro cash position goes negative by FY29
- Adding in the Two Phases and Free Fares, and a 1/2 Cent Sales Tax would result in a positive cash position beyond FY34 – more than a decade.

11-24 Long term continuation of Phase 1 and Phase 2 plus Free Fares must include UCSC contribution increase of ~\$4.5M a year and 1/2 Cent Sales Tax in 2024

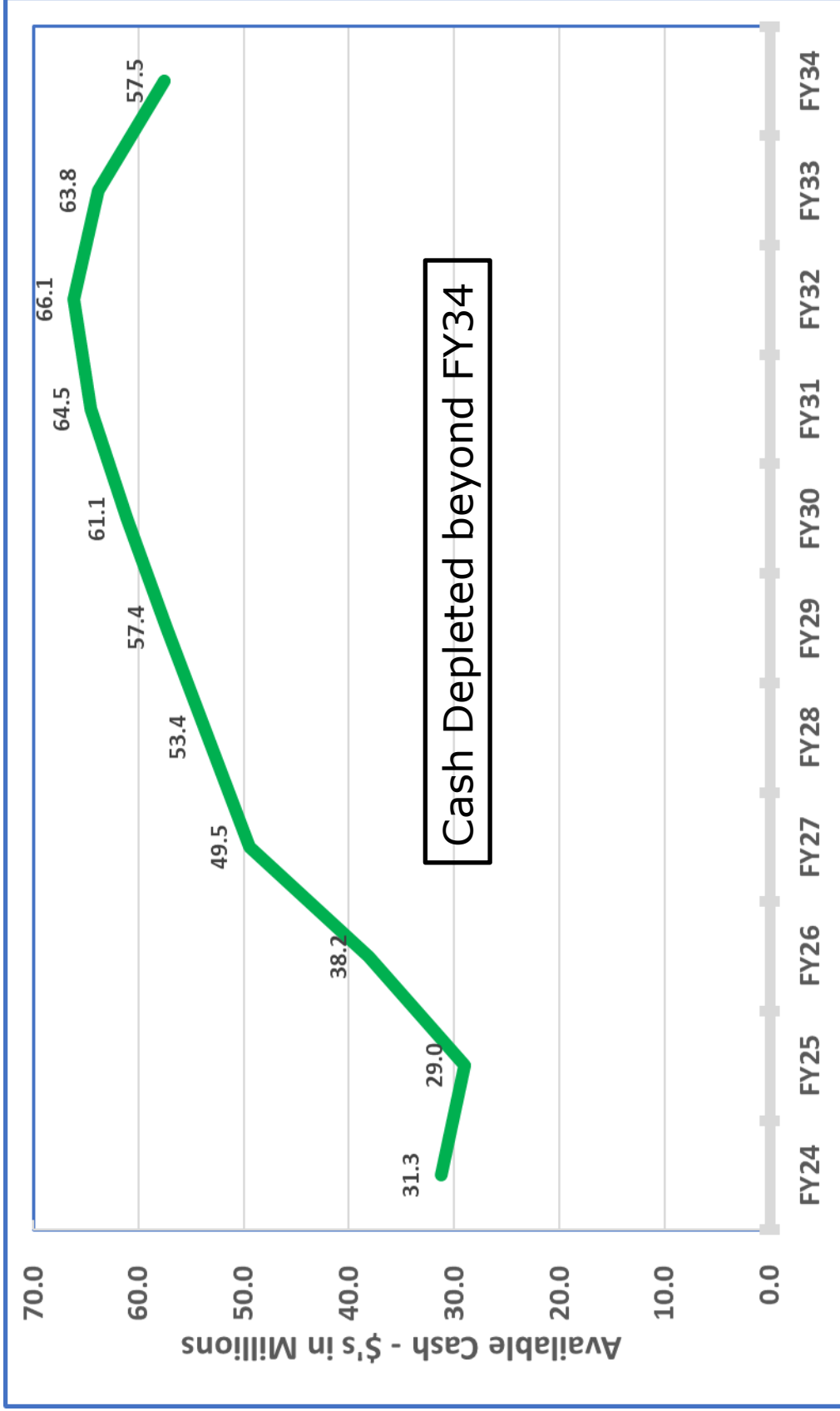
Deficit with All Phases and 50% Sales Tax



Cash Depleted Beginning of FY30

Available Cash does not include restricted cash. This includes sustainability reserve, cash flow reserve, workers comp and liability insurance fund

Surplus with All Phases and 100% Sales Tax



Available Cash does not include restricted cash. This includes sustainability reserve, cash flow reserve, workers comp and liability insurance fund

5 Year Revised Operating Budget (Baseline)

REVENUE:	October-23	October-23		PLAN	PLAN	PLAN	PLAN
	BUDGET	FY24	FY25	FY26	FY27	FY28	FY28
Operating Revenue							
Passenger Fares	\$ 3,080,194	\$ 3,186,199	\$ 3,256,286	\$ 3,328,103	\$ 3,401,701		
Special Transit Fares	6,094,772	6,220,501	6,344,248	6,470,637	6,599,677		
Total Operating Revenue	\$ 9,174,966	\$ 9,406,700	\$ 9,600,534	\$ 9,798,740	\$ 10,001,378		
Operating Expense							
Labor - Regular	\$ 21,541,562	\$ 22,712,167	\$ 23,857,771	\$ 25,259,517	\$ 26,505,722		
Labor - OT	1,176,631	1,196,216	1,220,130	1,244,525	1,269,405		
Fringe	22,453,604	24,561,945	26,570,255	28,875,593	31,270,948		
Non-Personnel	17,790,500	16,884,533	17,085,550	17,837,688	18,586,963		
Total Operating Expense	\$ 62,962,297	\$ 65,354,861	\$ 68,733,706	\$ 73,217,323	\$ 77,633,038		
Operating Surplus/(Deficit)	\$ (53,787,331)	\$ (55,948,161)	\$ (59,133,172)	\$ (63,418,583)	\$ (67,631,660)		
<i>Farebox Recovery</i>	14.6%	14.4%	14.0%	13.4%	12.9%		
Non-Operating Revenue/(Expense)							
Sales Tax/including Measure D	\$ 31,808,185	\$ 32,126,267	\$ 32,768,792	\$ 33,424,168	\$ 34,092,651		
Federal/State Grants	21,921,795	28,468,370	28,691,832	29,500,915	30,334,589		
COVID Relief Grants	10,419,901	-	-	-	-		
COVID Related Costs	-	-	-	-	-		
Pension UAL/Bond Payment	(4,172,665)	(4,824,844)	(5,420,039)	(6,061,266)	(6,750,107)		
All Other Revenue	1,224,267	1,183,621	1,167,829	1,152,863	1,162,226		
Total Non-Operating Revenue/(Expense)	\$ 61,201,483	\$ 56,953,414	\$ 57,208,414	\$ 58,016,680	\$ 58,839,359		
Operating Surplus/(Deficit) before Transfers	\$ 7,414,152	\$ 1,005,253	\$ (1,924,758)	\$ (5,401,903)	\$ (8,792,301)		
Transfers and Other							
Transfers to Capital/Operating & Capital Reserve Fund	\$ (10,902,980)	\$ (9,357,241)	\$ (7,606,945)	\$ (7,630,527)	\$ (6,873,428)		
(To)/From COVID Recovery Fund	3,488,828	8,351,988	9,531,703	9,877,717	-		
Operating Surplus/(Deficit) after Transfers	\$ -	\$ -	\$ -	\$ (3,154,713)	\$ (15,665,729)		

Does not include Phases or Free Fares

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DATE: October 27, 2023
TO: Board of Directors
FROM: John Urgo, Planning & Development Director
SUBJECT: PACIFIC STATION UPDATE AND METRO DOWNTOWN TRANSIT CENTER INTERIM OPERATIONS PLAN

I. RECOMMENDED ACTION

That the Board of Directors receive an update on the status of Pacific Station redevelopment and approve the METRO Downtown Transit Center Interim Operations Plan.

- On April 26, 2019, the Santa Cruz Metropolitan Transit District (METRO) Board of Directors (Board) directed the METRO CEO/General Manager to initiate negotiations with the City of Santa Cruz (City) relative to a possible Pacific Station redevelopment partnership.
- On June 26, 2020, the Board approved a Memorandum of Understanding (MOU) between the City and METRO in which the parties agreed to work together to apply for a state Affordable Housing and Sustainable Communities (AHSC) grant to redevelop the METRO owned Pacific Station site and adjacent City owned properties into a bus tarmac and mixed-use, affordable housing development.
- In January 2022, the project was awarded \$29.6 million in AHSC funds from the California Strategic Growth Council to develop 126 units of affordable housing and new METRO station and bus tarmac. The project also received a \$20.9 million grant from the California Department of Housing and Community Development (HCD) Infill Infrastructure Grant (IIG) program, \$500,00 in California Transit and Intercity Rail Capital Program (TIRCP) funds, and affordable housing tax credits. Together with METRO's financial contribution of \$4 million, the project is considered fully funded and scheduled to break ground in February 2024.
- The redevelopment of Pacific Station will require the temporary relocation of METRO's downtown operations during a period of at least two years. The MOU provided that the Board review and approve the temporary operations plan.
- Staff recommends that the Board receive and approve the METRO Downtown Transit Center Interim Operations Plan so that the project can break ground as scheduled.

II. DISCUSSION/BACKGROUND

The METRO Pacific Station complex is in dire need of substantial investment. Constructed in the early 1980s, the facility leaks rainwater, has substantial termite and dry rot damage, requires a new roof, requires that all windows in the facility be replaced, and would need substantial investment in replacing and upgrading the electrical, plumbing and HVAC to code.

The City and METRO have been conducting outreach and planning for redevelopment of the existing Metro Pacific Station complex since 2002. The property's prime downtown location makes it both an important transportation hub and an attractive site for developing affordable housing. In support of the most recent redevelopment efforts, the Board approved a Memorandum of Understanding (MOU) in June 2020 between the City of Santa Cruz and METRO in which the parties agreed to work together to apply for a state Affordable Housing and Sustainable Communities (AHSC) grant to redevelop the site and adjacent City owned properties into a new bus tarmac and mixed-use development. The MOU outlined a process by which the City would lead the development of a "turnkey" bus tarmac, inclusive of ancillary functions and amenities, that would meet METRO's specifications, and that METRO would contribute \$4 million of its Measure D funds to the project.

In January 2022, the project was awarded \$29.6 million in AHSC funds from the California Strategic Growth Council to develop 126 units of affordable housing and new METRO station and bus tarmac in a net-zero, seven story, mixed-use development. The project has also received a \$20.9 million grant from the California Department of Housing and Community Development (HCD) Infill Infrastructure Grant (IIG) program, \$500,00 in California Transit and Intercity Rail Capital Program (TIRCP) funds, and affordable housing tax credits. Together with METRO's financial contribution of \$4 million, the project is considered fully funded and scheduled to break ground in February 2024.

The redevelopment of Pacific Station will require the temporary relocation of METRO's downtown transit operations, including 14 active bus bays, 11 layover bus bays, a site-specific circulation system, and facilities for public/customer service interaction, operators, and security staff. METRO and City staff searched for suitable sites in and around the downtown area that could accommodate METRO's space needs during construction, which is expected to last a period of two years. Per the terms of the 2020 MOU, the City is coordinating the development of the METRO Downtown Transit Center Interim Operations Plan (Plan) and the Board is required to review and approve the plan.

In June 2023 City Economic Development staff issued a Request for Qualifications for METRO Interim Downtown Transit Center Operations Plan Design Services. The most qualified respondent was identified as Kimley-Horn and Associates Inc. (Kimley-Horn). Kimley-Horn offers technical expertise, local implementation experience and development knowledge, and has partnered with the City and METRO on a wide variety of projects including the Front Street Intersection Improvements, the Santa Cruz Warriors Arena Specific Plan, the

Downtown Plan Expansion project, and METRO's Rapid Corridors Project. A Professional Services Agreement was subsequently executed between the City and Kimley-Horn for Plan design services.

The Plan designs temporary traffic circulation patterns, determines associated traffic and sidewalk revisions, and identifies locations for ancillary facilities to support METRO's operations during the redevelopment of Pacific Station. Key elements include establishing a clockwise traffic flow around the area bounded by Soquel Ave., Front St., River St. and River St. South; the removal of the traffic island at the River St. South/Front St. intersection to facilitate METRO bus movements; general traffic restriping; the conversion of River St. South to one-way southbound with a contraflow bicycle lane; and a storefront facility at 603-605 Front St. for a METRO ticket sales/call center function. The Plan will subsequently be released for bid to construct the operational design elements so that the demolition and redevelopment of the METRO Pacific Station complex may proceed.

The City of Santa Cruz Transportation and Public Works Commission (TPWC) reviewed the Plan at its September 18, 2023 meeting and carried a motion to reject the Plan, but also recommended the City Council approve the Plan with the following changes: 1) explore contraflow bicycle lane options on River Street South; 2) improve levee access within the mid-block access point across from the pedestrian bridge on River Street South; 3) removal of parking spaces on River Street South in favor of additional and safer bus facilities; 4) removal of parking spaces on Front St. in favor of separate facilities for bicycles and bus/car use; and 5) maintain accessible parking spaces.

Staff have revised the Plan to include a contraflow bike lane on River Street South which reduces potential bicycle/vehicle/bus conflicts. The contraflow bicycle lane also allows for improved levee access at each end of River Street South as well as at the mid-block access point at the pedestrian bridge. Other Plan revisions include the removal of additional parking spaces on River Street South to allow for additional bus layover spaces. Staff also reviewed the removal of parking spaces on Front Street and determined that doing so would reduce parking serving adjacent businesses. The Plan continues to maintain an accessible parking space on Front Street.

The Plan will utilize curbside space on Soquel Ave., Front St, River St. and River St. South to create one new bus stop and multiple bus layover spaces. Current Pacific Station lane operations will be mapped onto the temporary facility: Lane 1 (UCSC service) will operate from River Street South at Soquel Avenue; Lanes 2 (Highway 17 and Route 35) will operate from the existing bus stop pullout on Soquel Avenue between Front Street and River Street South; and Lanes 3/4 (Routes 4, 40, 41, 42, and future Routes 1 and 2) will operate from the existing bus stop on Front Street at Soquel Avenue. This will minimize disruption to operations while maintaining an easy transfer point between South County, San Lorenzo Valley and UCSC service. All routes will serve common stops, meaning there will be no need to walk to other stops when transferring. The new and existing stop

locations are also adjacent (across Front Street) to the temporary ticketing and customer service office at 603-605 Front. The remaining curbside space bounded by Front Street and River Street South will be used as layover and overflow space, similar to the way the Greyhound lot functions today. The space will be generally occupied during METRO's span of service between 5:00 a.m. and midnight.

A key feature of the plan is the installation of a shared bus/bike lane on Front Street and River Street, on the east side of the street. This is intended to improve bus speed and reliability, reduce delay for bus riders, and improve pedestrian and bike safety. The shared bus/bike lane will be 15 feet wide at bus stops and 13 feet wide otherwise in order to allow bikes to pass around stopped buses at stops but discourage buses and bikes from passing each other elsewhere. The shared bus/bike lane will replace existing auto or parking lanes, though there will still be at least one auto through lane in each direction, similar to current conditions. Existing loading curbside spaces will be maintained.

City Economic Development and Housing Staff will provide project and contract management services and Public Works staff will provide technical support and inspection services. Construction of the Plan's elements is scheduled for the period December 28, 2023 through February 1, 2024. Upon completion of METRO's new transit center at Pacific Station, traffic patterns will be restored to pre-project conditions.

III. STRATEGIC PLAN PRIORITIES ALIGNMENT

This item aligns with the following Strategic Priorities:

- Financial Stability, Stewardship & Accountability
- Service Quality and Delivery
- Internal and External Technology
- State of Good Repair
- Strategic Alliances and Community Outreach

IV. FINANCIAL CONSIDERATIONS/IMPACT

On April 26, 2019, the METRO Board authorized a set-aside of \$1 million per year for four consecutive years from its \$3 million/year bus replacement capital program for the Pacific Station redevelopment project. The first \$1 million was set aside in the FY20 budget year and the last payment was reserved in the current FY24 budget year.

The MOU envisions expending these funds for both the permanent and temporary operations facilities.

V. CHANGES FROM COMMITTEE

N/A

VI. ALTERNATIVES CONSIDERED

The Board could choose not to approve the METRO Downtown Transit Center Interim Operations Plan (Plan). Staff does not recommend this option as any delay in relocating operations from Pacific Station could push the start of construction past February 2024 and jeopardize project funding. Staff has worked closely with City staff and the consultant team to devise a plan that meets the needs of all parties.

The Board could also give staff direction to alter certain elements of the plan that could be accomplished without jeopardizing the timeline for breaking ground in February 2024.

VII. ATTACHMENTS

Attachment A: METRO Downtown Transit Center Interim Operations Plan Presentation

VIII. APPROVALS

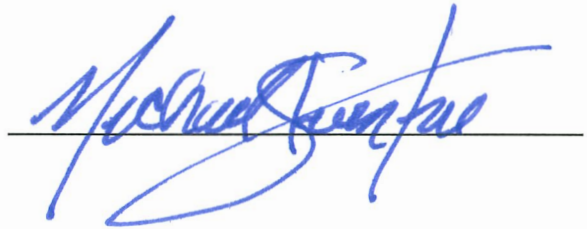
John Urgo, Planning &
Development Director



Approved as to fiscal impact:
Chuck Farmer, CFO

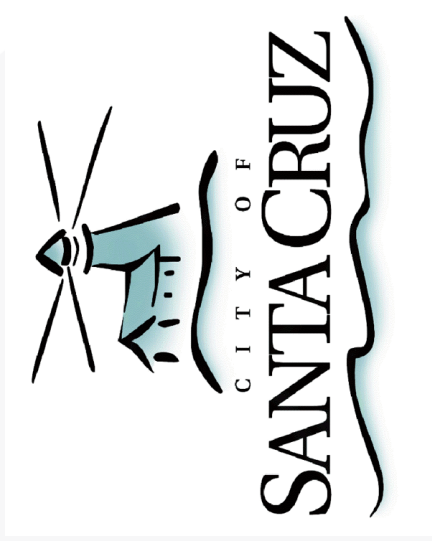


Michael Tree, CEO/General Manager



City of Santa Cruz

METRO Interim Operations Plan



Kimley»Horn



12A.1

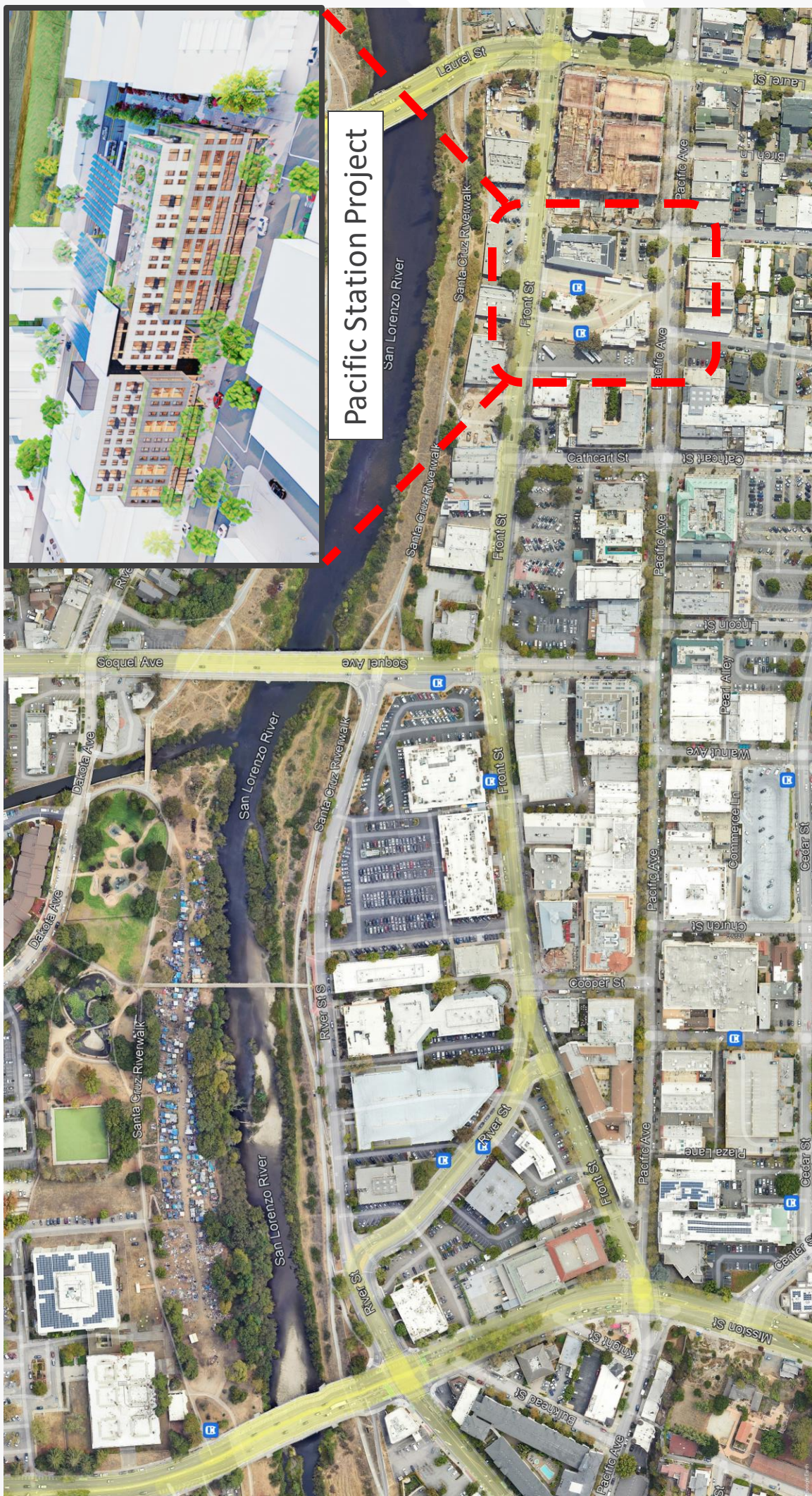
Attachment A



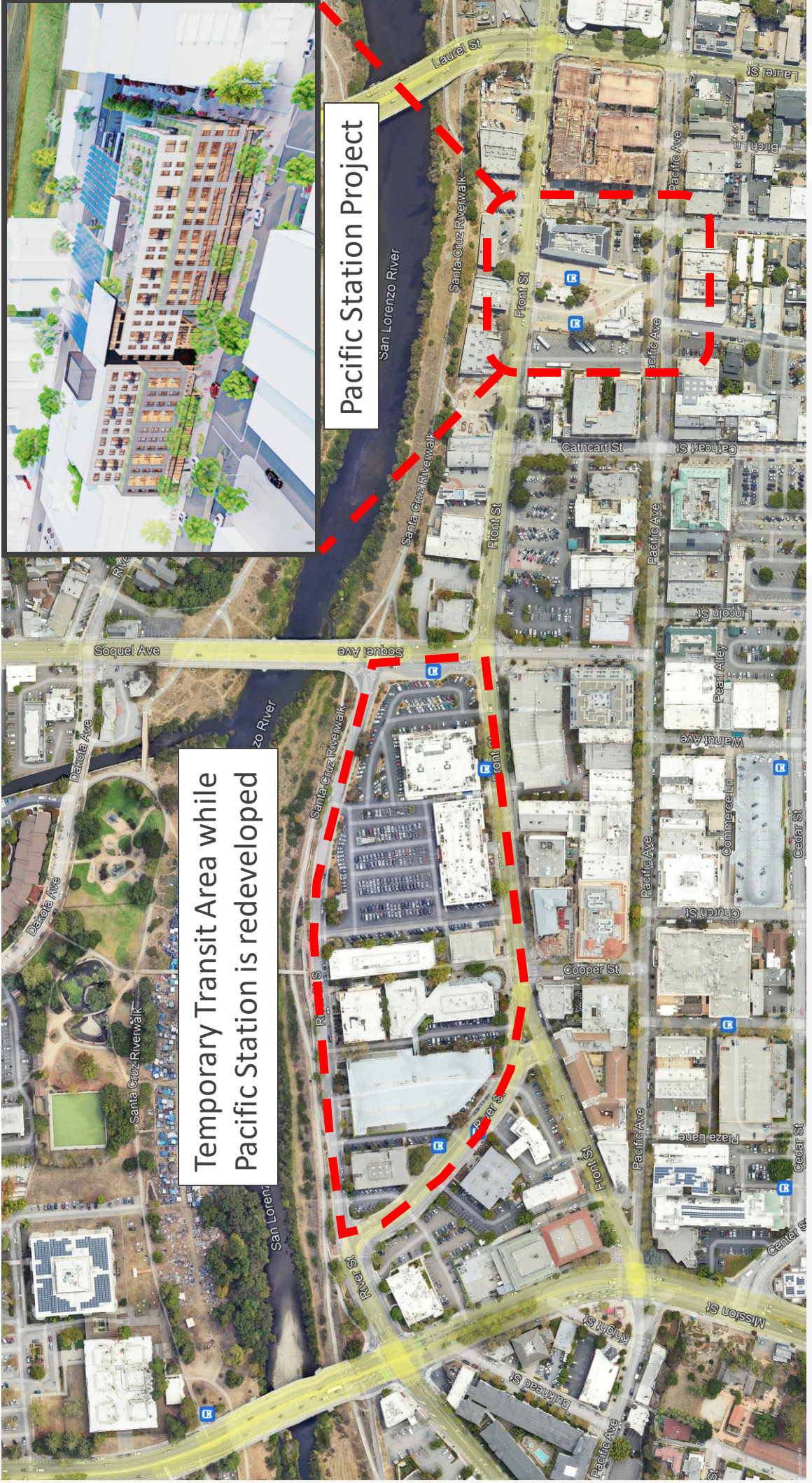
Overview

1. Project Background
2. Project Schedule
3. Interim Operations Plan
4. Questions

Project Background



Project Background



Project Schedule

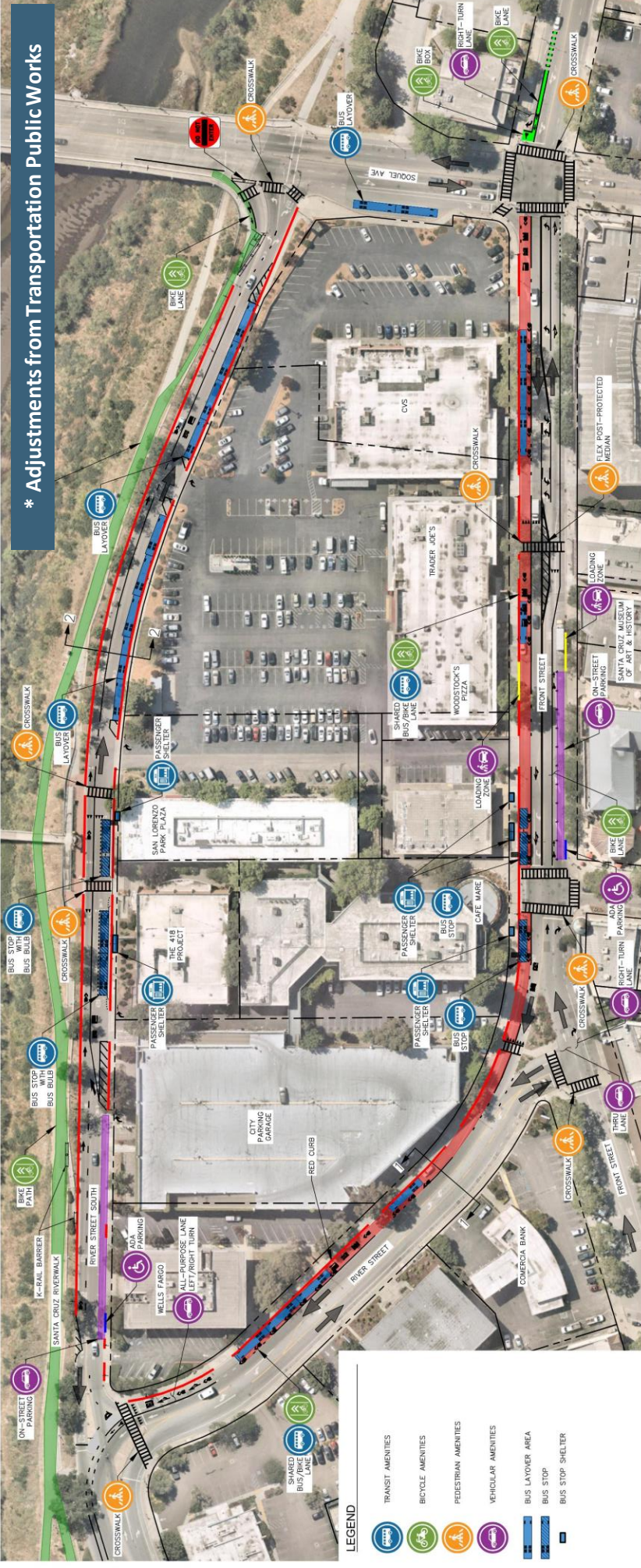
- Sept-Oct 2023: Bid Package Development
- Late Oct 2023: Advertise Project
- Jan 2023: Complete Project, Shift METRO Operations
- Feb 2023: Break Ground on Pacific Station



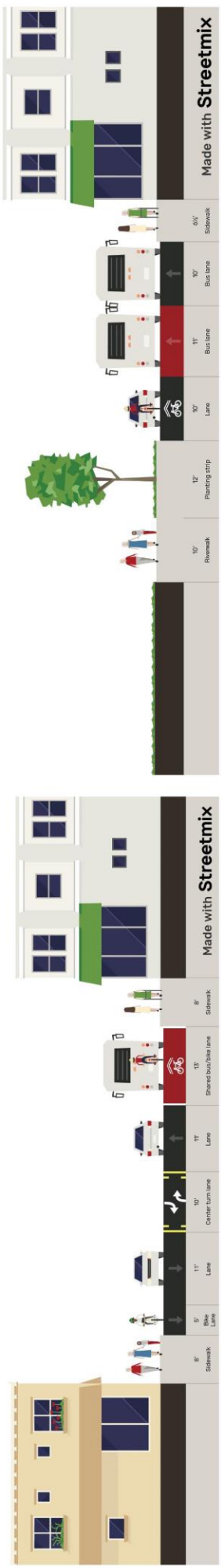
Components

- Roadway Cross Section
- Bus Stops
- Bus Layover
- Pedestrian Facilities
- Vehicular Access
- On-Street Parking
- Interim Ticket Sales/Call Center at 603-605 Front St

* Adjustments from Transportation Public Works

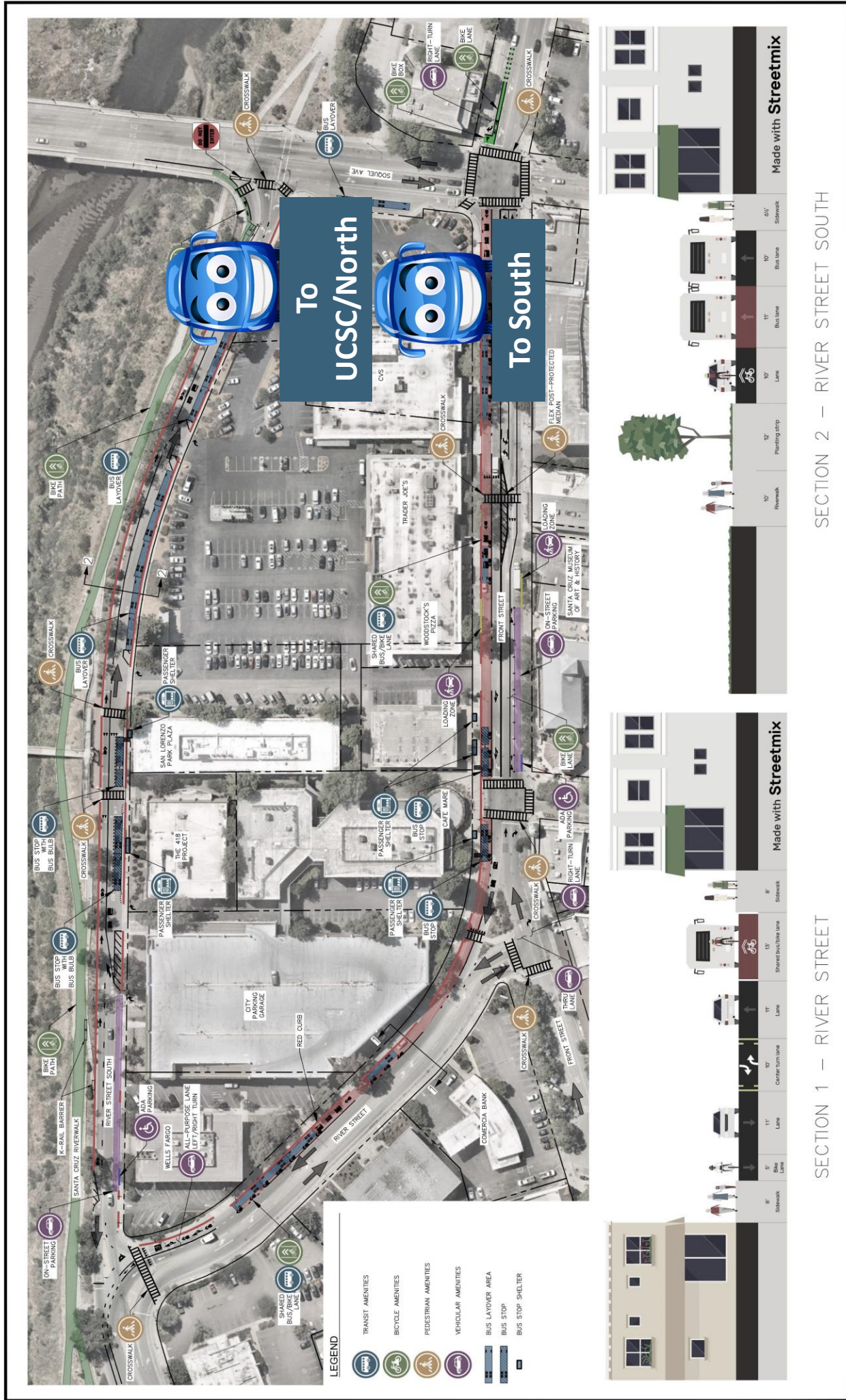


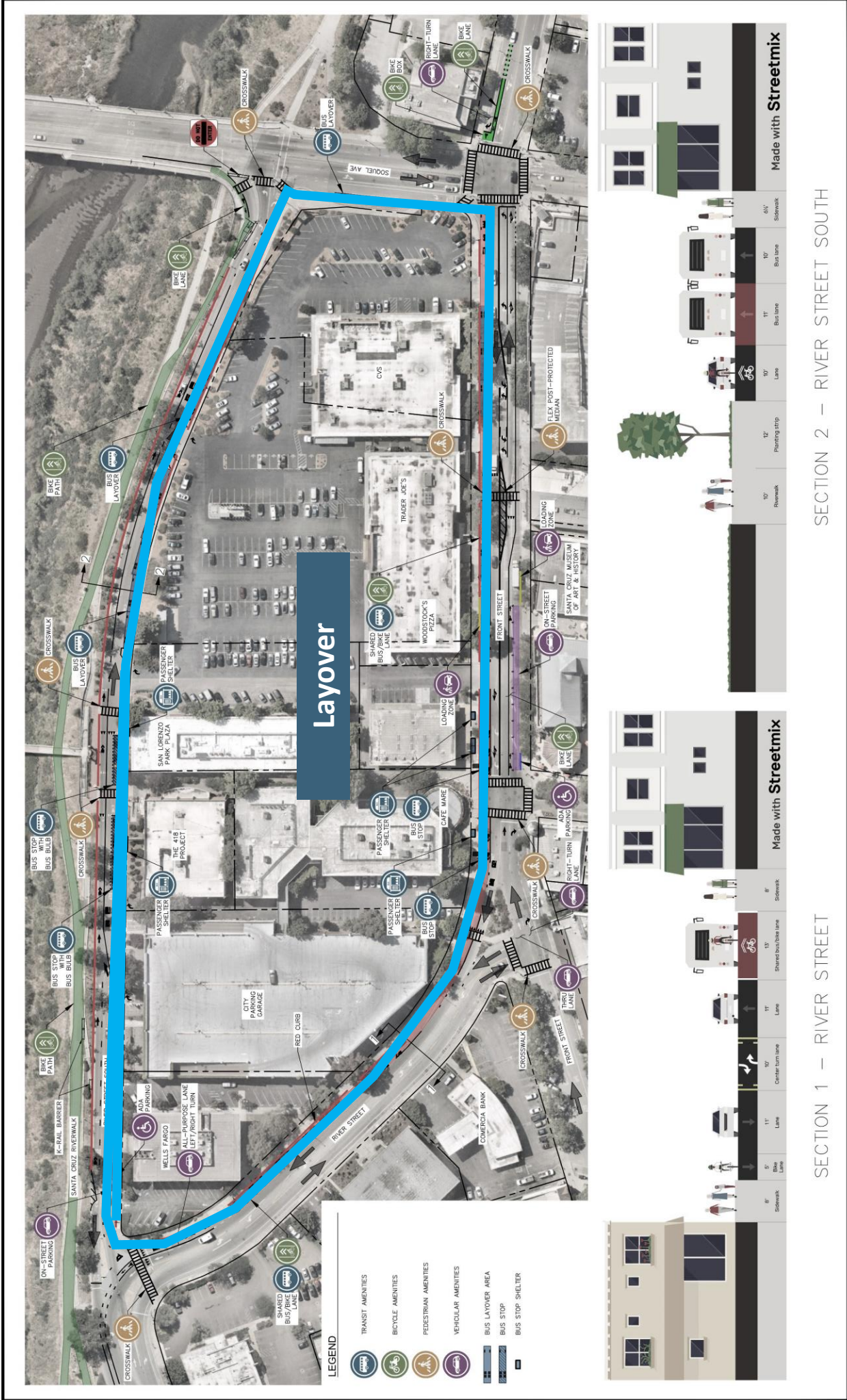
- LEGEND**
- TRANSIT AMENITIES
 - BICYCLE AMENITIES
 - PEDESTRIAN AMENITIES
 - VEHICULAR AMENITIES
 - BUS LAYOVER AREA
 - BUS STOP
 - BUS STOP SHELTER



SECTION 2 – RIVER STREET SOUTH

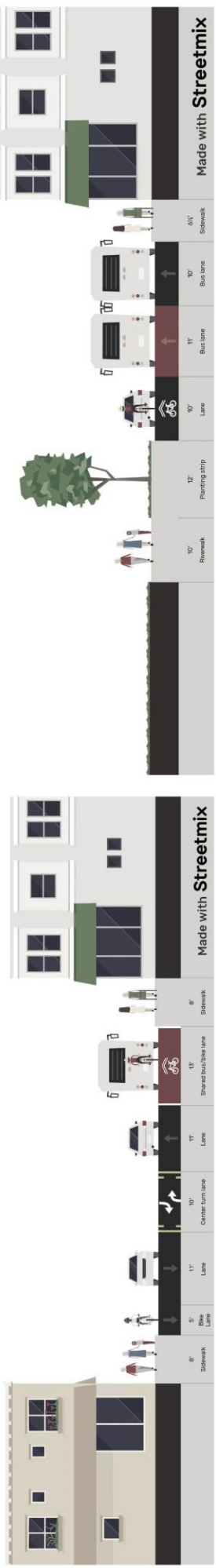
SECTION 1 – RIVER STREET

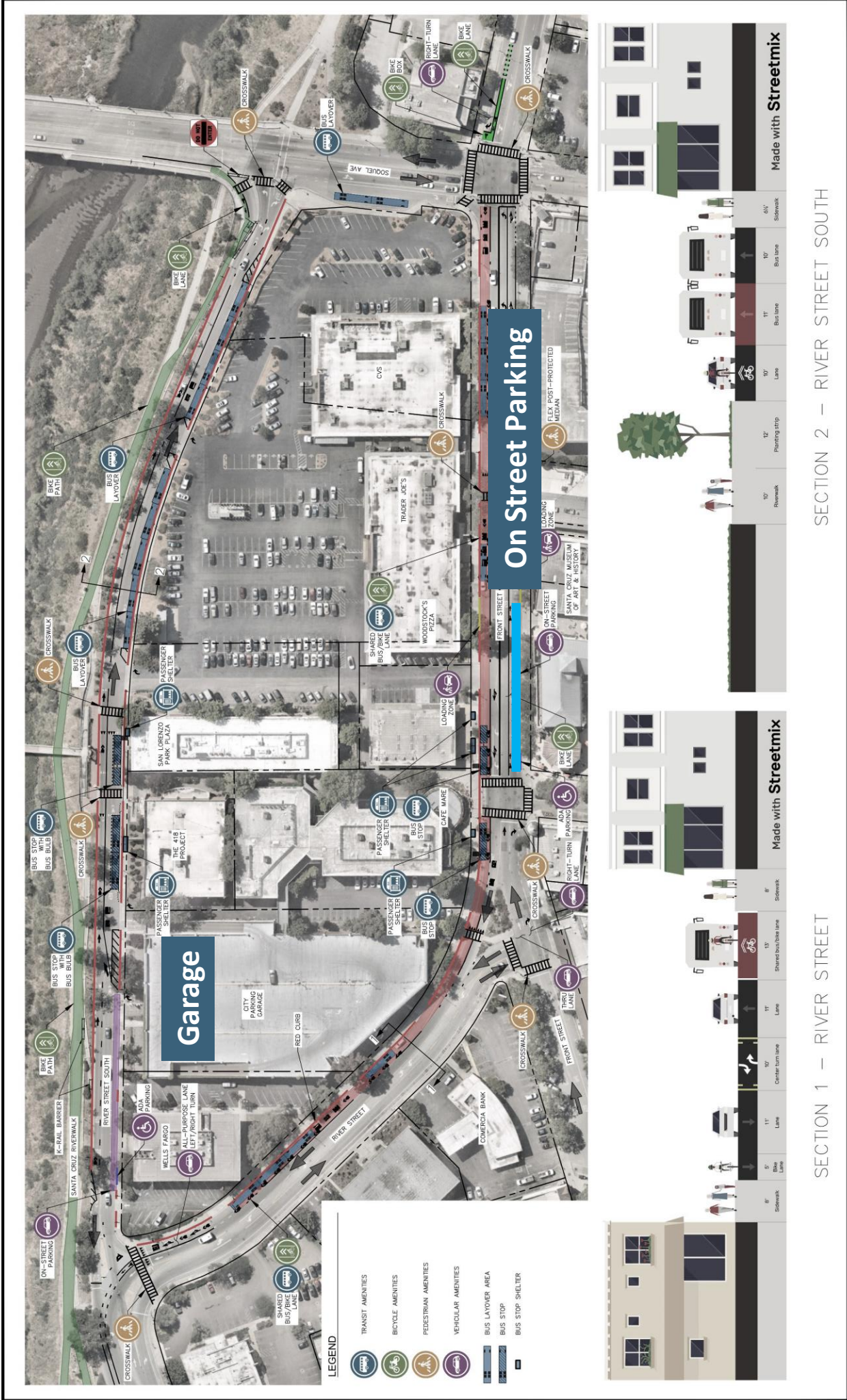




Layover

- LEGEND**
- TRANSIT AMENITIES
 - BICYCLE AMENITIES
 - PEDESTRIAN AMENITIES
 - VEHICULAR AMENITIES
 - BUS LAYOVER AREA
 - BUS STOP
 - BUS STOP SHELTER





SECTION 2 – RIVER STREET SOUTH

SECTION 1 – RIVER STREET



Questions?

Matt Starkey, P.E.
Transportation Manager
mstarkey@santacruzca.gov

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FEDERAL UPDATE



OCTOBER 2023



TOPICS OF DISCUSSION



FY 2024 DOT Budget IIJA Update 118th Congress



FY 2024 DOT Budget



- FY24 started on 10/1; no budget enacted to date
- Stopgap funding measure keeps government running through 11/17
- House and Senate Far Apart on FY24 Budget
- House Proposes 25% Cut to DOT-HUD Spending Bill
- Senate Proposes Levels near FY23
- Deficit Reduction Concentrated on 15% of Budget

FY 2024 DOT Budget



- Both House and Senate Retain Authorized Levels for Transit Formula Programs in FY24
- “Plus-Ups” for Bus Programs; Amtrak, and CIG program (light rail, BRT) cut in House DOT bill
- Budget Impasse Has Roots in Debt Limit Deal
- New House Leadership Likely Won’t Break Logjam

13.4 Likelihood of Shutdown on November 18 is High



Infrastructure Law Update



- Almost all of Year 1 and 2 Funding Notices “on the street”
- High Profile Funding Awarded, includes:
 - \$1.2 billion Low and No Emissions Vehicle Program
 - \$1.1 billion “Mega Grant” Program
 - \$1 billion Safe Streets and Roads for All Program
- IIJA Law Provides Funding for Programs Through FY 2026, as well as DOT program authorization
- “Buy America” and Permitting Requirements Remain
- DOT Priorities Continue To Be:
 - Safety, Modernization, Climate, Equity

118th Congress/2024



- Slim Republican Majority in House (222-213)
- Slim Democratic Majority in Senate (50-49-1)
- Election Year Will make Legislating Difficult
- Budget Battles Will Continue
- WH Will Focus on IIJA and IRA Implementation
- Not Too Early to Start Reauthorization Talks

Federal Update



Questions?



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State Legislative Update

Santa Cruz Metropolitan Transit District

Prepared by Shaw Yoder Antwih Schmelzer & Lange

October 27, 2023

SYASL Advocacy Team



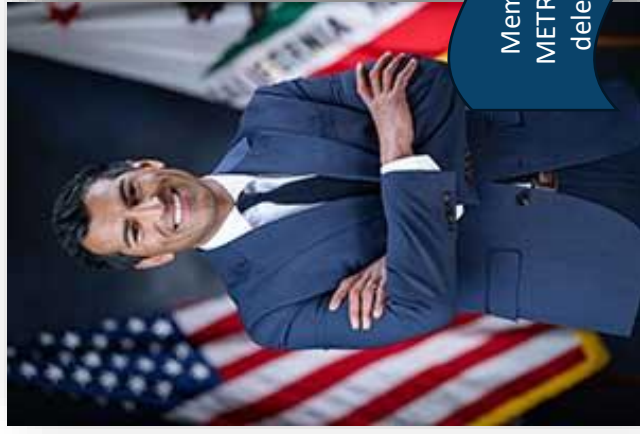
Michael Pimentel
Legislative Advocate

2023-24 Legislative Session

- First year of two-year session ends: **September 14, 2023**
- Bill signing period ends: **October 14, 2023**
 - Governor reviewed 1,046 bills total, signed 890 bills into law
- Second year of two-year session begins: **January 3, 2024**

14.3

Change in Legislative Leadership



- Assembly Member Robert Rivas (D-Salinas) sworn-in as Speaker of CA State Assembly



- Senator Mike McGuire (D-Healdsburg) named President pro Tem Designee of CA State Senate

01

Budget Act

2023-2024 Legislative Session

14.5

Budget Act of 2023-24: A Three-Part Package

- **Transit Funding**
 - AB 101 (Ting), the “Interim Budget”
 - AB 102 (Cmte. on Budget), the “Budget Bill Jr.”
- **Statutory Relief / Accountability Req.**
 - SB 125 (Cmte. on Budget and Fiscal Review), the transportation trailer bill
- **Infrastructure Streamlining**
 - SB 146 (Gonzalez) on NEPA authority
 - SB 149 (Caballero) on judicial streamlining

14.6



Details of Budget Act of 2023-24

AB 102 (Committee on Budget), the “Budget Bill Jr.”

- Restores **\$2B** for Transit and Intercity Rail Capital Program (toward \$4 billion commitment)
 - Maintains population-based distribution (PUC 99313)
 - Includes 100% flexibility for transit operations
 - Provides **\$1.1B** over four years for Zero-Emission Transit Capital Program
 - Population- and revenue-based distribution (PUC 99313 + 99314)
 - Includes 100% flexibility for transit operations
- 14.7** ■ Provides **\$34.7 million over 4 years to SCTC for transit and rail projects/services**

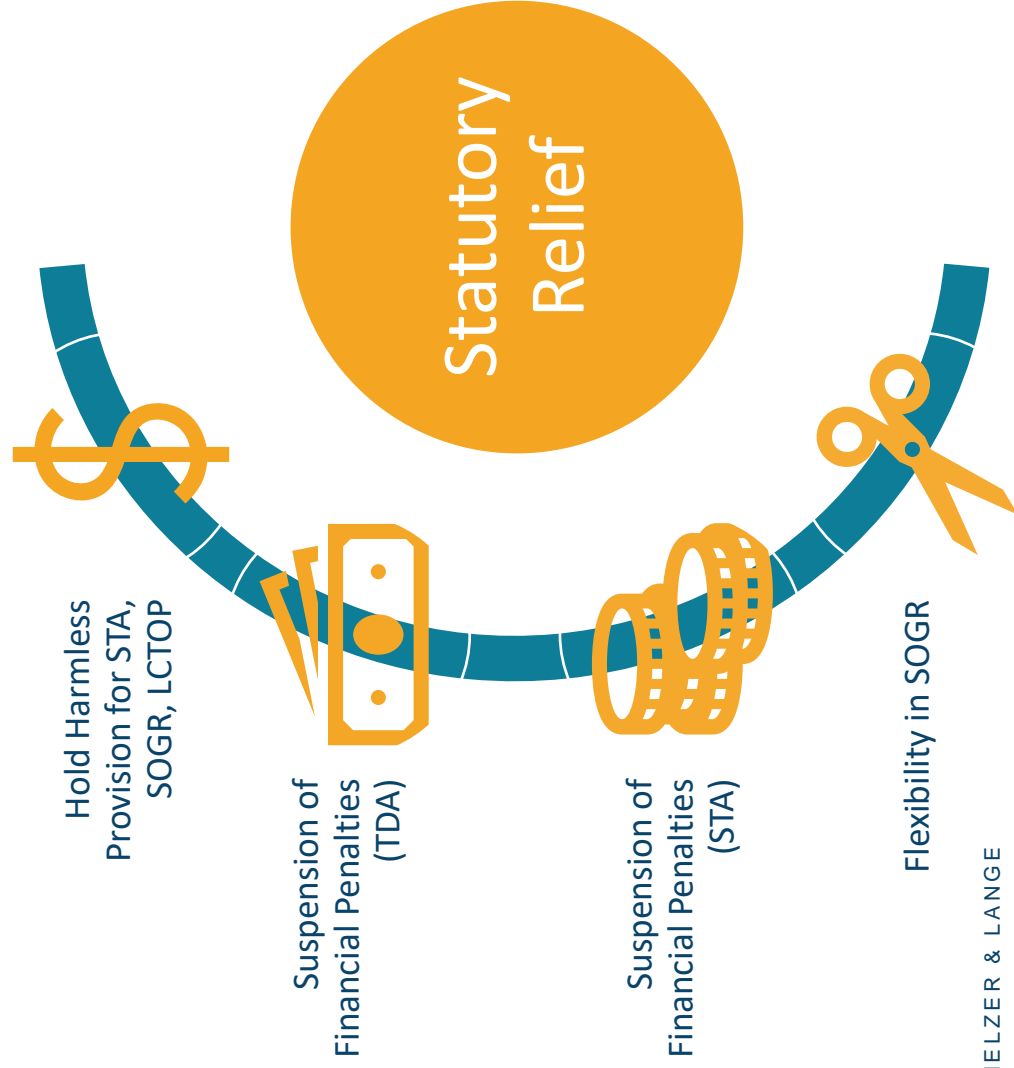
Details of Budget Act of 2023-24 (Cont.)

SB 125 (Committee on Budget and Fiscal Review), the Transpo. Trailer Bill

- Establishes new accountability and reporting requirements for accessing AB 102 funding irrespective of use
 - RTPAs charged with developing and submitting short- and long-term financial plans
- Extends statutory relief measures through FY 2025-26
- Creates Transit Transformation Task Force

14.8

Details of Budget Act of 2023-24: Statutory Relief



Extended through FY
2025-26

Details of Budget Act of 2023-24: Transit Transformation Task Force

- Requires CalSTA, on or before January 1, 2024, to establish and convene the Transit Transformation Task Force
- Requires Task Force to develop recommendations to grow transit ridership and improve the transit experience for all users
- Requires CalSTA, in consultation, with the Task Force to prepare and submit a report of findings and policy recommendations to the Legislature on or before October 31, 2025
 - Includes focus on Transportation Development Act Reform

14.10

02

Legislation

2023-2024 Legislative Session

14.11

SB 862 (Laird)

- METRO-sponsored legislation
- Authorizes Santa Cruz METRO to pursue a transaction and use tax above the 2-percent combined tax rate limit in the County of Santa Cruz
 - Up to additional 0.5%
 - Must be enacted before January 1, 2035

14.12 Signed by Governor Newsom

SB 747 (Caballero)

- Amends the Surplus Lands act to address concerns of various stakeholder groups, including the California Transit Association
- Among other changes, the legislation:
 - Creates a path for transit agencies to develop parcels for commercial or industrial uses
 - Creates definition of “disposal,” which includes sales and leases, and clarifies exempt parcel definitions
 - Includes exemption from SLA for leases that do not result in demolition or construction of structures

14.13 Signed by Governor Newsom

AB 463 (Hart)

- Would have established “essential use customer” status for public transit agencies to address grid reliability issues

Held by Assembly Appropriations Committee

14.14

AB 610 (Holden)

- Would have created the Youth Transit Pass Pilot Program to fund free youth transit passes to students
 - Transit agencies would be required to partner with educational institutions to access funds

Made a Two-Year Bill

14.15

ACA 1 (Aguilar-Curry)

- Would, pending approval by the electorate, reduce the vote threshold from 2/3 to 55 percent for the imposition, extension, or increase of a special tax or GO bond to fund housing and infrastructure projects

Passed by the Legislature, Will Appear on the November 2024 ballot

14.16

Questions?

14.17



Contact Information

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14.18





State Legislative Update

Santa Cruz Metropolitan Transit District

Prepared by Shaw Yoder Antwih Schmelzer & Lange

October 27, 2023

14.19

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VERBAL PRESENTATION

CEO ORAL REPORT

Michael Tree

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