



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)  
BOARD OF DIRECTORS AGENDA  
REGULAR MEETING  
DECEMBER 15, 2023 – 9:00 AM  
HYBRID MEETING**

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

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

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

The Board of Directors meeting agenda packet can be found online at [www.SCMTD.com](http://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](mailto: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  
Director Rebecca Downing  
Director Jimmy Dutra  
Director Shebreh Kalantari-Johnson  
Director Manu Koenig  
Director Donna Lind  
Director Bruce McPherson  
Director Scott Newsome  
Director Larry Pageler  
Director Vanessa Quiroz-Carter  
Director Mike Rotkin  
Ex-Officio Director Dan Henderson  
Ex-Officio Director Alta Northcutt

City of Capitola  
County of Santa Cruz  
City of Watsonville  
City of Santa Cruz  
County of Santa Cruz  
City of Scotts Valley  
County of Santa Cruz  
City of Santa Cruz  
County of Santa Cruz  
City of Watsonville  
County of Santa Cruz  
UC Santa Cruz  
Cabrillo College

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 from Ben Vernazza dated 10/31/23

5.2 Email from Micheal Saint dated 10/31/23

5.3 Email from Brian Peoples dated 11/18/23

5.4 Email from Brian Peoples dated 12/1/23

### **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 MONTHS OF OCTOBER & NOVEMBER 2023**  
Chuck Farmer, Chief Financial Officer
- 8.2 ACCEPT AND FILE MINUTES OF:**  
**A. OCTOBER 27, 2023 BOARD OF DIRECTORS REGULAR MEETING**  
**B. DECEMBER 8, 2023 PERSONNEL/HUMAN RESOURCES STANDING COMMITTEE**  
Michael Tree, CEO/General Manager
- 8.3 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF NOVEMBER 30, 2023**  
Chuck Farmer, Chief Financial Officer
- 8.4 ACCEPT AND FILE: THE METRO PARACRUZ OPERATIONS STATUS REPORT FOR JULY, AUGUST, AND SEPTEMBER 2023**  
Daniel Zaragoza, Operations Manager, Paratransit Division
- 8.5 ACCEPT AND FILE: THE METRO SYSTEM RIDERSHIP REPORTS FOR THE FIRST QUARTER OF FY24**  
John Urgo, Planning and Development Director
- 8.6 APPROVE: CONSIDERATION OF A RESOLUTION TO ESTABLISH THE 2024 BOARD OF DIRECTORS' MEETING SCHEDULE**  
Michael Tree, CEO/General Manager
- 8.7 APPROVE: CONSIDER A RESOLUTION DESIGNATING THE CEO/GENERAL MANAGER AS THE AUTHORIZED AGENT TO EXECUTE ALL REQUIRED DOCUMENTS TO CLAIM FUNDS AWARDED THROUGH THE FY23-24 CALTRANS CLEAN CALIFORNIA TRANSIT PROGRAM**  
John Urgo, Planning and Development Director
- 8.8 ACCEPT AND FILE: THE YEAR-TO-DATE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR QUARTER ONE AS OF SEPTEMBER 30, 2023**  
Chuck Farmer, Chief Financial Officer
- 8.9 APPROVE: CONSIDER A RESOLUTION DESIGNATING THE CEO/GENERAL MANAGER AS THE AUTHORIZED AGENT TO EXECUTE ALL REQUIRED DOCUMENTS TO CLAIM FUNDS AWARDED THROUGH THE REGIONAL EARLY ACTION PLANNING GRANTS OF 2021 (REAP 2.0) REGIONAL COMPETITIVE GRANT PROGRAM**  
John Urgo, Planning and Development Director
- 8.10 APPROVE: REQUEST FOR AUTHORIZATION OF TWO (2) MARKETING SPECIALISTS IN THE MARKETING DEPARTMENT**  
Dawn Crummié, Human Resources Director

- 8.11 APPROVE: RESOLUTION DECLARING CERTAIN PROPERTY EXEMPT SURPLUS LAND UNDER THE SURPLUS LAND ACT**  
Chuck Farmer, Chief Financial Officer, and Julie Sherman, Legal Counsel
- 8.12 APPROVE: AUTHORIZE THE CEO/GENERAL MANAGER TO INCREASE THE NUMBER OF AUTHORIZED BUS OPERATORS**  
Chuck Farmer, Chief Financial Officer
- 8.13 APPROVE: AUTHORIZE THE CEO/GENERAL MANAGER TO INCREASE THE NUMBER OF PARACRUZ BUS OPERATORS**  
Margo Ross, Chief Operations Officer

## **REGULAR AGENDA**

- 9 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS: (15 YEARS) NATHANAEL ABREGO, ANDREA EUSSE-GIL, ROBERT KRAUSE, AND RUBEN VALDEZ**  
Board Chair Kalantari-Johnson
- 10 RETIREE RESOLUTION OF APPRECIATION FOR: MAURIZIO ITALIA**  
Board Chair Kalantari-Johnson
- 11 METRO ADVISORY COMMITTEE (MAC) SEMI-ANNUAL ORAL UPDATE**  
Jessica de Wit, MAC Chair
- 12 APPROVE REQUEST FOR AUTHORIZATION OF OPERATIONS DEPUTY DIRECTOR IN THE OPERATIONS DEPARTMENT**  
Dawn Crummié, Human Resources Director
- 13 APPROVE REQUEST FOR RECLASSIFICATION RESULTS FOR MARKETING AND COMMUNICATIONS DIRECTOR IN THE MARKETING DEPARTMENT**  
Dawn Crummié, Human Resources Director
- 14 APPROVE REQUEST FOR RECLASSIFICATION RESULTS FOR CUSTOMER EXPERIENCE MANAGER IN THE CUSTOMER SERVICE DEPARTMENT**  
Dawn Crummié, Human Resources Director
- 15 CEO ORAL REPORT**  
Michael Tree, CEO/General Manager
- 16 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, JANUARY 26, 2024, AT 9:00 AM, METRO ADMIN OFFICE, 110 VERNON STREET, SANTA CRUZ, 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](mailto: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](mailto: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](http://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


11-02-23 Meeting: SEGMENT 9 ULTIMATE TRAIL IS UNSAFE AND DANGEROUS

Ben Vernazza <ben@benvcpa.com>

Tue 10/31/2023 9:24 AM

To:info@sccrtc.org <info@sccrtc.org>

Cc:'Guy Preston' <gpreston@sccrtc.org>;manu.koenig@santacruzcounty.us <manu.koenig@santacruzcounty.us>;  
bruce.mcpherson@santacruzcounty.us <bruce.mcpherson@santacruzcounty.us>;'Zach Friend' <BDS022@co.santa-cruz.ca.us>;  
Robertpquinn@gmail.com <Robertpquinn@gmail.com>;vanessa.quiroz@cityofwatsonville.org  
<vanessa.quiroz@cityofwatsonville.org>;openup@cats.ucsc.edu <openup@cats.ucsc.edu>;'Andy Schiffrin'  
<Andy.Schiffrin@santacruzcounty.us>;Justin.cummings@santacruzcounty.us <Justin.cummings@santacruzcounty.us>;'Shebreh  
Kalantari-Johnson' <shebreh4santacruz@gmail.com>;thekristenbrown@gmail.com <thekristenbrown@gmail.com>;  
sbrown@cityofsantacruz.com <sbrown@cityofsantacruz.com>;eduardo.montesino@cityofwatsonville.org  
<eduardo.montesino@cityofwatsonville.org>;Felipe.hernandez@santacruzcounty.us <Felipe.hernandez@santacruzcounty.us>;  
'City Council' <citycouncil@cityofsantacruz.com>;citycouncil@cityofwatsonville.org <citycouncil@cityofwatsonville.org>;  
citycouncil@ci.capitola.ca.us <citycouncil@ci.capitola.ca.us>;boardinquiries <boardinquiries@scmtd.com>;Michael Tree  
<MTree@scmtd.com>;apedersen@ci.capitola.ca.us <apedersen@ci.capitola.ca.us>

 1 attachments (188 KB)

Capitola-SCCRTC Oct-Nov presentation.pdf;

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## This Message Is From an Untrusted Sender

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Please Add to 11-02-23 agenda materials. Also, I would like Scott Edes or his representative to comment on CalTrans Class I regulations on bike trails between walls, fences etc when he speaks on item 22. My quotations of Cal Trans regulations are on the last page of my presentation and also below:

\* Caltrans Highway Design Manual, Chapter 800: Bicycle Facilities, Section 801.1: Definitions (Page 801-1): "Class I bikeway: A bicycle facility that is physically separated from both motor vehicle traffic and pedestrians by an open space or a barrier.

\*\* Caltrans Highway Design Manual, Chapter 800: Bicycle Facilities, Section 802.2.1: Cross Sections (Page 802-2): "Class I bikeways shall have a minimum paved width of 8 feet. Where bicycles and pedestrians share the same facility, the minimum paved width shall be 10 feet. Shoulders on either side of a Class I bikeway shall be a minimum of 2 feet wide (3 feet wide where feasible) within fixed objects (i.e., fences, posts, walls, etc.)."

Respectively submitted by - - -

J. Ben Vernazza CPA/PFS TEP emeritus

Aptos CA – [Ben@BenVCPA.com](mailto:Ben@BenVCPA.com)

Resident since 1967

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# COMMUNICATIONS TO THE BOARD OF DIRECTORS

## Caltrans use of funds/ Pod car conference

micheal saint <solarevsaint@gmail.com>

Tue 10/31/2023 1:46 PM

To:BoardOfSupervisors@santacruzcountyca.gov <BoardOfSupervisors@santacruzcountyca.gov>

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Dear Supervisors, RTC commissioners and Metro board members

It is becoming quite apparent that our funding for transportation is being spent primarily on highways and roads whether it is resurfacing or widening. As an advocate for mass transit and hoping for a different direction from the RTC, time is running out to put us in a position to help with mitigating the effects of Climate Change.

We have big changes in CEQA (Calif. Environmental Quality Act), State mandates to reduce VMT and GHG emissions, yet we ignore these mandates and continue business as usual. WIDENING HIGHWAYS DOES NOT WORK!!

Here is an article that sums up a serious problem at Caltrans and seems to be infecting the RTC as well. <https://www.sfchronicle.com/opinion/openforum/article/caltrans-freeway-project-california-18449992.php>

To help you with exposure to a transportation system that would actually take people and cars off of Highway 1 and our residential streets. I invite you to a Podcar conference on Dec.1st in San Jose. I hope you feel the way I do, and that everything concerning a solution to our congestion and reducing VMT must be studied. Limiting ourselves to old technology i.e. single occupancy cars, trains on single track infrastructure, and widening highways will not solve our transportation issues. <https://allevents.in/san%20jose/podcar-city-san-jose-city-hall-december-1-2023/200025660328723>

If you are interested in going I have some carpools going as well as discounts on tickets.

Micheal Saint  
Aptos  
Treasurer CFST

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# COMMUNICATIONS TO THE BOARD OF DIRECTORS

**Fw: Trial Now Newsletter / No to Kristen Brown**

Brian Peoples <brian@trailnow.org>

To: Donna Bauer

Cc: manu.koenig@santacruzcounty.us; bruce.mcpherson@santacruzcounty.us;  
thekristenbrown@gmail.com; openup@cats.ucsc.edu; +12 others

Sat 11/18/2023 4:35 AM

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Hi Donna,

Can you please include Trail Now Newsletter in the next Santa Cruz Metro agenda package? We will be making statements during oral communications for the items within the Newsletter.

Thanks you,

Brian Peoples  
Trail Now



## TRAIL NOW • SANTA CRUZ

### RAIL-TRAIL COST MORE THAN FREEWAY LANE (Sentinel Newspaper Commentary)

Would it shock you to learn our county's latest rail corridor's trail price is \$21 million per mile for seven miles of rail-trail between the San Lorenzo River and State Park Drive in Aptos?

How about \$30 million per mile for its three miles starting east from the river on Santa Cruz's Eastside? All this is gleaned from the trail applications to the California Transportation Commission. Now, compare this with the Sonoma-Marín Area Rail Transit's (SMART) recently finished 21 miles of its rail-trail for \$2.7 million per trail mile. Boy, aren't we smart!

As to a freeway lane, our new Highway 1 freeway project is \$12 million per lane mile for the same number (seven) of miles. Has Santa Cruz completely lost sight of fiscal

# COMMUNICATIONS TO THE BOARD OF DIRECTORS

responsibility for our taxpayer dollars? At this rate, our full 32-mile rail-trail project, estimated in 2015 to cost \$121 million (\$3.8 million per trail mile), will rise to half a billion dollars!

Supporters of the half-billion-dollar rail-trail argue the high cost is worth it to keep the train tracks in place, just in case we might get a commuter train someday. If so, that someday will be when our county metro area reaches a population close to 1 million – the population level that every other commuter light rail in the United States serves. For our county, that’s over a century away.

Worse, our railroad tracks are 150 years old and can never be used for any future commuter train because of their age and condition. So why keep them? Keeping these tracks from the 1870s with no future purpose has caused this seven-mile rail-trail project to skyrocket from its original \$31 million estimate in 2015 to \$133 million today.

It’s not alone. The Westside’s rail-trail two-mile section tripled from its original \$6 million estimate to \$30 million (both include overhead expenses).

It’s been over a decade since we purchased the rail corridor. We’ve done over 30 train studies costing millions, and still have no realistic plan for an actual affordable commuter train. The latest 2021 RTC study priced the 30-year net cost of the proposed commuter train with its required bus connectors at \$1.8 billion in today’s dollars – up from \$616 million in 2015 also in today’s dollars.

## **HARBOR BRIDGE CLOSURE (2 YEARS) AND UNBEARABLE TRAFFIC** **(Sentinel Newspaper Letter to Editor)**

Traffic in Santa Cruz County has become unbearable. Next year, it is going to get worse with the planned seismic work of Harbor Bridge (Murray Street) which will result in it being closed or reduced to one lane for over 2 years. Former RTC ED Guy Preston understood this and was a primary reason he recommended railbanking years ago. If

# COMMUNICATIONS TO THE BOARD OF DIRECTORS

politicians listened to Mr. Preston, the Harbor railroad bridge would be a pathway today allowing for an alternative transit route.

Unfortunately, rail advocates and Roaring Camp (Melani Clark) made false claims about the railbanking process and convinced RTC Commissioners and Santa Cruz City Council to not approve railbanking. The federal railbanking process ensures the corridor remains as a publicly owned transportation resource and provides federal funds to address adjacent property disputes that help minimize cost to local jurisdictions.

As you sit in gridlock, remember that it is your local politicians who have created this mess because they listened to the lies of a private entertainment company over the advice of our leading transportation expert.



# COMMUNICATIONS TO THE BOARD OF DIRECTORS

## **PLEASE DO NOT VOTE FOR KRISTEN BROWN FOR DISTRICT 2 SUPERVISOR**

Over the years, Kristen Brown was a supporter of building the Coastal Trail now through the railbanking process and not supportive of a future passenger train. In the past, she stated “as a Capitola City Councilmember, the idea of destroying the Historic Capitola Trestle and replacing it with a concrete bridge was not in the best interest of Capitola. The fact that Capitola approved Measure L to use the Capitola Trestle as a trail and not have the trail diverted into the Capitola Village was evidence that Capitola residences wanted the Capitola Trestle as a trail.” In fact, RTC Staff had developed preliminary designs to convert the Capitola Trestle into a trail. RTC staff recommended railbanking, pulling rails and building the Coastal Trail as the fastest way to open the Capitola Trestle Trail.

Unfortunately, with her campaign kickoff for District 2 Supervisor, Ms. Brown flipped her position and does not support converting the Capitola Trestle into a trail. Why? Roaring Camp (Melani Clark) has endorsed Ms. Brown and is attempting to stop the construction of the Coastal Trail by claiming that the old railroad tracks cannot be removed. Roaring Camp is falsely claiming to have freight train operations from Santa Cruz Boardwalk to Watsonville. In her campaign speech, Ms. Brown has stated “we should plan to replace the historic trestle with a concrete bridge that can support passenger rail and a trail in 2060 and allow Roaring Camp to have freight and tourist trains.” The fact is, Roaring Camp is an amusement park ride that has no rights to prevent our community from using the Santa Cruz Coastal Corridor as an active transportation resource.

We don't need a politician who prioritizes a private company (not in District 2) and her own political ambitions over public good. Please do not vote for Kristen Brown for District 2 Supervisor (Aptos, Seacliff, Seascape, Rio, La Selva, Manresa and sections of

# COMMUNICATIONS TO THE BOARD OF DIRECTORS

Watsonville).

## **HELP TRAIL NOW BY DONATING**

We continue to press RTC leadership to build the Coastal Trail from Watsonville to Davenport in a timely, cost-effective, and eco-friendly manner. We use donations to advertise on Facebook with articles written by Trail Now supporters. Please consider donating at <https://www.trailnow.org/donate>.



# COMMUNICATIONS TO THE BOARD OF DIRECTORS

**Donna Bauer**

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**From:** Brian Peoples <brian@trailnow.org>  
**Sent:** Friday, December 1, 2023 6:16 AM  
**To:** Donna Bauer  
**Cc:** Shebreh Kalantari-Johnson; thekristenbrown@gmail.com; manu.koenig@santacruzcounty.us; Zach Friend; rpquinn@pacbell.net; rlj12@comcast.net; apedersen@ci.capitola.ca.us; Michael Tree  
**Subject:** Fw: Trail Now Newsletter

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Hi Donna,

Can you please include the Trail Now Newsletter in the December Santa Cruz Metro meeting agenda?

Best,

Brian Peoples  
Trail Now

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**From:** Trail Now <brian@trailnow.org>  
**Sent:** Friday, December 1, 2023 6:10 AM  
**To:** Brian Peoples <brian@trailnow.org>  
**Subject:** Trail Now Newsletter

# COMMUNICATIONS TO THE BOARD OF DIRECTORS

## HDR leads next phase of San Diego line relocation project

8km section of Los Angeles - San Diego line to be relocated inland.



Coaster commuter trains between Oceanside and San Diego run through Del Mar.

Photo Credit: HDR

### SOUTHERN CALIFORNIA RELOCATING RAIL INLAND FROM COASTAL BLUFF:

Recent article discussing the plans in Southern California to relocate the existing rail system along the coastal bluff inland by 2035:

<https://www.railjournal.com/regions/north-america/hdr-leads-next-phase-of-san-diego-line-relocation-project/?fbclid=IwAR3Mr-nfhldF1gPd0d0VcC7bBN9yxI52OUmTv3aQjm88T3SdT6MD-K3f1u8>

This provides more evidence that a new passenger rail along the Santa Cruz Coastal Corridor will never be approved by State officials. We are asking the Santa Cruz County Regional Transportation Commission (RTC) to be realistic in how our tax dollars are invested in transportation systems and stop wasting time and money on a new passenger rail system that will never be approved.

### ANOTHER TRAGIC ACCIDENT ON HARBOR BRIDGE (MURRAY STREET):

Two pedestrians were seriously injured on the Harbor Bridge (Murray Street):

[Santa Cruz bridge crash, dramatic leap leaves two injured – Santa Cruz Sentinel](#)

The Harbor Bridge (Murray Street) is very dangerous to pedestrians and cyclists, and

# COMMUNICATIONS TO THE BOARD OF DIRECTORS

we ask the RTC to immediately address this safety issue by moving forward with railbanking the Harbor Trestle railroad. Next year, the risk to pedestrians and cyclists will get worse with the planned seismic work of Harbor Bridge (Murray Street), resulting in it being closed or reduced to one lane for over 2 years. Former RTC ED Guy Preston understood this and was a primary reason he recommended railbanking years ago. If politicians listened to Mr. Preston, the Harbor Trestle Trail would be a pathway today allowing for an alternative transit route. The federal railbanking process ensures the corridor remains as a publicly owned transportation resource and provides federal funds to address adjacent property disputes that help minimize cost to local jurisdictions. Please make our community safer by railbanking, pulling/recycling rails & ties and opening the Harbor Trestle Trail NOW!

## **SELECTION OF RTC CHAIR (RTC Meeting Item #21):**

We ask that the new RTC Chair prioritize making our community safer for pedestrians and cyclists by opening the Santa Cruz Coastal Corridor from Watsonville to Davenport in a timely, cost-effective, and eco-friendly manner. With Highway 1 construction, Soquel Drive upgrades and Harbor Bridge seismic improvements, traffic congestion in Santa Cruz County has become unbearable. Worse yet, these conditions have increased risk to pedestrians and cyclists as we have witnessed with the increase in injuries and deaths on county roads.

The new RTC Chair should be a champion for active transportation and advocate for the opening of the Coastal Trail. A great opportunity is the historic Capitola Trestle converted into a Trail. Former RTC ED Guy Preston had recommended railbanking, pulling/recycling rails & ties and converting the Capitola Trestle into a trail, providing a preliminary design of the proposed Trestle Trail. The fact is, the Capitola Trestle can not be used for trains today or any future passenger rail system, and with the passage of Measure L by Capitola residents, the message should be clear that the community wants the Capitola Trestle converted into a trail.

We ask that the RTC Chair support opening the Capitola Trestle Trail NOW!

## **2023 CONSOLIDATED GRANTS PROGRAM PUBLIC HEARING (RTC Meeting Item #25):**

[SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION \(sccrtc.org\)](https://www.sccrtc.org)

RTC will be conducting a public meeting (Thursday, Dec 7<sup>th</sup> at 9:45 am) to consider recommendations and input for programming regional shares of approximately \$61.3 million from various state and federal funding. Trail Now supports RTC staff recommendations to direct \$34.4 million in transit funds to Santa Cruz METRO Transit District operations and provide no funds to RTC's Passenger Rail project. We ask that funds be allocated to convert the Capitola Trestle into a trail.



## TRAIL NOW HATS AT LIDS

Looking for that special gift for a Trail Now supporter? You can get custom Trail Now hats at Lids at the Capitola Mall (or any other Lids store).

## HELP 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. We use donations to advertise on Facebook with articles written by Trail Now supporters. Please consider donating at <https://www.trailnow.org/donate>.

# Additional Communications to the Board of Directors - 12/15/23

12/14/23

Metro staff understands that inclement weather is uncomfortable for the students and other riders who utilize this stop, and recognizes the need for bus stop improvements at this location.

Here is a quick summary of the challenges we are facing. The location is poor: it is far from the intersection where children cross Soquel Dr from the Junior High, there are no sidewalks from that intersection to this stop, there is no lighting at the stop, and it is at a curve in the road. For that reason, METRO's preference is an upgraded stop in a better location. METRO has a planning study underway for future enhancements to the Soquel corridor, and METRO's consultant has recommended a location closer to a signalized crosswalk – north/west of the Soquel Dr/Rio Del Mar Blvd intersection.

That being said, those Rapid Corridor project improvements are not fully funded and likely several years away. METRO has secured funding to complete bus stop upgrades on a portion of the Soquel corridor from La Fonda to State Park and is working with the Regional Transportation Commission (RTC) and County of Santa Cruz to secure the additional funding needed. Therefore, we are willing to meet with the property owner(s) to explore whether there is a viable near-term solution. METRO staff are currently busy implementing Phase 1 of the Reimagine METRO major bus network changes, but would be able to meet with you to discuss potential options in the new year.

Pete Rasmussen  
Transportation Planner  
Santa Cruz Metropolitan Transit District (Santa Cruz METRO)  
[prasmussen@scmtd.com](mailto:prasmussen@scmtd.com) | 831.420.2585

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-----Original Message-----

From: Robert Postle [REDACTED]  
Sent: Tuesday, December 12, 2023 11:55 AM  
To: boardinquiries <[boardinquiries@scmtd.com](mailto:boardinquiries@scmtd.com)>  
Subject: Bus shelter at 9520 Soquel drive, Aptos

Dear Board,

For years we have been asking for a Metro bus shelter at the 9520 bus address. This serves south county students and residents. We have tried working with a very nice Pete Rasmussen but to no avail. We have been given every excuse known to man about why a shelter cannot be placed for residents who live south of this 9520 Soquel address.

Metro customer service has recommended that we reach out to the board for the solution which would be providing a shelter( even if it is just temporary) for residents who need transportation to their south county residencies. Years of talk and promises has been frustrating to both Metro riders and businesses located at this Aptos address.

Your attention to what should be an easy matter to address will be greatly appreciated!

Robert Postle, DDS

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# Additional Communications to the Board of Directors - 12/15/23

12/14/23 – METRO Response

Metro staff understands that inclement weather is uncomfortable for the students and other riders who utilize this stop, and recognizes the need for bus stop improvements at this location.

Here is a quick summary of the challenges we are facing. The location is poor: it is far from the intersection where children cross Soquel Dr from the Junior High, there are no sidewalks from that intersection to this stop, there is no lighting at the stop, and it is at a curve in the road. For that reason, METRO's preference is an upgraded stop in a better location. METRO has a planning study underway for future enhancements to the Soquel corridor, and METRO's consultant has recommended a location closer to a signalized crosswalk – north/west of the Soquel Dr/Rio Del Mar Blvd intersection.

That being said, those Rapid Corridor project improvements are not fully funded and likely several years away. METRO has secured funding to complete bus stop upgrades on a portion of the Soquel corridor from La Fonda to State Park and is working with the Regional Transportation Commission (RTC) and County of Santa Cruz to secure the additional funding needed. Therefore, we are willing to meet with the property owner(s) to explore whether there is a viable near-term solution. METRO staff are currently busy implementing Phase 1 of the Reimagine METRO major bus network changes, but would be able to meet with you to discuss potential options in the new year.

Pete Rasmussen  
Transportation Planner  
Santa Cruz Metropolitan Transit District (Santa Cruz METRO)  
[prasmussen@scmtd.com](mailto:prasmussen@scmtd.com) | 831.420.2585

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From: Shaina Clary [REDACTED]  
Sent: Wednesday, December 13, 2023 7:20 AM  
To: boardinquiries <[boardinquiries@scmtd.com](mailto:boardinquiries@scmtd.com)>  
Subject: Bus Stop 1857-Soquel Dr Aptos Gateway

## This Message Is From an Untrusted Sender

You have not previously corresponded with this sender.

!!! Be cautious for phishing and do not click suspicious links from senders you do not know !!!

Dear Board of Directors

I hope this email finds you well. I am writing to bring to your attention a matter of concern regarding Bus Stop 1857- Aptos Gateway on Soquel Dr, particularly during the winter months.

As a resident in the community, I have observed that the lack of coverage at this bus stop leaves children open to the elements, especially during inclement weather. With the onset of winter, the rain becomes a significant issue, and it is disheartening to see kids standing around getting soaked. I have attached a photo for your reference.

# Additional Communications to the Board of Directors - 12/15/23

I understand the challenges involved in managing and maintaining all the stops in town, but I believe that providing some sort of coverage, such as a canopy or shelter, would greatly improve the conditions for the children who use this stop daily. It not only ensures their safety and well-being but also contributes to a more positive experience for both students and community members.

I kindly request that you consider this matter seriously and assess the feasibility of implementing a solution to address the lack of coverage at Bus Stop 1857. I believe such an improvement would greatly enhance the overall safety and comfort of our community and children.

Thank you for your time and attention to this matter. I look forward to a positive resolution and appreciate your efforts in making our community a safer and more comfortable place for everyone.

Sincerely,  
Shaina Clary





## Ticket #145164

### Paracruz Report

Status	Closed	Name	ERNESTINA SALDANA
Priority	Normal	Email	[REDACTED]
Department	ParaCruz	Phone	[REDACTED]
Create Date	11/30/23 3:26 PM	Source	Web
Assigned To	Juan Serrano	Help Topic	Paracruz Report
SLA Plan	CS SLA	Last Response	12/1/23 11:12 AM
Due Date	12/13/23 2:26 PM	Last Message	

### Paracruz Service Form

Nature of ticket:: Complaint  
 Date and time of incident:: 11/30/23 2:30 PM  
 Did this trip connect with a Fixed-Route Bus? No  
 :

Location (include street and cross-street)::

Mrs. Ernestina Saldana called to complain about being pick up late by Paracruz. She said the given window when booked her ride was 13:26-13:55 for a 14:15 appointment. She called and spoke to Carlos due her ride was running late and to find out where her driver was. Carlos said, " driver will be there shortly." She called her doctor and extended her appointment time by 15 minutes but driver did not showed up till after 14:24 and said there was no way she will be able to make it on time. She said was very important appointment now had to reschedule appointment and next one will be in one month.  
 She's requesting a copy of this complain be sent to the Board of Directors, due she will be attending to the next board meeting.

CSR:ea

Van Number (if known):: B7  
 Employee Name or Badge Number (if known):: unknown  
 Employee Position:: N/A

# Additional Communications to the Board of Directors - 12/15/23

Complaint Response:  
Ernestina Saldana  
Ticket # 145164  
Created: 11/30/2023

Ernestina Saldana,

Thank you for contacting METRO's Customer Service Department on November 30, 2023, regarding feedback on your recent ride booking with ParaCruz. The feedback was submitted as a complaint as delays in service caused you to miss an important appointment. METRO apologizes for the inconvenience this caused, this was a lack of communication internally and we take full responsibility as it could have been handled better on our end. We appreciate you taking the time to report such incident as it gives METRO the opportunity to take necessary actions in the future to correct deficiencies in our service.

At METRO ParaCruz we always strive to provide the best service possible for our passengers and we work daily on improving service.

Thank you for understanding we look forward to serving you in the future.



**DATE:** December 15, 2023

**TO:** Board of Directors

**FROM:** Chuck Farmer, CFO

**SUBJECT: ACCEPT AND FILE PRELIMINARY APPROVED CHECK JOURNAL  
DETAIL FOR THE MONTHS OF OCTOBER & NOVEMBER 2023**

**I. RECOMMENDED ACTION**

**That the Board of Directors accept and file the preliminary approved Check Journal Detail for the months of October & November 2023**

**II. SUMMARY**

- This staff report provides the Board of Directors (Board) with a preliminary approved Check Journal Detail for the months of October & November 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 months of October & November 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 October & November 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 months of October & November 2023

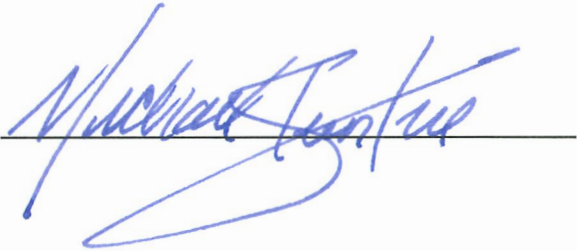
Prepared by: Holly Alcorn, Accounting Specialist

**IX. APPROVALS**

Chuck Farmer, CFO



Michael Tree CEO/General Manager



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# Attachment A - October



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

CHK #	CHK DATE	CHK AMT	VENDOR ID	VENDOR NAME	TRAN#	DESCRIPTION	AMOUNT	COMMENT
72142	10/2/2023	\$ (17.50)	M157	BAKER, DALE	9002522	MEDICAL SUPPLEMENTAL	\$ (17.50)	**VOID
72405	10/6/2023	\$ (15.58)	M364	READ, TIMON	107369	MEDICAL SUPPLEMENTAL	\$ (15.58)	**VOID
73247	10/6/2023	\$ (15.58)	M364	READ, TIMON	9003167	MEDICAL SUPPLEMENTAL	\$ (15.58)	**VOID
74063	10/14/2023	\$ (31.16)	M198	DOBBS, GLENN	9003453	MEDICAL SUPPLEMENTAL	\$ (31.16)	**VOID
75598	10/6/2023	\$ (15.58)	M367	SILVA, EDUARDO	9004285	MEDICAL SUPPLEMENTAL	\$ (15.58)	**VOID
75930	10/14/2023	\$ (17.36)	M392	FIKE, LOUIS	9004519	MEDICAL SUPPLEMENTAL	\$ (17.36)	**VOID
76804	10/30/2023	\$ (36.02)	M151	ANDRADE, GERALD	9004797	MEDICAL SUPPLEMENTAL	\$ (36.02)	**VOID
78874	10/2/2023	\$ (19.10)	M291	PRINCE, DEBRA	9005913	MEDICAL SUPPLEMENTAL	\$ (19.10)	**VOID
80419	10/9/2023	\$ (14.73)	M245	LUCIER, MARILYN	9006631	MEDICAL SUPPLEMENTAL	\$ (14.73)	**VOID
81324	10/6/2023	\$ (19.10)	M338	BRYANT, KATHLEEN	9007214	MEDICAL SUPPLEMENTAL	\$ (19.10)	**VOID
81391	10/2/2023	\$ (36.02)	M213	GRANADOS-BOYCE, MARIA	9007104	MEDICAL SUPPLEMENTAL	\$ (36.02)	**VOID
81447	10/2/2023	\$ (50.79)	M257	MILLER, MARY	9007143	MEDICAL SUPPLEMENTAL	\$ (50.79)	**VOID
81959	10/2/2023	\$ (21.00)	M291	PRINCE, DEBRA	9007405	MEDICAL SUPPLEMENTAL	\$ (21.00)	**VOID
82811	10/14/2023	\$ (21.00)	M218	HAMMER, ALLYNE	9007779	MEDICAL SUPPLEMENTAL	\$ (21.00)	**VOID
82858	10/14/2023	\$ (14.98)	M362	MILLER, FOREST	9007883	MEDICAL SUPPLEMENTAL	\$ (14.98)	**VOID
82886	10/2/2023	\$ (21.00)	M291	PRINCE, DEBRA	9007833	MEDICAL SUPPLEMENTAL	\$ (21.00)	**VOID
83328	10/26/2023	\$ (25.20)	M435	FELDER, KRISTAAN	9008151	MEDICAL SUPPLEMENTAL	\$ (25.20)	**VOID
83348	10/14/2023	\$ (21.00)	M218	HAMMER, ALLYNE	9007993	MEDICAL SUPPLEMENTAL	\$ (21.00)	**VOID
85643	10/9/2023	\$ (248.16)	M158	BAN, MARK	9009020	MEDICAL SUPPLEMENTAL	\$ (248.16)	**VOID
86341	10/2/2023	\$ 106.50	002941	AA SAFE & SECURITY CO	124264	KEY COPIES	\$ 24.98	
86341	10/2/2023	\$ 106.50	002941	AA SAFE & SECURITY CO	124294	KEY COPIES	\$ 81.52	
86342	10/2/2023	\$ 127.08	003596	AMAZON CAPITAL SERVICES, INC.	124279	OFFICE SUPPLY	\$ 49.14	
86342	10/2/2023	\$ 127.08	003596	AMAZON CAPITAL SERVICES, INC.	124258	ELECTRIC STAPLER	\$ 36.51	
86342	10/2/2023	\$ 127.08	003596	AMAZON CAPITAL SERVICES, INC.	124275	CLEANING SUPPLIES	\$ 41.43	
86343	10/2/2023	\$ 1,832.45	003712	BAY AREA RV SVC & PARTS INC	124265	AWNING TRAILER#8223	\$ 1,832.45	
86344	10/2/2023	\$ 205.59	107A	BFS GROUP LLC	124268	ADHESIVE,STAPLE,FILL	\$ 51.61	
86344	10/2/2023	\$ 205.59	107A	BFS GROUP LLC	124269	OIL CRUSHER REPAIR	\$ 24.33	
86344	10/2/2023	\$ 205.59	107A	BFS GROUP LLC	124288	BUS WASHER REPAIR	\$ 14.32	
86344	10/2/2023	\$ 205.59	107A	BFS GROUP LLC	124289	DOOR CLOSER FOR OPS	\$ 93.94	
86344	10/2/2023	\$ 205.59	107A	BFS GROUP LLC	124290	KEY BOX REPAIR WTC	\$ 6.37	
86344	10/2/2023	\$ 205.59	107A	BFS GROUP LLC	124291	PAINTER'S GLOVES	\$ 8.15	
86344	10/2/2023	\$ 205.59	107A	BFS GROUP LLC	124292	RUST STAIN REMOVER	\$ 6.87	
86345	10/2/2023	\$ 2,034.38	130	CITY OF WATSONVILLE UTILITIES	124270	8/9-9/13/23FIRE SVC	\$ 40.59	
86345	10/2/2023	\$ 2,034.38	130	CITY OF WATSONVILLE UTILITIES	124271	GARBAGE WT TRANSCNTR	\$ 1,355.73	
86345	10/2/2023	\$ 2,034.38	130	CITY OF WATSONVILLE UTILITIES	124272	8/9-9/13/23 WATER WT	\$ 391.43	
86345	10/2/2023	\$ 2,034.38	130	CITY OF WATSONVILLE UTILITIES	124273	8/9-9/13/23 WATER WT	\$ 114.09	
86345	10/2/2023	\$ 2,034.38	130	CITY OF WATSONVILLE UTILITIES	124274	8/9-9/13/23 WATER WT	\$ 132.54	
86346	10/2/2023	\$ 187.91	075	COAST PAPER & SUPPLY INC.	124266	CLEANING SUPPLIES	\$ 187.91	
86347	10/2/2023	\$ 1,339.01	163	COMMUNITY PRINTERS, INC.	124255	ENG/SPANISH FLYERS	\$ 475.24	

# Attachment A - October

86347	10/2/2023	\$ 1,339.01	163	COMMUNITY PRINTERS, INC.	124256	ENG/SPANISH CAR CARD	\$	863.77
86348	10/2/2023	\$ 2,515.80	003485	EMPLOYNET, INC	124228	TEMP W/E 09/17/2023	\$	198.00
86348	10/2/2023	\$ 2,515.80	003485	EMPLOYNET, INC	124261	W/E 09/10/2023	\$	437.64
86348	10/2/2023	\$ 2,515.80	003485	EMPLOYNET, INC	124263	W/E 09/17/2023	\$	860.16
86348	10/2/2023	\$ 2,515.80	003485	EMPLOYNET, INC	124298	W/E 09/17/2023	\$	1,020.00
86349	10/2/2023	\$ 123.74	E162	GOUVEIA, ANNA MARIE	124248	LUNCH REIMBURSEMENT	\$	50.16
86349	10/2/2023	\$ 123.74	E162	GOUVEIA, ANNA MARIE	124249	LUNCH REIMBURSEMENT	\$	73.58
86350	10/2/2023	\$ 963.60	546	GRANITE ROCK COMPANY	124297	S.BAGS BUSLOAD TESTI	\$	963.60
86351	10/2/2023	\$ 80.00	E024	HERSEY, LYNN	124247	DMV EXAM REIMBURSEME	\$	80.00
86352	10/2/2023	\$ 1,856.24	E979	HIGHTOWER, LANEA	124278	TRAVEL REIMBURSEMENT	\$	1,856.24
86353	10/2/2023	\$ 19,966.27	003395	JARRETT WALKER & ASSOC LLC	124254	08/2023 REIMAGING	\$	19,966.27
86354	10/2/2023	\$ 1,387.42	036	KELLY-MOORE PAINT CO., INC.	124276	PAINT/BUSSTOP BENCHE	\$	1,387.42
86355	10/2/2023	\$ 752.40	852	LAW OFFICES OF MARIE F. SANG	124229	CL#220000654	\$	752.40
86356	10/2/2023	\$ 86.16	041	MISSION UNIFORM	124230	CUSTODIAL TOWELS	\$	18.50
86356	10/2/2023	\$ 86.16	041	MISSION UNIFORM	124279	LAUNDRY/CUSTODIAL	\$	25.91
86356	10/2/2023	\$ 86.16	041	MISSION UNIFORM	124299	TOWELS,MOPS,MATS MMF	\$	41.75
86357	10/2/2023	\$ 16,624.25	009	PACIFIC GAS & ELECTRIC	124231	8/14-9/12 RESEARCH	\$	1,172.45
86357	10/2/2023	\$ 16,624.25	009	PACIFIC GAS & ELECTRIC	124280	8/23-9/21 1122 RIVER	\$	2,922.77
86357	10/2/2023	\$ 16,624.25	009	PACIFIC GAS & ELECTRIC	124281	8/24-9/22 1122 RIVER	\$	28.97
86357	10/2/2023	\$ 16,624.25	009	PACIFIC GAS & ELECTRIC	124282	8/23-9/21 GOLF CLUB	\$	6,003.84
86357	10/2/2023	\$ 16,624.25	009	PACIFIC GAS & ELECTRIC	124283	8/24-9/22 VERNON	\$	6,496.22
86358	10/2/2023	\$ 453.00	481	PIED PIPER EXTERMINATORS, INC.	124267	PEST CONTROL PARACRZ	\$	227.50
86358	10/2/2023	\$ 453.00	481	PIED PIPER EXTERMINATORS, INC.	124284	09/2023 PEST SMC MKT	\$	55.50
86358	10/2/2023	\$ 453.00	481	PIED PIPER EXTERMINATORS, INC.	124285	09/2023 PEST VERNON	\$	65.00
86358	10/2/2023	\$ 453.00	481	PIED PIPER EXTERMINATORS, INC.	124286	09/2023 PEST SMC	\$	65.00
86358	10/2/2023	\$ 453.00	481	PIED PIPER EXTERMINATORS, INC.	124287	09/2023 SMC TAQUERIA	\$	40.00
86359	10/2/2023	\$ 147.49	050	PITNEY BOWES INC.	124233	10/1-12/31 CS	\$	147.49
86360	10/2/2023	\$ 441.14	003024	RICOH USA, INC CA	124234	09/2023 OPS COPIER	\$	371.05
86360	10/2/2023	\$ 441.14	003024	RICOH USA, INC CA	124235	09/14-10/13/23PARACZ	\$	70.09
86361	10/2/2023	\$ 40.64	536	RIVERSIDE LIGHTING, INC.	124293	LIGHTS FOR WTC	\$	40.64
86362	10/2/2023	\$ 154.50	E524	ROCHA, FEDERICO G.	124251	TRAINING REIMBURSEME	\$	154.50
86363	10/2/2023	\$ 89.00	E1148	SAENZ, SEAN	124301	REISSUE ORG CK#84971	\$	89.00
86364	10/2/2023	\$ 5,450.73	001307	SANTA CRUZ STAFFING, LLC	124236	W/E 09/17/23	\$	1,209.00
86364	10/2/2023	\$ 5,450.73	001307	SANTA CRUZ STAFFING, LLC	124237	W/E 09/17/2023	\$	1,350.00
86364	10/2/2023	\$ 5,450.73	001307	SANTA CRUZ STAFFING, LLC	124238	W/E 09/10/2023	\$	877.50
86364	10/2/2023	\$ 5,450.73	001307	SANTA CRUZ STAFFING, LLC	124239	W/E 09/10/2023	\$	747.88
86364	10/2/2023	\$ 5,450.73	001307	SANTA CRUZ STAFFING, LLC	124240	W/E 09/17/2023	\$	1,266.35
86365	10/2/2023	\$ 29.90	003570	SCARBOROUGH LBR & BLDG SUPPLY	124296	PARTS/BUS WASH REPAI	\$	29.90
86366	10/2/2023	\$ 357.21	003292	SLINGSHOT CONNECTIONS LLC	124253	W/E 09/17/2023	\$	357.21
86367	10/2/2023	\$ 350.00	003669	SPX TECHNOLOGIES,INC.	124252	TECH SUPPORT	\$	350.00
86368	10/2/2023	\$ 23.80	003671	T-MOBILE USA, INC.	124246	08/21-09/20/2023	\$	23.80
86369	10/2/2023	\$ 283.95	001040	TERRYBERRY CO., LLC	124259	2-WAY RADIO	\$	283.95
86370	10/2/2023	\$ 36.04	166	THE HOSE SHOP, INC	124295	PARTS/BUS WASH REPAI	\$	36.04
86371	10/2/2023	\$ 150.00	E655	THOMPSON, ELIZABETH	124250	DMV EXAM REIMBURSEME	\$	150.00
86372	10/2/2023	\$ 1,800.53	E1098	TREE, MICHAEL	124241	TRAVEL REIMBURSEMENT	\$	668.38
86372	10/2/2023	\$ 1,800.53	E1098	TREE, MICHAEL	124242	TRAVEL REIMBURSEMENT	\$	82.67



# Attachment A - October

86372	10/2/2023	\$ 1,800.53	E1098	TREE, MICHAEL	124243	TRAVEL REIMBURSEMENT	\$	359.67
86372	10/2/2023	\$ 1,800.53	E1098	TREE, MICHAEL	124244	TRAVEL REIMBURSEMENT	\$	185.42
86372	10/2/2023	\$ 1,800.53	E1098	TREE, MICHAEL	124245	TRAVEL REIMBURSEMENT	\$	504.39
86373	10/2/2023	\$ 4,499.51	043	TROWBRIDGE ENTERPRISES	124232	3 FILE CABINETS	\$	2,959.41
86373	10/2/2023	\$ 4,499.51	043	TROWBRIDGE ENTERPRISES	124262	COPY PAPER	\$	1,540.10
86374	10/2/2023	\$ 60.04	434	VERIZON WIRELESS	124277	8/2-9/1/23TABLET MKT	\$	60.04
86375	10/2/2023	\$ 282.50	003589	WATSNEWS, LLC	124260	PUBLIC NOTICE	\$	282.50
86376	10/4/2023	\$ 4,000.00	853	ZELLER APPRAISAL SERVICES, INC	124363	PJT#19-0002SCOPE WRK	\$	4,000.00
86376	10/17/2023	\$ (4,000.00)	853	ZELLER APPRAISAL SERVICES, INC	124363	PJT#19-0002SCOPE WRK	\$	(4,000.00)
86377	10/9/2023	\$ 9.19	003151	ABC BUS INC	124326	INVENTORY ORDER	\$	9.19
86378	10/9/2023	\$ 125.00	003523	ACCO-WILSON, INC	124378	SVT ANNU BKFLW TEST	\$	125.00
86379	10/9/2023	\$ 500.00	E1096	ALVAREZ, CESAR	124302	TOOL REIMBURSEMENT	\$	500.00
86380	10/9/2023	\$ 222.67	192	ALWAYS UNDER PRESSURE	124365	VAC MOTOR/PRESS WASH	\$	222.67
86381	10/9/2023	\$ 132.01	003596	AMAZON CAPITAL SERVICES, INC.	124327	INVENTORY ORDER	\$	14.43
86381	10/9/2023	\$ 132.01	003596	AMAZON CAPITAL SERVICES, INC.	124328	DECAL REMOVER TOOL	\$	35.26
86381	10/9/2023	\$ 132.01	003596	AMAZON CAPITAL SERVICES, INC.	124360	WALL CLOCK	\$	40.17
86381	10/9/2023	\$ 132.01	003596	AMAZON CAPITAL SERVICES, INC.	124400	OFFICE SUPPLIES	\$	42.15
86382	10/9/2023	\$ 2,000.00	003676	ANDREW J. O'KEEFE II	124325	MEDIA PRODUCTION SVC	\$	2,000.00
86383	10/9/2023	\$ 546.20	001D	AT&T	124366	9/1-9/30 PT TO PT2	\$	546.20
86384	10/9/2023	\$ 71,768.02	003655	AVAAP USA LLC	124364	MO FIXED FEE 9/29/23	\$	71,768.02
86385	10/9/2023	\$ 61.38	002689	B & B SMALL ENGINE CORP	124367	ENGINE PARTS MMF	\$	61.38
86386	10/9/2023	\$ 128.75	E911	CALDERON, LORENA	124374	DMV EXAM REIMBURSE	\$	128.75
86387	10/9/2023	\$ 250.00	E1163	CASTRO, ANTHONY	124306	BOOT REIMBURSEMENT	\$	250.00
86388	10/9/2023	\$ 4,720.33	001159	CATTO'S GRAPHICS, INC.	124305	MKTG TRAILER WRAP	\$	4,458.13
86388	10/9/2023	\$ 4,720.33	001159	CATTO'S GRAPHICS, INC.	124409	DECAL CHANGE	\$	262.20
86389	10/9/2023	\$ 900.00	002109	CITY OF SANTA CRUZ/PARKING	124303	MONTHLY PARKING INV	\$	900.00
86390	10/9/2023	\$ 399.14	667	CITY OF SCOTT'S VALLEY	124373	7/16-9/15 SEWER SVC	\$	399.14
86391	10/9/2023	\$ 75,601.18	001124	CLEAN ENERGY	124329	09/11/2023 LNG	\$	10,788.64
86391	10/9/2023	\$ 75,601.18	001124	CLEAN ENERGY	124330	09/12/2023 LNG	\$	11,483.49
86391	10/9/2023	\$ 75,601.18	001124	CLEAN ENERGY	124331	09/15/2023 LNG	\$	9,358.41
86391	10/9/2023	\$ 75,601.18	001124	CLEAN ENERGY	124332	09/19/2023 LNG	\$	10,747.00
86391	10/9/2023	\$ 75,601.18	001124	CLEAN ENERGY	124333	09/22/2023 LNG	\$	10,898.24
86391	10/9/2023	\$ 75,601.18	001124	CLEAN ENERGY	124368	9/26 SVC CALL SBF	\$	1,117.80
86391	10/9/2023	\$ 75,601.18	001124	CLEAN ENERGY	124369	FS CORRECTV SVC SBF	\$	281.52
86391	10/9/2023	\$ 75,601.18	001124	CLEAN ENERGY	124370	FS CORRECTV SVC SBF	\$	298.08
86391	10/9/2023	\$ 75,601.18	001124	CLEAN ENERGY	124372	9/25 MAINT SVC SBF	\$	20,628.00
86392	10/9/2023	\$ 2,890.00	003034	COASTAL LANDSCAPING INC.	124371	10/23 LANDSCAPING	\$	2,890.00
86393	10/9/2023	\$ 339.00	367	COMMUNITY TELEVISION OF	124401	8/25BOARD MTG CVRG	\$	339.00
86394	10/9/2023	\$ 348.51	003668	CROSSLINE SUPPLY, LLC	124304	OXYGEN SENSOR	\$	348.51
86395	10/9/2023	\$ 215.18	E1022	CRUMMIE, DAWN	124375	REIMBURSEMENT	\$	215.18
86396	10/9/2023	\$ 6,464.33	003116	CUMMINS, INC	124334	VEH2809 WO#315200 ECM	\$	3,109.04
86396	10/9/2023	\$ 6,464.33	003116	CUMMINS, INC	124335	VEH#4207 WOR#315824	\$	54.01
86396	10/9/2023	\$ 6,464.33	003116	CUMMINS, INC	124336	VEH#4207 WOR#315824	\$	5.12
86396	10/9/2023	\$ 6,464.33	003116	CUMMINS, INC	124337	INVENTORY ORDER	\$	2,487.81
86396	10/9/2023	\$ 6,464.33	003116	CUMMINS, INC	124338	CM ORG INV Y9-29047	\$	(1,921.87)
86396	10/9/2023	\$ 6,464.33	003116	CUMMINS, INC	124339	INVENTORY ORDER	\$	315.22

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86396	10/9/2023	\$	6,464.33	003116	CUMMINS, INC	124340	VEH#2813 WO#315407	\$	2,415.00
86397	10/9/2023	\$	8,920.31	003274	EAST BAY TIRE CO.	124341	REVENUE TIRES	\$	1,364.37
86397	10/9/2023	\$	8,920.31	003274	EAST BAY TIRE CO.	124342	NON REVENUE TIRES	\$	40.43
86397	10/9/2023	\$	8,920.31	003274	EAST BAY TIRE CO.	124343	NON REVENUE TIRES	\$	36.06
86397	10/9/2023	\$	8,920.31	003274	EAST BAY TIRE CO.	124344	REVENUE TIRES	\$	2,991.78
86397	10/9/2023	\$	8,920.31	003274	EAST BAY TIRE CO.	124345	REVENUE TIRES	\$	4,487.67
86398	10/9/2023	\$	3,074.26	003485	EMPLOYNET, INC	124346	TEMP W/E 09/24/2023	\$	753.90
86398	10/9/2023	\$	3,074.26	003485	EMPLOYNET, INC	124347	TEMP W/E 09/17/2023	\$	784.88
86398	10/9/2023	\$	3,074.26	003485	EMPLOYNET, INC	124376	TEMP W/E 09/24/2023	\$	1,020.00
86398	10/9/2023	\$	3,074.26	003485	EMPLOYNET, INC	124402	TEMP W/E 09/24/2023	\$	515.48
86399	10/9/2023	\$	500.00	E672	ESTRADA, URIEL	124348	TOOL REIMBURSEMENT	\$	500.00
86400	10/9/2023	\$	1,731.57	432	EXPRESS SERVICES INC.	124349	TEMP W/E 09/10/2023	\$	824.69
86400	10/9/2023	\$	1,731.57	432	EXPRESS SERVICES INC.	124350	TEMP W/E 09/17/2023	\$	906.88
86401	10/9/2023	\$	228.63	001297	FASTENAL COMPANY INC	124351	VEND MACH&INVENTORY	\$	52.16
86401	10/9/2023	\$	228.63	001297	FASTENAL COMPANY INC	124352	VEND MACH&INVENTORY	\$	176.47
86402	10/9/2023	\$	15,959.39	002952	FLYERS ENERGY, LLC	124307	9/1-9/15NON-REV FUEL	\$	3,120.24
86402	10/9/2023	\$	15,959.39	002952	FLYERS ENERGY, LLC	124308	9/1-9/15REVENUE FUEL	\$	12,839.15
86403	10/9/2023	\$	63.00	E1168	GALLEGOS, JORGE	124385	CDL/VTT REIMBURSEMENT	\$	63.00
86404	10/9/2023	\$	10,797.41	001302	GARDA CL WEST, INC.	124379	10/2023 VAULT SVC	\$	10,158.97
86404	10/9/2023	\$	10,797.41	001302	GARDA CL WEST, INC.	124380	10/2023 SERVICES	\$	638.44
86405	10/9/2023	\$	149.96	E1073	GLAGOLA, DANIELLE	124384	CATERING REIMBURSEME	\$	149.96
86406	10/9/2023	\$	66.88	E162	GOUVEIA, ANNA MARIE	124383	OPERATOR LVNG PARTY	\$	66.88
86407	10/9/2023	\$	69.79	282	GRAINGER	124377	STRETCH WRAP VER	\$	69.79
86408	10/9/2023	\$	990.71	001097	GREENWASTE RECOVERY, INC.	124381	9/1-9/30 PRC	\$	512.10
86408	10/9/2023	\$	990.71	001097	GREENWASTE RECOVERY, INC.	124382	9/1-9/30 SVT	\$	478.61
86409	10/9/2023	\$	500.00	E521	HERNANDEZ, JAIME	124309	TOOL REIMBURSEMENT	\$	500.00
86410	10/9/2023	\$	553.69	003442	JOHNSON CONTROLS INC	124386	10/1-12/31 WTC	\$	553.69
86411	10/9/2023	\$	1,078.79	036	KELLY-MOORE PAINT CO., INC.	124387	RED CURB PAINT VER	\$	1,078.79
86412	10/9/2023	\$	344.22	002927	LINDE GAS & EQUIPMENT, INC.	124310	PROPANE	\$	224.92
86412	10/9/2023	\$	344.22	002927	LINDE GAS & EQUIPMENT, INC.	124410	PROPANE	\$	119.30
86413	10/9/2023	\$	287.65	003227	LOBNER, DON	124311	RESEAL FLOOR JACK	\$	287.65
86414	10/9/2023	\$	201.64	E1110	MADRIGAL, MANUEL	124314	BOOT REIMBURSEMENT	\$	201.64
86415	10/9/2023	\$	31,118.46	003017	MANSFIELD OIL CO OF GAINSVILLE	124411	9/19 DIESEL FUEL	\$	31,118.46
86416	10/9/2023	\$	157.00	003249	MAXIMUM OIL SERVICE LLC	124389	HAZARDOUS WASTE DISP	\$	157.00
86417	10/9/2023	\$	2,293.75	003361	MILLER MAXFIELD INC	124353	9/23 PUBLIC OUTREACH	\$	1,868.75
86417	10/9/2023	\$	2,293.75	003361	MILLER MAXFIELD INC	124354	FALL HEADWAYS	\$	425.00
86418	10/9/2023	\$	1,046.34	041	MISSION UNIFORM	124312	VMU/VSW UNIFORM SUPP	\$	350.93
86418	10/9/2023	\$	1,046.34	041	MISSION UNIFORM	124313	FUELING ST TOWELS	\$	156.00
86418	10/9/2023	\$	1,046.34	041	MISSION UNIFORM	124355	FUELING ST TOWELS	\$	156.00
86418	10/9/2023	\$	1,046.34	041	MISSION UNIFORM	124356	VMU/VSW UNIFORM SUPP	\$	309.81
86418	10/9/2023	\$	1,046.34	041	MISSION UNIFORM	124361	TOWELS,MOPS,UNIFORMS	\$	31.85
86418	10/9/2023	\$	1,046.34	041	MISSION UNIFORM	124390	TOWELS,MOPS,MATS MMF	\$	41.75
86419	10/9/2023	\$	1,110.36	E045	MONTESINO, EDUARDO	124403	SIGN REIMBURSEMENT	\$	1,110.36
86420	10/9/2023	\$	11,748.20	009	PACIFIC GAS & ELECTRIC	124357	8/28-9/26 RIVER CHG	\$	3,131.41
86420	10/9/2023	\$	11,748.20	009	PACIFIC GAS & ELECTRIC	124391	8/28-9/26 SMC	\$	3,384.31
86420	10/9/2023	\$	11,748.20	009	PACIFIC GAS & ELECTRIC	124392	8/28-9/26 1200 RIVER	\$	5,232.48

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86421	10/9/2023	\$	600.00	003061	QUADRIENT FINANCE USA INC	124404	09/2023 POSTAGE 1598	\$	600.00
86422	10/9/2023	\$	285.00	592	R & S ERECTION OF	124394	GATE REPAIR OPS	\$	285.00
86423	10/9/2023	\$	2,130.00	003502	RICHARD IRISH	124406	PHASEII HVAC BAY11	\$	2,130.00
86424	10/9/2023	\$	2,792.85	003024	RICOH USA, INC CA	124396	10/1-10/31OPS COPIER	\$	115.68
86424	10/9/2023	\$	2,792.85	003024	RICOH USA, INC CA	124405	7/1-9/30 ADMIN	\$	2,677.17
86425	10/9/2023	\$	452.30	215	RICOH USA, INC. TX	124315	07/31/2023 SCM	\$	447.30
86425	10/9/2023	\$	452.30	215	RICOH USA, INC. TX	124316	LATE FEE 5067800557	\$	5.00
86426	10/9/2023	\$	68.32	536	RIVERSIDE LIGHTING, INC.	124393	MISC LIGHT PARTS WTC	\$	45.80
86426	10/9/2023	\$	68.32	536	RIVERSIDE LIGHTING, INC.	124395	MISC LIGHT PARTS WTC	\$	22.52
86427	10/9/2023	\$	1,029.80	001292	SANTA CRUZ RECORDS MNGMT INC	124397	9/11 SHREDDING	\$	1,029.80
86428	10/9/2023	\$	3,842.29	001307	SANTA CRUZ STAFFING, LLC	124317	W/E 09/24/2023	\$	496.00
86428	10/9/2023	\$	3,842.29	001307	SANTA CRUZ STAFFING, LLC	124318	W/E 09/17/2023	\$	1,133.71
86428	10/9/2023	\$	3,842.29	001307	SANTA CRUZ STAFFING, LLC	124319	W/E 09/24/2023	\$	862.58
86428	10/9/2023	\$	3,842.29	001307	SANTA CRUZ STAFFING, LLC	124362	W/E 09/24/2023	\$	1,350.00
86429	10/9/2023	\$	750.00	E1164	SEILENBINDER, JAMES	124322	BOOT REIMBURSEMENT	\$	250.00
86429	10/9/2023	\$	750.00	E1164	SEILENBINDER, JAMES	124358	TOOL REIMBURSEMENT	\$	500.00
86430	10/9/2023	\$	250.00	E1167	LARA GOMEZ, SEVERIANO	124388	BOOT REIMBURSEMENT	\$	250.00
86431	10/9/2023	\$	2,310.40	003292	SLINGSHOT CONNECTIONS LLC	124320	TEMP W/E 09/17/2023	\$	1,155.20
86431	10/9/2023	\$	2,310.40	003292	SLINGSHOT CONNECTIONS LLC	124321	TEMP W/E 09/17/2023	\$	1,155.20
86432	10/9/2023	\$	2,548.60	003285	THE AFTERMARKET PARTS CO LLC	124323	INVENTORY ORDER	\$	313.38
86432	10/9/2023	\$	2,548.60	003285	THE AFTERMARKET PARTS CO LLC	124412	INVENTORY ORDER	\$	222.51
86432	10/9/2023	\$	2,548.60	003285	THE AFTERMARKET PARTS CO LLC	124413	VEH#1211 WO#315033	\$	1.96
86432	10/9/2023	\$	2,548.60	003285	THE AFTERMARKET PARTS CO LLC	124414	INVENTORY ORDER	\$	2,001.41
86432	10/9/2023	\$	2,548.60	003285	THE AFTERMARKET PARTS CO LLC	124415	INVENTORY ORDER	\$	9.34
86433	10/9/2023	\$	62.85	043	TROWBRIDGE ENTERPRISES	124407	OFFICE SUPPLIES	\$	62.85
86434	10/9/2023	\$	120.18	007	UNITED PARCEL SERVICE	124324	FREIGHT	\$	63.48
86434	10/9/2023	\$	120.18	007	UNITED PARCEL SERVICE	124359	FREIGHT	\$	56.70
86435	10/9/2023	\$	11,436.49	003687	VALLEY POWER SYSTEMS NORTH,IN	124416	INVENTORY ORDER	\$	4,991.15
86435	10/9/2023	\$	11,436.49	003687	VALLEY POWER SYSTEMS NORTH,IN	124417	INVENTORY ORDER	\$	1,191.31
86435	10/9/2023	\$	11,436.49	003687	VALLEY POWER SYSTEMS NORTH,IN	124418	INVENTORY ORDER	\$	3,206.38
86435	10/9/2023	\$	11,436.49	003687	VALLEY POWER SYSTEMS NORTH,IN	124419	INVENTORY ORDER	\$	2,047.65
86436	10/9/2023	\$	4,463.71	434	VERIZON WIRELESS	124408	9/2-10/1 TABLET	\$	38.52
86436	10/9/2023	\$	4,463.71	434	VERIZON WIRELESS	124420	8/23-9/22 BUS WIFI	\$	4,425.19
86437	10/9/2023	\$	250.00	E1008	WILLIS, ROB	124399	BOOT REIMBURSEMENT	\$	250.00
86438	10/9/2023	\$	31.16	M364	READ, TIMON	107369	MEDICAL SUPPLEMENTAL	\$	15.58
86438	10/9/2023	\$	31.16	M364	READ, TIMON	124421	REPLACE CK 73247	\$	15.58
86439	10/16/2023	\$	1,092.00	382	AIRTEC SERVICE INC.	124422	BOILER REPAIR OPS	\$	1,092.00
86440	10/16/2023	\$	273.81	003596	AMAZON CAPITAL SERVICES, INC.	124423	ALCOHOL WIPES	\$	147.84
86440	10/16/2023	\$	273.81	003596	AMAZON CAPITAL SERVICES, INC.	124424	KEYBOARD	\$	93.94
86440	10/16/2023	\$	273.81	003596	AMAZON CAPITAL SERVICES, INC.	124425	DOORWAY SIGN MMF	\$	32.03
86441	10/16/2023	\$	36.01	002861	AMERICAN MESSAGING SVCS, LLC	124449	10/2023 PAGERS	\$	36.01
86442	10/16/2023	\$	2,000.00	003676	ANDREW J. O'KEEFE II	124505	MEDIA PRODUCTION WKL	\$	2,000.00
86443	10/16/2023	\$	248.16	M158	BAN, MARK	124450	REPLACE VOID CK85643	\$	248.16
86444	10/16/2023	\$	2,771.40	003713	BENNETT TRUCK TRANSPORT	124468	BUS#42066 DELIVERY	\$	923.80
86444	10/16/2023	\$	2,771.40	003713	BENNETT TRUCK TRANSPORT	124469	BUS#42051 DELIVERY	\$	923.80
86444	10/16/2023	\$	2,771.40	003713	BENNETT TRUCK TRANSPORT	124470	BUS#42065 DELIVERY	\$	923.80

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86445	10/16/2023	\$	23.58	107A	BFS GROUP LLC	124427	DOOR STOP SMC	\$	11.79
86445	10/16/2023	\$	23.58	107A	BFS GROUP LLC	124474	DOOR STOP OPS	\$	11.79
86446	10/16/2023	\$	152.94	E1118	BOIS, MICHAEL	124509	PHASE 1 BANNER REIMB	\$	152.94
86447	10/16/2023	\$	10,000.00	616	BROWN ARMSTRONG ACCOUNTANC	124426	WIP 2023 AUDIT PLANN	\$	10,000.00
86448	10/16/2023	\$	19.10	M338	BRYANT, KATHLEEN	124451	REPLACE VOID CK81324	\$	19.10
86449	10/16/2023	\$	3,500.00	003320	CENTER FOR TRANSPORTATION ANI	124448	FY24 MEMBER DUES	\$	3,500.00
86450	10/16/2023	\$	14.73	M386	CHANDLEY, PAUL	124428	REPLACE VOID CK78727	\$	14.73
86451	10/16/2023	\$	22,046.35	001124	CLEAN ENERGY	124452	9/26/23 LGN	\$	11,093.32
86451	10/16/2023	\$	22,046.35	001124	CLEAN ENERGY	124453	9/29/2023 LNG	\$	10,953.03
86451	10/16/2023	\$	22,046.35	001124	CLEAN ENERGY	124482	9/15 LNG LABOR CHG	\$	115.92
86451	10/16/2023	\$	22,046.35	001124	CLEAN ENERGY	124483	CREDIT CEW12624145	\$	(115.92)
86451	10/16/2023	\$	22,046.35	001124	CLEAN ENERGY	124484	9/15 LNG CHARGES	\$	1,258.56
86451	10/16/2023	\$	22,046.35	001124	CLEAN ENERGY	124485	CREDIT CEW12624136	\$	(1,258.56)
86452	10/16/2023	\$	1,410.42	075	COAST PAPER & SUPPLY INC.	124486	CLEANING SUPPLY	\$	1,410.42
86453	10/16/2023	\$	57,495.69	003116	CUMMINS, INC	124454	VEH#4204 ENG PARTS	\$	37,403.19
86453	10/16/2023	\$	57,495.69	003116	CUMMINS, INC	124455	VEH#4204 ENG LABOR	\$	20,092.50
86454	10/16/2023	\$	576.00	E443	CURREA, JULIO	124487	LODGING, MEAL REIMBUR	\$	576.00
86455	10/16/2023	\$	127.50	E1173	DOWNES, CATHERINE	124488	MEAL REIMBURSEMENT	\$	127.50
86456	10/16/2023	\$	3,216.00	003485	EMPLOYNET, INC	124471	TEMP W/E 09/17/2023	\$	1,200.00
86456	10/16/2023	\$	3,216.00	003485	EMPLOYNET, INC	124472	TEMP W/E 09/24/2023	\$	1,200.00
86456	10/16/2023	\$	3,216.00	003485	EMPLOYNET, INC	124473	TEMP W/E 10/01/2023	\$	816.00
86457	10/16/2023	\$	2,253.03	432	EXPRESS SERVICES INC.	124456	TEMP W/E 8/13/2023	\$	1,133.60
86457	10/16/2023	\$	2,253.03	432	EXPRESS SERVICES INC.	124457	TEMP W/E 08/20/2023	\$	1,119.43
86458	10/16/2023	\$	127.50	E1080	FARMER, CHUCK	124489	MEAL REIMBURSEMENT	\$	127.50
86459	10/16/2023	\$	624.54	002962	FIS	124429	08/2023 MERCH FEES	\$	624.54
86460	10/16/2023	\$	126.48	E1169	FLORES, ISABEL	124430	BOOT REIMBURSEMENT	\$	126.48
86461	10/16/2023	\$	16,943.87	002952	FLYERS ENERGY, LLC	124458	9/15-9/30 REV FUEL	\$	13,498.69
86461	10/16/2023	\$	16,943.87	002952	FLYERS ENERGY, LLC	124459	9/15-9/30NONREV FUEL	\$	3,445.18
86462	10/16/2023	\$	664.98	117	GILLIG LLC	124513	INVENTORY ORDER	\$	664.98
86463	10/16/2023	\$	6.46	282	GRAINGER	124490	MAINT SUPPLY SMC	\$	6.46
86464	10/16/2023	\$	36.02	M213	GRANADOS-BOYCE, MARIA	124431	REPLACE VOID CK81391	\$	36.02
86465	10/16/2023	\$	21.00	M231	JAHNKE, EILEEN	124433	REPLACE VOID CK82405	\$	21.00
86466	10/16/2023	\$	89.00	E1171	JAUREQUI, RUBEN	124507	CLP REIMBURSEMENT	\$	89.00
86467	10/16/2023	\$	23,627.38	003366	KEY GOVERNMENT FINANCE INC	124475	10/2023 LEASE PMT	\$	23,627.38
86468	10/16/2023	\$	51.97	M399	KONNO, DAVID	124432	REPLACE VOID CK83773	\$	51.97
86469	10/16/2023	\$	539.19	003450	LANGUAGE LINE SERVICES INC	124434	TRANSLATION SERVICES	\$	539.19
86470	10/16/2023	\$	235.44	E1085	LAZARO, ABIGAIL	124491	BOOT REIMBURSEMENT	\$	235.44
86471	10/16/2023	\$	605.48	E993	LEONARD, CHRISTOPHER	124492	TRAVEL REIMBURSEMENT	\$	605.48
86472	10/16/2023	\$	14.73	M245	LUCIER, MARILYN	124460	REPLACE VOID CK80419	\$	14.73
86473	10/16/2023	\$	228.64	E1052	MARTINEZ, JESS	124493	BOOT REIMBURSEMENT	\$	228.64
86474	10/16/2023	\$	63.00	E931	MENDOZA-GARCIA, LIZETTE	124508	CDL, VTT REIMBURSEMENT	\$	63.00
86475	10/16/2023	\$	1,777.50	001052	MID VALLEY SUPPLY INC.	124494	CLEANING SUPPLY MMF	\$	1,777.50
86476	10/16/2023	\$	127.50	E625	MIHAYLOVA, KRISTINA	124495	MEAL REIMBURSEMENT	\$	127.50
86477	10/16/2023	\$	50.79	M257	MILLER, MARY	124435	REPLACE VOID CK81447	\$	50.79
86478	10/16/2023	\$	631.62	041	MISSION UNIFORM	124436	TOWEL, MOP, MAT, UNIFOR	\$	87.22
86478	10/16/2023	\$	631.62	041	MISSION UNIFORM	124461	FUELING ST TOWELS	\$	156.00

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86478	10/16/2023	\$	631.62	041	MISSION UNIFORM	124462	VMU/VSW UNIFORM SUPP	\$	309.81
86478	10/16/2023	\$	631.62	041	MISSION UNIFORM	124476	TOWEL,MOP,MAT,UNIFOR	\$	25.91
86478	10/16/2023	\$	631.62	041	MISSION UNIFORM	124496	EMBLEMS CHG MMF	\$	10.93
86478	10/16/2023	\$	631.62	041	MISSION UNIFORM	124497	TOWELS,MOPS,MATS MMF	\$	41.75
86479	10/16/2023	\$	2,072.00	469	MONTREY BAY AIR RESOURCES	124477	ANNUAL RENEWAL	\$	2,072.00
86480	10/16/2023	\$	55.50	E645	OLANDER, JOY	124498	MEAL REIMBURSEMENT	\$	55.50
86481	10/16/2023	\$	3,596.30	009	PACIFIC GAS & ELECTRIC	124499	9/1-10/2 SVT,WTC,PNR	\$	3,596.30
86482	10/16/2023	\$	1,055.00	481	PIED PIPER EXTERMINATORS, INC.	124437	10/2023 OPS CREEK	\$	255.00
86482	10/16/2023	\$	1,055.00	481	PIED PIPER EXTERMINATORS, INC.	124438	10/2023 OPS PARKING	\$	212.50
86482	10/16/2023	\$	1,055.00	481	PIED PIPER EXTERMINATORS, INC.	124439	10/2023 MMF	\$	217.50
86482	10/16/2023	\$	1,055.00	481	PIED PIPER EXTERMINATORS, INC.	124440	10/2023 WTC MARKET	\$	79.50
86482	10/16/2023	\$	1,055.00	481	PIED PIPER EXTERMINATORS, INC.	124441	10/2023 WTC TRANSIT	\$	65.00
86482	10/16/2023	\$	1,055.00	481	PIED PIPER EXTERMINATORS, INC.	124478	10/2023 PEST VER	\$	65.00
86482	10/16/2023	\$	1,055.00	481	PIED PIPER EXTERMINATORS, INC.	124479	10/2023 PEST SMC TAQ	\$	40.00
86482	10/16/2023	\$	1,055.00	481	PIED PIPER EXTERMINATORS, INC.	124480	10/2023 PEST SMC MKT	\$	55.50
86482	10/16/2023	\$	1,055.00	481	PIED PIPER EXTERMINATORS, INC.	124481	10/2023 PEST SMC	\$	65.00
86483	10/16/2023	\$	245.78	E1170	PONCE, FRANCISCO	124442	BOOT REIMBURSEMENT	\$	245.78
86484	10/16/2023	\$	61.10	M291	PRINCE, DEBRA	124443	REPLACE 3 VOID CKS	\$	61.10
86485	10/16/2023	\$	27,000.00	003716	SAN DIEGO METRO TRAN DEV BOAR	124514	PJT0004 3 ARTIC BUS	\$	27,000.00
86486	10/16/2023	\$	1,400.00	307	SANTA CRUZ COUNTY CHAMBER OF	124444	1/1-12/31/24 DUES	\$	1,400.00
86487	10/16/2023	\$	519.26	079	SANTA CRUZ MUNICIPAL UTILITIES	124500	9/1-9/30 SBF IRRIGAT	\$	287.96
86487	10/16/2023	\$	519.26	079	SANTA CRUZ MUNICIPAL UTILITIES	124501	9/1-9/30 VER IRRIGAT	\$	231.30
86488	10/16/2023	\$	5,313.38	001307	SANTA CRUZ STAFFING, LLC	124445	W/E 10/01/2023	\$	877.50
86488	10/16/2023	\$	5,313.38	001307	SANTA CRUZ STAFFING, LLC	124446	W/E 10/01/2023	\$	908.80
86488	10/16/2023	\$	5,313.38	001307	SANTA CRUZ STAFFING, LLC	124510	TEMP W/E 09/24/2023	\$	1,273.48
86488	10/16/2023	\$	5,313.38	001307	SANTA CRUZ STAFFING, LLC	124511	TEMP W/E 10/01/2023	\$	1,250.08
86488	10/16/2023	\$	5,313.38	001307	SANTA CRUZ STAFFING, LLC	124512	TEMP W/E 10/08/2023	\$	1,003.52
86489	10/16/2023	\$	15.58	M367	SILVA, EDUARDO	124463	REPLACE VOID CK75598	\$	15.58
86490	10/16/2023	\$	3,465.60	003292	SLINGSHOT CONNECTIONS LLC	124464	TEMP W/E 10/01/2023	\$	1,155.20
86490	10/16/2023	\$	3,465.60	003292	SLINGSHOT CONNECTIONS LLC	124465	TEMP W/E 09/24/2023	\$	1,155.20
86490	10/16/2023	\$	3,465.60	003292	SLINGSHOT CONNECTIONS LLC	124466	TEMP W/E 10/01/2023	\$	1,155.20
86491	10/16/2023	\$	89.00	E1172	TOLEDO, SERJIO	124506	CLP REIMBURSEMENT	\$	89.00
86492	10/16/2023	\$	23.13	E273	TORRES, ELMER	124502	MEAL REIMBURSEMENT	\$	23.13
86493	10/16/2023	\$	321.01	043	TROWBRIDGE ENTERPRISES	124467	OFFICE SUPPLIES	\$	20.38
86493	10/16/2023	\$	321.01	043	TROWBRIDGE ENTERPRISES	124503	CALENDARS	\$	21.83
86493	10/16/2023	\$	321.01	043	TROWBRIDGE ENTERPRISES	124504	CALENDARS	\$	278.80
86494	10/16/2023	\$	43.99	007	UNITED PARCEL SERVICE	124515	FREIGHT	\$	43.99
86495	10/16/2023	\$	6,175.21	001353	VISION COMMUNICATIONS	124447	RADIOS REPLACE PRC	\$	6,175.21
86496	10/17/2023	\$	4,000.00	853	ZELLER APPRAISAL-SERVICES, INC	124516	PJT#19-0002SCOPE WRK	\$	4,000.00
86497	10/23/2023	\$	317.55	002929	72 HOUR LLC	124541	VEH#1950 KEY FOB	\$	360.57
86497	10/23/2023	\$	317.55	002929	72 HOUR LLC	124542	VEH#1950-ORG#279771	\$	(43.02)
86498	10/23/2023	\$	22.51	002941	AA SAFE & SECURITY CO	124597	MAILBOX KEY COPY VER	\$	22.51
86499	10/23/2023	\$	377.64	003151	ABC BUS INC	124517	INVENTORY ORDER	\$	58.67
86499	10/23/2023	\$	377.64	003151	ABC BUS INC	124518	INVENTORY ORDER	\$	318.97
86500	10/23/2023	\$	19.64	192	ALWAYS UNDER PRESSURE	124586	HOUSING WRENCH MMF	\$	19.64
86501	10/23/2023	\$	1,965.68	003596	AMAZON CAPITAL SERVICES, INC.	124519	FLEET OFFICE SUPPLY	\$	28.39

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86501	10/23/2023	\$	1,965.68	003596	AMAZON CAPITAL SERVICES, INC.	124520	FLEET OFFICE SUPPLY	\$	251.20
86501	10/23/2023	\$	1,965.68	003596	AMAZON CAPITAL SERVICES, INC.	124521	LOGITECH MOUSE	\$	98.28
86501	10/23/2023	\$	1,965.68	003596	AMAZON CAPITAL SERVICES, INC.	124522	ETHERNET ADAPTER	\$	69.55
86501	10/23/2023	\$	1,965.68	003596	AMAZON CAPITAL SERVICES, INC.	124523	HEADSETS	\$	925.06
86501	10/23/2023	\$	1,965.68	003596	AMAZON CAPITAL SERVICES, INC.	124524	MOUSE	\$	71.50
86501	10/23/2023	\$	1,965.68	003596	AMAZON CAPITAL SERVICES, INC.	124525	TISSUE,FILE ORGANIZE	\$	109.90
86501	10/23/2023	\$	1,965.68	003596	AMAZON CAPITAL SERVICES, INC.	124581	OFFICE SUPPLIES PRC	\$	161.15
86501	10/23/2023	\$	1,965.68	003596	AMAZON CAPITAL SERVICES, INC.	124599	CLOSED SIGNS MMF	\$	250.65
86502	10/23/2023	\$	2,857.76	001D	AT&T	124611	9/13-10/12 PT TO PT1	\$	1,729.20
86502	10/23/2023	\$	2,857.76	001D	AT&T	124612	9/10-10/9 INTERNET	\$	1,128.56
86503	10/23/2023	\$	4,334.92	001348	ATHENS INSURANCE SERVICE, INC.	124619	10/2023 MONTHLY FEE	\$	4,334.92
86504	10/23/2023	\$	8,007.47	003650	BAE SYSTEMS CONTROLS, INC.	124527	INVENTORY ORDER	\$	8,007.47
86505	10/23/2023	\$	212.36	E1083	BAUER, DONNA	124526	MTG REIMBURSEMENTS	\$	212.36
86506	10/23/2023	\$	445.04	E996	BENSON, EDDIE	124528	TRAVEL REIMBURSEMENT	\$	445.04
86507	10/23/2023	\$	134.89	107A	BFS GROUP LLC	124588	ROLLER COVERS FIELD	\$	35.18
86507	10/23/2023	\$	134.89	107A	BFS GROUP LLC	124589	CONCRETE MIX SMC	\$	18.56
86507	10/23/2023	\$	134.89	107A	BFS GROUP LLC	124590	BENCH REPAIR FIELD	\$	69.36
86507	10/23/2023	\$	134.89	107A	BFS GROUP LLC	124591	DOOR STOP MMF	\$	11.79
86508	10/23/2023	\$	2,094.00	080	CALIFORNIA DEPARTMENT OF TAX	124583	07-09/2023 SALES TAX	\$	2,094.00
86509	10/23/2023	\$	360.53	001159	CATTO'S GRAPHICS, INC.	124543	INVENTORY ORDER	\$	360.53
86510	10/23/2023	\$	3,039.80	001346	CITY OF SANTA CRUZ-FINANCE	124600	STORM H2O/FLOOD LEVY	\$	3,039.80
86511	10/23/2023	\$	93.08	003373	CITY OF SANTA CRUZ FINANCE RRF	124603	09/2023 LANDFILL	\$	93.08
86512	10/23/2023	\$	2,161.21	909	CLASSIC GRAPHICS	124540	VEH#PC1707 REPAIRS	\$	2,161.21
86513	10/23/2023	\$	217.63	075	COAST PAPER & SUPPLY INC.	124529	INVENTORY ORDER	\$	87.05
86513	10/23/2023	\$	217.63	075	COAST PAPER & SUPPLY INC.	124530	INVENTORY ORDER	\$	130.58
86514	10/23/2023	\$	373.18	003701	CREATIVE BUS SALES, INC	124556	INVENTORY ORDER	\$	373.18
86515	10/23/2023	\$	742.52	003668	CROSSLINE SUPPLY, LLC	124531	INVENTORY ORDER	\$	742.52
86516	10/23/2023	\$	101.59	E1022	CRUMMIE, DAWN	124532	MEAL REIMBURSEMENT	\$	101.59
86517	10/23/2023	\$	2,143.83	588	CTSIPA (CAL TIP)	124544	SEPT 23 CODE=1500	\$	2,143.83
86518	10/23/2023	\$	7,011.07	003116	CUMMINS, INC	124533	VEH#4207 PART ORDER	\$	504.05
86518	10/23/2023	\$	7,011.07	003116	CUMMINS, INC	124534	INVENTORY ORDER	\$	167.37
86518	10/23/2023	\$	7,011.07	003116	CUMMINS, INC	124535	VEH#4207 PART ORDER	\$	9.41
86518	10/23/2023	\$	7,011.07	003116	CUMMINS, INC	124536	VEH#4207 PART ORDER	\$	892.91
86518	10/23/2023	\$	7,011.07	003116	CUMMINS, INC	124537	INVENTORY ORDER	\$	11.55
86518	10/23/2023	\$	7,011.07	003116	CUMMINS, INC	124538	VEH#1201 ECM CALIBRA	\$	5,302.78
86519	10/23/2023	\$	2,890.18	003274	EAST BAY TIRE CO.	124539	VEH#4207 PART ORDER	\$	123.00
86519	10/23/2023	\$	2,890.18	003274	EAST BAY TIRE CO.	124545	NON-REVENUE TIRES	\$	36.06
86520	10/23/2023	\$	1,039.13	003485	EMPLOYNET, INC	124546	REVENUE TIRES	\$	2,854.12
86521	10/23/2023	\$	906.88	432	EXPRESS SERVICES INC.	124592	TEMP W/E 10/08/2023	\$	1,039.13
86522	10/23/2023	\$	26.91	003640	FERGUSON US HOLDINGS, INC.	124547	TEMP W/E 10/24/2023	\$	906.88
86523	10/23/2023	\$	567.66	002962	FIS	124598	FAUCET REPAIR SVT	\$	26.91
86524	10/23/2023	\$	15,000.00	003705	FREEDOM ASSOCIATES, LLC	124548	09/2023 MERCH FEES	\$	567.66
86525	10/23/2023	\$	53.78	003279	FRONTIER COMMUNICATIONS - 302.	124617	11/2023 RENT FREEDOM	\$	15,000.00
86526	10/23/2023	\$	170.04	E1108	GARCIA, ANTONIO Z.	124609	10/16-11/15SKY-RIVER	\$	53.78
86527	10/23/2023	\$	1,374.53	282	GRAINGER	124549	BOOT REIMBURSEMENT	\$	170.04
						124594	SPILL BLOCK MMF	\$	1,018.68

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86527	10/23/2023	\$	1,374.53	282	GRAINGER	124595	INVENTORY ORDER MMF	\$	296.19
86527	10/23/2023	\$	1,374.53	282	GRAINGER	124596	FOOT-SWITCH REP SMC	\$	59.66
86528	10/23/2023	\$	250.00	E521	HERNANDEZ, JAIME	124551	BOOT REIMBURSEMENT	\$	250.00
86529	10/23/2023	\$	16,158.17	003395	JARRETT WALKER & ASSOC LLC	124604	09/2023 REIMAGINING	\$	16,158.17
86530	10/23/2023	\$	1,398.60	003442	JOHNSON CONTROLS INC	124607	10/1-12/31 FIRE SVT	\$	883.49
86530	10/23/2023	\$	1,398.60	003442	JOHNSON CONTROLS INC	124608	10/1-12/31 FIRE SMC	\$	515.11
86531	10/23/2023	\$	31,910.25	003017	MANSFIELD OIL CO OF GAINSVILLE	124555	10/10 DIESEL FUEL	\$	31,910.25
86532	10/23/2023	\$	612.48	003391	MARK THOMAS & COMPANY, INC	124615	TO 6 EV PROJECT OPS	\$	612.48
86533	10/23/2023	\$	53.00	E1021	MENDOZA-GARCIA, JESSE	124553	DMV RENEW REIMBURSEM	\$	53.00
86534	10/23/2023	\$	2,450.56	003273	MGP XI REIT,LLC	124585	11/2023RENT CAP MALL	\$	2,450.56
86535	10/23/2023	\$	78.75	041	MISSION UNIFORM	124554	TOWELS/MATS	\$	18.50
86535	10/23/2023	\$	78.75	041	MISSION UNIFORM	124582	TOWELS,MATS PRC	\$	18.50
86535	10/23/2023	\$	78.75	041	MISSION UNIFORM	124587	TOWEL,MOPS,MATS MMF	\$	41.75
86536	10/23/2023	\$	464.73	023	PACIFIC TRUCK PARTS, INC.	124558	INVENTORY ORDER	\$	464.73
86537	10/23/2023	\$	250.00	E995	PEREZ, CHRISTOPHER	124557	BOOT REIMBURSEMENT	\$	250.00
86538	10/23/2023	\$	1,782.00	003630	PORTOLA SYSTEMS, INC.	124559	MICROSOFT LICENSES	\$	1,782.00
86539	10/23/2023	\$	203.34	003443	PROTERRA OPERATING COMPANY,IN	124560	INVENTORY ORDER	\$	203.34
86540	10/23/2023	\$	1,168.98	882	RANDY & LARAE WEST	124552	OPS-067 & CARDS	\$	1,168.98
86541	10/23/2023	\$	800.00	003502	RICHARD IRISH	124616	PHASE 2 HVAC BAY 2	\$	800.00
86542	10/23/2023	\$	116.83	003024	RICOH USA, INC CA	124561	10/12-11/11 OPS COPI	\$	116.83
86543	10/23/2023	\$	900.00	003681	RNS COMMUNICATIONS, INC.	124620	DMV RECRUITMENT AD	\$	900.00
86544	10/23/2023	\$	250.00	E1018	ROCHA FERNANDEZ, DARIO	124562	BOOT REIMBURSEMENT	\$	250.00
86545	10/23/2023	\$	1,300.08	003154	ROMAINE ELECTRIC CORP	124563	INVENTORY ORDER	\$	1,300.08
86546	10/23/2023	\$	646.21	003677	RS AMERICAS, INC.	124564	INVENTORY ORDER	\$	646.21
86547	10/23/2023	\$	72,470.10	002917	SANTA CRUZ METRO TRANSIT W/C	124618	09/2023 W/C REPLENIS	\$	72,470.10
86548	10/23/2023	\$	367.00	001292	SANTA CRUZ RECORDS MNGMT INC	124593	09/28 SHRED VERNON	\$	367.00
86549	10/23/2023	\$	1,994.39	001307	SANTA CRUZ STAFFING, LLC	124565	TEMP W/E 10/08/2023	\$	1,001.61
86549	10/23/2023	\$	1,994.39	001307	SANTA CRUZ STAFFING, LLC	124613	TEMP W/E 10/15/2023	\$	992.78
86550	10/23/2023	\$	697.22	002459	SCOTT'S VALLEY WATER DISTRICT	124601	9/1-9/30 WATER SVT	\$	362.12
86550	10/23/2023	\$	697.22	002459	SCOTT'S VALLEY WATER DISTRICT	124602	9/1-9/30 WATER SVT	\$	335.10
86551	10/23/2023	\$	383.67	003292	SLINGSHOT CONNECTIONS LLC	124605	TEMP W/E 10/01/2023	\$	198.45
86551	10/23/2023	\$	383.67	003292	SLINGSHOT CONNECTIONS LLC	124606	TEMP W/E 09/24/2023	\$	185.22
86552	10/23/2023	\$	149.05	E988	SOLORIO-GOMEZ, RINA	124567	CUST SVC WK REIMBURS	\$	149.05
86553	10/23/2023	\$	10,268.28	001075	SOQUEL III ASSOCIATES	124584	11/2023RENT RESEARCH	\$	10,268.28
86554	10/23/2023	\$	855.04	003621	SPORTWORKS GLOBAL LLC	124566	INVENTORY ORDER	\$	855.04
86555	10/23/2023	\$	1,817.85	003669	SPX TECHNOLOGIES,INC.	124550	INVENTORY ORDER	\$	1,817.85
86556	10/23/2023	\$	2,364.34	003285	THE AFTERMARKET PARTS CO LLC	124572	INVENTORY ORDER	\$	104.54
86556	10/23/2023	\$	2,364.34	003285	THE AFTERMARKET PARTS CO LLC	124573	INVENTORY ORDER	\$	1,718.36
86556	10/23/2023	\$	2,364.34	003285	THE AFTERMARKET PARTS CO LLC	124574	VEH#1209 PART ORDER	\$	20.24
86556	10/23/2023	\$	2,364.34	003285	THE AFTERMARKET PARTS CO LLC	124575	VEH#2807 PART ORDER	\$	100.76
86556	10/23/2023	\$	2,364.34	003285	THE AFTERMARKET PARTS CO LLC	124576	INVENTORY ORDER	\$	420.44
86557	10/23/2023	\$	605.14	043	TROWBRIDGE ENTERPRISES	124568	OFFICE SUPPLIES SCM	\$	128.51
86557	10/23/2023	\$	605.14	043	TROWBRIDGE ENTERPRISES	124569	OFFICE SUPPLIES PRC	\$	22.20
86557	10/23/2023	\$	605.14	043	TROWBRIDGE ENTERPRISES	124570	OFFICE SUPPLIES PRC	\$	346.71
86557	10/23/2023	\$	605.14	043	TROWBRIDGE ENTERPRISES	124571	OFFICE SUPPLIES PRC	\$	107.72
86558	10/23/2023	\$	537.00	003417	VERITECH, INC.	124577	INVENTORY ORDER	\$	537.00

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86559	10/23/2023	\$	637.84	434	VERIZON WIRELESS	124610	9/2-10/1 TABLETS MMF	\$	577.80
86559	10/23/2023	\$	637.84	434	VERIZON WIRELESS	124614	9/2-10/1 MKTG TABLET	\$	60.04
86560	10/23/2023	\$	150.00	E1122	WOOD, SCOTT	124578	DMV EXAM REIMBURSEME	\$	150.00
86561	10/23/2023	\$	250.00	E1116	ZAMARRIPA, JOSE	124580	BOOT REIMBURSEMENT	\$	250.00
86562	10/23/2023	\$	55.39	003530	ZORO TOOLS, INC.	124579	PARTS FOR SPRAY TANK	\$	55.39
86563	10/20/2023	\$	990,433.36	002814	CREATIVE BUS SALES, INC.	124621	PJT20-0001 PKB30844	\$	141,490.48
86563	10/20/2023	\$	990,433.36	002814	CREATIVE BUS SALES, INC.	124622	PJT20-0001 PKB31396	\$	141,490.48
86563	10/20/2023	\$	990,433.36	002814	CREATIVE BUS SALES, INC.	124623	PJT20-0001 PKB30533	\$	141,490.48
86563	10/20/2023	\$	990,433.36	002814	CREATIVE BUS SALES, INC.	124624	PJT20-0001 PKB31317	\$	141,490.48
86563	10/20/2023	\$	990,433.36	002814	CREATIVE BUS SALES, INC.	124625	PJT20-0001 PKB30926	\$	141,490.48
86563	10/20/2023	\$	990,433.36	002814	CREATIVE BUS SALES, INC.	124626	PJT20-0001 PKB31354	\$	141,490.48
86563	10/20/2023	\$	990,433.36	002814	CREATIVE BUS SALES, INC.	124627	PJT20-0001 PKB30477	\$	141,490.48
86564	10/23/2023	\$	31,327.45	057	U.S. BANK	124628	XXXX-XXXX-XXXX-5971	\$	31,327.45
86565	10/30/2023	\$	489.15	003151	ABC BUS INC	124629	INVENTORY ORDER	\$	489.15
86566	10/30/2023	\$	28.17	003596	AMAZON CAPITAL SERVICES, INC.	124630	OFFICE SUPPLIES	\$	28.17
86567	10/30/2023	\$	209.00	080A	CALIFORNIA DEPARTMENT OF TAX	124778	7-9/2023 DIESEL TAX	\$	209.00
86568	10/30/2023	\$	5,250.00	001324	CAPITALEDDGE ADVOCACY, INC.	124764	10/2023LEGISLATE SVC	\$	5,250.00
86569	10/30/2023	\$	13,196.40	001124	CLEAN ENERGY	124633	10/10 LNG CHARGES	\$	9,635.39
86569	10/30/2023	\$	13,196.40	001124	CLEAN ENERGY	124634	10/11 LNG CHARGES	\$	3,561.01
86570	10/30/2023	\$	452.00	367	COMMUNITY TELEVISION OF	124755	9/22 BOARD MTG CVRG	\$	452.00
86571	10/30/2023	\$	320.70	003701	CREATIVE BUS SALES, INC	124731	VEH#PC1712 PART ORD	\$	320.70
86572	10/30/2023	\$	89.00	E1174	DEMELO, JOSEPH	124635	CLP REIMBURSEMENT	\$	89.00
86573	10/30/2023	\$	608.00	002567	DEPARTMENT OF JUSTICE	124636	9/2023FINGERPRINT AP	\$	608.00
86574	10/30/2023	\$	4,331.85	003485	EMPLOYNET, INC	124637	TEMP W/E 10/01/2023	\$	731.85
86574	10/30/2023	\$	4,331.85	003485	EMPLOYNET, INC	124638	TEMP W/E 10/01/2023	\$	1,200.00
86574	10/30/2023	\$	4,331.85	003485	EMPLOYNET, INC	124639	TEMP W/E 10/08/2023	\$	1,200.00
86574	10/30/2023	\$	4,331.85	003485	EMPLOYNET, INC	124640	TEMP W/E 10/15/2023	\$	1,200.00
86575	10/30/2023	\$	1,219.96	432	EXPRESS SERVICES INC.	124641	TEMP W/E 10/01/2023	\$	313.08
86575	10/30/2023	\$	1,219.96	432	EXPRESS SERVICES INC.	124757	TEMP W/E 10/01/2023	\$	906.88
86576	10/30/2023	\$	1,450.25	001297	FASTENAL COMPANY INC	124642	SAFETY SUPPLIES	\$	240.25
86576	10/30/2023	\$	1,450.25	001297	FASTENAL COMPANY INC	124643	NON INVENTORY ORDER	\$	13.73
86576	10/30/2023	\$	1,450.25	001297	FASTENAL COMPANY INC	124644	INVENTORY ORDER	\$	392.85
86576	10/30/2023	\$	1,450.25	001297	FASTENAL COMPANY INC	124645	NON INVENTORY ORDER	\$	138.63
86576	10/30/2023	\$	1,450.25	001297	FASTENAL COMPANY INC	124646	VEND MACH INVTRY ORD	\$	160.60
86576	10/30/2023	\$	1,450.25	001297	FASTENAL COMPANY INC	124647	NON INVENTORY ORDER	\$	91.61
86576	10/30/2023	\$	1,450.25	001297	FASTENAL COMPANY INC	124648	VEND MACH SAFETY ORD	\$	106.84
86576	10/30/2023	\$	1,450.25	001297	FASTENAL COMPANY INC	124649	NON INVENTORY ORDER	\$	258.94
86576	10/30/2023	\$	1,450.25	001297	FASTENAL COMPANY INC	124650	NON INVENTORY ORDER	\$	21.71
86576	10/30/2023	\$	1,450.25	001297	FASTENAL COMPANY INC	124651	NON INVENTORY ORDER	\$	25.09
86577	10/30/2023	\$	53.78	003418	FRONTIER COMMUNICATIONS - 614.	124679	10/13-11/12SKY-OCEAN	\$	53.78
86578	10/30/2023	\$	17,848.39	117	GILLIG LLC	124680	INVENTORY ORDER	\$	2,833.82
86578	10/30/2023	\$	17,848.39	117	GILLIG LLC	124681	INVENTORY ORDER	\$	234.45
86578	10/30/2023	\$	17,848.39	117	GILLIG LLC	124682	INVENTORY ORDER	\$	160.83
86578	10/30/2023	\$	17,848.39	117	GILLIG LLC	124683	INVENTORY ORDER	\$	128.86
86578	10/30/2023	\$	17,848.39	117	GILLIG LLC	124684	INVENTORY ORDER	\$	322.18
86578	10/30/2023	\$	17,848.39	117	GILLIG LLC	124685	INVENTORY ORDER	\$	1,472.36



# Attachment A - October

86578	10/30/2023	\$ 17,848.39	117	GILLIG LLC	124686	INVENTORY ORDER	\$	1,583.78
86578	10/30/2023	\$ 17,848.39	117	GILLIG LLC	124687	VEH#0121 PART ORDER	\$	143.79
86578	10/30/2023	\$ 17,848.39	117	GILLIG LLC	124688	INVENTORY ORDER	\$	481.87
86578	10/30/2023	\$ 17,848.39	117	GILLIG LLC	124689	INVENTORY ORDER	\$	1,412.49
86578	10/30/2023	\$ 17,848.39	117	GILLIG LLC	124690	VEH#4208 PART ORDER	\$	728.66
86578	10/30/2023	\$ 17,848.39	117	GILLIG LLC	124691	INVENTORY ORDER	\$	728.66
86578	10/30/2023	\$ 17,848.39	117	GILLIG LLC	124692	INVENTORY ORDER	\$	139.62
86578	10/30/2023	\$ 17,848.39	117	GILLIG LLC	124693	INVENTORY ORDER	\$	2,039.98
86578	10/30/2023	\$ 17,848.39	117	GILLIG LLC	124694	INVENTORY ORDER	\$	728.66
86578	10/30/2023	\$ 17,848.39	117	GILLIG LLC	124695	INVENTORY ORDER	\$	728.66
86578	10/30/2023	\$ 17,848.39	117	GILLIG LLC	124696	INVENTORY ORDER	\$	613.63
86578	10/30/2023	\$ 17,848.39	117	GILLIG LLC	124697	VEH#4207 PART ORDER	\$	52.65
86578	10/30/2023	\$ 17,848.39	117	GILLIG LLC	124698	INVENTORY ORDER	\$	23.41
86578	10/30/2023	\$ 17,848.39	117	GILLIG LLC	124699	VEH#4206 PART ORDER	\$	45.59
86578	10/30/2023	\$ 17,848.39	117	GILLIG LLC	124700	INVENTORY ORDER	\$	1,210.70
86578	10/30/2023	\$ 17,848.39	117	GILLIG LLC	124701	VEH#4203 PART ORDER	\$	13.79
86578	10/30/2023	\$ 17,848.39	117	GILLIG LLC	124702	VEH#0521 PART ORDER	\$	35.80
86578	10/30/2023	\$ 17,848.39	117	GILLIG LLC	124703	INVENTORY ORDER	\$	1,963.55
86578	10/30/2023	\$ 17,848.39	117	GILLIG LLC	124704	VEH#1903 PART ORDER	\$	20.60
86579	10/30/2023	\$ 2,025.81	282	GRAINGER	124705	SHOP TOOLING	\$	2,025.81
86580	10/30/2023	\$ 61,733.22	003109	HANSON BRIDGETT LLP	124765	09/2023 RETAINER	\$	27,869.00
86580	10/30/2023	\$ 61,733.22	003109	HANSON BRIDGETT LLP	124766	M#032117.004002	\$	5,723.00
86580	10/30/2023	\$ 61,733.22	003109	HANSON BRIDGETT LLP	124767	M#032117.004003	\$	2,351.80
86580	10/30/2023	\$ 61,733.22	003109	HANSON BRIDGETT LLP	124768	M#032117.004004	\$	1,451.40
86580	10/30/2023	\$ 61,733.22	003109	HANSON BRIDGETT LLP	124769	M#032117.005001	\$	5,876.20
86580	10/30/2023	\$ 61,733.22	003109	HANSON BRIDGETT LLP	124770	M#032117.005002	\$	994.70
86580	10/30/2023	\$ 61,733.22	003109	HANSON BRIDGETT LLP	124771	M#032117.006001	\$	5,749.10
86580	10/30/2023	\$ 61,733.22	003109	HANSON BRIDGETT LLP	124772	M#032117.006012	\$	3,804.00
86580	10/30/2023	\$ 61,733.22	003109	HANSON BRIDGETT LLP	124773	M#032117.006013	\$	5,159.40
86580	10/30/2023	\$ 61,733.22	003109	HANSON BRIDGETT LLP	124774	M#032117.006014	\$	705.20
86580	10/30/2023	\$ 61,733.22	003109	HANSON BRIDGETT LLP	124775	M#032117.006041	\$	87.12
86580	10/30/2023	\$ 61,733.22	003109	HANSON BRIDGETT LLP	124776	M#032117.006042	\$	1,962.30
86581	10/30/2023	\$ 16,122.74	001745	HARTFORD LIFE AND ACCIDENT INS	124760	10/2023 LTD	\$	11,734.57
86581	10/30/2023	\$ 16,122.74	001745	HARTFORD LIFE AND ACCIDENT INS	124761	10/2023 AD&D	\$	4,388.17
86582	10/30/2023	\$ 2,581.51	1117	KELLEY'S SERVICE INC.	124706	CM FOR 4 INVOICES	\$	(543.90)
86582	10/30/2023	\$ 2,581.51	1117	KELLEY'S SERVICE INC.	124707	CM FOR 3 INVOICES	\$	(143.13)
86582	10/30/2023	\$ 2,581.51	1117	KELLEY'S SERVICE INC.	124708	INV & NON-INV ORDER	\$	55.58
86582	10/30/2023	\$ 2,581.51	1117	KELLEY'S SERVICE INC.	124709	INVENTORY ORDER	\$	720.04
86582	10/30/2023	\$ 2,581.51	1117	KELLEY'S SERVICE INC.	124710	INVENTORY ORDER	\$	327.53
86582	10/30/2023	\$ 2,581.51	1117	KELLEY'S SERVICE INC.	124711	VEH#PC1710 PART ORD	\$	15.66
86582	10/30/2023	\$ 2,581.51	1117	KELLEY'S SERVICE INC.	124712	INVENTORY ORDER	\$	327.53
86582	10/30/2023	\$ 2,581.51	1117	KELLEY'S SERVICE INC.	124713	VEH#504 PART ORDER	\$	253.64
86582	10/30/2023	\$ 2,581.51	1117	KELLEY'S SERVICE INC.	124714	INV ORD & CORE CR	\$	192.11
86582	10/30/2023	\$ 2,581.51	1117	KELLEY'S SERVICE INC.	124715	INVENTORY ORDER	\$	859.50
86582	10/30/2023	\$ 2,581.51	1117	KELLEY'S SERVICE INC.	124716	NON-INVENTORY ORDER	\$	75.38
86582	10/30/2023	\$ 2,581.51	1117	KELLEY'S SERVICE INC.	124717	NON-INVENTORY ORDER	\$	14.81

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86582	10/30/2023	\$	2,581.51	1117	KELLEY'S SERVICE INC.	124718	INVENTORY ORDER	\$	233.57
86582	10/30/2023	\$	2,581.51	1117	KELLEY'S SERVICE INC.	124719	INVENTORY ORDER	\$	36.54
86582	10/30/2023	\$	2,581.51	1117	KELLEY'S SERVICE INC.	124720	VEH#504 PART ORDER	\$	53.12
86582	10/30/2023	\$	2,581.51	1117	KELLEY'S SERVICE INC.	124721	INVENTORY ORDER	\$	103.53
86583	10/30/2023	\$	581.40	852	LAW OFFICES OF MARIE F. SANG	124722	W/C ATTORNEY FEES	\$	171.00
86583	10/30/2023	\$	581.40	852	LAW OFFICES OF MARIE F. SANG	124723	W/C ATTORNEY FEES	\$	410.40
86584	10/30/2023	\$	89.00	E1176	LOMA CANTOLAN, JOSE	124724	CLP REIMBURSEMENT	\$	89.00
86585	10/30/2023	\$	962.02	041	MISSION UNIFORM	124725	UNIFORM REPAIRS	\$	36.00
86585	10/30/2023	\$	962.02	041	MISSION UNIFORM	124726	FUEL STATION TOWELS	\$	156.00
86585	10/30/2023	\$	962.02	041	MISSION UNIFORM	124727	TOWEL,MOP,MAT,UNIFOR	\$	25.91
86585	10/30/2023	\$	962.02	041	MISSION UNIFORM	124728	VMU/VSW UNIFORM SUPP	\$	309.81
86585	10/30/2023	\$	962.02	041	MISSION UNIFORM	124729	TOWEL,MOP,MAT,UNIFOR	\$	25.91
86585	10/30/2023	\$	962.02	041	MISSION UNIFORM	124730	VMU/VSW UNIFORM SUPP	\$	389.89
86585	10/30/2023	\$	962.02	041	MISSION UNIFORM	124759	TOWELS,MATS PRC	\$	18.50
86586	10/30/2023	\$	52.31	003326	NIDAL HALABI & NADA ALGHARIB	124631	ENGRAVING	\$	25.00
86586	10/30/2023	\$	52.31	003326	NIDAL HALABI & NADA ALGHARIB	124632	NAME PLATE FINANCE	\$	27.31
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124652	VEH#1713 NON-INV ORD	\$	49.23
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124653	ORG INV#290134	\$	(96.29)
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124654	ORG INV#290201	\$	(358.25)
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124655	ORG INV#20204	\$	(396.71)
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124656	VEH#2050 PART ORDER	\$	205.85
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124657	INVENTORY ORDER	\$	97.77
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124658	VEH#PC1703 PART ORD	\$	168.44
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124659	VEH#PC1709 PART ORD	\$	19.82
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124660	VEH#PC4019 PART ORD	\$	2,181.19
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124661	VEH#802 PART ORDER	\$	732.74
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124662	VEH#PC1703 PART ORD	\$	877.07
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124663	VEH#1701 PART ORD	\$	36.95
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124664	INVENTORY ORDER	\$	143.32
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124665	CM ORG INV#290401	\$	(184.76)
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124666	VEH#PC1709 PART ORD	\$	8.18
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124667	INVENTORY ORDER	\$	173.34
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124668	INVENTORY ORDER	\$	14.57
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124669	INVENTORY ORDER	\$	201.89
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124670	INVENTORY ORDER	\$	181.31
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124671	VEH#PC1704 PART ORD	\$	592.74
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124672	VEH#PC1709 PART ORD	\$	81.90
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124673	VEH#PC1703 PART ORD	\$	8.74
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124674	CM ORG INV#289261	\$	(49.23)
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124675	VEH#PC1713 PART ORD	\$	198.11
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124676	CM ORG INV#290458	\$	(173.34)
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124677	VEH#PC1709 PART ORD	\$	97.49
86587	10/30/2023	\$	4,909.56	004	NORTH BAY FORD LINC-MERCURY	124678	INVENTORY ORDER	\$	97.49
86588	10/30/2023	\$	2,843.10	003719	PAJARO REGIONAL FLOOD MGMT	124753	017-011-59ASSESSMENT	\$	2,271.86
86588	10/30/2023	\$	2,843.10	003719	PAJARO REGIONAL FLOOD MGMT	124754	017-011-56ASSESSMENT	\$	571.24
86589	10/30/2023	\$	1,635.00	002947	PEDX COURIER AND CARGO	124756	7/2023 DELIVERY SVC	\$	1,635.00

# Attachment A - October

86590	10/30/2023	\$	212.55	003059	QUADIENT LEASING USA, INC.	124758	11/3/23-2/2/24 PRC	\$	212.55
86591	10/30/2023	\$	762.70	003020	QUEST DIAGNOSTIC INC.	124732	9/2023 DOT DRUG TEST	\$	762.70
86592	10/30/2023	\$	250.00	E1015	RAYGOZA-RAMIREZ, JOSE	124733	BOOT REIMBURSEMENT	\$	250.00
86593	10/30/2023	\$	89.00	E1175	RINCON, VERONICA	124734	CLP REIMBURSEMENT	\$	89.00
86594	10/30/2023	\$	1,161.03	135	SANTA CRUZ AUTO PARTS, INC.	124735	INVENTORY ORDER	\$	91.03
86594	10/30/2023	\$	1,161.03	135	SANTA CRUZ AUTO PARTS, INC.	124736	VEH#PC2405 PART ORD	\$	559.58
86594	10/30/2023	\$	1,161.03	135	SANTA CRUZ AUTO PARTS, INC.	124737	INVENTORY ORDER	\$	46.54
86594	10/30/2023	\$	1,161.03	135	SANTA CRUZ AUTO PARTS, INC.	124738	INVENTORY ORDER	\$	64.86
86594	10/30/2023	\$	1,161.03	135	SANTA CRUZ AUTO PARTS, INC.	124739	INVENTORY ORDER	\$	56.92
86594	10/30/2023	\$	1,161.03	135	SANTA CRUZ AUTO PARTS, INC.	124740	INVENTORY ORDER	\$	4.05
86594	10/30/2023	\$	1,161.03	135	SANTA CRUZ AUTO PARTS, INC.	124741	CM ORG#14508-480253	\$	(120.07)
86594	10/30/2023	\$	1,161.03	135	SANTA CRUZ AUTO PARTS, INC.	124742	INVENTORY ORDER	\$	7.41
86594	10/30/2023	\$	1,161.03	135	SANTA CRUZ AUTO PARTS, INC.	124743	INVENTORY ORDER	\$	154.88
86594	10/30/2023	\$	1,161.03	135	SANTA CRUZ AUTO PARTS, INC.	124744	VEH#708 PART ORDER	\$	160.75
86594	10/30/2023	\$	1,161.03	135	SANTA CRUZ AUTO PARTS, INC.	124745	VEH#PC1720 PART ORD	\$	135.08
86595	10/30/2023	\$	2,058.75	001307	SANTA CRUZ STAFFING, LLC	124746	TEMP W/E 10/08/2023	\$	1,282.50
86595	10/30/2023	\$	2,058.75	001307	SANTA CRUZ STAFFING, LLC	124747	TEMP W/E 10/15/2023	\$	776.25
86596	10/30/2023	\$	436.58	122	SCMTD PETTY CASH - OPS	124779	REPLENISH P/C OPS	\$	436.58
86597	10/30/2023	\$	43,056.19	003625	SELF INSURED SERVICES COMPANY	124762	10/2023 DENTAL	\$	34,911.19
86597	10/30/2023	\$	43,056.19	003625	SELF INSURED SERVICES COMPANY	124763	10/2023 VSP	\$	8,145.00
86598	10/30/2023	\$	5,700.00	002267	SHAW YODER ANTWIH	124748	10/2023LEGISLATE SVC	\$	5,700.00
86599	10/30/2023	\$	23.80	003671	T-MOBILE USA, INC.	124777	9/21-10/20/2023 TVM	\$	23.80
86600	10/30/2023	\$	398.93	E1098	TREE, MICHAEL	124749	EMPLOYEE REIMBURSEME	\$	398.93
86601	10/30/2023	\$	65.41	007	UNITED PARCEL SERVICE	124750	WEEKLY SVC CHARGE	\$	16.00
86601	10/30/2023	\$	65.41	007	UNITED PARCEL SERVICE	124751	FREIGHT	\$	49.41
86602	10/30/2023	\$	88.00	003290	WORKFORCEQA, LLC	124752	8/2023 DOT/DRUG TEST	\$	88.00
<b>\$ 1,996,121.79</b>									

# Attachment A - November



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

CHK #	CHK DATE	CHK AMT	VENDOR ID	VENDOR NAME	TRAN#	DESCRIPTION	AMOUNT	DISCOUNT	COMMENT
79234	11/7/2023	\$ (21.61)	M420	CHAVEZ, JESSE	9006281	MEDICAL SUPPLEMENTAL	\$ (21.61)		**VOID
80556	11/16/2023	\$ (1,850.00)	T354	JJ KANE AUCTIONEERS	117129	REF CHECK 1026028	\$ (1,850.00)		**VOID
83300	11/7/2023	\$ (24.82)	M420	CHAVEZ, JESSE	9008139	MEDICAL SUPPLEMENTAL	\$ (24.82)		**VOID
84243	11/7/2023	\$ (24.82)	M420	CHAVEZ, JESSE	9008566	MEDICAL SUPPLEMENTAL	\$ (24.82)		**VOID
84699	11/7/2023	\$ (24.82)	M420	CHAVEZ, JESSE	9008779	MEDICAL SUPPLEMENTAL	\$ (24.82)		**VOID
86603	11/6/2023	\$ 709.51	003151	ABC BUS INC	124780	INVENTORY ORDER	\$ 181.88		
86603	11/6/2023	\$ 709.51	003151	ABC BUS INC	124781	INVENTORY ORDER	\$ 144.65		
86603	11/6/2023	\$ 709.51	003151	ABC BUS INC	124782	INVENTORY ORDER	\$ 382.98		
86604	11/6/2023	\$ 8,823.18	003596	AMAZON CAPITAL SERVICES, INC.	124783	HALLOWEEN PROMO ITEM	\$ 777.70		
86604	11/6/2023	\$ 8,823.18	003596	AMAZON CAPITAL SERVICES, INC.	124784	PHOTO SUPPLIES MKTG	\$ 133.33		
86604	11/6/2023	\$ 8,823.18	003596	AMAZON CAPITAL SERVICES, INC.	124785	HALLOWEEN PROMO ITEM	\$ 85.48		
86604	11/6/2023	\$ 8,823.18	003596	AMAZON CAPITAL SERVICES, INC.	124786	OFFICE SUPPLIES	\$ 398.89		
86604	11/6/2023	\$ 8,823.18	003596	AMAZON CAPITAL SERVICES, INC.	124787	OFFICE SUPPLY FLEET	\$ 299.04		
86604	11/6/2023	\$ 8,823.18	003596	AMAZON CAPITAL SERVICES, INC.	124860	OFFICE SUPPLIES	\$ 76.92		
86604	11/6/2023	\$ 8,823.18	003596	AMAZON CAPITAL SERVICES, INC.	124869	2411 DMV REG T8223	\$ 28.28		
86604	11/6/2023	\$ 8,823.18	003596	AMAZON CAPITAL SERVICES, INC.	124888	KEYBOARD/MOUSE COMBO	\$ 31.67		
86604	11/6/2023	\$ 8,823.18	003596	AMAZON CAPITAL SERVICES, INC.	124889	WIRELESS HEADSET	\$ 372.26		
86604	11/6/2023	\$ 8,823.18	003596	AMAZON CAPITAL SERVICES, INC.	124890	2416 MINI DESKTOPS	\$ 6,410.76		
86604	11/6/2023	\$ 8,823.18	003596	AMAZON CAPITAL SERVICES, INC.	124891	OFFICE SUPPLIES	\$ 13.38		
86604	11/6/2023	\$ 8,823.18	003596	AMAZON CAPITAL SERVICES, INC.	124892	OFFICE SUPPLIES	\$ 84.44		
86604	11/6/2023	\$ 8,823.18	003596	AMAZON CAPITAL SERVICES, INC.	124893	OFFICE SUPPLIES	\$ 111.03		
86605	11/6/2023	\$ 36.02	M151	ANDRADE, GERALD	124788	REPLACE VOID CK76804	\$ 36.02		
86606	11/6/2023	\$ 7,344.58	001D	AT&T	124789	9/19-10/18 OCEAN-LP	\$ 786.48		
86606	11/6/2023	\$ 7,344.58	001D	AT&T	124861	9/19-10/18 MAIN ACCT	\$ 6,371.37		
86606	11/6/2023	\$ 7,344.58	001D	AT&T	124862	9/19-10/18 OPS ELEVA	\$ 186.73		
86607	11/6/2023	\$ 71,768.02	003655	AVAAP USA LLC	124894	1904 MONTHLY FEE	\$ 71,768.02		
86608	11/6/2023	\$ 1,362.61	003199	B & H FOTO & ELECTRONICS CORP	124895	LENOVO LAPTOPS	\$ 1,362.61		
86609	11/6/2023	\$ 89.00	E1178	BEVANS, NICHOLAS	124896	CLP REIMBURSEMENT	\$ 89.00		
86610	11/6/2023	\$ 900.00	002109	CITY OF SANTA CRUZ/PARKING	124790	MONTHLY PARKING INV	\$ 900.00		
86611	11/6/2023	\$ 1,981.58	130	CITY OF WATSONVILLE UTILITIES	124863	9/13-10/12 FIRE WTC	\$ 40.59		
86611	11/6/2023	\$ 1,981.58	130	CITY OF WATSONVILLE UTILITIES	124864	GARBAGE WTC	\$ 1,355.73		
86611	11/6/2023	\$ 1,981.58	130	CITY OF WATSONVILLE UTILITIES	124865	9/13-10/12 WATER WTC	\$ 391.43		
86611	11/6/2023	\$ 1,981.58	130	CITY OF WATSONVILLE UTILITIES	124866	9/13-10/12 WATER WTC	\$ 105.04		
86611	11/6/2023	\$ 1,981.58	130	CITY OF WATSONVILLE UTILITIES	124867	9/13-10/12IRRIGA WTC	\$ 88.79		
86612	11/6/2023	\$ 686.76	733	CLAREMONT EAP	124791	10/2023 EAP PREMIUM	\$ 686.76		
86613	11/6/2023	\$ 5,956.54	909	CLASSIC GRAPHICS	124792	VEH#0221 BODY/PAINT	\$ 5,956.54		
86614	11/6/2023	\$ 37,943.46	001124	CLEAN ENERGY	124793	10/3 LNG CHARGES	\$ 9,434.44		
86614	11/6/2023	\$ 37,943.46	001124	CLEAN ENERGY	124794	10/6 LNG CHARGES	\$ 9,672.54		
86614	11/6/2023	\$ 37,943.46	001124	CLEAN ENERGY	124795	10/13 LNG CHARGES	\$ 9,190.62		

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86614	11/6/2023	\$	37,943.46	001124	CLEAN ENERGY	124796	10/17 LNG CHARGES	\$	9,645.86
86615	11/6/2023	\$	950.47	075	COAST PAPER & SUPPLY INC.	124868	JANITORIAL SUPPLIES	\$	950.47
86616	11/6/2023	\$	5,134.75	508	COMPLETE COACH WORKS INC	124797	VEH#2810 PART ORDER	\$	5,134.75
86617	11/6/2023	\$	748.36	003668	CROSSLINE SUPPLY, LLC	124798	INVENTORY ORDER	\$	748.36
86618	11/6/2023	\$	4,822.48	003116	CUMMINS,INC	124799	INVENTORY ORDER	\$	356.10
86618	11/6/2023	\$	4,822.48	003116	CUMMINS,INC	124800	VEH#1201 PART ORDER	\$	81.27
86618	11/6/2023	\$	4,822.48	003116	CUMMINS,INC	124801	VEH#1303 PART ORDER	\$	376.45
86618	11/6/2023	\$	4,822.48	003116	CUMMINS,INC	124802	INVENTORY ORDER	\$	279.13
86618	11/6/2023	\$	4,822.48	003116	CUMMINS,INC	124803	INVENTORY ORDER	\$	695.49
86618	11/6/2023	\$	4,822.48	003116	CUMMINS,INC	124804	VEH#1610 ECM&CALIBRA	\$	3,034.04
86619	11/6/2023	\$	196.18	E1177	CUNNIFF, TOM	124805	BOOT REIMBURSEMENT	\$	196.18
86620	11/6/2023	\$	6,420.30	003274	EAST BAY TIRE CO.	124806	REVENUE TIRES	\$	980.38
86620	11/6/2023	\$	6,420.30	003274	EAST BAY TIRE CO.	124807	REVENUE TIRES	\$	1,495.89
86620	11/6/2023	\$	6,420.30	003274	EAST BAY TIRE CO.	124808	REVENUE TIRES	\$	980.38
86620	11/6/2023	\$	6,420.30	003274	EAST BAY TIRE CO.	124809	REVENUE TIRES	\$	305.40
86620	11/6/2023	\$	6,420.30	003274	EAST BAY TIRE CO.	124810	REVENUE TIRES	\$	747.94
86620	11/6/2023	\$	6,420.30	003274	EAST BAY TIRE CO.	124811	REVENUE TIRES	\$	534.97
86620	11/6/2023	\$	6,420.30	003274	EAST BAY TIRE CO.	124812	REVENUE TIRES	\$	1,069.94
86620	11/6/2023	\$	6,420.30	003274	EAST BAY TIRE CO.	124813	REVENUE TIRES	\$	305.40
86621	11/6/2023	\$	938.70	003485	EMPLOYNET, INC	124814	TEMP W/E 10/8&10/15	\$	938.70
86622	11/6/2023	\$	1,813.76	432	EXPRESS SERVICES INC.	124815	TEMP W/E 10/08/2023	\$	906.88
86622	11/6/2023	\$	1,813.76	432	EXPRESS SERVICES INC.	124816	TEMP W/E 10/15/2023	\$	906.88
86623	11/6/2023	\$	596.71	001297	FASTENAL COMPANY INC	124817	SHOP TOOLS PER JESS	\$	596.71
86624	11/6/2023	\$	25.20	M435	FELDER, KRISTAAN	124818	REPLACE VOID CK83328	\$	25.20
86625	11/6/2023	\$	55.06	117	GILLIG LLC	124819	INVENTORY ORDER	\$	55.06
86626	11/6/2023	\$	172.80	E1073	GLAGOLA, DANIELLE	124870	DRY CLEAN REIMBURSEM	\$	172.80
86627	11/6/2023	\$	407.42	282	GRAINGER	124820	UTILITY CART SHELVES	\$	137.33
86627	11/6/2023	\$	407.42	282	GRAINGER	124821	CR ORG INV9845534693	\$	(137.33)
86627	11/6/2023	\$	407.42	282	GRAINGER	124822	INV & NON-INV ORDER	\$	407.42
86628	11/6/2023	\$	89.00	E1179	GUEVARA, GUSTAVO	124898	CLP REIMBURSEMENT	\$	89.00
86629	11/6/2023	\$	130.01	914	J.J.R ENTERPRISES,INC.	124897	TONER	\$	130.01
86630	11/6/2023	\$	22,667.50	003480	KIMLEY-HORN AND ASSOCIATES INC	124841	CALTRANS RELIABILITY	\$	22,667.50
86631	11/6/2023	\$	2,634.69	003362	LUMINATOR TECH GROUP GLOBAL,	124823	CAMERA REPAIR	\$	185.86
86631	11/6/2023	\$	2,634.69	003362	LUMINATOR TECH GROUP GLOBAL,	124824	CAMERA REPAIR	\$	185.86
86631	11/6/2023	\$	2,634.69	003362	LUMINATOR TECH GROUP GLOBAL,	124825	CAMERA REPAIR	\$	360.66
86631	11/6/2023	\$	2,634.69	003362	LUMINATOR TECH GROUP GLOBAL,	124826	CAMERA REPAIR	\$	185.86
86631	11/6/2023	\$	2,634.69	003362	LUMINATOR TECH GROUP GLOBAL,	124827	CAMERA REPAIR	\$	710.74
86631	11/6/2023	\$	2,634.69	003362	LUMINATOR TECH GROUP GLOBAL,	124828	CAMERA REPAIR	\$	185.86
86631	11/6/2023	\$	2,634.69	003362	LUMINATOR TECH GROUP GLOBAL,	124829	INVENTORY ORDER	\$	273.26
86631	11/6/2023	\$	2,634.69	003362	LUMINATOR TECH GROUP GLOBAL,	124830	CAMERA REPAIR	\$	185.93
86631	11/6/2023	\$	2,634.69	003362	LUMINATOR TECH GROUP GLOBAL,	124831	CAMERA REPAIR	\$	360.66
86632	11/6/2023	\$	1,079.69	E627	MACDONELL, RYAN	124832	TRAVEL REIMBURSEMENT	\$	1,079.69
86633	11/6/2023	\$	25,466.03	003017	MANSFIELD OIL CO OF GAINSVILLE	124833	10/24/23 DIESEL FUEL	\$	25,466.03
86634	11/6/2023	\$	2,442.94	001052	MID VALLEY SUPPLY INC.	124871	CLEANING SUPPLY MMF	\$	2,287.91
86634	11/6/2023	\$	2,442.94	001052	MID VALLEY SUPPLY INC.	124872	CLEANING SUPPLY MMF	\$	155.03
86635	11/6/2023	\$	14.98	M362	MILLER, FOREST	124834	REPLACE VOID CK82858	\$	14.98

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86636	11/6/2023	\$	664.21	041	MISSION UNIFORM	124835 TOWELS,MATS PARACRUZ	\$	18.50
86636	11/6/2023	\$	664.21	041	MISSION UNIFORM	124836 FUEL STATION TOWELS	\$	156.00
86636	11/6/2023	\$	664.21	041	MISSION UNIFORM	124837 TOWELS,MATS PARACRUZ	\$	18.50
86636	11/6/2023	\$	664.21	041	MISSION UNIFORM	124838 FUEL STATION TOWELS	\$	156.00
86636	11/6/2023	\$	664.21	041	MISSION UNIFORM	124839 VMU/VSW UNIFORM SUPP	\$	315.21
86637	11/6/2023	\$	520.60	E045	MONTESINO, EDUARDO	124873 INTRVIEW PANEL REIMB	\$	218.34
86637	11/6/2023	\$	520.60	E045	MONTESINO, EDUARDO	124874 RECRUIT REIMBURSEMEN	\$	302.26
86638	11/6/2023	\$	150.00	E631	NEVIN, JOHN	124859 DMV EXAM REIMBURSEME	\$	150.00
86639	11/6/2023	\$	16,290.26	009	PACIFIC GAS & ELECTRIC	124840 9/8-10/12 PARACRUZ	\$	1,249.79
86639	11/6/2023	\$	16,290.26	009	PACIFIC GAS & ELECTRIC	124875 9/22-10/23 ELEC SBF	\$	3,196.73
86639	11/6/2023	\$	16,290.26	009	PACIFIC GAS & ELECTRIC	124876 9/23-10/24 VERNON	\$	5,605.25
86639	11/6/2023	\$	16,290.26	009	PACIFIC GAS & ELECTRIC	124877 9/22-10/24 GOLF CLUB	\$	6,174.69
86639	11/6/2023	\$	16,290.26	009	PACIFIC GAS & ELECTRIC	124878 9/23-10/24 GAS SBF	\$	63.80
86640	11/6/2023	\$	3,680.00	002947	PEDX COURIER AND CARGO	124899 08/2023 COURIER SVC	\$	1,935.00
86640	11/6/2023	\$	3,680.00	002947	PEDX COURIER AND CARGO	124900 09/2023 COURIER SVC	\$	1,745.00
86641	11/6/2023	\$	17.63	050	PITNEY BOWES INC.	124842 POSTAGE METER CHG	\$	17.63
86642	11/6/2023	\$	76.57	003059	QUADIENT LEASING USA, INC.	124843 PROPERTY TAX CHARGES	\$	76.57
86643	11/6/2023	\$	70.09	003024	RICOH USA, INC CA	124844 10/14-11/13/23 PRC	\$	70.09
86644	11/6/2023	\$	891.09	E524	ROCHA, FEDERICO G.	124845 TRAVEL REIMBURSEMENT	\$	891.09
86645	11/6/2023	\$	1,290.09	E1082	ROSS, MARGO	124846 TRAVEL REIMBURSEMENT	\$	194.77
86645	11/6/2023	\$	1,290.09	E1082	ROSS, MARGO	124847 TRAVEL REIMBURSEMENT	\$	1,095.32
86646	11/6/2023	\$	11,022.46	079	SANTA CRUZ MUNICIPAL UTILITIES	124879 9/9-10/9 VERNON	\$	675.07
86646	11/6/2023	\$	11,022.46	079	SANTA CRUZ MUNICIPAL UTILITIES	124880 9/9-10/9 GOLF CLUB	\$	1,692.34
86646	11/6/2023	\$	11,022.46	079	SANTA CRUZ MUNICIPAL UTILITIES	124881 9/9-10/9 1200RIVER#A	\$	522.86
86646	11/6/2023	\$	11,022.46	079	SANTA CRUZ MUNICIPAL UTILITIES	124882 9/9-10/9 1200RIVER#B	\$	3,700.19
86646	11/6/2023	\$	11,022.46	079	SANTA CRUZ MUNICIPAL UTILITIES	124883 9/9-10/9BUSSTOP GARB	\$	1,155.72
86646	11/6/2023	\$	11,022.46	079	SANTA CRUZ MUNICIPAL UTILITIES	124884 9/9-10/9 IRRIG MIMF	\$	15.42
86646	11/6/2023	\$	11,022.46	079	SANTA CRUZ MUNICIPAL UTILITIES	124885 9/9-10/9 BREAKRM SCM	\$	62.16
86646	11/6/2023	\$	11,022.46	079	SANTA CRUZ MUNICIPAL UTILITIES	124886 9/9-10/9 920PACIFIC	\$	3,050.86
86646	11/6/2023	\$	11,022.46	079	SANTA CRUZ MUNICIPAL UTILITIES	124887 9/9-10/9 PAC ISLAND	\$	147.84
86647	11/6/2023	\$	2,988.49	001307	SANTA CRUZ STAFFING, LLC	124848 TEMP W/E 10/15/2023	\$	992.16
86647	11/6/2023	\$	2,988.49	001307	SANTA CRUZ STAFFING, LLC	124849 TEMP W/E 10/22/2023	\$	843.75
86647	11/6/2023	\$	2,988.49	001307	SANTA CRUZ STAFFING, LLC	124850 TEMP W/E 10/22/2023	\$	1,152.58
86648	11/6/2023	\$	4,371.86	003292	SLINGSHOT CONNECTIONS LLC	124851 TEMP W/E 10/08/2023	\$	337.37
86648	11/6/2023	\$	4,371.86	003292	SLINGSHOT CONNECTIONS LLC	124852 TEMP W/E 10/15/2023	\$	1,155.20
86648	11/6/2023	\$	4,371.86	003292	SLINGSHOT CONNECTIONS LLC	124853 TEMP W/E 10/15/2023	\$	171.99
86648	11/6/2023	\$	4,371.86	003292	SLINGSHOT CONNECTIONS LLC	124854 TEMP W/E 10/22/2023	\$	1,155.20
86648	11/6/2023	\$	4,371.86	003292	SLINGSHOT CONNECTIONS LLC	124855 TEMP W/E 10/22/2023	\$	1,155.20
86649	11/6/2023	\$	239.20	003669	SPX TECHNOLOGIES,INC.	124856 TEMP W/E 10/22/2023	\$	396.90
86650	11/6/2023	\$	30.32	043	TROWBRIDGE ENTERPRISES	124857 FAREBOX CAMPAIGN	\$	239.20
86651	11/6/2023	\$	830.32	434	VERIZON WIRELESS	124901 OFFICE SUPPLIES	\$	30.32
86652	11/6/2023	\$	21.00	M149	ADAMS, ELLEN	124858 09/2-10/1/23PARACRUZ	\$	830.32
86653	11/6/2023	\$	14.16	M381	AGUIRRE, CIRO	9009442 MEDICAL SUPPLEMENTAL	\$	21.00
86654	11/6/2023	\$	134.58	M382	AITKEN, ANGELA	9009608 MEDICAL SUPPLEMENTAL	\$	14.16
86655	11/6/2023	\$	14.98	M150	ALLEN, ROBERT	9009609 MEDICAL SUPPLEMENTAL	\$	134.58
86655	11/6/2023	\$	14.98	M150	ALLEN, ROBERT	9009443 MEDICAL SUPPLEMENTAL	\$	14.98

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86656	11/6/2023	\$	21.00	M333	ANDERSON, WILLIAM	9009579	MEDICAL SUPPLEMENTAL	\$	21.00
86657	11/6/2023	\$	41.36	M151	ANDRADE, GERALD	9009444	MEDICAL SUPPLEMENTAL	\$	41.36
86658	11/6/2023	\$	20.68	M152	ANN, DORICE	9009445	MEDICAL SUPPLEMENTAL	\$	20.68
86659	11/6/2023	\$	16.81	M153	ARCHIBEQUE, ELEANOR	9009446	MEDICAL SUPPLEMENTAL	\$	16.81
86660	11/6/2023	\$	42.00	M154	ARCHIBEQUE, JUANITA	9009447	MEDICAL SUPPLEMENTAL	\$	42.00
86661	11/6/2023	\$	42.00	M155	ASPESI, JOHN	9009448	MEDICAL SUPPLEMENTAL	\$	42.00
86662	11/6/2023	\$	21.00	M383	AVILES, PATRICIA	9009610	MEDICAL SUPPLEMENTAL	\$	21.00
86663	11/6/2023	\$	42.00	M156	BAILEY, EDWIN	9009449	MEDICAL SUPPLEMENTAL	\$	42.00
86664	11/6/2023	\$	41.36	M158	BAN, MARK	9009450	MEDICAL SUPPLEMENTAL	\$	41.36
86665	11/6/2023	\$	14.98	M335	BARRY, BARTHOLOMEW	9009580	MEDICAL SUPPLEMENTAL	\$	14.98
86666	11/6/2023	\$	5.21	M336	BARTZ, GLENN	9009581	MEDICAL SUPPLEMENTAL	\$	5.21
86667	11/6/2023	\$	21.00	M160	BASS, BETTY	9009451	MEDICAL SUPPLEMENTAL	\$	21.00
86668	11/6/2023	\$	38.78	M161	BAUER, FRANK	9009452	MEDICAL SUPPLEMENTAL	\$	38.78
86669	11/6/2023	\$	14.98	M162	BLAIR, GARY	9009453	MEDICAL SUPPLEMENTAL	\$	14.98
86670	11/6/2023	\$	21.00	M164	BLAKE, GENEVA	9009454	MEDICAL SUPPLEMENTAL	\$	21.00
86671	11/6/2023	\$	21.00	M165	BLIGHT, KAREN	9009455	MEDICAL SUPPLEMENTAL	\$	21.00
86672	11/6/2023	\$	42.00	M167	BOYD, MICHAEL	9009456	MEDICAL SUPPLEMENTAL	\$	42.00
86673	11/6/2023	\$	14.98	M169	BREGANTE, BATTISTA	9009457	MEDICAL SUPPLEMENTAL	\$	14.98
86674	11/6/2023	\$	21.00	M337	BRONDTATTER, CHERYL	9009582	MEDICAL SUPPLEMENTAL	\$	21.00
86675	11/6/2023	\$	42.00	M384	BRONDTATTER, WALLACE	9009611	MEDICAL SUPPLEMENTAL	\$	42.00
86676	11/6/2023	\$	42.00	M170	BROWN, ERNEST	9009458	MEDICAL SUPPLEMENTAL	\$	42.00
86677	11/6/2023	\$	42.00	M171	BROWN, KENNETH	9009459	MEDICAL SUPPLEMENTAL	\$	42.00
86678	11/6/2023	\$	21.00	M172	BURKET, JANET	9009460	MEDICAL SUPPLEMENTAL	\$	21.00
86679	11/6/2023	\$	50.19	M385	BUSH, DEBBIE	9009612	MEDICAL SUPPLEMENTAL	\$	50.19
86680	11/6/2023	\$	17.88	M173	BYTHEWAY, MARY	9009461	MEDICAL SUPPLEMENTAL	\$	17.88
86681	11/6/2023	\$	28.32	M339	CANALES, DONNA	9009583	MEDICAL SUPPLEMENTAL	\$	28.32
86682	11/6/2023	\$	14.98	M175	CARLSON, MERRYL	9009462	MEDICAL SUPPLEMENTAL	\$	14.98
86683	11/6/2023	\$	21.00	M176	CARR, DALE	9009463	MEDICAL SUPPLEMENTAL	\$	21.00
86684	11/6/2023	\$	14.98	M177	CASANEGA, RICHARD	9009464	MEDICAL SUPPLEMENTAL	\$	14.98
86685	11/6/2023	\$	35.77	M178	CAVATAIO, PASQUALE	9009465	MEDICAL SUPPLEMENTAL	\$	35.77
86686	11/6/2023	\$	14.98	M340	CENTER, DOUGLAS	9009584	MEDICAL SUPPLEMENTAL	\$	14.98
86687	11/6/2023	\$	14.98	M179	CERVANTES, GLORIA	9009466	MEDICAL SUPPLEMENTAL	\$	14.98
86688	11/6/2023	\$	83.21	M386	CHANDLEY, PAUL	9009613	MEDICAL SUPPLEMENTAL	\$	83.21
86689	11/6/2023	\$	14.98	M341	CHAVARRIA, JOHNNY	9009585	MEDICAL SUPPLEMENTAL	\$	14.98
86690	11/6/2023	\$	24.82	M420	CHAVEZ, JESSE	9009638	MEDICAL SUPPLEMENTAL	\$	24.82
86691	11/6/2023	\$	21.00	M343	CLARKE, PATRICIA	9009586	MEDICAL SUPPLEMENTAL	\$	21.00
86692	11/6/2023	\$	14.98	M180	CLAYTON, MICHAEL	9009467	MEDICAL SUPPLEMENTAL	\$	14.98
86693	11/6/2023	\$	59.49	M181	COLWELL, ARLAN	9009468	MEDICAL SUPPLEMENTAL	\$	59.49
86694	11/6/2023	\$	21.00	M182	CONTRERAS-NAVARRO, FRANCISCO	9009469	MEDICAL SUPPLEMENTAL	\$	21.00
86695	11/6/2023	\$	50.19	M183	COON, RICHARD	9009470	MEDICAL SUPPLEMENTAL	\$	50.19
86696	11/6/2023	\$	42.00	M387	COTTER, ROBERT	9009614	MEDICAL SUPPLEMENTAL	\$	42.00
86697	11/6/2023	\$	42.13	M185	COWELL, RICHARD	9009471	MEDICAL SUPPLEMENTAL	\$	42.13
86698	11/6/2023	\$	21.00	M186	CRAMBLETT, LAWRENCE	9009472	MEDICAL SUPPLEMENTAL	\$	21.00
86699	11/6/2023	\$	50.19	M376	CRANDELL, DANA	9009607	MEDICAL SUPPLEMENTAL	\$	50.19
86700	11/6/2023	\$	21.00	M187	CRAWFORD, FLOYD	9009473	MEDICAL SUPPLEMENTAL	\$	21.00
86701	11/6/2023	\$	21.00	M188	CRUISE, RICHARD	9009474	MEDICAL SUPPLEMENTAL	\$	21.00

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86702	11/6/2023	\$	42.00	M190	CRUTCH, SHELTON	9009475	MEDICAL SUPPLEMENTAL	\$	42.00
86703	11/6/2023	\$	14.98	M349	CUMMINGS, CYNTHIA	9009587	MEDICAL SUPPLEMENTAL	\$	14.98
86704	11/6/2023	\$	42.00	M192	CUMMINS, MAJOR	9009476	MEDICAL SUPPLEMENTAL	\$	42.00
86705	11/6/2023	\$	41.36	M195	DAVIDOSKI, PATTI	9009477	MEDICAL SUPPLEMENTAL	\$	41.36
86706	11/6/2023	\$	14.98	M196	DAVILA, ANA	9009478	MEDICAL SUPPLEMENTAL	\$	14.98
86707	11/6/2023	\$	14.98	M373	DEL PO, CAROLYN	9009605	RETIREE SUPPLEMENTAL	\$	14.98
86708	11/6/2023	\$	42.13	M197	DEVIVO, WILLIAM	9009479	MEDICAL SUPPLEMENTAL	\$	42.13
86709	11/6/2023	\$	14.98	M427	DOBBS, LILLIAN	9009645	MEDICAL SUPPLEMENTAL	\$	14.98
86710	11/6/2023	\$	21.00	M389	DORFMAN, IRIS	9009615	MEDICAL SUPPLEMENTAL	\$	21.00
86711	11/6/2023	\$	62.11	M421	DOVE, WILLIAM	9009639	MEDICAL SUPPLEMENTAL	\$	62.11
86712	11/6/2023	\$	14.98	M199	DRAKE, JUDITH	9009480	MEDICAL SUPPLEMENTAL	\$	14.98
86713	11/6/2023	\$	14.98	M200	ELIA, LARRY	9009481	MEDICAL SUPPLEMENTAL	\$	14.98
86714	11/6/2023	\$	42.00	M390	EMERSON, WILLIAM	9009616	MEDICAL SUPPLEMENTAL	\$	42.00
86715	11/6/2023	\$	42.00	M201	ESCARCEGA, MIGUEL	9009482	MEDICAL SUPPLEMENTAL	\$	42.00
86716	11/6/2023	\$	45.69	M202	FALLAU, NICHOLAS	9009483	MEDICAL SUPPLEMENTAL	\$	45.69
86717	11/6/2023	\$	25.20	M435	FELDER, KRISTAAN	9009650	MEDICAL SUPPLEMENTAL	\$	25.20
86718	11/6/2023	\$	21.00	M391	FENN, MARILYN	9009617	MEDICAL SUPPLEMENTAL	\$	21.00
86719	11/6/2023	\$	14.16	M203	FLAGG, PAULA	9009484	MEDICAL SUPPLEMENTAL	\$	14.16
86720	11/6/2023	\$	14.98	M352	FLOREZ, ROSIE	9009588	MEDICAL SUPPLEMENTAL	\$	14.98
86721	11/6/2023	\$	28.32	M394	FRANCIS, RUFUS	9009618	MEDICAL SUPPLEMENTAL	\$	28.32
86722	11/6/2023	\$	13.70	M354	GABRIELE, BERNARD	9009589	MEDICAL SUPPLEMENTAL	\$	13.70
86723	11/6/2023	\$	13.70	M355	GABRIELE, CATHLEEN	9009590	MEDICAL SUPPLEMENTAL	\$	13.70
86724	11/6/2023	\$	42.00	M395	GALE, TERRY	9009619	MEDICAL SUPPLEMENTAL	\$	42.00
86725	11/6/2023	\$	14.98	M396	GALLOWAY, SCOTT	9009620	MEDICAL SUPPLEMENTAL	\$	14.98
86726	11/6/2023	\$	14.98	M206	GARBEZ, LINDA	9009485	MEDICAL SUPPLEMENTAL	\$	14.98
86727	11/6/2023	\$	14.98	M207	GARBEZ, MANNY	9009486	MEDICAL SUPPLEMENTAL	\$	14.98
86728	11/6/2023	\$	29.74	M208	GARCIA, DANIEL	9009487	MEDICAL SUPPLEMENTAL	\$	29.74
86729	11/6/2023	\$	14.98	M209	GARCIA, HELEN	9009488	MEDICAL SUPPLEMENTAL	\$	14.98
86730	11/6/2023	\$	38.78	M210	GARCIA, SAMUEL	9009489	MEDICAL SUPPLEMENTAL	\$	38.78
86731	11/6/2023	\$	51.76	M041	GOUVEIA, ROBERT	9009440	MEDICAL SUPPLEMENTAL	\$	51.76
86732	11/6/2023	\$	41.36	M213	GRANADOS-BOYCE, MARIA	9009490	MEDICAL SUPPLEMENTAL	\$	41.36
86733	11/6/2023	\$	14.98	M214	GROBMAN, BRUCE	9009491	MEDICAL SUPPLEMENTAL	\$	14.98
86734	11/6/2023	\$	29.97	M215	GROSJEAN, DOUGLAS	9009492	MEDICAL SUPPLEMENTAL	\$	29.97
86735	11/6/2023	\$	14.98	M216	HALL, SHIRLEY	9009493	MEDICAL SUPPLEMENTAL	\$	14.98
86736	11/6/2023	\$	14.98	M217	HAMM, CAROLYN	9009494	MEDICAL SUPPLEMENTAL	\$	14.98
86737	11/6/2023	\$	31.06	M422	HERNANDEZ, ALICIA	9009640	MEDICAL SUPPLEMENTAL	\$	31.06
86738	11/6/2023	\$	41.36	M219	HERNANDEZ, JUAN	9009495	MEDICAL SUPPLEMENTAL	\$	41.36
86739	11/6/2023	\$	14.98	M220	HERNANDEZ, MARGARITO	9009496	MEDICAL SUPPLEMENTAL	\$	14.98
86740	11/6/2023	\$	42.13	M221	HERSHEY, ANDREA	9009497	MEDICAL SUPPLEMENTAL	\$	42.13
86741	11/6/2023	\$	21.00	M397	HETH, KATHRYN	9009621	MEDICAL SUPPLEMENTAL	\$	21.00
86742	11/6/2023	\$	21.00	M398	HICKLIN, LUCILLE	9009622	MEDICAL SUPPLEMENTAL	\$	21.00
86743	11/6/2023	\$	21.00	M222	HILL, ANDREW	9009498	MEDICAL SUPPLEMENTAL	\$	21.00
86744	11/6/2023	\$	81.01	M437	HILTNER, THOMAS	9009652	MEDICAL SUPPLEMENTAL	\$	81.01
86745	11/6/2023	\$	14.98	M223	HINDIN, LENORE	9009499	MEDICAL SUPPLEMENTAL	\$	14.98
86746	11/6/2023	\$	42.00	M224	HOBBS, JAMES	9009500	MEDICAL SUPPLEMENTAL	\$	42.00
86747	11/6/2023	\$	42.00	M225	HOLCOMB, MICHAEL	9009501	MEDICAL SUPPLEMENTAL	\$	42.00



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86748	11/6/2023	\$	101.31	M226	HOLODNICK, JAMES	9009502	MEDICAL SUPPLIMENTAL	\$	101.31
86749	11/6/2023	\$	21.00	M356	HOWARD, CAROL	9009591	MEDICAL SUPPLIMENTAL	\$	21.00
86750	11/6/2023	\$	42.00	M228	HOWARD, WARD	9009503	MEDICAL SUPPLIMENTAL	\$	42.00
86751	11/6/2023	\$	42.00	M229	HYMAN, JOE	9009504	MEDICAL SUPPLIMENTAL	\$	42.00
86752	11/6/2023	\$	41.36	M230	JACINTO, FRANK	9009505	MEDICAL SUPPLEMENTAL	\$	41.36
86753	11/6/2023	\$	21.00	M231	JAHNKE, EILEEN	9009506	MEDICAL SUPPLEMENTAL	\$	21.00
86754	11/6/2023	\$	14.98	M438	JENSEN, EVANGELINE	9009653	MEDICAL SUPPLEMENTAL	\$	14.98
86755	11/6/2023	\$	14.98	M357	JUSSEL, PETE	9009592	MEDICAL SUPPLEMENTAL	\$	14.98
86756	11/6/2023	\$	42.00	M233	KALE, RICKEY	9009507	MEDICAL SUPPLEMENTAL	\$	42.00
86757	11/6/2023	\$	21.00	M434	KAMEDA, TERRY	9009649	MEDICAL SUPPLEMENTAL	\$	21.00
86758	11/6/2023	\$	14.98	M235	KELLY, ELOISE	9009508	MEDICAL SUPPLEMENTAL	\$	14.98
86759	11/6/2023	\$	28.32	M399	KONNO, DAVID	9009623	MEDICAL SUPPLEMENTAL	\$	28.32
86760	11/6/2023	\$	42.00	M236	KORBA, PATRICIA	9009509	MEDICAL SUPPLEMENTAL	\$	42.00
86761	11/6/2023	\$	8.99	M423	LAM, JAMES	9009641	MEDICAL SUPPLEMENTAL	\$	8.99
86762	11/6/2023	\$	25.20	M433	LANAGAN, CHRIS	9009648	MEDICAL SUPPLEMENTAL	\$	25.20
86763	11/6/2023	\$	21.00	M238	LAWHON, JACK	9009510	MEDICAL SUPPLEMENTAL	\$	21.00
86764	11/6/2023	\$	21.00	M239	LAWSON, LOIS	9009511	MEDICAL SUPPLEMENTAL	\$	21.00
86765	11/6/2023	\$	25.20	M428	LEE, VIRGINIA	9009646	MEDICAL SUPPLEMENTAL	\$	25.20
86766	11/6/2023	\$	21.00	M241	LEFFLER, JEAN	9009512	MEDICAL SUPPLEMENTAL	\$	21.00
86767	11/6/2023	\$	91.37	M242	LEGORRETA, PETE	9009513	MEDICAL SUPPLEMENTAL	\$	91.37
86768	11/6/2023	\$	21.00	M243	LOGIUDICE, FRED	9009514	MEDICAL SUPPLEMENTAL	\$	21.00
86769	11/6/2023	\$	42.00	M244	LONGNECKER, LLOYD	9009515	MEDICAL SUPPLEMENTAL	\$	42.00
86770	11/6/2023	\$	14.98	M245	LUCIER, MARILYN	9009516	MEDICAL SUPPLEMENTAL	\$	14.98
86771	11/6/2023	\$	42.00	M246	LYNCH, GLENN	9009517	MEDICAL SUPPLEMENTAL	\$	42.00
86772	11/6/2023	\$	14.98	M400	MACHADO, MARGARET	9009624	MEDICAL SUPPLEMENTAL	\$	14.98
86773	11/6/2023	\$	20.68	M248	MALPHRUS, BRENDA	9009518	MEDICAL SUPPLEMENTAL	\$	20.68
86774	11/6/2023	\$	29.74	M249	MARCUS, STEVEN	9009519	MEDICAL SUPPLEMENTAL	\$	29.74
86775	11/6/2023	\$	42.00	M250	MARTIN, DAWN	9009520	MEDICAL SUPPLEMENTAL	\$	42.00
86776	11/6/2023	\$	41.36	M252	MARTINEZ, MARK	9009521	MEDICAL SUPPLEMENTAL	\$	41.36
86777	11/6/2023	\$	19.64	M254	MCDONALD, JANIE	9009522	MEDICAL SUPPLEMENTAL	\$	19.64
86778	11/6/2023	\$	14.98	M255	MCDONALD, KEVIN	9009523	MEDICAL SUPPLEMENTAL	\$	14.98
86779	11/6/2023	\$	21.00	M358	MCFADDEN, IAN	9009593	MEDICAL SUPPLEMENTAL	\$	21.00
86780	11/6/2023	\$	29.97	M359	MCGINNIS, POLLY	9009594	MEDICAL SUPPLEMENTAL	\$	29.97
86781	11/6/2023	\$	21.00	M360	MEIJA, INDELISA	9009595	MEDICAL SUPPLEMENTAL	\$	21.00
86782	11/6/2023	\$	14.98	M361	MELLON, JOHN	9009596	MEDICAL SUPPLEMENTAL	\$	14.98
86783	11/6/2023	\$	14.98	M256	MESECK, MARGARITA	9009524	MEDICAL SUPPLEMENTAL	\$	14.98
86784	11/6/2023	\$	14.98	M362	MILLER, FOREST	9009597	MEDICAL SUPPLEMENTAL	\$	14.98
86785	11/6/2023	\$	21.00	M261	MORGAN, JEANETTE	9009525	MEDICAL SUPPLEMENTAL	\$	21.00
86786	11/6/2023	\$	41.36	M262	MORR, BONNIE	9009526	MEDICAL SUPPLEMENTAL	\$	41.36
86787	11/6/2023	\$	21.00	M264	MUNGIOLI, LARRY	9009527	MEDICAL SUPPLEMENTAL	\$	21.00
86788	11/6/2023	\$	29.97	M265	MUNGUIA, GUSTAVO	9009528	MEDICAL SUPPLEMENTAL	\$	29.97
86789	11/6/2023	\$	21.00	M402	NABOR, GLEN	9009625	MEDICAL SUPPLEMENTAL	\$	21.00
86790	11/6/2023	\$	8.99	M424	NANCE, RAMONA	9009642	MEDICAL SUPPLEMENTAL	\$	8.99
86791	11/6/2023	\$	21.00	M266	NAUKKARINEN, JUUKKA	9009529	MEDICAL SUPPLEMENTAL	\$	21.00
86792	11/6/2023	\$	14.98	M267	NELSON, EDWARD	9009530	MEDICAL SUPPLEMENTAL	\$	14.98
86793	11/6/2023	\$	42.00	M268	NELSON, RICHARD	9009531	MEDICAL SUPPLEMENTAL	\$	42.00

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86794	11/6/2023	\$	29.97	M269	NIETO, MANUEL	9009532	MEDICAL SUPPLEMENTAL	\$	29.97
86795	11/6/2023	\$	81.21	M271	NORTH, JEFFREY	9009533	MEDICAL SUPPLEMENTAL	\$	81.21
86796	11/6/2023	\$	57.77	M272	NORTHON, M	9009534	MEDICAL SUPPLEMENTAL	\$	57.77
86797	11/6/2023	\$	42.00	M273	O'DONNELL, SHAWN	9009535	MEDICAL SUPPLEMENTAL	\$	42.00
86798	11/6/2023	\$	21.00	M274	O'HAGIN, JUSTINA	9009536	MEDICAL SUPPLEMENTAL	\$	21.00
86799	11/6/2023	\$	21.00	M277	O'MARA, KATHLEEN	9009538	MEDICAL SUPPLEMENTAL	\$	21.00
86800	11/6/2023	\$	42.00	M275	OJEDA, ROBERTO	9009537	MEDICAL SUPPLEMENTAL	\$	42.00
86801	11/6/2023	\$	21.00	M278	ORTEGA, MANUELA	9009539	MEDICAL SUPPLEMENTAL	\$	21.00
86802	11/6/2023	\$	21.00	M280	PARHAM, WALLACE	9009540	MEDICAL SUPPLEMENTAL	\$	21.00
86803	11/6/2023	\$	42.00	M281	PENDRAGON, LINDA	9009541	MEDICAL SUPPLEMENTAL	\$	42.00
86804	11/6/2023	\$	29.97	M282	PEREZ, ANTONIO	9009542	MEDICAL SUPPLEMENTAL	\$	29.97
86805	11/6/2023	\$	51.76	M109	PEREZ, CHERYL	9009441	MEDICAL SUPPLEMENTAL	\$	51.76
86806	11/6/2023	\$	21.00	M284	PETERS, TERRIE	9009543	MEDICAL SUPPLEMENTAL	\$	21.00
86807	11/6/2023	\$	14.98	M285	PHILLIPS, THOMAS	9009544	MEDICAL SUPPLEMENTAL	\$	14.98
86808	11/6/2023	\$	14.98	M404	PHILLIPS, TYRONE	9009626	MEDICAL SUPPLEMENTAL	\$	14.98
86809	11/6/2023	\$	14.98	M286	PICARELLA, FRANCIS	9009545	MEDICAL SUPPLEMENTAL	\$	14.98
86810	11/6/2023	\$	29.74	M288	PONS, JUAN	9009546	MEDICAL SUPPLEMENTAL	\$	29.74
86811	11/6/2023	\$	14.98	M363	PRECIADO, MARY LOU	9009598	MEDICAL SUPPLEMENTAL	\$	14.98
86812	11/6/2023	\$	42.00	M290	PRICE, HARRY	9009547	MEDICAL SUPPLEMENTAL	\$	42.00
86813	11/6/2023	\$	21.00	M291	PRINCE, DEBRA	9009548	MEDICAL SUPPLEMENTAL	\$	21.00
86814	11/6/2023	\$	42.00	M293	PRUDDEN, RICHARD	9009549	MEDICAL SUPPLEMENTAL	\$	42.00
86815	11/6/2023	\$	42.00	M418	PYE, GINA	9009637	MEDICAL SUPPLEMENTAL	\$	42.00
86816	11/6/2023	\$	14.16	M295	RAMIREZ, MANUEL	9009550	MEDICAL SUPPLEMENTAL	\$	14.16
86817	11/6/2023	\$	77.34	M296	RAMOS, ROSALIO	9009551	MEDICAL SUPPLEMENTAL	\$	77.34
86818	11/6/2023	\$	14.98	M364	READ, TIMON	9009599	MEDICAL SUPPLEMENTAL	\$	14.98
86819	11/6/2023	\$	41.36	M297	REGAN, MICHAEL	9009552	MEDICAL SUPPLEMENTAL	\$	41.36
86820	11/6/2023	\$	21.00	M298	RHODES, BRUCE	9009553	MEDICAL SUPPLEMENTAL	\$	21.00
86821	11/6/2023	\$	20.68	M299	ROCHA, SHERRI	9009554	MEDICAL SUPPLEMENTAL	\$	20.68
86822	11/6/2023	\$	21.00	M300	RODGERS, MARILYN	9009555	MEDICAL SUPPLEMENTAL	\$	21.00
86823	11/6/2023	\$	21.00	M405	ROSS, ELISABETH	9009627	MEDICAL SUPPLEMENTAL	\$	21.00
86824	11/6/2023	\$	21.00	M406	ROSS, EMERY	9009628	MEDICAL SUPPLEMENTAL	\$	21.00
86825	11/6/2023	\$	41.36	M301	ROSSI, DENISE	9009556	MEDICAL SUPPLEMENTAL	\$	41.36
86826	11/6/2023	\$	60.01	M302	ROWE, RUBY	9009557	MEDICAL SUPPLEMENTAL	\$	60.01
86827	11/6/2023	\$	21.00	M303	ROY, ARLEN	9009558	MEDICAL SUPPLEMENTAL	\$	21.00
86828	11/6/2023	\$	35.77	M305	RYLANDER, REED	9009559	MEDICAL SUPPLEMENTAL	\$	35.77
86829	11/6/2023	\$	41.36	M306	SALGUEIRO, MICHAEL	9009560	MEDICAL SUPPLEMENTAL	\$	41.36
86830	11/6/2023	\$	21.00	M366	SANDOVAL, ANGEL	9009600	MEDICAL SUPPLEMENTAL	\$	21.00
86831	11/6/2023	\$	29.97	M408	SCHRAEDER, PAUL	9009629	MEDICAL SUPPLEMENTAL	\$	29.97
86832	11/6/2023	\$	21.00	M308	SCILLA, JOSEPH	9009561	MEDICAL SUPPLEMENTAL	\$	21.00
86833	11/6/2023	\$	41.36	M309	SERRATO, JUAN	9009562	MEDICAL SUPPLEMENTAL	\$	41.36
86834	11/6/2023	\$	14.98	M367	SILVA, EDUARDO	9009601	MEDICAL SUPPLEMENTAL	\$	14.98
86835	11/6/2023	\$	110.99	M409	SLATER, ROBYN	9009630	MEDICAL SUPPLEMENTAL	\$	110.99
86836	11/6/2023	\$	14.98	M310	SLOAN, SUZANNE	9009563	MEDICAL SUPPLEMENTAL	\$	14.98
86837	11/6/2023	\$	19.39	M311	SMITH, DONNA	9009564	MEDICAL SUPPLEMENTAL	\$	19.39
86838	11/6/2023	\$	20.68	M410	STARKEY, THOMAS	9009631	MEDICAL SUPPLEMENTAL	\$	20.68
86839	11/6/2023	\$	29.97	M411	STICKEL, THOMAS	9009632	MEDICAL SUPPLEMENTAL	\$	29.97

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86840	11/6/2023	\$	8.99	M425	SWAIN, LAWRENCE	9009643	MEDICAL SUPPLEMENTAL	\$	8.99
86841	11/6/2023	\$	29.97	M369	SWART, RANDY	9009602	MEDICAL SUPPLEMENTAL	\$	29.97
86842	11/6/2023	\$	14.98	M370	TAYLOR, THOMAS	9009603	MEDICAL SUPPLEMENTAL	\$	14.98
86843	11/6/2023	\$	42.00	M313	THOMAS, RUSSELL	9009565	MEDICAL SUPPLEMENTAL	\$	42.00
86844	11/6/2023	\$	77.68	M314	TICHENOR, KENNETH	9009566	MEDICAL SUPPLEMENTAL	\$	77.68
86845	11/6/2023	\$	36.19	M436	TOLENTINO, SALVADOR	9009651	MEDICAL SUPPLEMENTAL	\$	36.19
86846	11/6/2023	\$	14.98	M315	TOLINE, DONALD	9009567	MEDICAL SUPPLEMENTAL	\$	14.98
86847	11/6/2023	\$	21.00	M316	TOVAR, SERENA	9009568	MEDICAL SUPPLEMENTAL	\$	21.00
86848	11/6/2023	\$	20.68	M317	TRENT, VICKI	9009569	MEDICAL SUPPLEMENTAL	\$	20.68
86849	11/6/2023	\$	12.60	M432	TREPAGNIER, NOEL	9009647	MEDICAL SUPPLEMENTAL	\$	12.60
86850	11/6/2023	\$	8.99	M426	TRINIDAD, AURORA	9009644	MEDICAL SUPPLEMENTAL	\$	8.99
86851	11/6/2023	\$	41.36	M319	VALDEZ, JOSE	9009570	MEDICAL SUPPLEMENTAL	\$	41.36
86852	11/6/2023	\$	29.74	M321	VAN DYKE, CURTIS	9009571	MEDICAL SUPPLEMENTAL	\$	29.74
86853	11/6/2023	\$	42.00	M413	VANDERZANDE, ED	9009633	MEDICAL SUPPLEMENTAL	\$	42.00
86854	11/6/2023	\$	21.00	M375	VEST, SHELLY	9009606	MEDICAL SUPPLEMENTAL	\$	21.00
86855	11/6/2023	\$	21.00	M323	VONWAL, YVETTE	9009572	MEDICAL SUPPLEMENTAL	\$	21.00
86856	11/6/2023	\$	14.98	M324	WADSWORTH, RITA	9009573	MEDICAL SUPPLEMENTAL	\$	14.98
86857	11/6/2023	\$	29.97	M325	WALTER, KEVIN	9009574	MEDICAL SUPPLEMENTAL	\$	29.97
86858	11/6/2023	\$	21.00	M415	WHITE, LESLIE	9009634	MEDICAL SUPPLEMENTAL	\$	21.00
86859	11/6/2023	\$	42.00	M326	WHITNEY, LUCERE	9009575	MEDICAL SUPPLEMENTAL	\$	42.00
86860	11/6/2023	\$	103.52	M416	WILLIS, GREGORY	9009635	MEDICAL SUPPLEMENTAL	\$	103.52
86861	11/6/2023	\$	42.00	M372	WILSON, BONNIE	9009604	MEDICAL SUPPLEMENTAL	\$	42.00
86862	11/6/2023	\$	21.00	M417	WYANT, JUDI	9009636	MEDICAL SUPPLEMENTAL	\$	21.00
86863	11/6/2023	\$	14.98	M330	YAGI, RANDY	9009576	MEDICAL SUPPLEMENTAL	\$	14.98
86864	11/6/2023	\$	21.00	M331	YANG, TERRY	9009577	MEDICAL SUPPLEMENTAL	\$	21.00
86865	11/6/2023	\$	45.69	M332	ZENKER, JEFFREY	9009578	MEDICAL SUPPLEMENTAL	\$	45.69
86866	11/13/2023	\$	1,606.01	382	AIRTEC SERVICE INC.	124974	MAINTENANCE PRC	\$	282.44
86866	11/13/2023	\$	1,606.01	382	AIRTEC SERVICE INC.	124975	REPAIR WTC	\$	168.00
86866	11/13/2023	\$	1,606.01	382	AIRTEC SERVICE INC.	124976	MAINTENANCE WTC	\$	632.11
86866	11/13/2023	\$	1,606.01	382	AIRTEC SERVICE INC.	124977	MAINTENANCE SMC	\$	523.46
86867	11/13/2023	\$	34.38	002861	AMERICAN MESSAGING SVCS, LLC	124910	11/2023 PAGERS	\$	34.38
86868	11/13/2023	\$	2,000.00	003676	ANDREW J. O'KEEFE II	124911	PRODUCTION SERVICES	\$	2,000.00
86869	11/13/2023	\$	546.20	001D	AT&T	124912	10/1-10/31 PT TO PT2	\$	546.20
86870	11/13/2023	\$	4,334.92	001348	ATHENS INSURANCE SERVICE, INC.	124903	11/2023 MONTHLY FEE	\$	4,334.92
86871	11/13/2023	\$	350.32	002689	B & B SMALL ENGINE CORP	124988	CHAINSAW SVC VER	\$	123.75
86871	11/13/2023	\$	350.32	002689	B & B SMALL ENGINE CORP	124989	CHAINSAW SVC VER	\$	175.05
86871	11/13/2023	\$	350.32	002689	B & B SMALL ENGINE CORP	124990	BLOWER MAINT VER	\$	51.52
86872	11/13/2023	\$	5,183.32	002802	BATTERY SYSTEMS INC.	124917	INVENTORY ORDER	\$	5,183.32
86873	11/13/2023	\$	819.92	107A	BFS GROUP LLC	124979	RESTROOM REPAIR PRC	\$	18.83
86873	11/13/2023	\$	819.92	107A	BFS GROUP LLC	124980	EXT CORD&BUCKET VER	\$	146.98
86873	11/13/2023	\$	819.92	107A	BFS GROUP LLC	124981	COBWEB DUSTER FIELD	\$	12.77
86873	11/13/2023	\$	819.92	107A	BFS GROUP LLC	124982	LADDERS VER	\$	347.42
86873	11/13/2023	\$	819.92	107A	BFS GROUP LLC	124983	PAINTING SUPPLY SBF	\$	23.40
86873	11/13/2023	\$	819.92	107A	BFS GROUP LLC	124984	GAS CAN VER	\$	33.86
86873	11/13/2023	\$	819.92	107A	BFS GROUP LLC	124985	PAINTING SUPPLY SBF	\$	64.68
86873	11/13/2023	\$	819.92	107A	BFS GROUP LLC	124986	BUSSTOP REPAIR FIELD	\$	147.53

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86873	11/13/2023	\$	819.92	107A	BFS GROUP LLC	124987	BUSSTOP MAINT FIELD	\$	24.45
86874	11/13/2023	\$	423.80	E1118	BOIS, MICHAEL	124918	BANNER REIMBURSEMENT	\$	152.94
86874	11/13/2023	\$	423.80	E1118	BOIS, MICHAEL	124919	OPERATOR PARTY REIMB	\$	107.00
86874	11/13/2023	\$	423.80	E1118	BOIS, MICHAEL	124920	MICROWAVE WTC REIMB	\$	163.86
86875	11/13/2023	\$	499.75	003393	BRASS KEY LOCKSMITH INC	124991	DOOR HANDLE REP OPS	\$	328.75
86875	11/13/2023	\$	499.75	003393	BRASS KEY LOCKSMITH INC	124992	REKEY DOOR OPS	\$	171.00
86876	11/13/2023	\$	5,250.00	001324	CAPITALEdge ADVOCACY, INC.	124921	11/2023 LEGISLATE SV	\$	5,250.00
86877	11/13/2023	\$	49,716.06	003661	CELTIS VENTURES, INC.	124922	9/2023 ONE RIDE TIME	\$	13,903.75
86877	11/13/2023	\$	49,716.06	003661	CELTIS VENTURES, INC.	124923	9/2023 ORG SOC MEDIA	\$	4,410.00
86877	11/13/2023	\$	49,716.06	003661	CELTIS VENTURES, INC.	124924	9/2023 MISC CAMPAIGN	\$	5,083.75
86877	11/13/2023	\$	49,716.06	003661	CELTIS VENTURES, INC.	124925	9/2023 BRAND REFRESH	\$	9,585.63
86877	11/13/2023	\$	49,716.06	003661	CELTIS VENTURES, INC.	124926	9/2023 KIDS FREE	\$	1,653.75
86877	11/13/2023	\$	49,716.06	003661	CELTIS VENTURES, INC.	124927	9/2023 KIDS FREE MED	\$	1,879.80
86877	11/13/2023	\$	49,716.06	003661	CELTIS VENTURES, INC.	124928	2402 9/23WEBSITERDSG	\$	13,199.38
86878	11/13/2023	\$	465.72	003633	CINTAS CORPORATION NO.2	124930	1ST AID RESTOCK OPS	\$	84.02
86878	11/13/2023	\$	465.72	003633	CINTAS CORPORATION NO.2	124931	1ST AID RESTOCK MMF	\$	80.09
86878	11/13/2023	\$	465.72	003633	CINTAS CORPORATION NO.2	124932	1ST AID RESTOCK PRC	\$	137.44
86878	11/13/2023	\$	465.72	003633	CINTAS CORPORATION NO.2	124933	1ST AID RESTOCK SBF	\$	29.29
86878	11/13/2023	\$	465.72	003633	CINTAS CORPORATION NO.2	124934	1ST AID RESTOCK WTC	\$	80.94
86878	11/13/2023	\$	465.72	003633	CINTAS CORPORATION NO.2	124935	1ST AID RESTOCK VER	\$	53.94
86879	11/13/2023	\$	391.10	075	COAST PAPER & SUPPLY INC.	124993	CLEANING SUPPLY MMF	\$	181.34
86879	11/13/2023	\$	391.10	075	COAST PAPER & SUPPLY INC.	124994	CLEANING SUPPLY MMF	\$	209.76
86880	11/13/2023	\$	2,890.00	003034	COASTAL LANDSCAPING INC.	124929	11/2023 LANDSCAPING	\$	2,890.00
86881	11/13/2023	\$	1,645.66	E1022	CRUMMIE, DAWN	124937	TRAVEL REIMBURSEMENT	\$	1,645.66
86882	11/13/2023	\$	207.78	003116	CUMMINS, INC	124936	INVENTORY ORDER	\$	207.78
86883	11/13/2023	\$	6,574.26	003274	EAST BAY TIRE CO.	124938	REVENUE TIRES	\$	6,139.68
86883	11/13/2023	\$	6,574.26	003274	EAST BAY TIRE CO.	124939	REVENUE TIRES	\$	326.79
86883	11/13/2023	\$	6,574.26	003274	EAST BAY TIRE CO.	124940	REVENUE TIRES	\$	47.32
86883	11/13/2023	\$	6,574.26	003274	EAST BAY TIRE CO.	124941	REVENUE TIRES	\$	60.47
86884	11/13/2023	\$	5,294.25	003485	EMPLOYNET, INC	124942	TEMP W/E 10/22/2023	\$	1,200.00
86884	11/13/2023	\$	5,294.25	003485	EMPLOYNET, INC	124943	TEMP W/E 10/22/2023	\$	1,020.00
86884	11/13/2023	\$	5,294.25	003485	EMPLOYNET, INC	124944	TEMP W/E 10/15/2023	\$	1,058.25
86884	11/13/2023	\$	5,294.25	003485	EMPLOYNET, INC	124995	TEMP W/E 10/29/2023	\$	1,200.00
86884	11/13/2023	\$	5,294.25	003485	EMPLOYNET, INC	125054	TEMP W/E 10/29/2023	\$	816.00
86885	11/13/2023	\$	338.09	001297	FASTENAL COMPANY INC	124945	INVTRY&VEND MACH ORD	\$	196.41
86885	11/13/2023	\$	338.09	001297	FASTENAL COMPANY INC	124946	NON INVENTORY ORDER	\$	36.94
86885	11/13/2023	\$	338.09	001297	FASTENAL COMPANY INC	124947	NON INVENTORY ORDER	\$	25.46
86885	11/13/2023	\$	338.09	001297	FASTENAL COMPANY INC	124948	INVENTORY ORDER	\$	79.28
86886	11/13/2023	\$	225.63	E1180	FAVELA, JAVIER	124949	BOOT REIMBURSEMENT	\$	225.63
86887	11/13/2023	\$	55,016.86	002295	FIRST ALARM SECURITY & PATROL	124904	09/2023 SECURITY	\$	55,016.86
86888	11/13/2023	\$	10,767.85	001302	GARDA CL WEST, INC.	124950	11/2023 VAULT SVC	\$	10,134.43
86888	11/13/2023	\$	10,767.85	001302	GARDA CL WEST, INC.	124951	11/2023 VAULT SVCS	\$	633.42
86889	11/13/2023	\$	1,017.79	117	GILLIG LLC	124952	INVENTORY ORDER	\$	1,017.79
86890	11/13/2023	\$	296.48	282	GRAINGER	124953	REP&MAINT SUPPLIES	\$	98.25
86890	11/13/2023	\$	296.48	282	GRAINGER	124954	PART ORDER	\$	198.23
86891	11/13/2023	\$	990.71	001097	GREENWASTE RECOVERY, INC.	124955	10/1-10/31/2023 SVT	\$	478.61

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86891	11/13/2023	\$	990.71	001097	GREENWASTE RECOVERY, INC.	124956	10/1-10/31/2023	PRC	\$	512.10
86892	11/13/2023	\$	1,602.00	003271	KIRB, INC.	124913	VEH#2050	TOW	\$	210.00
86892	11/13/2023	\$	1,602.00	003271	KIRB, INC.	124914	VEH#2229	TOW	\$	470.00
86892	11/13/2023	\$	1,602.00	003271	KIRB, INC.	124915	VEH#2216	TOW	\$	517.00
86892	11/13/2023	\$	1,602.00	003271	KIRB, INC.	124916	VEH#PC1111	TOW	\$	405.00
86893	11/13/2023	\$	150.00	E1110	MADRIGAL, MANUEL	124967	MED CERT REIMBURSEME		\$	150.00
86894	11/13/2023	\$	100.00	T378	MALIK, POLLY	124973	REFUND		\$	100.00
86895	11/13/2023	\$	354.00	003249	MAXIMUM OIL SERVICE LLC	124964	HAZARDWASTE DISP	MMF	\$	354.00
86896	11/13/2023	\$	1,067.47	001052	MID VALLEY SUPPLY INC.	124965	JANITORIAL SUPPLIES		\$	783.51
86896	11/13/2023	\$	1,067.47	001052	MID VALLEY SUPPLY INC.	124966	INVENTORY ORDER		\$	283.96
86897	11/13/2023	\$	12,272.81	003361	MILLER MAXFIELD INC	124959	6-10/2023PUB	OUTREAC	\$	12,272.81
86898	11/13/2023	\$	127.91	041	MISSION UNIFORM	124960	TOWEL,MOP,MAT,UNIFOR		\$	25.91
86898	11/13/2023	\$	127.91	041	MISSION UNIFORM	124961	TOWEL,MAT PARACRUZ		\$	18.50
86898	11/13/2023	\$	127.91	041	MISSION UNIFORM	124962	TOWELS,MOPS,MATS	MMF	\$	41.75
86898	11/13/2023	\$	127.91	041	MISSION UNIFORM	124963	TOWELS,MOPS,MATS	MMF	\$	41.75
86899	11/13/2023	\$	651.42	004	NORTH BAY FORD LINC-MERCURY	124968	INVENTORY ORDER		\$	104.73
86899	11/13/2023	\$	651.42	004	NORTH BAY FORD LINC-MERCURY	124969	VEH#PC1111 & PC1706		\$	511.53
86899	11/13/2023	\$	651.42	004	NORTH BAY FORD LINC-MERCURY	124970	VEH#PC1111		\$	35.16
86900	11/13/2023	\$	88,186.39	002940	OJO TECHNOLOGY, INC.	124971	2405 SEC CAMERA	UPGR	\$	42,554.64
86900	11/13/2023	\$	88,186.39	002940	OJO TECHNOLOGY, INC.	124972	2405 SFTWRE/SVC	UPGR	\$	45,631.75
86901	11/13/2023	\$	13,922.21	009	PACIFIC GAS & ELECTRIC	124997	9/27-10/26	RIVER CHG	\$	2,528.52
86901	11/13/2023	\$	13,922.21	009	PACIFIC GAS & ELECTRIC	124998	9/27-10/27	GAS/ELE OP	\$	4,713.24
86901	11/13/2023	\$	13,922.21	009	PACIFIC GAS & ELECTRIC	124999	9/27-10/27	GAS/ELESMC	\$	3,344.71
86901	11/13/2023	\$	13,922.21	009	PACIFIC GAS & ELECTRIC	125000	9/22-11/25	VT,WTC,PNR	\$	3,335.74
86902	11/13/2023	\$	400.36	003506	PHILIP J CROUCH	124957	REPAIR SURGE	TANK	\$	204.00
86902	11/13/2023	\$	400.36	003506	PHILIP J CROUCH	124958	REPAIR EXHAUST	PIPE	\$	196.36
86903	11/13/2023	\$	53.00	E1181	PHOSOH, RATHAPHUM	125005	DMV CDL	REIMBURSEMEN	\$	53.00
86904	11/13/2023	\$	750.00	481	PIED PIPER EXTERMINATORS, INC.	125001	10/2023PEST	OPS PARK	\$	212.50
86904	11/13/2023	\$	750.00	481	PIED PIPER EXTERMINATORS, INC.	125002	11/2023PEST	OPS CREE	\$	255.00
86904	11/13/2023	\$	750.00	481	PIED PIPER EXTERMINATORS, INC.	125003	11/2023	PEST MMF	\$	217.50
86904	11/13/2023	\$	750.00	481	PIED PIPER EXTERMINATORS, INC.	125004	11/2023	PEST SVT	\$	65.00
86905	11/13/2023	\$	200.00	003061	QUADIENT FINANCE USA INC	125007	10/2023	POSTAGE 1598	\$	200.00
86906	11/13/2023	\$	841.60	003020	QUEST DIAGNOSTIC INC.	125006	10/2023DOT	DRUG TEST	\$	841.60
86907	11/13/2023	\$	115.68	003024	RICOH USA, INC CA	125008	11/1-11/30	OPS COPIE	\$	115.68
86908	11/13/2023	\$	95.81	003010	RIMS CORPORATION	125024	FL#700	PM SERVICE	\$	49.91
86908	11/13/2023	\$	95.81	003010	RIMS CORPORATION	125025	FL#701	PM SERVICE	\$	45.90
86909	11/13/2023	\$	1,380.00	001286	SAFE-CARD ID SERVICES,INC	125017	ASURE ID	SOFTWARE	\$	1,380.00
86910	11/13/2023	\$	416.95	135	SANTA CRUZ AUTO PARTS, INC.	125019	INVENTORY	ORDER	\$	111.18
86910	11/13/2023	\$	416.95	135	SANTA CRUZ AUTO PARTS, INC.	125020	INVENTORY	ORDER	\$	118.62
86910	11/13/2023	\$	416.95	135	SANTA CRUZ AUTO PARTS, INC.	125021	INVENTORY	ORDER	\$	177.74
86910	11/13/2023	\$	416.95	135	SANTA CRUZ AUTO PARTS, INC.	125022	INVENTORY	ORDER	\$	31.26
86910	11/13/2023	\$	416.95	135	SANTA CRUZ AUTO PARTS, INC.	125023	CM INV#14508-4	76984	\$	(21.85)
86911	11/13/2023	\$	55,811.07	002917	SANTA CRUZ METRO TRANSIT W/C	124902	10/2023	W/C REPLENIS	\$	55,811.07
86912	11/13/2023	\$	350.00	001292	SANTA CRUZ RECORDS MINGMT INC	125014	10/6	SHREDDING WTC	\$	45.00
86912	11/13/2023	\$	350.00	001292	SANTA CRUZ RECORDS MINGMT INC	125015	10/13	SHREDDING PRC	\$	45.00
86912	11/13/2023	\$	350.00	001292	SANTA CRUZ RECORDS MINGMT INC	125016	10/11	SHRED MULTI	\$	260.00

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86913	11/13/2023	\$	4,242.56	001307	SANTA CRUZ STAFFING, LLC	125009	TEMP W/E 10/22/2023	\$	737.91
86913	11/13/2023	\$	4,242.56	001307	SANTA CRUZ STAFFING, LLC	125010	TEMP W/E 10/22/2023	\$	403.00
86913	11/13/2023	\$	4,242.56	001307	SANTA CRUZ STAFFING, LLC	125011	TEMP W/E 10/29/2023	\$	447.56
86913	11/13/2023	\$	4,242.56	001307	SANTA CRUZ STAFFING, LLC	125012	TEMP W/E 10/29/2023	\$	1,417.50
86913	11/13/2023	\$	4,242.56	001307	SANTA CRUZ STAFFING, LLC	125013	TEMP W/E 10/29/2023	\$	1,236.59
86914	11/13/2023	\$	1,126.32	003292	SLINGSHOT CONNECTIONS LLC	125018	TEMP W/E 10/15/2023	\$	1,126.32
86915	11/13/2023	\$	21,049.44	003285	THE AFTERMARKET PARTS CO LLC	125026	INVENTORY ORDER	\$	28.60
86915	11/13/2023	\$	21,049.44	003285	THE AFTERMARKET PARTS CO LLC	125027	INVENTORY ORDER	\$	211.83
86915	11/13/2023	\$	21,049.44	003285	THE AFTERMARKET PARTS CO LLC	125028	INVENTORY ORDER	\$	3,779.08
86915	11/13/2023	\$	21,049.44	003285	THE AFTERMARKET PARTS CO LLC	125029	INVENTORY ORDER	\$	225.62
86915	11/13/2023	\$	21,049.44	003285	THE AFTERMARKET PARTS CO LLC	125030	INVENTORY ORDER	\$	946.50
86915	11/13/2023	\$	21,049.44	003285	THE AFTERMARKET PARTS CO LLC	125031	VEH#PC1611 PART ORD	\$	96.45
86915	11/13/2023	\$	21,049.44	003285	THE AFTERMARKET PARTS CO LLC	125032	VEH#PC1303 PART ORD	\$	48.56
86915	11/13/2023	\$	21,049.44	003285	THE AFTERMARKET PARTS CO LLC	125033	INVENTORY ORDER	\$	147.79
86915	11/13/2023	\$	21,049.44	003285	THE AFTERMARKET PARTS CO LLC	125034	VEH#1005 PART ORDER	\$	909.34
86915	11/13/2023	\$	21,049.44	003285	THE AFTERMARKET PARTS CO LLC	125035	VEH#PC1127 PART ORD	\$	21.83
86915	11/13/2023	\$	21,049.44	003285	THE AFTERMARKET PARTS CO LLC	125036	VEH#PC1127 PART ORD	\$	253.24
86915	11/13/2023	\$	21,049.44	003285	THE AFTERMARKET PARTS CO LLC	125037	VEH#1127 PART ORDER	\$	208.96
86915	11/13/2023	\$	21,049.44	003285	THE AFTERMARKET PARTS CO LLC	125038	VEH#1126 PART ORDER	\$	38.83
86916	11/13/2023	\$	84.63	166	THE HOSE SHOP, INC	125039	VEH#1127 PART ORDER	\$	14,132.81
86917	11/13/2023	\$	1,645.20	001506	TOM LOPES DISTRIBUTING, INC	124996	HOSE REPLACEMENT WTC	\$	84.63
86918	11/13/2023	\$	1,056.39	043	TROWBRIDGE ENTERPRISES	125048	INVENTORY ORDER	\$	1,645.20
86918	11/13/2023	\$	1,056.39	043	TROWBRIDGE ENTERPRISES	125041	OFFICE SUPPLY	\$	106.85
86918	11/13/2023	\$	1,056.39	043	TROWBRIDGE ENTERPRISES	125042	OFFICE SUPPLY	\$	130.49
86918	11/13/2023	\$	1,056.39	043	TROWBRIDGE ENTERPRISES	125043	TRAINING SUPPLIES	\$	34.59
86919	11/13/2023	\$	16.00	003093	UPS FREIGHT	125044	FREIGHT	\$	784.46
86919	11/17/2023	\$	(16.00)	003093	UPS FREIGHT	125044	FREIGHT	\$	16.00
86920	11/13/2023	\$	1,581.85	221	VEHICLE MAINTENANCE PROG INC	125045	INVENTORY ORDER	\$	(16.00)
86921	11/13/2023	\$	38.52	434	VERIZON WIRELESS	125046	10/2-11/1/23 TABLET	\$	1,581.85
86922	11/13/2023	\$	132.00	003290	WORKFORCEQA, LLC	125047	09/2023DOT/DRUG TEST	\$	38.52
86923	11/13/2023	\$	93.38	E329	ZARAGOZA, DANIEL	125049	STAFF FOOD REIMB	\$	93.38
86924	11/13/2023	\$	25.00	003659	DEPARTMENT OF JUSTICE	125055	SCCIC RRF-1 FILING	\$	25.00
86925	11/20/2023	\$	26.79	002941	AA SAFE & SECURITY CO	125254	LOCK BOX KEYS MMF	\$	26.79
86926	11/20/2023	\$	1,722.73	003151	ABC BUS INC	125116	INVENTORY ORDER	\$	1,238.90
86926	11/20/2023	\$	1,722.73	003151	ABC BUS INC	125117	INVENTORY ORDER	\$	96.43
86926	11/20/2023	\$	1,722.73	003151	ABC BUS INC	125118	INVENTORY ORDER	\$	387.40
86927	11/20/2023	\$	7,587.81	382	AIRTEC SERVICE INC.	125064	HVAC MAINTENANCE MMF	\$	1,048.88
86927	11/20/2023	\$	7,587.81	382	AIRTEC SERVICE INC.	125065	HEAT REPAIR OPS	\$	756.00
86927	11/20/2023	\$	7,587.81	382	AIRTEC SERVICE INC.	125066	HVAC REPAIR VERNON	\$	1,307.93
86927	11/20/2023	\$	7,587.81	382	AIRTEC SERVICE INC.	125067	BOILER REPAIR OPS	\$	4,475.00
86928	11/20/2023	\$	53.00	E930	ALMANZA, CANDIS	125176	DMV REIMBURSEMENT	\$	53.00
86929	11/20/2023	\$	188.75	192	ALWAYS UNDER PRESSURE	125068	SVC/REP STM TANK VER	\$	188.75
86930	11/20/2023	\$	9,347.31	003596	AMAZON CAPITAL SERVICES, INC.	124905	INVENTORY ORDER	\$	123.89
86930	11/20/2023	\$	9,347.31	003596	AMAZON CAPITAL SERVICES, INC.	124906	OFFICE SUPPLY	\$	14.02
86930	11/20/2023	\$	9,347.31	003596	AMAZON CAPITAL SERVICES, INC.	124907	OFFICE SUPPLY	\$	15.93

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86930	11/20/2023	\$	9,347.31	003596	AMAZON CAPITAL SERVICES, INC.	124908	CM ORG#13J4HJQXMCT9	\$	(355.02)
86930	11/20/2023	\$	9,347.31	003596	AMAZON CAPITAL SERVICES, INC.	124909	CM ORG#13J4HJQXMCT9	\$	(290.69)
86930	11/20/2023	\$	9,347.31	003596	AMAZON CAPITAL SERVICES, INC.	124978	OFFICE SUPPLIES	\$	34.13
86930	11/20/2023	\$	9,347.31	003596	AMAZON CAPITAL SERVICES, INC.	125050	SPACE HEATER	\$	41.29
86930	11/20/2023	\$	9,347.31	003596	AMAZON CAPITAL SERVICES, INC.	125051	OFFICE SUPPLY	\$	72.96
86930	11/20/2023	\$	9,347.31	003596	AMAZON CAPITAL SERVICES, INC.	125052	REPAIR&MAINT SUPPLY	\$	41.38
86930	11/20/2023	\$	9,347.31	003596	AMAZON CAPITAL SERVICES, INC.	125053	OFFICE SUPPLY	\$	148.48
86930	11/20/2023	\$	9,347.31	003596	AMAZON CAPITAL SERVICES, INC.	125115	MONITORS IT	\$	619.62
86930	11/20/2023	\$	9,347.31	003596	AMAZON CAPITAL SERVICES, INC.	125181	CORRECT VCHR#124908	\$	(0.03)
86930	11/20/2023	\$	9,347.31	003596	AMAZON CAPITAL SERVICES, INC.	125187	PROMO ITEMS MKTG	\$	89.44
86930	11/20/2023	\$	9,347.31	003596	AMAZON CAPITAL SERVICES, INC.	125217	2416 MINI DESKTOPS	\$	7,936.95
86930	11/20/2023	\$	9,347.31	003596	AMAZON CAPITAL SERVICES, INC.	125218	PERIPHERALS IT	\$	314.04
86930	11/20/2023	\$	9,347.31	003596	AMAZON CAPITAL SERVICES, INC.	125219	CM ORG#1D4P9RPV4164	\$	(84.44)
86930	11/20/2023	\$	9,347.31	003596	AMAZON CAPITAL SERVICES, INC.	125220	TRAINING ROOM OPS	\$	24.59
86930	11/20/2023	\$	9,347.31	003596	AMAZON CAPITAL SERVICES, INC.	125221	TRAINING EQUIP OPS	\$	593.21
86930	11/20/2023	\$	9,347.31	003596	AMAZON CAPITAL SERVICES, INC.	125257	OFFICE SUPPLY	\$	7.56
86931	11/20/2023	\$	1,843.78	001D	AT&T	125161	10/10-11/9/23INTERNE	\$	1,843.78
86932	11/20/2023	\$	651.53	E996	BENSON, EDDIE	125092	TRAVEL REIMBURSEMENT	\$	651.53
86933	11/20/2023	\$	577.80	107A	BFS GROUP LLC	125060	BUSSTOP REPAIR FIELD	\$	22.29
86933	11/20/2023	\$	577.80	107A	BFS GROUP LLC	125061	BUSSTOP REPAIR FIELD	\$	463.05
86933	11/20/2023	\$	577.80	107A	BFS GROUP LLC	125062	BUSSTOP REPAIR FIELD	\$	6.17
86933	11/20/2023	\$	577.80	107A	BFS GROUP LLC	125063	PICTURE HANGER VER	\$	26.91
86933	11/20/2023	\$	577.80	107A	BFS GROUP LLC	125168	REP&MAINT SUPPLY VER	\$	39.08
86933	11/20/2023	\$	577.80	107A	BFS GROUP LLC	125169	BUSSTOP REPAIR FIELD	\$	20.30
86934	11/20/2023	\$	272.63	E1118	BOIS, MICHAEL	125175	ANNA'S RETIRE REIMB	\$	272.63
86935	11/20/2023	\$	14,000.00	616	BROWN ARMSTRONG ACCOUNTANT	125138	WP FY2023 AUDIT	\$	14,000.00
86936	11/20/2023	\$	1,544.61	003639	BUDGET BLINDS OF	125170	BLINDS ZARAGOGA OPS	\$	770.98
86936	11/20/2023	\$	1,544.61	003639	BUDGET BLINDS OF	125171	BLINDS PARACRUZ	\$	773.63
86937	11/20/2023	\$	14,239.69	003320	CENTER FOR TRANSPORTATION AN	125186	1937 09/2023EXPENSES	\$	14,239.69
86938	11/20/2023	\$	115.00	002661	CENTRAL FIRE PROTECTION DIST.	125173	1901 PLAN REVIEW	\$	115.00
86939	11/20/2023	\$	96.07	M420	CHAVEZ, JESSE	125077	REPLACE 4 VOID CKS	\$	96.07
86940	11/20/2023	\$	52.10	003373	CITY OF SANTA CRUZ FINANCE RRF	125162	10/2023 LANDFILL	\$	52.10
86941	11/20/2023	\$	22,986.43	001124	CLEAN ENERGY	125139	11/01/23 LNG CHARGES	\$	11,913.87
86941	11/20/2023	\$	22,986.43	001124	CLEAN ENERGY	125165	FS CORRECT SVC SBF	\$	380.88
86941	11/20/2023	\$	22,986.43	001124	CLEAN ENERGY	125234	10/27 LNG CHARGES	\$	9,449.68
86941	11/20/2023	\$	22,986.43	001124	CLEAN ENERGY	125255	10/27 SVC CALL SBF	\$	1,242.00
86942	11/20/2023	\$	99.42	003102	CLEVER DEVICES LTD.	125140	VEH#02222 PART ORDER	\$	99.42
86943	11/20/2023	\$	127.17	075	COAST PAPER & SUPPLY INC.	125119	SM BROOMS FOR BUSES	\$	127.17
86944	11/20/2023	\$	426.20	019	CONNER WATER SYSTEMS, INC	125253	10/17/23SOFTENER SVC	\$	426.20
86945	11/20/2023	\$	1,084.29	003701	CREATIVE BUS SALES, INC	125103	INVENTORY ORDER	\$	247.46
86945	11/20/2023	\$	1,084.29	003701	CREATIVE BUS SALES, INC	125104	CM ORG#XA107002497	\$	(373.18)
86945	11/20/2023	\$	1,084.29	003701	CREATIVE BUS SALES, INC	125105	INVENTORY ORDER	\$	54.16
86945	11/20/2023	\$	1,084.29	003701	CREATIVE BUS SALES, INC	125106	VEH#PC1712 PART ORD	\$	562.33
86945	11/20/2023	\$	1,084.29	003701	CREATIVE BUS SALES, INC	125151	INVENTORY ORDER	\$	370.46
86945	11/20/2023	\$	1,084.29	003701	CREATIVE BUS SALES, INC	125152	INVENTORY ORDER	\$	138.12
86945	11/20/2023	\$	1,084.29	003701	CREATIVE BUS SALES, INC	125153	INVENTORY ORDER	\$	82.30

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86945	11/20/2023	\$	1,084.29	003701	CREATIVE BUS SALES, INC	125154	INVENTORY ORDER	\$	2.64
86946	11/20/2023	\$	21,437.04	003668	CROSSLINE SUPPLY, LLC	125230	INVENTORY ORDER	\$	5,477.80
86946	11/20/2023	\$	21,437.04	003668	CROSSLINE SUPPLY, LLC	125231	INVENTORY ORDER	\$	5,440.65
86946	11/20/2023	\$	21,437.04	003668	CROSSLINE SUPPLY, LLC	125232	INVENTORY ORDER	\$	5,440.65
86946	11/20/2023	\$	21,437.04	003668	CROSSLINE SUPPLY, LLC	125233	INVENTORY ORDER	\$	5,077.94
86947	11/20/2023	\$	6,892.59	588	CTSIPA (CAL TIP)	125249	10/2023 CODE=5100	\$	6,892.59
86948	11/20/2023	\$	6,543.30	003116	CUMMINS, INC	125120	INVENTORY ORDER	\$	409.49
86948	11/20/2023	\$	6,543.30	003116	CUMMINS, INC	125121	INVENTORY ORDER	\$	172.73
86948	11/20/2023	\$	6,543.30	003116	CUMMINS, INC	125141	VEH#4209 PART ORDER	\$	322.33
86948	11/20/2023	\$	6,543.30	003116	CUMMINS, INC	125147	INVENTORY ORDER	\$	563.17
86948	11/20/2023	\$	6,543.30	003116	CUMMINS, INC	125148	INVENTORY ORDER	\$	897.37
86948	11/20/2023	\$	6,543.30	003116	CUMMINS, INC	125227	VEH#2805 PART ORDER	\$	149.42
86948	11/20/2023	\$	6,543.30	003116	CUMMINS, INC	125228	VEH#1612 ECM&CALIBRA	\$	3,274.04
86948	11/20/2023	\$	6,543.30	003116	CUMMINS, INC	125229	INVENTORY ORDER	\$	754.75
86949	11/20/2023	\$	643.50	E443	CURREA, JULIO	125136	TRAVEL REIMBURSEMENT	\$	643.50
86950	11/20/2023	\$	768.00	002567	DEPARTMENT OF JUSTICE	125271	10/2023 FINGERPRINT IN	\$	768.00
86951	11/20/2023	\$	500.00	E1028	DIAZ-MEDINA, EDWARD	125075	TOOL REIMBURSEMENT	\$	500.00
86952	11/20/2023	\$	2,150.00	916	DOCTORS ON DUTY MEDICAL	125183	DMV PHYSICAL FLEET	\$	150.00
86952	11/20/2023	\$	2,150.00	916	DOCTORS ON DUTY MEDICAL	125184	DMV PHYSICALS OPS	\$	600.00
86952	11/20/2023	\$	2,150.00	916	DOCTORS ON DUTY MEDICAL	125185	DMV PHYSICALS HR	\$	1,400.00
86953	11/20/2023	\$	1,020.00	003485	EMPLOYNET, INC	125172	TEMP W/E 11/05/2023	\$	1,020.00
86954	11/20/2023	\$	7,146.66	003153	ENVIRONMENTAL LOGISTICS INC	125250	10/18 NON-HAZ WASTE	\$	4,664.58
86954	11/20/2023	\$	7,146.66	003153	ENVIRONMENTAL LOGISTICS INC	125251	10/18 NON-HAZ WASTE	\$	2,482.08
86955	11/20/2023	\$	2,343.84	001297	FASTENAL COMPANY INC	125070	GLOVES MMF	\$	1,070.65
86955	11/20/2023	\$	2,343.84	001297	FASTENAL COMPANY INC	125071	GLOVES MMF	\$	152.95
86955	11/20/2023	\$	2,343.84	001297	FASTENAL COMPANY INC	125225	INVENTORY ORDER	\$	345.19
86955	11/20/2023	\$	2,343.84	001297	FASTENAL COMPANY INC	125226	NON-INVENTORY ORDER	\$	775.05
86956	11/20/2023	\$	15,488.46	002952	FLYERS ENERGY, LLC	125223	10/15-10/31 REV FUEL	\$	12,611.24
86956	11/20/2023	\$	15,488.46	002952	FLYERS ENERGY, LLC	125224	10/15-10/31 NONREV FU	\$	2,759.47
86956	11/20/2023	\$	15,488.46	002952	FLYERS ENERGY, LLC	125274	11/6/23 PROPANE	\$	117.75
86957	11/20/2023	\$	1,295.00	003662	GALLAGHER BENEFIT SERVICES, INC	125270	CLASS&COMP 15POSITION	\$	1,295.00
86958	11/20/2023	\$	250.00	E1182	GASTELUM, JUAN	125057	BOOT REIMBURSEMENT	\$	250.00
86959	11/20/2023	\$	3,751.75	117	GILLIG LLC	125130	VEH#PC1715 PART ORD	\$	1,573.54
86959	11/20/2023	\$	3,751.75	117	GILLIG LLC	125131	VEH#4204 PART ORDER	\$	637.00
86959	11/20/2023	\$	3,751.75	117	GILLIG LLC	125132	INVENTORY ORDER	\$	35.55
86959	11/20/2023	\$	3,751.75	117	GILLIG LLC	125133	INVENTORY ORDER	\$	60.96
86959	11/20/2023	\$	3,751.75	117	GILLIG LLC	125134	INVENTORY ORDER	\$	240.46
86959	11/20/2023	\$	3,751.75	117	GILLIG LLC	125135	INVENTORY ORDER	\$	879.98
86959	11/20/2023	\$	3,751.75	117	GILLIG LLC	125222	INVENTORY ORDER	\$	324.26
86960	11/20/2023	\$	365.68	E1073	GLAGOLA, DANIELLE	125248	TRUNK/TREAT REIMBURS	\$	365.68
86961	11/20/2023	\$	328.88	282	GRAINGER	125129	INVENTORY ORDER	\$	169.90
86961	11/20/2023	\$	328.88	282	GRAINGER	125149	INVTY&SAFETY ORDER	\$	74.83
86961	11/20/2023	\$	328.88	282	GRAINGER	125177	INVENTORY ORDER MIMF	\$	84.15
86962	11/20/2023	\$	50,875.17	003109	HANSON BRIDGETT LLP	125209	10/2023 RETAINER	\$	27,869.00
86962	11/20/2023	\$	50,875.17	003109	HANSON BRIDGETT LLP	125210	M#032117.004003	\$	1,400.20
86962	11/20/2023	\$	50,875.17	003109	HANSON BRIDGETT LLP	125211	M#032117.004004	\$	3,433.80



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86962	11/20/2023	\$	50,875.17	003109	HANSON BRIDGETT LLP	125212	M#032117.005001	\$	9,591.80
86962	11/20/2023	\$	50,875.17	003109	HANSON BRIDGETT LLP	125213	M#032117.005002	\$	804.60
86962	11/20/2023	\$	50,875.17	003109	HANSON BRIDGETT LLP	125214	M#032117.006012	\$	2,588.80
86962	11/20/2023	\$	50,875.17	003109	HANSON BRIDGETT LLP	125215	M#032117.006013	\$	1,091.20
86962	11/20/2023	\$	50,875.17	003109	HANSON BRIDGETT LLP	125216	M#032117.006042	\$	4,095.77
86963	11/20/2023	\$	4,172.00	001144	HARTFORD FIRE INSURANCE CO.	125199	12/14/23-12/13/24FLD	\$	4,172.00
86964	11/20/2023	\$	256.86	002979	HUNT & SONS, INC.	125069	INVENTORY ORDER MIMF	\$	256.86
86965	11/20/2023	\$	856.12	003442	JOHNSON CONTROLS INC	125059	11/01/23-1/31/24 OPS	\$	856.12
86966	11/20/2023	\$	23,627.38	003366	KEY GOVERNMENT FINANCE INC	125114	11/2023 LEASE PMT	\$	23,627.38
86967	11/20/2023	\$	100.00	003450	LANGUAGE LINE SERVICES INC	125240	10/2023 TRANSLATIONS	\$	100.00
86968	11/20/2023	\$	4,000.00	003720	LARSON VALUATION LLC	125269	1902 REVIEW ZELLER A	\$	4,000.00
86969	11/20/2023	\$	1,538.60	852	LAW OFFICES OF MARIE F. SANG	125267	CL#11000452;11001281	\$	51.30
86969	11/20/2023	\$	1,538.60	852	LAW OFFICES OF MARIE F. SANG	125272	CL#2202011402	\$	393.30
86969	11/20/2023	\$	1,538.60	852	LAW OFFICES OF MARIE F. SANG	125273	CL#1999103213	\$	1,094.00
86970	11/20/2023	\$	63.00	E1041	LEAL, DANIELA	125174	DMV REIMBURSEMENT	\$	63.00
86971	11/20/2023	\$	671.82	E993	LEONARD, CHRISTOPHER	125076	TRAVEL REIMBURSEMENT	\$	671.82
86972	11/20/2023	\$	434.05	003362	LUMINATOR TECH GROUP GLOBAL,	125112	CAMERA REPAIR	\$	185.86
86972	11/20/2023	\$	434.05	003362	LUMINATOR TECH GROUP GLOBAL,	125113	CAMERA REPAIR	\$	184.47
86972	11/20/2023	\$	434.05	003362	LUMINATOR TECH GROUP GLOBAL,	125150	VEH#9816 PART ORDER	\$	63.72
86973	11/20/2023	\$	2,450.56	003273	MGP XI REIT,LLC	125086	12/2023RENT CAPITOLA	\$	2,450.56
86974	11/20/2023	\$	4,606.25	003361	MILLER MAXFIELD INC	125206	10/2023 PUB OUTREACH	\$	3,693.75
86974	11/20/2023	\$	4,606.25	003361	MILLER MAXFIELD INC	125207	10/2023 PUB OUTREACH	\$	912.50
86975	11/20/2023	\$	1,736.56	041	MISSION UNIFORM	125107	UNFRM SUPPLY VMU/VSW	\$	419.33
86975	11/20/2023	\$	1,736.56	041	MISSION UNIFORM	125108	FUEL STATION TOWELS	\$	156.00
86975	11/20/2023	\$	1,736.56	041	MISSION UNIFORM	125109	UNIFORM REPAIR ROCHA	\$	30.82
86975	11/20/2023	\$	1,736.56	041	MISSION UNIFORM	125110	UNFRM SUPPLY VMU/VSW	\$	311.75
86975	11/20/2023	\$	1,736.56	041	MISSION UNIFORM	125111	FUEL STATION TOWELS	\$	156.00
86975	11/20/2023	\$	1,736.56	041	MISSION UNIFORM	125125	UNFRM SUPPLY VMU/VSW	\$	397.25
86975	11/20/2023	\$	1,736.56	041	MISSION UNIFORM	125126	FUEL STATION TOWELS	\$	156.00
86975	11/20/2023	\$	1,736.56	041	MISSION UNIFORM	125166	TOWEL,MOP,MAT MMF	\$	41.75
86975	11/20/2023	\$	1,736.56	041	MISSION UNIFORM	125252	TOWEL,MOP,MAT MMF	\$	41.75
86975	11/20/2023	\$	1,736.56	041	MISSION UNIFORM	125258	TOWEL,MOP,MAT,UNFRM	\$	25.91
86976	11/20/2023	\$	3,560.47	003464	MPRESS DIGITAL,INC	125243	LG PRINT HEADWAYS	\$	197.09
86976	11/20/2023	\$	3,560.47	003464	MPRESS DIGITAL,INC	125244	LG FORMAT PRINTS	\$	668.61
86976	11/20/2023	\$	3,560.47	003464	MPRESS DIGITAL,INC	125245	PCKT SCHEDULE POSTER	\$	479.61
86976	11/20/2023	\$	3,560.47	003464	MPRESS DIGITAL,INC	125246	LG PRINT HEADWAYS	\$	828.66
86977	11/20/2023	\$	3,560.47	003464	MPRESS DIGITAL,INC	125247	COLOR PRINTS	\$	1,386.50
86977	11/20/2023	\$	706.03	003326	NIDAL HALABI & NADA ALGHARIB	125264	BUS PINS OPS	\$	628.19
86977	11/20/2023	\$	706.03	003326	NIDAL HALABI & NADA ALGHARIB	125265	NAME TAGS OPS	\$	77.84
86978	11/20/2023	\$	102.73	002323	NORTHERN SAFETY CO., INC.	125163	SAFETY GLASSES MMF	\$	102.73
86979	11/20/2023	\$	396.95	023	PACIFIC TRUCK PARTS, INC.	125100	INVENTORY ORDER	\$	84.01
86979	11/20/2023	\$	396.95	023	PACIFIC TRUCK PARTS, INC.	125101	INVENTORY ORDER	\$	195.32
86979	11/20/2023	\$	396.95	023	PACIFIC TRUCK PARTS, INC.	125102	INVENTORY ORDER	\$	117.62
86980	11/20/2023	\$	2,010.00	002947	PEDX COURIER AND CARGO	125085	10/2023 COURIER SVCS	\$	2,010.00
86981	11/20/2023	\$	612.00	003506	PHILIP J CROUCH	125127	SURGE TANK REPAIR	\$	204.00
86981	11/20/2023	\$	612.00	003506	PHILIP J CROUCH	125142	FARE BOXES REPAIR	\$	408.00

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86982	11/20/2023	\$	372.00	481	PIED PIPER EXTERMINATORS, INC.	125072	11/2023 PEST WTC MKT	\$	79.50
86982	11/20/2023	\$	372.00	481	PIED PIPER EXTERMINATORS, INC.	125073	11/2023 PEST WTC TRA	\$	65.00
86982	11/20/2023	\$	372.00	481	PIED PIPER EXTERMINATORS, INC.	125167	PEST SVC CALL PRC	\$	227.50
86983	11/20/2023	\$	3,947.20	003630	PORTOLA SYSTEMS, INC.	125087	9/1-11/30/23 MS365	\$	3,947.20
86984	11/20/2023	\$	474.70	003059	QUADIENT LEASING USA, INC.	125239	11/28/23-2/27/24PSTG	\$	474.70
86985	11/20/2023	\$	23.96	E1015	RAYGOZA-RAMIREZ, JOSE	125137	BID BBQ REIMBURSEMEN	\$	23.96
86986	11/20/2023	\$	2,703.89	003672	REFLECTIVE APPAREL FACTORY, INC	125180	SAFETY VESTS	\$	1,496.49
86986	11/20/2023	\$	2,703.89	003672	REFLECTIVE APPAREL FACTORY, INC	125204	SAFETY VESTS	\$	1,207.40
86987	11/20/2023	\$	116.83	003024	RICOH USA, INC CA	125266	11/12-12/11/23 OPS	\$	116.83
86988	11/20/2023	\$	1,440.89	E524	ROCHA, FEDERICO G.	125091	TRAVEL REIMBURSEMENT	\$	1,440.89
86989	11/20/2023	\$	5,467.20	003154	ROMAINE ELECTRIC CORP	125095	INVENTORY ORDER	\$	3,027.75
86989	11/20/2023	\$	5,467.20	003154	ROMAINE ELECTRIC CORP	125096	INVENTORY ORDER	\$	650.04
86989	11/20/2023	\$	5,467.20	003154	ROMAINE ELECTRIC CORP	125097	INVENTORY ORDER	\$	1,789.41
86990	11/20/2023	\$	55.08	001286	SAFE-CARD ID SERVICES, INC	125242	QQUEST CARDS	\$	55.08
86991	11/20/2023	\$	423.15	001307	SANTA CRUZ STAFFING, LLC	125205	TEMP W/E 11/05/2023	\$	423.15
86992	11/20/2023	\$	2,130.03	003054	SERVICE STATION SYSTEMS	125164	DIESEL PUMP REP SBF	\$	2,130.03
86993	11/20/2023	\$	5,700.00	002267	SHAW YODER ANTWHI	125203	11/2023LEGISLATE REP	\$	5,700.00
86994	11/20/2023	\$	8,717.90	003292	SLINGSHOT CONNECTIONS LLC	125056	TEMP W/E 10/29/2023	\$	1,501.76
86994	11/20/2023	\$	8,717.90	003292	SLINGSHOT CONNECTIONS LLC	125122	TEMP W/E 11/05/2023	\$	1,155.20
86994	11/20/2023	\$	8,717.90	003292	SLINGSHOT CONNECTIONS LLC	125123	TEMP W/E 11/05/2023	\$	924.16
86994	11/20/2023	\$	8,717.90	003292	SLINGSHOT CONNECTIONS LLC	125124	TEMP W/E 10/29/2023	\$	1,155.20
86994	11/20/2023	\$	8,717.90	003292	SLINGSHOT CONNECTIONS LLC	125144	TEMP W/E 09/24/2023	\$	1,155.20
86994	11/20/2023	\$	8,717.90	003292	SLINGSHOT CONNECTIONS LLC	125145	TEMP W/E 10/08/2023	\$	1,155.20
86994	11/20/2023	\$	8,717.90	003292	SLINGSHOT CONNECTIONS LLC	125146	TEMP W/E 10/08/2023	\$	1,155.20
86994	11/20/2023	\$	8,717.90	003292	SLINGSHOT CONNECTIONS LLC	125178	TEMP W/E 10/29/2023	\$	231.53
86994	11/20/2023	\$	8,717.90	003292	SLINGSHOT CONNECTIONS LLC	125179	TEMP W/E 11/05/2023	\$	284.45
86995	11/20/2023	\$	10,268.28	001075	SOQUEL III ASSOCIATES	125088	12/2023RENT RESEARCH	\$	10,268.28
86996	11/20/2023	\$	799.56	003621	SPORTWORKS GLOBAL LLC	125094	INVENTORY ORDER	\$	799.56
86997	11/20/2023	\$	12,489.74	003285	THE AFTERMARKET PARTS CO LLC	125143	VEH#1612 PART ORDER	\$	96.45
86997	11/20/2023	\$	12,489.74	003285	THE AFTERMARKET PARTS CO LLC	125155	INVENTORY ORDER	\$	310.54
86997	11/20/2023	\$	12,489.74	003285	THE AFTERMARKET PARTS CO LLC	125156	INVENTORY ORDER	\$	190.95
86997	11/20/2023	\$	12,489.74	003285	THE AFTERMARKET PARTS CO LLC	125157	INVENTORY ORDER	\$	121.02
86997	11/20/2023	\$	12,489.74	003285	THE AFTERMARKET PARTS CO LLC	125158	INVENTORY ORDER	\$	3,981.02
86997	11/20/2023	\$	12,489.74	003285	THE AFTERMARKET PARTS CO LLC	125159	INVENTORY ORDER	\$	1,867.49
86997	11/20/2023	\$	12,489.74	003285	THE AFTERMARKET PARTS CO LLC	125160	VEH#11012 PART ORDER	\$	807.18
86997	11/20/2023	\$	12,489.74	003285	THE AFTERMARKET PARTS CO LLC	125259	INVENTORY ORDER	\$	531.69
86997	11/20/2023	\$	12,489.74	003285	THE AFTERMARKET PARTS CO LLC	125260	INVENTORY ORDER	\$	838.69
86997	11/20/2023	\$	12,489.74	003285	THE AFTERMARKET PARTS CO LLC	125261	INVENTORY ORDER	\$	3,449.57
86997	11/20/2023	\$	12,489.74	003285	THE AFTERMARKET PARTS CO LLC	125262	INVENTORY ORDER	\$	211.88
86997	11/20/2023	\$	12,489.74	003285	THE AFTERMARKET PARTS CO LLC	125263	INVENTORY ORDER	\$	83.26
86998	11/20/2023	\$	638.02	166	THE HOSE SHOP, INC	125128	INVENTORY ORDER	\$	638.02
86999	11/20/2023	\$	6,465.79	001800	THERMO KING OF SALINAS, INC	125093	INVENTORY ORDER	\$	6,465.79
87000	11/20/2023	\$	621.60	003415	TRANSFOR CORPORATION	125237	WHEELCHAIRSECURESTRA	\$	621.60
87001	11/20/2023	\$	1,269.46	E1098	TREE, MICHAEL	125200	LAZARO REG/MATS REIM	\$	498.50
87001	11/20/2023	\$	1,269.46	E1098	TREE, MICHAEL	125201	NOTEBOOK REIMBURSEME	\$	397.88
87001	11/20/2023	\$	1,269.46	E1098	TREE, MICHAEL	125202	MEAL REIMBURSEMENTS	\$	373.08

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87002	11/20/2023	\$	2,855.22	043	TROWBRIDGE ENTERPRISES	125058 OFFICE SUPPLY	\$	24.94
87002	11/20/2023	\$	2,855.22	043	TROWBRIDGE ENTERPRISES	125074 TRAINING SUPPLY OPS	\$	11.69
87002	11/20/2023	\$	2,855.22	043	TROWBRIDGE ENTERPRISES	125078 OFFICE SUPPLIES	\$	1,314.49
87002	11/20/2023	\$	2,855.22	043	TROWBRIDGE ENTERPRISES	125079 OFFICE SUPPLIES	\$	23.60
87002	11/20/2023	\$	2,855.22	043	TROWBRIDGE ENTERPRISES	125080 OFFICE SUPPLY	\$	11.80
87002	11/20/2023	\$	2,855.22	043	TROWBRIDGE ENTERPRISES	125081 OFFICE SUPPLY	\$	305.55
87002	11/20/2023	\$	2,855.22	043	TROWBRIDGE ENTERPRISES	125082 OFFICE SUPPLY	\$	31.87
87002	11/20/2023	\$	2,855.22	043	TROWBRIDGE ENTERPRISES	125083 OFFICE SUPPLY	\$	232.45
87002	11/20/2023	\$	2,855.22	043	TROWBRIDGE ENTERPRISES	125084 OFFICE SUPPLY	\$	143.27
87002	11/20/2023	\$	2,855.22	043	TROWBRIDGE ENTERPRISES	125098 OFFICE SUPPLY	\$	118.34
87002	11/20/2023	\$	2,855.22	043	TROWBRIDGE ENTERPRISES	125099 OFFICE SUPPLY	\$	183.40
87002	11/20/2023	\$	2,855.22	043	TROWBRIDGE ENTERPRISES	125241 OFFICE SUPPLY	\$	377.34
87002	11/20/2023	\$	2,855.22	043	TROWBRIDGE ENTERPRISES	125256 OFFICE SUPPLY	\$	76.48
87003	11/20/2023	\$	233.33	007	UNITED PARCEL SERVICE	125238 FREIGHT	\$	115.22
87003	11/20/2023	\$	233.33	007	UNITED PARCEL SERVICE	125268 FREIGHT	\$	102.11
87003	11/20/2023	\$	233.33	007	UNITED PARCEL SERVICE	125275 FREIGHT	\$	16.00
87004	11/20/2023	\$	945.00	003200	UPS STORE #1128	125208 LIVE SCANS	\$	945.00
87005	11/20/2023	\$	4,124.08	003687	VALLEY POWER SYSTEMS NORTH, IN	125188 CM ORG #K10264	\$	(17.09)
87005	11/20/2023	\$	4,124.08	003687	VALLEY POWER SYSTEMS NORTH, IN	125189 CM ORG#K09541	\$	(34.14)
87005	11/20/2023	\$	4,124.08	003687	VALLEY POWER SYSTEMS NORTH, IN	125190 CM ORG#K09592	\$	(327.75)
87005	11/20/2023	\$	4,124.08	003687	VALLEY POWER SYSTEMS NORTH, IN	125191 INVENTORY ORDER	\$	226.84
87005	11/20/2023	\$	4,124.08	003687	VALLEY POWER SYSTEMS NORTH, IN	125192 INVENTORY ORDER	\$	74.64
87005	11/20/2023	\$	4,124.08	003687	VALLEY POWER SYSTEMS NORTH, IN	125193 INVENTORY ORDER	\$	1,232.92
87005	11/20/2023	\$	4,124.08	003687	VALLEY POWER SYSTEMS NORTH, IN	125194 INVENTORY ORDER	\$	227.78
87005	11/20/2023	\$	4,124.08	003687	VALLEY POWER SYSTEMS NORTH, IN	125195 INVENTORY ORDER	\$	228.90
87005	11/20/2023	\$	4,124.08	003687	VALLEY POWER SYSTEMS NORTH, IN	125196 INVENTORY ORDER	\$	946.67
87005	11/20/2023	\$	4,124.08	003687	VALLEY POWER SYSTEMS NORTH, IN	125197 INVENTORY ORDER	\$	1,565.31
87006	11/20/2023	\$	5,080.71	221	VEHICLE MAINTENANCE PROG INC	125235 INVENTORY ORDER	\$	2,284.02
87006	11/20/2023	\$	5,080.71	221	VEHICLE MAINTENANCE PROG INC	125236 INVENTORY ORDER	\$	2,796.69
87007	11/20/2023	\$	4,432.37	434	VERIZON WIRELESS	125198 9/23-10/22WIFI BUSES	\$	4,432.37
87008	11/20/2023	\$	171.44	003544	ZOOM VIDEO COMMUNICATIONS, II	125089 9/30-10/30/23 ZOOM	\$	85.72
87008	11/20/2023	\$	171.44	003544	ZOOM VIDEO COMMUNICATIONS, II	125090 10/31-11/29/23 ZOOM	\$	85.72
87009	11/20/2023	\$	5,000.00	853	ZELLER APPRAISAL SERVICES, INC	125276 1902 BALANCE DUE	\$	5,000.00
87010	11/9/2023	\$	5,077,562.97	117	GILLIG LLC	125277 2303 VEH#0123BUS PUR	\$	1,005,151.85
87010	11/9/2023	\$	5,077,562.97	117	GILLIG LLC	125278 1937 VEH#0223BUS PUR	\$	1,018,102.78
87010	11/9/2023	\$	5,077,562.97	117	GILLIG LLC	125279 1937 VEH#0323BUS PUR	\$	1,018,102.78
87010	11/9/2023	\$	5,077,562.97	117	GILLIG LLC	125280 1937 VEH#0423BUS PUR	\$	1,018,102.78
87010	11/9/2023	\$	5,077,562.97	117	GILLIG LLC	125281 1937 VEH#0523BUS PUR	\$	1,018,102.78
87019	11/27/2023	\$	21.00	M149	ADAMS, ELLEN	9009656 MEDICAL SUPPLEMENTAL	\$	21.00
87020	11/27/2023	\$	14.16	M381	AGUIRRE, CIRO	9009823 MEDICAL SUPPLEMENTAL	\$	14.16
87021	11/27/2023	\$	103.52	M382	AITKEN, ANGELA	9009824 MEDICAL SUPPLEMENTAL	\$	103.52
87022	11/27/2023	\$	14.98	M150	ALLEN, ROBERT	9009657 MEDICAL SUPPLEMENTAL	\$	14.98
87023	11/27/2023	\$	21.00	M333	ANDERSON, WILLIAM	9009794 MEDICAL SUPPLEMENTAL	\$	21.00
87024	11/27/2023	\$	41.36	M151	ANDRADE, GERALD	9009658 MEDICAL SUPPLEMENTAL	\$	41.36
87025	11/27/2023	\$	20.68	M152	ANN, DORICE	9009659 MEDICAL SUPPLEMENTAL	\$	20.68
87026	11/27/2023	\$	16.81	M153	ARCHIBEQUE, ELEANOR	9009660 MEDICAL SUPPLEMENTAL	\$	16.81

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87027	11/27/2023	\$	42.00	M154	ARCHIBEQUE, JUANITA	9009661	MEDICAL SUPPLEMENTAL	\$	42.00
87028	11/27/2023	\$	42.00	M155	ASPESI, JOHN	9009662	MEDICAL SUPPLEMENTAL	\$	42.00
87029	11/27/2023	\$	21.00	M383	AVILES, PATRICIA	9009825	MEDICAL SUPPLEMENTAL	\$	21.00
87030	11/27/2023	\$	42.00	M156	BAILEY, EDWIN	9009663	MEDICAL SUPPLEMENTAL	\$	42.00
87031	11/27/2023	\$	41.36	M158	BAN, MARK	9009664	MEDICAL SUPPLEMENTAL	\$	41.36
87032	11/27/2023	\$	14.98	M335	BARRY, BARTHOLOMEW	9009795	MEDICAL SUPPLEMENTAL	\$	14.98
87033	11/27/2023	\$	5.21	M336	BARTZ, GLENN	9009796	MEDICAL SUPPLEMENTAL	\$	5.21
87034	11/27/2023	\$	21.00	M160	BASS, BETTY	9009665	MEDICAL SUPPLEMENTAL	\$	21.00
87035	11/27/2023	\$	38.78	M161	BAUER, FRANK	9009666	MEDICAL SUPPLEMENTAL	\$	38.78
87036	11/27/2023	\$	14.98	M162	BLAIR, GARY	9009667	MEDICAL SUPPLEMENTAL	\$	14.98
87037	11/27/2023	\$	21.00	M164	BLAKE, GENEVA	9009668	MEDICAL SUPPLEMENTAL	\$	21.00
87038	11/27/2023	\$	21.00	M165	BLIGHT, KAREN	9009669	MEDICAL SUPPLEMENTAL	\$	21.00
87039	11/27/2023	\$	42.00	M167	BOYD, MICHAEL	9009670	MEDICAL SUPPLEMENTAL	\$	42.00
87040	11/27/2023	\$	14.98	M169	BREGANTE, BATTISTA	9009671	MEDICAL SUPPLEMENTAL	\$	14.98
87041	11/27/2023	\$	21.00	M337	BRONDSTATTER, CHERYL	9009797	MEDICAL SUPPLEMENTAL	\$	21.00
87042	11/27/2023	\$	42.00	M384	BRONDSTATTER, WALLACE	9009826	MEDICAL SUPPLEMENTAL	\$	42.00
87043	11/27/2023	\$	42.00	M170	BROWN, ERNEST	9009672	MEDICAL SUPPLEMENTAL	\$	42.00
87044	11/27/2023	\$	42.00	M171	BROWN, KENNETH	9009673	MEDICAL SUPPLEMENTAL	\$	42.00
87045	11/27/2023	\$	21.00	M172	BURKET, JANET	9009674	MEDICAL SUPPLEMENTAL	\$	21.00
87046	11/27/2023	\$	50.19	M385	BUSH, DEBBIE	9009827	MEDICAL SUPPLEMENTAL	\$	50.19
87047	11/27/2023	\$	17.88	M173	BYTHEWAY, MARY	9009675	MEDICAL SUPPLEMENTAL	\$	17.88
87048	11/27/2023	\$	28.32	M339	CANALES, DONNA	9009798	MEDICAL SUPPLEMENTAL	\$	28.32
87049	11/27/2023	\$	42.87	M174	CAPELLA, KATHLEEN	9009676	SUPPLEMENTAL MEDICAL	\$	42.87
87050	11/27/2023	\$	14.98	M175	CARLSON, MERRYL	9009677	MEDICAL SUPPLEMENTAL	\$	14.98
87051	11/27/2023	\$	21.00	M176	CARR, DALE	9009678	MEDICAL SUPPLEMENTAL	\$	21.00
87052	11/27/2023	\$	14.98	M177	CASANEGA, RICHARD	9009679	MEDICAL SUPPLEMENTAL	\$	14.98
87053	11/27/2023	\$	35.77	M178	CAVATAIO, PASQUALE	9009680	MEDICAL SUPPLEMENTAL	\$	35.77
87054	11/27/2023	\$	14.98	M340	CENTER, DOUGLAS	9009799	MEDICAL SUPPLEMENTAL	\$	14.98
87055	11/27/2023	\$	14.98	M179	CERVANTES, GLORIA	9009681	MEDICAL SUPPLEMENTAL	\$	14.98
87056	11/27/2023	\$	83.21	M386	CHANDLEY, PAUL	9009828	MEDICAL SUPPLEMENTAL	\$	83.21
87057	11/27/2023	\$	14.98	M341	CHAVARRIA, JOHNNY	9009800	MEDICAL SUPPLEMENTAL	\$	14.98
87058	11/27/2023	\$	24.82	M420	CHAVEZ, JESSE	9009853	MEDICAL SUPPLEMENTAL	\$	24.82
87059	11/27/2023	\$	21.00	M343	CLARKE, PATRICIA	9009801	MEDICAL SUPPLEMENTAL	\$	21.00
87060	11/27/2023	\$	14.98	M180	CLAYTON, MICHAEL	9009682	MEDICAL SUPPLEMENTAL	\$	14.98
87061	11/27/2023	\$	59.49	M181	COLWELL, ARLAN	9009683	MEDICAL SUPPLEMENTAL	\$	59.49
87062	11/27/2023	\$	21.00	M182	CONTRERAS-NAVARRO, FRANCISCO	9009684	MEDICAL SUPPLEMENTAL	\$	21.00
87063	11/27/2023	\$	50.19	M183	COON, RICHARD	9009685	MEDICAL SUPPLEMENTAL	\$	50.19
87064	11/27/2023	\$	42.00	M387	COTTER, ROBERT	9009829	MEDICAL SUPPLEMENTAL	\$	42.00
87065	11/27/2023	\$	42.13	M185	COWELL, RICHARD	9009686	MEDICAL SUPPLEMENTAL	\$	42.13
87066	11/27/2023	\$	21.00	M186	CRAMBLETT, LAWRENCE	9009687	MEDICAL SUPPLEMENTAL	\$	21.00
87067	11/27/2023	\$	50.19	M376	CRANDELL, DANA	9009822	MEDICAL SUPPLEMENTAL	\$	50.19
87068	11/27/2023	\$	21.00	M187	CRAWFORD, FLOYD	9009688	MEDICAL SUPPLEMENTAL	\$	21.00
87069	11/27/2023	\$	21.00	M188	CRUISE, RICHARD	9009689	MEDICAL SUPPLEMENTAL	\$	21.00
87070	11/27/2023	\$	42.00	M190	CRUTCH, SHELTON	9009690	MEDICAL SUPPLEMENTAL	\$	42.00
87071	11/27/2023	\$	14.98	M349	CUMMINGS, CYNTHIA	9009802	MEDICAL SUPPLEMENTAL	\$	14.98
87072	11/27/2023	\$	42.00	M192	CUMMINS, MAJOR	9009691	MEDICAL SUPPLEMENTAL	\$	42.00

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87073	11/27/2023	\$	41.36	M195	DAVIDOSKI, PATTI	9009692	MEDICAL SUPPLEMENTAL	\$	41.36
87074	11/27/2023	\$	14.98	M196	DAVILA, ANA	9009693	MEDICAL SUPPLEMENTAL	\$	14.98
87075	11/27/2023	\$	14.98	M373	DEL PO, CAROLYN	9009820	RETIREE SUPPLEMENTAL	\$	14.98
87076	11/27/2023	\$	42.13	M197	DEVIVO, WILLIAM	9009694	MEDICAL SUPPLEMENTAL	\$	42.13
87077	11/27/2023	\$	14.98	M427	DOBBS, LILLIAN	9009860	MEDICAL SUPPLEMENTAL	\$	14.98
87078	11/27/2023	\$	21.00	M389	DORFMAN, IRIS	9009830	MEDICAL SUPPLEMENTAL	\$	21.00
87079	11/27/2023	\$	62.11	M421	DOVE, WILLIAM	9009854	MEDICAL SUPPLEMENTAL	\$	62.11
87080	11/27/2023	\$	14.98	M199	DRAKE, JUDITH	9009695	MEDICAL SUPPLEMENTAL	\$	14.98
87081	11/27/2023	\$	14.98	M200	ELIA, LARRY	9009696	MEDICAL SUPPLEMENTAL	\$	14.98
87082	11/27/2023	\$	42.00	M390	EMERSON, WILLIAM	9009831	MEDICAL SUPPLEMENTAL	\$	42.00
87083	11/27/2023	\$	42.00	M201	ESCARCEGA, MIGUEL	9009697	MEDICAL SUPPLEMENTAL	\$	42.00
87084	11/27/2023	\$	45.69	M202	FALLAU, NICHOLAS	9009698	MEDICAL SUPPLEMENTAL	\$	45.69
87085	11/27/2023	\$	25.20	M435	FELDER, KRISTAAN	9009865	MEDICAL SUPPLEMENTAL	\$	25.20
87086	11/27/2023	\$	21.00	M391	FENN, MARILYN	9009832	MEDICAL SUPPLEMENTAL	\$	21.00
87087	11/27/2023	\$	14.16	M203	FLAGG, PAULA	9009699	MEDICAL SUPPLEMENTAL	\$	14.16
87088	11/27/2023	\$	14.98	M352	FLOREZ, ROSIE	9009803	MEDICAL SUPPLEMENTAL	\$	14.98
87089	11/27/2023	\$	28.32	M394	FRANCIS, RUFUS	9009833	MEDICAL SUPPLEMENTAL	\$	28.32
87090	11/27/2023	\$	13.70	M354	GABRIELE, BERNARD	9009804	MEDICAL SUPPLEMENTAL	\$	13.70
87091	11/27/2023	\$	13.70	M355	GABRIELE, CATHLEEN	9009805	MEDICAL SUPPLEMENTAL	\$	13.70
87092	11/27/2023	\$	42.00	M395	GALE, TERRY	9009834	MEDICAL SUPPLEMENTAL	\$	42.00
87093	11/27/2023	\$	14.98	M396	GALLOWAY, SCOTT	9009835	MEDICAL SUPPLEMENTAL	\$	14.98
87094	11/27/2023	\$	14.98	M206	GARBEZ, LINDA	9009700	MEDICAL SUPPLEMENTAL	\$	14.98
87095	11/27/2023	\$	14.98	M207	GARBEZ, MANNY	9009701	MEDICAL SUPPLEMENTAL	\$	14.98
87096	11/27/2023	\$	29.74	M208	GARCIA, DANIEL	9009702	MEDICAL SUPPLEMENTAL	\$	29.74
87097	11/27/2023	\$	14.98	M209	GARCIA, HELEN	9009703	MEDICAL SUPPLEMENTAL	\$	14.98
87098	11/27/2023	\$	38.78	M210	GARCIA, SAMUEL	9009704	MEDICAL SUPPLEMENTAL	\$	38.78
87099	11/27/2023	\$	51.76	M041	GOUVEIA, ROBERT	9009654	MEDICAL SUPPLEMENTAL	\$	51.76
87100	11/27/2023	\$	41.36	M213	GRANADOS-BOYCE, MARIA	9009705	MEDICAL SUPPLEMENTAL	\$	41.36
87101	11/27/2023	\$	14.98	M214	GROBMAN, BRUCE	9009706	MEDICAL SUPPLEMENTAL	\$	14.98
87102	11/27/2023	\$	29.97	M215	GROSJEAN, DOUGLAS	9009707	MEDICAL SUPPLEMENTAL	\$	29.97
87103	11/27/2023	\$	14.98	M216	HALL, SHIRLEY	9009708	MEDICAL SUPPLEMENTAL	\$	14.98
87104	11/27/2023	\$	14.98	M217	HAMM, CAROLYN	9009709	MEDICAL SUPPLEMENTAL	\$	14.98
87105	11/27/2023	\$	31.06	M422	HERNANDEZ, ALICIA	9009855	MEDICAL SUPPLEMENTAL	\$	31.06
87106	11/27/2023	\$	41.36	M219	HERNANDEZ, JUAN	9009710	MEDICAL SUPPLEMENTAL	\$	41.36
87107	11/27/2023	\$	14.98	M220	HERNANDEZ, MARGARITO	9009711	MEDICAL SUPPLEMENTAL	\$	14.98
87108	11/27/2023	\$	42.13	M221	HERSHEY, ANDREA	9009712	MEDICAL SUPPLEMENTAL	\$	42.13
87109	11/27/2023	\$	21.00	M397	HETH, KATHRYN	9009836	MEDICAL SUPPLEMENTAL	\$	21.00
87110	11/27/2023	\$	21.00	M398	HICKLIN, LUCILLE	9009837	MEDICAL SUPPLEMENTAL	\$	21.00
87111	11/27/2023	\$	21.00	M222	HILL, ANDREW	9009713	MEDICAL SUPPLEMENTAL	\$	21.00
87112	11/27/2023	\$	81.01	M437	HILTNER, THOMAS	9009867	MEDICAL SUPPLEMENTAL	\$	81.01
87113	11/27/2023	\$	14.98	M223	HINDIN, LENORE	9009714	MEDICAL SUPPLEMENTAL	\$	14.98
87114	11/27/2023	\$	42.00	M224	HOBBS, JAMES	9009715	MEDICAL SUPPLEMENTAL	\$	42.00
87115	11/27/2023	\$	42.00	M225	HOLCOMB, MICHAEL	9009716	MEDICAL SUPPLEMENTAL	\$	42.00
87116	11/27/2023	\$	101.31	M226	HOLODNICK, JAMES	9009717	MEDICAL SUPPLEMENTAL	\$	101.31
87117	11/27/2023	\$	21.00	M356	HOWARD, CAROL	9009806	MEDICAL SUPPLEMENTAL	\$	21.00
87118	11/27/2023	\$	42.00	M228	HOWARD, WARD	9009718	MEDICAL SUPPLEMENTAL	\$	42.00

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87119	11/27/2023	\$	42.00	M229	HYMAN, JOE	9009719	MEDICAL SUPPLEMENTAL	\$	42.00
87120	11/27/2023	\$	41.36	M230	JACINTO, FRANK	9009720	MEDICAL SUPPLEMENTAL	\$	41.36
87121	11/27/2023	\$	21.00	M231	JAHNIKE, EILEEN	9009721	MEDICAL SUPPLEMENTAL	\$	21.00
87122	11/27/2023	\$	14.98	M438	JENSEN, EVANGELINE	9009868	MEDICAL SUPPLEMENTAL	\$	14.98
87123	11/27/2023	\$	14.98	M357	JUSSEL, PETE	9009807	MEDICAL SUPPLEMENTAL	\$	14.98
87124	11/27/2023	\$	42.00	M233	KALE, RICKEY	9009722	MEDICAL SUPPLEMENTAL	\$	42.00
87125	11/27/2023	\$	21.00	M434	KAMEDA, TERRY	9009864	MEDICAL SUPPLEMENTAL	\$	21.00
87126	11/27/2023	\$	14.98	M235	KELLY, ELOISE	9009723	MEDICAL SUPPLEMENTAL	\$	14.98
87127	11/27/2023	\$	28.32	M399	KONNO, DAVID	9009838	MEDICAL SUPPLEMENTAL	\$	28.32
87128	11/27/2023	\$	42.00	M236	KORBA, PATRICIA	9009724	MEDICAL SUPPLEMENTAL	\$	42.00
87129	11/27/2023	\$	8.99	M423	LAM, JAMES	9009856	MEDICAL SUPPLEMENTAL	\$	8.99
87130	11/27/2023	\$	25.20	M433	LANAGAN, CHRIS	9009863	MEDICAL SUPPLEMENTAL	\$	25.20
87131	11/27/2023	\$	21.00	M238	LAWHON, JACK	9009725	MEDICAL SUPPLEMENTAL	\$	21.00
87132	11/27/2023	\$	21.00	M239	LAWSON, LOIS	9009726	MEDICAL SUPPLEMENTAL	\$	21.00
87133	11/27/2023	\$	25.20	M428	LEE, VIRGINIA	9009861	MEDICAL SUPPLEMENTAL	\$	25.20
87134	11/27/2023	\$	21.00	M241	LEFFLER, JEAN	9009727	MEDICAL SUPPLEMENTAL	\$	21.00
87135	11/27/2023	\$	112.88	M242	LEGORRETA, PETE	9009728	MEDICAL SUPPLEMENTAL	\$	112.88
87136	11/27/2023	\$	21.00	M243	LOGIUDICE, FRED	9009729	MEDICAL SUPPLEMENTAL	\$	21.00
87137	11/27/2023	\$	42.00	M244	LONGNECKER, LLOYD	9009730	MEDICAL SUPPLEMENTAL	\$	42.00
87138	11/27/2023	\$	14.98	M245	LUCIER, MARILYN	9009731	MEDICAL SUPPLEMENTAL	\$	14.98
87139	11/27/2023	\$	42.00	M246	LYNCH, GLENN	9009732	MEDICAL SUPPLEMENTAL	\$	42.00
87140	11/27/2023	\$	14.98	M400	MACHADO, MARGARET	9009839	MEDICAL SUPPLEMENTAL	\$	14.98
87141	11/27/2023	\$	20.68	M248	MALPHRUS, BRENDA	9009733	MEDICAL SUPPLEMENTAL	\$	20.68
87142	11/27/2023	\$	29.74	M249	MARCUS, STEVEN	9009734	MEDICAL SUPPLEMENTAL	\$	29.74
87143	11/27/2023	\$	42.00	M250	MARTIN, DAWN	9009735	MEDICAL SUPPLEMENTAL	\$	42.00
87144	11/27/2023	\$	41.36	M252	MARTINEZ, MARK	9009736	MEDICAL SUPPLEMENTAL	\$	41.36
87145	11/27/2023	\$	19.64	M254	MCDONALD, JANIE	9009737	MEDICAL SUPPLEMENTAL	\$	19.64
87146	11/27/2023	\$	14.98	M255	MCDONALD, KEVIN	9009738	MEDICAL SUPPLEMENTAL	\$	14.98
87147	11/27/2023	\$	21.00	M358	MCFADDEN, IAN	9009808	MEDICAL SUPPLEMENTAL	\$	21.00
87148	11/27/2023	\$	29.97	M359	MCGINNIS, POLLY	9009809	MEDICAL SUPPLEMENTAL	\$	29.97
87149	11/27/2023	\$	21.00	M360	MEJIA, INDELISA	9009810	MEDICAL SUPPLEMENTAL	\$	21.00
87150	11/27/2023	\$	14.98	M361	MELLON, JOHN	9009811	MEDICAL SUPPLEMENTAL	\$	14.98
87151	11/27/2023	\$	14.98	M256	MESECK, MARGARITA	9009739	MEDICAL SUPPLEMENTAL	\$	14.98
87152	11/27/2023	\$	14.98	M362	MILLER, FOREST	9009812	MEDICAL SUPPLEMENTAL	\$	14.98
87153	11/27/2023	\$	21.00	M261	MORGAN, JEANETTE	9009740	MEDICAL SUPPLEMENTAL	\$	21.00
87154	11/27/2023	\$	41.36	M262	MORR, BONNIE	9009741	MEDICAL SUPPLEMENTAL	\$	41.36
87155	11/27/2023	\$	21.00	M264	MUNGIOLI, LARRY	9009742	MEDICAL SUPPLEMENTAL	\$	21.00
87156	11/27/2023	\$	29.97	M265	MUNGUJIA, GUSTAVO	9009743	MEDICAL SUPPLEMENTAL	\$	29.97
87157	11/27/2023	\$	21.00	M402	NABOR, GLEN	9009840	MEDICAL SUPPLEMENTAL	\$	21.00
87158	11/27/2023	\$	8.99	M424	NANCE, RAMONA	9009857	MEDICAL SUPPLEMENTAL	\$	8.99
87159	11/27/2023	\$	21.00	M266	NAUKKARINEN, JUUKA	9009744	MEDICAL SUPPLEMENTAL	\$	21.00
87160	11/27/2023	\$	14.98	M267	NELSON, EDWARD	9009745	MEDICAL SUPPLEMENTAL	\$	14.98
87161	11/27/2023	\$	42.00	M268	NELSON, RICHARD	9009746	MEDICAL SUPPLEMENTAL	\$	42.00
87162	11/27/2023	\$	29.97	M269	NIETO, MANUEL	9009747	MEDICAL SUPPLEMENTAL	\$	29.97
87163	11/27/2023	\$	81.21	M271	NORTH, JEFFREY	9009748	MEDICAL SUPPLEMENTAL	\$	81.21
87164	11/27/2023	\$	57.77	M272	NORTHON, M	9009749	MEDICAL SUPPLEMENTAL	\$	57.77

# Attachment A - November

87165	11/27/2023	\$	42.00	M273	O'DONNELL, SHAWN	9009750	MEDICAL SUPPLIMENTAL	\$	42.00
87166	11/27/2023	\$	21.00	M274	O'HAGIN, JUSTINA	9009751	MEDICAL SUPPLIMENTAL	\$	21.00
87167	11/27/2023	\$	21.00	M277	O'MARA, KATHLEEN	9009753	MEDICAL SUPPLIMENTAL	\$	21.00
87168	11/27/2023	\$	42.00	M275	OJEDA, ROBERTO	9009752	MEDICAL SUPPLIMENTAL	\$	42.00
87169	11/27/2023	\$	21.00	M278	ORTEGA, MANUELA	9009754	MEDICAL SUPPLIMENTAL	\$	21.00
87170	11/27/2023	\$	21.00	M280	PARHAM, WALLACE	9009755	MEDICAL SUPPLIMENTAL	\$	21.00
87171	11/27/2023	\$	42.00	M281	PENDRAGON, LINDA	9009756	MEDICAL SUPPLIMENTAL	\$	42.00
87172	11/27/2023	\$	29.97	M282	PEREZ, ANTONIO	9009757	MEDICAL SUPPLIMENTAL	\$	29.97
87173	11/27/2023	\$	51.76	M109	PEREZ, CHERYL	9009655	MEDICAL SUPPLIMENTAL	\$	51.76
87174	11/27/2023	\$	21.00	M284	PETERS, TERRIE	9009758	MEDICAL SUPPLIMENTAL	\$	21.00
87175	11/27/2023	\$	14.98	M285	PHILLIPS, THOMAS	9009759	MEDICAL SUPPLIMENTAL	\$	14.98
87176	11/27/2023	\$	14.98	M404	PHILLIPS, TYRONE	9009841	MEDICAL SUPPLEMENTAL	\$	14.98
87177	11/27/2023	\$	14.98	M286	PICARELLA, FRANCIS	9009760	MEDICAL SUPPLIMENTAL	\$	14.98
87178	11/27/2023	\$	29.74	M288	PONS, JUAN	9009761	MEDICAL SUPPLIMENTAL	\$	29.74
87179	11/27/2023	\$	14.98	M363	PRECIADO, MARY LOU	9009813	MEDICAL SUPPLIMENTAL	\$	14.98
87180	11/27/2023	\$	42.00	M290	PRICE, HARRY	9009762	MEDICAL SUPPLIMENTAL	\$	42.00
87181	11/27/2023	\$	21.00	M291	PRINCE, DEBRA	9009763	MEDICAL SUPPLIMENTAL	\$	21.00
87182	11/27/2023	\$	42.00	M293	PRUDDEN, RICHARD	9009764	MEDICAL SUPPLIMENTAL	\$	42.00
87183	11/27/2023	\$	42.00	M418	PYE, GINA	9009852	MEDICAL SUPPLEMENTAL	\$	42.00
87184	11/27/2023	\$	14.16	M295	RAMIREZ, MANUEL	9009765	MEDICAL SUPPLIMENTAL	\$	14.16
87185	11/27/2023	\$	77.34	M296	RAMOS, ROSALIO	9009766	MEDICAL SUPPLIMENTAL	\$	77.34
87186	11/27/2023	\$	14.98	M364	READ, TIMON	9009814	MEDICAL SUPPLEMENTAL	\$	14.98
87187	11/27/2023	\$	41.36	M297	REGAN, MICHAEL	9009767	MEDICAL SUPPLIMENTAL	\$	41.36
87188	11/27/2023	\$	21.00	M298	RHODES, BRUCE	9009768	MEDICAL SUPPLEMENTAL	\$	21.00
87189	11/27/2023	\$	20.68	M299	ROCHA, SHERRI	9009769	MEDICAL SUPPLEMENTAL	\$	20.68
87190	11/27/2023	\$	21.00	M300	RODGERS, MARILYN	9009770	MEDICAL SUPPLEMENTAL	\$	21.00
87191	11/27/2023	\$	21.00	M405	ROSS, ELISABETH	9009842	MEDICAL SUPPLEMENTAL	\$	21.00
87192	11/27/2023	\$	21.00	M406	ROSS, EMERY	9009843	MEDICAL SUPPLEMENTAL	\$	21.00
87193	11/27/2023	\$	41.36	M301	ROSSI, DENISE	9009771	MEDICAL SUPPLIMENTAL	\$	41.36
87194	11/27/2023	\$	60.01	M302	ROWE, RUBY	9009772	MEDICAL SUPPLIMENTAL	\$	60.01
87195	11/27/2023	\$	21.00	M303	ROY, ARLEN	9009773	MEDICAL SUPPLIMENTAL	\$	21.00
87196	11/27/2023	\$	35.77	M305	RYLANDER, REED	9009774	MEDICAL SUPPLIMENTAL	\$	35.77
87197	11/27/2023	\$	41.36	M306	SALGUEIRO, MICHAEL	9009775	MEDICAL SUPPLIMENTAL	\$	41.36
87198	11/27/2023	\$	21.00	M366	SANDOVAL, ANGEL	9009815	MEDICAL SUPPLIMENTAL	\$	21.00
87199	11/27/2023	\$	29.97	M408	SCHRAEDER, PAUL	9009844	MEDICAL SUPPLEMENTAL	\$	29.97
87200	11/27/2023	\$	21.00	M308	SCILLA, JOSEPH	9009776	MEDICAL SUPPLIMENTAL	\$	21.00
87201	11/27/2023	\$	41.36	M309	SERRATO, JUAN	9009777	MEDICAL SUPPLIMENTAL	\$	41.36
87202	11/27/2023	\$	14.98	M367	SILVA, EDUARDO	9009816	MEDICAL SUPPLEMENTAL	\$	14.98
87203	11/27/2023	\$	110.99	M409	SLATER, ROBYN	9009845	MEDICAL SUPPLEMENTAL	\$	110.99
87204	11/27/2023	\$	14.98	M310	SLOAN, SUZANNE	9009778	MEDICAL SUPPLIMENTAL	\$	14.98
87205	11/27/2023	\$	19.39	M311	SMITH, DONNA	9009779	MEDICAL SUPPLIMENTAL	\$	19.39
87206	11/27/2023	\$	20.68	M410	STARKEY, THOMAS	9009846	MEDICAL SUPPLEMENTAL	\$	20.68
87207	11/27/2023	\$	29.97	M411	STICKEL, THOMAS	9009847	MEDICAL SUPPLEMENTAL	\$	29.97
87208	11/27/2023	\$	8.99	M425	SWAIN, LAWRENCE	9009858	MEDICAL SUPPLEMENTAL	\$	8.99
87209	11/27/2023	\$	29.97	M369	SWART, RANDY	9009817	MEDICAL SUPPLIMENTAL	\$	29.97
87210	11/27/2023	\$	14.98	M370	TAYLOR, THOMAS	9009818	MEDICAL SUPPLIMENTAL	\$	14.98

# Attachment A - November

87211	11/27/2023	\$	42.00	M313	THOMAS, RUSSELL	9009780	MEDICAL SUPPLEMENTAL	\$	42.00
87212	11/27/2023	\$	77.68	M314	TICHENOR, KENNETH	9009781	MEDICAL SUPPLEMENTAL	\$	77.68
87213	11/27/2023	\$	36.19	M436	TOLENTINO, SALVADOR	9009866	MEDICAL SUPPLEMENTAL	\$	36.19
87214	11/27/2023	\$	14.98	M315	TOLINE, DONALD	9009782	MEDICAL SUPPLEMENTAL	\$	14.98
87215	11/27/2023	\$	21.00	M316	TOVAR, SERENA	9009783	MEDICAL SUPPLEMENTAL	\$	21.00
87216	11/27/2023	\$	20.68	M317	TRENT, VICKI	9009784	MEDICAL SUPPLEMENTAL	\$	20.68
87217	11/27/2023	\$	12.60	M432	TREPAGNIER, NOEL	9009862	MEDICAL SUPPLEMENTAL	\$	12.60
87218	11/27/2023	\$	8.99	M426	TRINIDAD, AURORA	9009859	MEDICAL SUPPLEMENTAL	\$	8.99
87219	11/27/2023	\$	41.36	M319	VALDEZ, JOSE	9009785	MEDICAL SUPPLEMENTAL	\$	41.36
87220	11/27/2023	\$	29.74	M321	VAN DYKE, CURTIS	9009786	MEDICAL SUPPLEMENTAL	\$	29.74
87221	11/27/2023	\$	42.00	M413	VANDERZANDE, ED	9009848	MEDICAL SUPPLEMENTAL	\$	42.00
87222	11/27/2023	\$	21.00	M375	VEST, SHELLY	9009821	MEDICAL SUPPLEMENTAL	\$	21.00
87223	11/27/2023	\$	21.00	M323	VONWAL, YVETTE	9009787	MEDICAL SUPPLEMENTAL	\$	21.00
87224	11/27/2023	\$	14.98	M324	WADSWORTH, RITA	9009788	MEDICAL SUPPLEMENTAL	\$	14.98
87225	11/27/2023	\$	29.97	M325	WALTER, KEVIN	9009789	MEDICAL SUPPLEMENTAL	\$	29.97
87226	11/27/2023	\$	21.00	M415	WHITE, LESLIE	9009849	MEDICAL SUPPLEMENTAL	\$	21.00
87227	11/27/2023	\$	42.00	M326	WHITNEY, LUCERE	9009790	MEDICAL SUPPLEMENTAL	\$	42.00
87228	11/27/2023	\$	103.52	M416	WILLIS, GREGORY	9009850	MEDICAL SUPPLEMENTAL	\$	103.52
87229	11/27/2023	\$	42.00	M372	WILSON, BONNIE	9009819	MEDICAL SUPPLEMENTAL	\$	42.00
87230	11/27/2023	\$	21.00	M417	WYANT, JUDI	9009851	MEDICAL SUPPLEMENTAL	\$	21.00
87231	11/27/2023	\$	14.98	M330	YAGI, RANDY	9009791	MEDICAL SUPPLEMENTAL	\$	14.98
87232	11/27/2023	\$	21.00	M331	YANCY, TERRY	9009792	MEDICAL SUPPLEMENTAL	\$	21.00
87233	11/27/2023	\$	45.69	M332	ZENKER, JEFFREY	9009793	MEDICAL SUPPLEMENTAL	\$	45.69
									<b>\$ 6,050,601.10</b>





**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)  
BOARD OF DIRECTORS MEETING MINUTES\*  
October 27, 2023 – 9:00 AM**

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) convened on Friday, October 27, 2023, as a hybrid meeting.

The Board Meeting Agenda Packet can be found online at [www.SCMTD.com](http://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 9:09 AM by Board Chair Kalantari-Johnson.

**2 ROLL CALL:**

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

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

**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**

Hearing none, Board Chair Kalantari-Johnson moved to the next agenda item.

- 5 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS**  
Wayne Ross, member of the public, mentioned the poor customer service he recently received.
- Richard Lewis, member of the public, expressed concern on dealing with graffiti. He was appreciative of METRO allowing youth to ride for free.
- Eduardo Montesino, Reimagine METRO Recruitment and Training Coordinator, provided an update on recruiting Bus Operators and thanked the Human Resources staff for their efforts. He also reported that METRO has been at senior centers and other outlets to educate the public on the upcoming Reimagine route changes.
- Hearing nothing further, Board Chair Kalantari-Johnson moved to the next agenda item.
- 6 LABOR ORGANIZATION COMMUNICATIONS**  
Brandon Freeman, SMART Chairperson, Local 0023, introduced Jaime Renteria who will take on the Vice Chairperson role for SMART.
- Hearing nothing further, Board Chair Kalantari-Johnson moved to the next agenda item.
- 7 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**  
Having none, 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 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

**ACTION: MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED**

**MOTION: DIRECTOR LIND**

**SECOND: DIRECTOR ROTKIN**

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

**REGULAR AGENDA**

**9 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS: (10 YEARS) LEONEL RUIZ CHAVEZ**

Board Chair Kalantari-Johnson thanked Mr. Chavez for his years of service at METRO.

**10 RETIREE RESOLUTION OF APPRECIATION FOR: FRANCISCO ESTRADA**

Board Chair Kalantari-Johnson thanked Mr. Estrada for his years of service at METRO.

**ACTION: MOTION TO APPROVE THE RETIREE RESOLUTION OF APPRECIATION FOR FRANCISCO ESTRADA**

**MOTION: DIRECTOR ROTKIN**

**SECOND: DIRECTOR BROWN**

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

**11 FY24 BUDGET AND 5 YEAR PLAN UPDATE AS OF OCTOBER 27, 2023**

Chuck Farmer, CFO, spoke to his presentation and provided updates to METRO's base budget approved in June 2023. The key highlights centered on the rollout of Reimagine METRO and free ridership as well as their financial impacts. He reviewed the benefits and challenges of free fares for fixed route and paratransit. He also provided different scenarios on the deficit if a half cent sales tax ballot measure is or is not approved.

Discussion followed on:

- Consulting other transit districts on free fares to confirm METRO has considered all the challenges and benefits to avoid unintended consequences.
- "Why do transit riders get a free ride?" and having an answer to that question (e.g., getting cars off the roads, climate change, etc.).

- Struggles of other transit agencies who rely on fares to sustain their services versus the public support received in Santa Cruz County since 1978.
- Public support for a sales tax measure if the community understands the benefits of having a world class transit system.
- Affordable housing.
- Contribution from UCSC and how that is different from Cabrillo College's contract.
- California Coastal Commission's decision on building future rail/trail segments and how METRO can address that outcome.
- Reviewing timeline and assumptions made on continuing the free fares through 2034 if a sales tax measure is passed.
- What modifications would need to be made if a sales tax measure didn't pass as well as looking at other funding mechanisms that other agencies use.

Staff addressed all concerns and the Directors thanked CFO Farmer for his thorough presentation and providing a path to address environmental sustainability, equity and overall community wellbeing.

There were no public comments.

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

**12 PACIFIC STATION UPDATE AND METRO DOWNTOWN TRANSIT CENTER INTERIM OPERATIONS PLAN**

John Urgo, Planning and Development Director, spoke to his presentation, providing an update on the redevelopment of Pacific Station and the relocation of the downtown operations during this construction period. The City of Santa Cruz, whom METRO is partnering with on this project, approved this plan on Tuesday, October 24, 2023 at its City Council meeting. Mr. Urgo reviewed the grant funding that has moved this project forward so that METRO and the City of Santa Cruz can break ground in February 2024.

Discussion continued on:

- Parking impacts from removing the on-street parking in the interim plan.
- Where bus connections would take place.
- Timeline of project.

Staff addressed all concerns.

Board Chair Kalantari-Johnson thanked Mr. Urgo for the update.

There were no public comments.

**ACTION: MOTION TO APPROVE THE METRO DOWNTOWN TRANSIT CENTER INTERIM OPERATIONS PLAN**

**MOTION: DIRECTOR ROTKIN**

**SECOND: DIRECTOR KOENIG**

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

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

### **13 FEDERAL LEGISLATIVE UPDATE**

Chris Giglio, Capital Edge, spoke to his presentation and provided updates on the FY24 Department of Transportation (DOT) budget, Infrastructure Investment and Jobs Act (IIJA), and the makeup of the 118<sup>th</sup> Congress. He pointed out that Congress is having deficit reduction discussions which could affect the DOT budget.

Discussion followed on:

- Where the money is coming from for the hydrogen station development in California that was recently announced by the Biden Administration.
- How are the transportation formula monies affected if Congress doesn't pass a budget.
- Transportation Sales Tax Measure D (2016) and the effect it had on being awarded grant monies this past year as well as future funding.

Mr. Giglio addressed all concerns.

Several Directors thanked Mr. Giglio for his presentation and effectiveness in Washington, D.C.

There were no public comments.

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

### **14. STATE LEGISLATIVE UPDATE**

Michael Pimentel, Shaw, Yoder, Antwih, Schmelzer & Lange, spoke to his presentation highlighting a variety of big successes from a broader, statewide perspective. He pointed out the changes in legislative leadership--the ascension of Robert Rivas in the State Assembly and Mike McGuire in the State Senate. This is the first time in decades that non-urban legislators take the helm of their respective houses. This could provide an opportunity to look at more rural areas of the state to provide balance to what has long been the dominance of Los Angeles, San Francisco Bay Area, and San Diego. He touched on the Budget Act of FY2023-24 that included a variety of components--transit funding, statutory relief/accountability requirements, and infrastructure streamlining of proposals. He went into detail on the status of various bills: AB 102, SB 125, SB 862, SB 747, AB 463, AB 610, and ACA 1.

Discussion continued on:

- AB 463 – Public Transportation during Emergencies and why it was held by the Assembly Appropriations Committee.
- AB 610 – Youth Transit Pass Pilot Program and its prospects for passing in the second year of the legislative session; effect on established programs; financial incentives for establishing new programs; and the potential to offset some operational costs.
- Santa Cruz County being a self help county and how that could help with getting a larger share of the funds if a sales tax measure passes.

Mr. Pimentel addressed all concerns.

Directors recognized Mr. Pimentel's efforts in helping METRO achieve things at the state level.

There were no public comments.

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

**15 CEO ORAL REPORT**

Michael Tree, CEO/General Manager, spoke to the following topics:

- Award of \$1.2 billion to the Alliance for Renewable Clean Hydrogen Energy Systems (ARCHES) and how that will help develop the hydrogen infrastructure and reduce the cost of fuel with the production of green hydrogen.
- Three articulated buses from the San Diego Metropolitan Transit System (MTS) have been put into service to ease overcrowding and pass-ups on the UCSC campus. Those buses are getting wrapped this weekend. Three additional articulated buses will be delivered today, and we are expecting three more buses in the coming weeks from MTS.
- Phase 2 of Reimagine METRO will require an additional twelve 40' buses. Riverside Transit Agency is willing to provide us with those buses, which are at their mid-point in life expectancy.
- Over the last week we've taken delivery of seven paratransit vans.
- Eduardo Montesino has been a fantastic ambassador in getting out and finding talent to bring into the agency.
- Ridership - fixed route is up 15% over last year; UCSC increased 30%; and Youth Cruz Free increased over 400%.
- AMBAG (Association of Monterey Bay Area Governments) will be asking their Board to consider its staff's recommendation to award \$2 million to the Watsonville housing project.
- Soquel and Highway 1 project will provide about 60 housing units in conjunction with the ParaCruz facility.

There were no public comments.

**16. ANNOUNCEMENT OF NEXT MEETING**

Board Chair Kalantari-Johnson announced the next regular Board Meeting will be held on Friday, November 17, 2023 at 9:00 AM at the Capitola City Council Chambers, 420 Capitola Avenue, Capitola.

**17. ADJOURNMENT**

Board Chair Kalantari-Johnson adjourned the meeting at 11:21 AM.

Respectfully submitted,

Donna Bauer  
Executive Assistant



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)  
PERSONNEL/HUMAN RESOURCES STANDING COMMITTEE  
MEETING MINUTES\*  
DECEMBER 8, 2023 – 9:00 AM**

A regular meeting of the Personnel/Human Resources Standing Committee of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, December 8, 2023.

The Committee Meeting Agenda Packet can be found online at [www.SCMTD.com](http://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 9:00 AM.
- 2 **ROLL CALL:** The following Directors were **present** via teleconference, representing a quorum:

**Director Kristen Brown**  
Director Rebecca Downing  
**Director Shebreh Kalantari-Johnson**  
Director Donna Lind  
Director Larry Pageler\*

**City of Capitola**  
County of Santa Cruz  
**City of Santa Cruz**  
**City of Scotts Valley**  
County of Santa Cruz

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 AUTHORIZATION OF TWO (2) MARKETING SPECIALISTS IN THE MARKETING DEPARTMENT**  
Dawn Crummié, METRO’s Human Resources Director, spoke to this item and highlighted the primary job functions of the position. The positions would report to Danielle Glagola, METRO’s Marketing, Communications and Customer Service Director.

There were no public comments.

**MOTION: REQUEST THE FULL BOARD TO AUTHORIZE TWO (2) MARKETING SPECIALISTS IN THE MARKETING DEPARTMENT**

**MOTION: DIRECTOR PAGELER**

**SECOND: DIRECTOR LIND**

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

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

**6 ADJOURNMENT**

Director Kalantari-Johnson adjourned the meeting at 9:05 AM.

Respectfully submitted,

Donna Bauer  
Executive Assistant

DRAFT





**DATE:** December 15, 2023

**TO:** Board of Directors

**FROM:** Chuck Farmer, Chief Financial Officer

**SUBJECT: ACCEPT AND FILE THE YEAR TO DATE MONTHLY FINANCIAL  
REPORT AS OF NOVEMBER 30, 2023**

**I. RECOMMENDED ACTION**

**That the Board of Directors accept and file the Year to Date Monthly Financial Report as of November 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 November 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 November 30, 2023. The fiscal year has elapsed 42%.

Slide 1

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

Slide 2

November 2023 Key Financial Highlights

- Service
  - Data not yet available for November
- Financials
- Total Operating Surplus/(Deficit) is favorable \$1.5M driven by lower wages of \$0.4M, fringe of \$0.6M, and non-personnel costs of \$0.6M; partially offset by higher OT of \$0.1M

- Non-Operating Revenues of \$7.0M are \$0.8M unfavorable vs budget of \$7.8M driven primarily by TDA-STA grant received in Oct but was budgeted for Nov; partially offset by higher than anticipated interest income and sales tax receipts
- Capital
  - Capital spending of \$108K is behind budget of \$1,486K primarily due to delay of Integrated Ticket & Scheduling project, Construction projects at Scotts Valley and Watsonville, and ARTIC buses from San Diego
- Personnel
  - 321 Active Personnel vs 331\* Funded Personnel
    - 41 Vacancies at end of November
  - Recruitment completed for 4 ParaCruz and 19 Fixed Route drivers that will start in early December
  - Currently Recruiting for Project Manager, Payroll Administrator, Sr. Full Stack Developer, Capital Planning & Grants Program Manager, Safety, Security and Risk Director, Vehicle Service Workers (3), Maintenance Trainer

### Slide 3

(Cover) November 2023, YTD Pre-Close Financials

### Slide 4

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

- Actuals are \$2.9M favorable to budget – excludes UAL/Bond Payment and COVID related costs
  - Passenger Fares – unfavorable by \$81K, primarily due to free rides for Youth that were not budgeted
  - Labor, Regular – favorable by \$857K, due to funded/vacant positions
  - Labor, OT – unfavorable by \$813K, increased overtime for Bus Operators
  - Fringe Benefits – favorable by \$1,071K due to retirement and medical insurance savings from funded/vacant positions
  - Non-Personnel – favorable by \$1,880K, primarily due to lower than budgeted fuel costs

### Slide 5

November 30, 2023 YTD Operating Revenue and Expenses

- Operating Revenue, net unfavorable by \$81K

- Passenger Fares - unfavorable by \$115K
- Special Transit Fares – favorable by \$34K
- Operating Expense, net favorable by \$2,994K– Favorable wages and fringe driven by funded/vacant positions, lower non-personnel costs; partially offset by increased OT
  - Labor Regular – favorable by \$857K
  - Labor OT – unfavorable by \$813K
  - Fringe Benefits – favorable by \$1,071K, excludes UAL related costs
  - Non-Personnel – favorable by \$1,880K, excludes all COVID and Bond payment related costs
- Operating Deficit lower by \$2,913K
  - Farebox Recovery – 17.4% vs 15.6% budget
- Non-Operating Revenue/(Expense), net favorable by \$1.941K - Sales tax of \$14.2M is 5.5% higher than budget
  - Sales Tax/including Measure D – favorable by \$737K
  - Federal/State Grants – no variance
  - COVID Relief Grants – favorable by \$545K
  - Pension UAL/Bond Payment costs – no variance
  - All Other Revenues – favorable by \$659K
- Operating Surplus/Deficit higher by \$4,854K
- Bus Replacement Fund – higher by \$134K 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/Deficit after Transfers higher by \$4,720K.

Slide 6

(Cover) Capital Spending & Project Completion

Slide 7

November 30, 2023 Capital Budget Spend

Total Capital Projects spending month to date is \$108K against budget of \$1,486K

- Construction Related Projects – spending of \$4K against budget of \$422K
- IT Projects – spending of \$80K against budget of \$470K

- Facilities Repair & Improvements – no spending against budget of \$30K
- Revenue Vehicle Replacement – spending of \$24K against budget of \$464K
- Revenue Vehicle Electrification Projects – spending of \$1,165K against budget of \$1,642K
- Non-Revenue Vehicle Replacement – no spending, no budget
- Fleet & Maintenance Equipment – no spending, no budget
- Miscellaneous – no spending against budget of \$100K

Total Capital Projects spending year to date is \$2,121K against budget of \$3,465K, which is 9.9% of \$21,361K approved annual budget from June 2023

- Construction Related Projects – \$114K spending against budget of \$482K, which is 0.9% of \$12,416K annual budget
- IT Projects – \$456K spending against budget of \$860K, which is 16.6% of \$2,744K annual budget
- Facilities Repair & Improvements – \$47K spending against budget of \$145K, which is 1.7% of \$2,710K annual budget
- Revenue Vehicle Replacement – spending of \$1,165K against budget of \$1,642K, which is 46.0% of \$2,533K annual budget
- Revenue Vehicle Electrification Projects – spending of \$41K with no budget, which is 17.7% 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 \$104K against budget of \$336K, which is 14.3% of \$727K annual budget

YTD spending of \$2,121K is lower than budget of \$3,465K primarily due to delays on the following projects:

- Integrated Ticket & Scheduling project
- Scotts Valley roof
- Watsonville parking lot
- ARTIC buses from San Diego

Slide 11

(Cover) Appendix

Slide 12

November 30, 2023 Monthly Operating Revenue and Expenses

- Operating Revenue, net favorable by \$7K
  - Passenger Fares - unfavorable by \$3K
  - Special Transit Fares – favorable by \$9K
- Operating Expense, net favorable by \$1,489K – Favorable wages/fringe driven by funded/vacant positions along with lower non-personnel costs primarily due to lower fuel costs
  - Labor Regular – favorable by \$394K
  - Labor OT – unfavorable by \$115K
  - Fringe Benefits – favorable by \$568K, excludes UAL related costs
  - Non-Personnel – favorable by \$643K, excludes all COVID and Bond payment related costs
- Operating Deficit lower by \$1,496K
  - Farebox Recovery – 18.8% vs 13.4% budget
- Non-Operating Revenue/(Expense), net unfavorable by \$820K, primarily due to by TDA-STA grant received in Oct but was budgeted for Nov; partially offset by higher than anticipated interest income and sales tax receipts
  - Sales Tax/including Measure D – favorable by \$550K
  - Federal/State Grants – unfavorable by \$1,511K
  - Pension UAL/Bond Payment costs – no variance
  - All Other Revenues – favorable by \$141K
- Operating Surplus before Transfers higher by \$676K
- Bus Replacement Fund – higher by \$68K 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 \$608K

**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 November 30, 2023.

**VI. CHANGES FROM COMMITTEE**

N/A

**VII. ALTERNATIVES CONSIDERED**

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

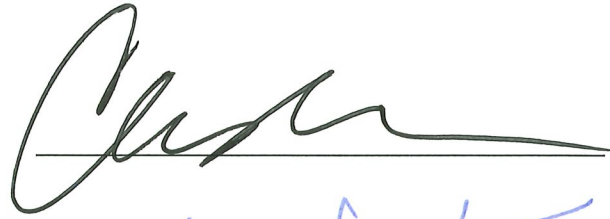
**VIII. ATTACHMENTS**

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

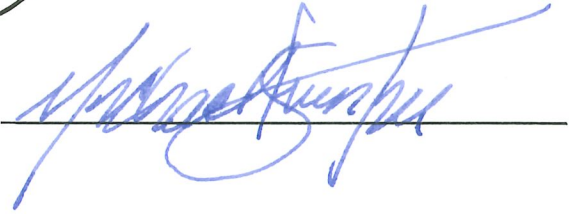
Prepared by: Cathy Downes, Sr. Financial Analyst

**IX. APPROVALS**

Chuck Farmer, Chief Financial Officer



Michael S. Tree, CEO/General Manager



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# **Year to Date Monthly Financial Report as of November 30, 2023**

**Board of Directors  
December 15, 2023  
Chuck Farmer, Chief Financial Officer**

# November 2023 Key Financial Highlights

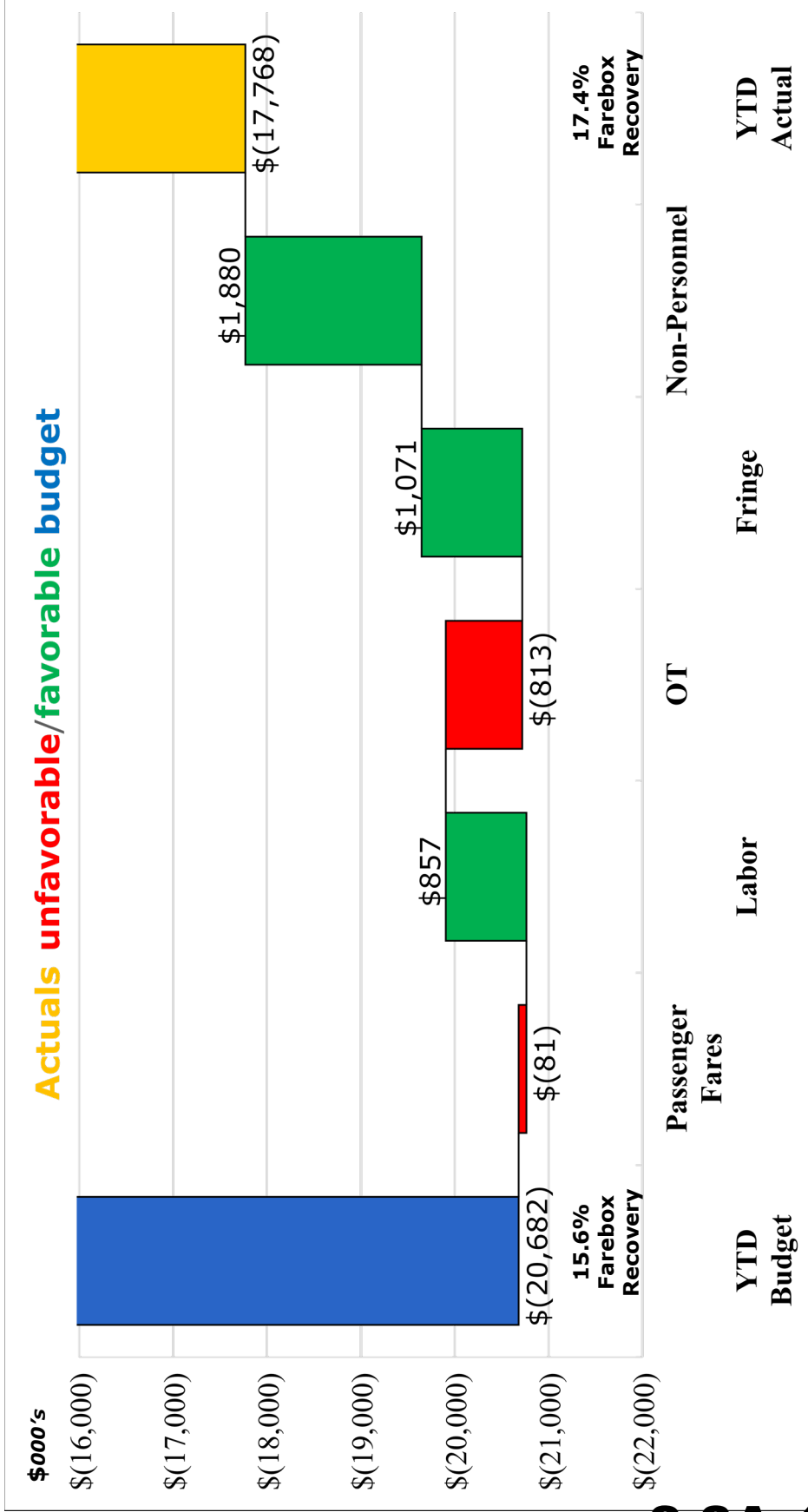
<p>Service</p>	<ul style="list-style-type: none"> <li>Data not yet available for November</li> </ul>
<p>Financials</p>	<ul style="list-style-type: none"> <li>Total Operating Surplus/(Deficit) is favorable \$1.5M driven by lower wages of \$0.4M, fringe of \$0.6M, and non-personnel costs of \$0.6M; partially offset by higher OT of \$0.1M</li> <li>Non-Operating Revenues of \$7.0M are \$0.8M unfavorable vs budget of \$7.8M driven primarily by TDA-STA grant received in Oct but was budgeted for Nov; partially offset by higher than anticipated interest income and sales tax receipts</li> </ul>
<p>Capital</p>	<ul style="list-style-type: none"> <li>Capital spending of \$108K is behind budget of \$1,486K primarily due to delay of Integrated Ticket &amp; Scheduling project, Construction projects at Scotts Valley and Watsonville, and ARTIC buses from San Diego</li> </ul>
<p>Personnel</p>	<ul style="list-style-type: none"> <li>321 Active Personnel vs 331* Funded Personnel             <ul style="list-style-type: none"> <li>41 Vacancies at end of November</li> </ul> </li> <li>Recruitment completed for 4 ParaCruz and 19 Fixed Route drivers that will start in early December</li> <li>Currently Recruiting for Project Manager, Payroll Administrator, Sr. Full Stack Developer, Capital Planning &amp; Grants Program Manager, Safety, Security and Risk Director, Vehicle Service Workers (3), Maintenance Trainer</li> </ul>

# **November 2023, YTD Pre-Close Financials**

# November YTD FY24 Operating Surplus/(Deficit)

## Actual\* vs. Budget

Overall \$2.9M favorable



8.3A.4

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

# November 30, 2023

## YTD Operating Revenue and Expenses

\$ 000's	Actual*	Budget	Fav / (Unfav)
<b>Operating Revenue</b>			
Passenger Fares	\$ 1,217	\$ 1,331	(\$ 115)
Special Transit Fares	2,520	2,487	34
<b>Total Operating Revenue</b>	<b>\$ 3,737</b>	<b>\$ 3,818</b>	<b>(\$ 81)</b>
<b>Operating Expense</b>			
Labor - Regular	\$ 7,577	\$ 8,434	\$ 857
Labor - OT	1,289	475	(813)
Fringe	7,692	8,763	1,071
Non-Personnel (excludes COVID costs)	4,948	6,827	1,880
<b>Total OpEx</b>	<b>\$ 21,506</b>	<b>\$ 24,500</b>	<b>\$ 2,994</b>
<b>Operating Surplus/(Deficit)</b>	<b>(\$ 17,769)</b>	<b>(\$ 20,682)</b>	<b>\$ 2,913</b>
	17.4%	15.6%	1.8%
<b>Non-Operating Revenue/(Expense)</b>			
Sales Tax/including Measure D	\$ 14,248	\$ 13,511	\$ 737
Federal/State Grants	7,569	7,569	(0)
COVID Relief Grants	3,035	2,490	545
Pension UAL/Bond Interest Payment	(597)	(597)	(0)
All Other	1,115	456	659
<b>Total Non-Operating Revenue/(Expense)</b>	<b>\$ 25,370</b>	<b>\$ 23,429</b>	<b>\$ 1,941</b>
<b>Operating Surplus/(Deficit) before Transfers</b>	<b>\$ 7,601</b>	<b>\$ 2,748</b>	<b>\$ 4,854</b>
<b>Transfers and Other</b>			
Transfers to Bus Replacement Fund	(\$ 1,188)	(\$ 1,054)	(\$ 134)
<b>Operating Surplus/(Deficit) after Transfers</b>	<b>\$ 6,414</b>	<b>\$ 1,694</b>	<b>\$ 4,720</b>

- \$2.9M Operating Surplus driven by vacant/funded positions, lower non-personnel costs primarily due to lower fuel costs as prices have decreased; partially offset by increased OT
- Sales tax of \$14.2M is 5.5% higher than budget
- Interest Income higher than anticipated along with higher reimbursable costs against the ARPA Grant

**8-3A-5**

# Capital Spending

**8.3A.6**

# November 30, 2023 Capital Budget Spend

Project Category:	Month to Date		Year to Date		Full Year	
	Actuals*	Budget	Actuals*	Budget	Budget**	% Spend
Construction Related Projects	\$ 4	\$ 422	\$ 114	\$ 482	\$ 12,416	0.9%
IT Projects	80	470	456	860	2,744	16.6%
Facilities Repair & Improvements	-	30	47	145	2,710	1.7%
Revenue Vehicle Replacement	24	464	1,165	1,642	2,533	46.0%
Revenue Vehicle Electrification Projects	-	-	41	-	231	17.7%
Non-Revenue Vehicle Replacement	-	-	23	-	-	0.0%
Fleet & Maintenance Equipment	-	-	171	-	-	0.0%
Misc.	-	100	104	336	727	14.3%
<b>Total \$</b>	<b>108</b>	<b>\$ 1,486</b>	<b>\$ 2,121</b>	<b>\$ 3,465</b>	<b>\$ 21,361</b>	<b>9.9%</b>

YTD spending of \$2,121K is lower than budget of \$3,465K primarily due to delays on the following projects:

- ✓ Integrated Ticket & Scheduling project
- ✓ Scotts Valley roof
- ✓ Watsonville parking lot
- ✓ ARTIC buses from San Diego

**8.3A.7**

# Appendix



# November 30, 2023

## Monthly Operating Revenue and Expenses

\$ 000's	Actual*	Budget	Fav / (Unfav)
<b>Operating Revenue</b>			
Passenger Fares	\$ 243	\$ 246	(\$ 3)
Special Transit Fares	468	459	9
<b>Total Operating Revenue</b>	<b>\$ 711</b>	<b>\$ 704</b>	<b>\$ 7</b>
<b>Operating Expense</b>			
Labor - Regular	\$ 1,292	\$ 1,687	\$ 394
Labor - OT	223	108	(115)
Fringe	1,287	1,855	568
Non-Personnel (excludes COVID costs)	973	1,616	643
<b>Total OpEx</b>	<b>\$ 3,775</b>	<b>\$ 5,265</b>	<b>\$ 1,489</b>
<b>Operating Surplus/(Deficit)</b>	<b>(\$ 3,064)</b>	<b>(\$ 4,560)</b>	<b>\$ 1,496</b>
	<i>18.8%</i>	<i>13.4%</i>	<i>5.5%</i>
	<i>Farebox Recovery</i>		
<b>Non-Operating Revenue/(Expense)</b>			
Sales Tax/including Measure D	\$ 3,052	\$ 2,502	\$ 550
Federal/State Grants	3,830	5,341	(1,511)
Pension UAL/Bond Interest Payment	(119)	(119)	-
All Other	233	91	141
<b>Total Non-Operating Revenue/(Expense)</b>	<b>\$ 6,996</b>	<b>\$ 7,815</b>	<b>(\$ 820)</b>
<b>Operating Surplus/(Deficit) before Transfers</b>	<b>\$ 3,931</b>	<b>\$ 3,255</b>	<b>\$ 676</b>
<b>Transfers and Other</b>			
Transfers to Bus Replacement Fund	(\$ 250)	(\$ 181)	(\$ 68)
<b>Operating Surplus/(Deficit) after Transfers</b>	<b>\$ 3,682</b>	<b>\$ 3,074</b>	<b>\$ 608</b>

8.3A.9

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

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**DATE:** December 15, 2023  
**TO:** Board of Directors  
**FROM:** Daniel L. Zaragoza, Operations Manager, Paratransit Division  
**SUBJECT: ACCEPT AND FILE THE METRO PARACRUZ OPERATIONS STATUS REPORT FOR JULY, AUGUST AND SEPTEMBER 2023**

**I. RECOMMENDED ACTION**

**That the Board of Directors accept and file the quarterly METRO ParaCruz Operations Status Report for April, May and June 2023**

**II. SUMMARY**

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

ParaCruz during the months of July, August, and September, provided 18,886 rides. On Time Performance for this period was 95.34%.

ParaCruz is currently funded for 31 Paratransit Operators; two of these positions are vacant.

**III. DISCUSSION/BACKGROUND**

- Summary review of monthly operational statistics for ParaCruz.  
Comparing the monthly statistics of FY22 to the monthly statistics of FY23:
  - In July, the number of ParaCruz rides increased by: 509
  - In August, the number of ParaCruz rides increased by: 109
  - In September, the number of ParaCruz rides decreased by: 472
- Summary review of monthly operational information about ParaCruz for FY23:
  - July number of total ParaCruz rides: 6,240
  - August, number of total ParaCruz rides: 6,424
  - September number of total ParaCruz rides: 6,202
- Comparing June 2023 statistics to July 2023, ParaCruz rides increased by 5
- Comparing July 2023 statistics to August, 2023, ParaCruz rides increased by 184
- Comparing August 2023 statistics to September 2023, ParaCruz rides decreased by 222

#### **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

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

#### **V. FINANCIAL CONSIDERATIONS/IMPACT**

There are no financial considerations for this report.

#### **VI. CHANGES FROM COMMITTEE**

N/A

#### **VII. COORDINATION**

This staff report has been coordinated with statistics provided by the Finance and Fleet Departments.

#### **VIII. ATTACHMENTS**

**Attachment A:** ParaCruz On-time Performance Charts for July, August, and September.

**Attachment B:** Comparative Operating Statistics Tables for July, August, and September.

**Attachment C:** Number of Rides Comparison Chart.

**Attachment D:** Total Ride vs. Shared Ride Chart.

**Attachment E:** Annual Miles Comparison Chart.

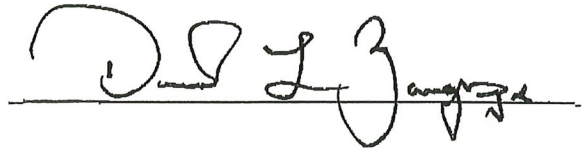
**Attachment F:** Monthly Assessments.

**Attachment G:** Top Monthly Ride Destinations for July, August, and September.

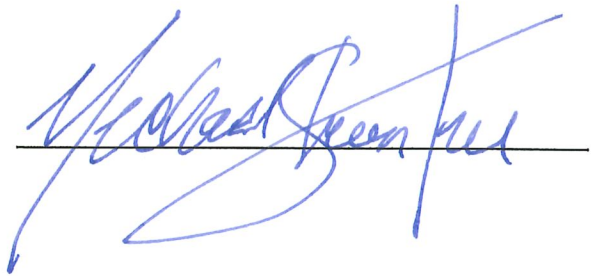
Prepared by: Daniel L. Zaragoza, Operations Manager, Paratransit Division

**IX. APPROVALS**

Daniel L. Zaragoza, Operations  
Manager, Paratransit Division



Michael Tree,  
CEO/General Manager



# Attachment A

## ParaCruz On-time Performance Report for July 2023

	<b>July 2022</b>	<b>July 2023</b>
Total pick ups	5,731	6,240
<b>Percent in “ready window” *</b>	<b>99.65%</b>	<b>95.85%</b>
1 to 5 minutes late	.26%	1.76%
6 to 10 minutes late	.03%	.69%
11 to 15 minutes late	.03%	.48%
16 to 20 minutes late	.03%	.27%
21 to 25 minutes late	.00%	.29%
26 to 30 minutes late	.00%	.13%
31 to 35 minutes late	.00%	.19%
36 to 40 minutes late	.00%	.05%
41 or more minutes late (excessively late/missed trips)	.00%	.29%
Total beyond “ready window”	<b>0.35%</b>	<b>4.15%</b>

\*Target: 90%

### On-time Performance

During July, ParaCruz' on time performance decreased by 1.12% from last month. Ridership increased from last month. Paracruz has two Operator positions unfilled and three Operator out on medical leave. The total number of available working ParaCruz Operators is 20 per weekday, not including Operators on annual leave.

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

During the month of July 2023, ParaCruz received twelve Customer Service Reports. four were valid, two were compliments for ParaCruz Operators, and six were valid complaints.

# Attachment A

## ParaCruz On-time Performance Report for August 2023

	August 2022	August 2023
Total pick ups	6,315	6,424
<b>Percent in “ready window”</b>	<b>98.05%</b>	<b>96.59%</b>
1 to 5 minutes late	.85%	1.43%
6 to 10 minutes late	.43%	.56 %
11 to 15 minutes late	.13%	.50%
16 to 20 minutes late	.13%	.26%
21 to 25 minutes late	.09%	.23%
26 to 30 minutes late	.13%	.17%
31 to 35 minutes late	.13%	.08%
36 to 40 minutes late	.03%	.09%
41 or more minutes late (excessively late/missed trips)	.03%	.09%
Total beyond “ready window”	<b>1.95%</b>	<b>3.41%</b>

\*Target: 90%

### **On-time Performance**

During August, ParaCruz’ on time performance increased by .74% from last month. August ridership decreased from last month. ParaCruz has two unfilled Operator positions and three Operators out on Medical leave. The total number of available working ParaCruz Operators is 20 per weekday, not including Operators on annual leave.

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

During the month of August 2023, ParaCruz received six Customer Service Reports. Two were not valid, two were valid, and two were compliments for ParaCruz Operators.

# Attachment A

## ParaCruz On-time Performance Report for September 2023

	September 2022	September 2023
Total pick ups	6,674	6,202
<b>Percent in “ready window”</b>	<b>92.48%</b>	<b>93.52%</b>
1 to 5 minutes late	2.16%	2.26%
6 to 10 minutes late	1.54%	1.44%
11 to 15 minutes late	1.18%	.94%
16 to 20 minutes late	.66%	.58%
21 to 25 minutes late	.52%	.47%
26 to 30 minutes late	.48%	.31%
31 to 35 minutes late	.48%	.21%
36 to 40 minutes late	.16%	.11%
41 or more minutes late (excessively late/missed trips)	.34%	.18%
Total beyond “ready window”	<b>7.52%</b>	<b>6.48%</b>

\*Target: 90%

### On-time Performance

During September ParaCruz' on time performance decreased by 3.07 % from last month. September ridership decreased from last month. ParaCruz has three unfilled Operator positions and three Operators out on medical leave. The total number of available working ParaCruz Operators is 19 per weekday, not including Operators on annual leave.

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

During the month of September 2023, ParaCruz received nine Customer Service Reports. One was a compliment, five were valid, and three were not valid.



# Attachment B

## Comparative Operating Statistics through July 2023

	<b>July 2022</b>	<b>July 2023</b>	<b>FY 23</b>	<b>FY 24</b>	<b>Performance Averages</b>	<b>Performance Goals</b>
Requested	7,511	9,893	7,511	9,893	<b>8,501</b>	
Performed	5,731	6,240	5,731	6,240	<b>6,436</b>	
Cancels	23.70%	27.80%	23.70%	27.80%	<b>21.26%</b>	
No Shows	2.62%	3.43%	2.62%	3.43%	<b>3.90%</b>	Less than 3%
Total miles	36,903	44,055	36,903	44,055	<b>40,969</b>	
Av trip miles	6.34	6.52	6.34	6.52	<b>6.73</b>	
Within ready window	99.65%	95.85%	99.65%	95.85%	<b>95.94%</b>	90.00% or better
Call center volume	4,763	5,241	4,793	5,241	<b>5,835</b>	
Hold times less than 2 minutes	95.24%	95.86%	95.24%	95.86%	<b>96.58%</b>	Greater than 90%
Distinct riders	613	626	613	626	<b>658</b>	
Most frequent rider	56 rides	65 rides	56 rides	65 rides	<b>72 rides</b>	
Shared rides	35.61%	39.15%	35.61%	39.15%	<b>43.04%</b>	Greater than 60%
Passengers per rev hour	2.02	2.03	2.02	2.03	<b>2.05</b>	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	<b>N/A</b>	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	<b>N/A</b>	
Rides < 10 miles	63.83%	64.66%	63.83%	64.66%	<b>63.26%</b>	
Rides > 10 miles	36.17%	35.34%	36.17%	35.34%	<b>36.74%</b>	
Denied Rides	0	0	0	0	<b>0</b>	Zero
Missed Trips	2	4	2	4	<b>11</b>	
Excessively Long Trips	0	2	0	2	<b>2</b>	
# Trips at Base Fare	3,536	3,851	3,536	3,851	<b>3,958</b>	
# Trips > Base Fare	827	984	827	984	<b>1,066</b>	

# Attachment B

## Comparative Operating Statistics through August 2023

	<b>August 2022</b>	<b>August 2023</b>	<b>FY 23</b>	<b>FY 24</b>	<b>Performance Averages</b>	<b>Performance Goals</b>
Requested	8,001	9,947	15,512	19,840	<b>8,663</b>	
Performed	6,315	6,424	12,046	12,664	<b>6,445</b>	
Cancel	21.07%	35.41%	22.39%	31.61%	<b>22.45%</b>	
No Shows	2.76%	3.53	2.69%	3.48%	<b>3.97%</b>	Less than 3%
Total miles	41,848	43,856	78,751	87,911	<b>41,136</b>	
Av trip miles	6.53	6.30	6.44	6.41	<b>6.71</b>	
Within ready window	98.05%	96.59%	98.85%	96.22%	<b>95.82%</b>	90.00% or better
Call center volume	5,585	5,667	10,378	10,908	<b>5,798</b>	
Hold times less than 2 minutes	97.53%	96.21%	96.39%	96.04%	<b>95.62%</b>	Greater than 90%
Distinct riders	634	652	800	652	<b>659</b>	
Most frequent rider	62rides	70 rides	146 rides	74 rides	<b>73 rides</b>	
Shared rides	37.78%	37.00%	36.70%	38.08%	<b>42.98%</b>	Greater than 60%
Passengers per rev hour	2.01	2.03	2.02	2.03	<b>2.05</b>	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	<b>N/A</b>	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	<b>N/A</b>	
Rides < 10 miles	67.82	63.18%	65.83%	63.92%	<b>62.87%</b>	
Rides > 10	32.18%	36.82%	34.17%	36.08%	<b>37.13%</b>	
Denied Rides	0	0	0	0	<b>0</b>	Zero
Missed Trips	3	4	5	8	<b>10.75</b>	
Excessively Long Trips	0	2	0	4	<b>2</b>	
# Trips Base Fare	3,962	3,991	7,498	7,842	<b>3,961</b>	
# Trips > Base Fare	1,003	1,016	1,830	2,000	<b>1,067</b>	

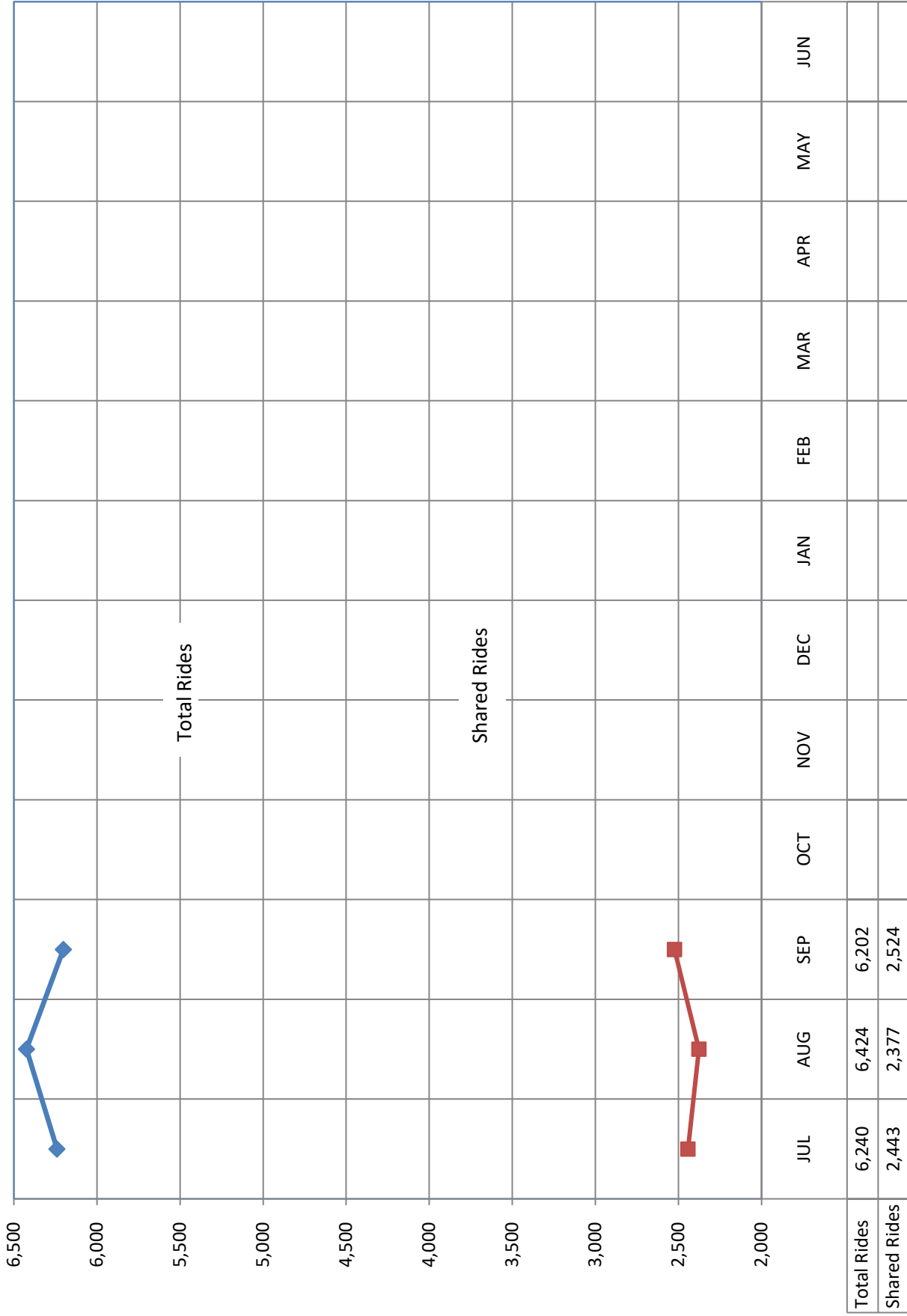
# Attachment B

## Comparative Operating Statistics through September 2023

	September 2022	September 2023	FY 23	FY 24	Performance Averages	Performance Goals
Requested	9,947	9,334	24,936	29,774	<b>8,076</b>	
Performed	6,674	6,202	18,720	18,866	<b>6,405</b>	
Cancels	25.93%	35.24%	23.57%	32.82%	<b>23.23%</b>	
No Shows	3.24%	3.59 %	2.87	3.52%	<b>3.99%</b>	Less than 3%
Total miles	47,412	40989	126,163	128,900	<b>40,747</b>	
Av trip miles	6.89	6.63	6.59	6.48	<b>6.72</b>	
Within ready window	92.48%	93.52%	96.73%	95.32%	<b>95.90%</b>	90.00% or better
Call center volume	6,906	5,664	17,284	16,572	<b>5,738</b>	
Hold times less than 2 minutes	96.09%	94.31%	96.29%	95.32%	<b>96.32%</b>	Greater than 90%
Distinct riders	704	645	220	1,706	<b>854</b>	
Most frequent rider	78 rides	76 rides	220 rides	211 rides	<b>73 rides</b>	
Shared rides	43.89%	40.70%	39.09%	42.75%	<b>42.71%</b>	Greater than 60%
Passengers per rev hour	2.19	2.48	2.07	2.05	<b>2.07</b>	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	<b>N/A</b>	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	<b>N/A</b>	
Rides < 10 miles	66.75%	59.35%	63.13%	63.89%	<b>62.26%</b>	
Rides > 10	33.25%	35.34%	33.87%	36.11%	<b>37.75%</b>	
Denied Rides	0	0	0	0	<b>0</b>	Zero
Missed Trips	7	19	12	27	<b>11.75</b>	N/A
Excessively Long Trips	1	4	1	8	<b>2.67</b>	
# Trips Base Fare	4,243	3,772	11,741	47,182	<b>3,921</b>	
# Trips > Base Fare	1,173	1,072	3,003	12,634	<b>1,059</b>	

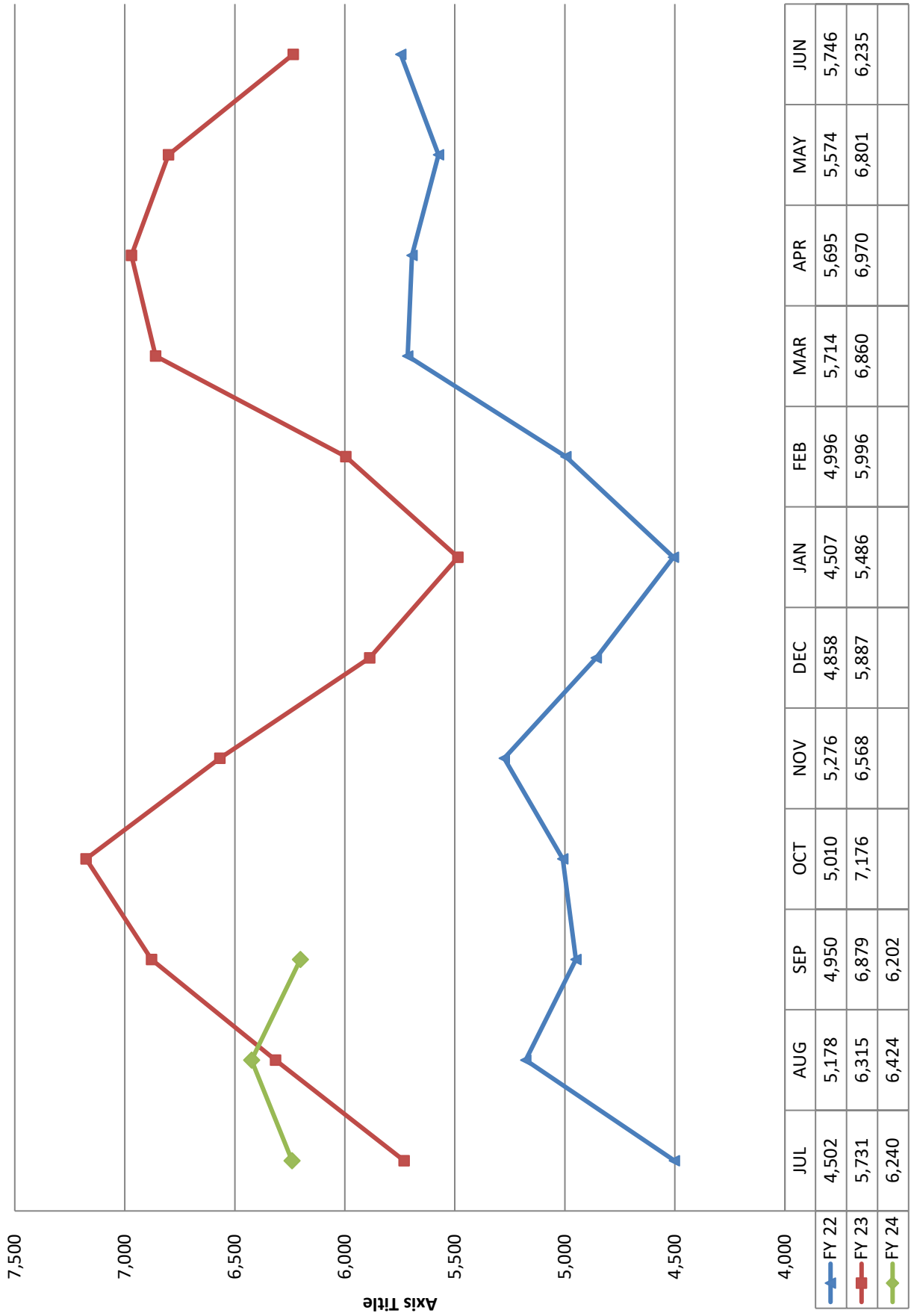
# Attachment C

## Total Ride vs. Shared Ride Count



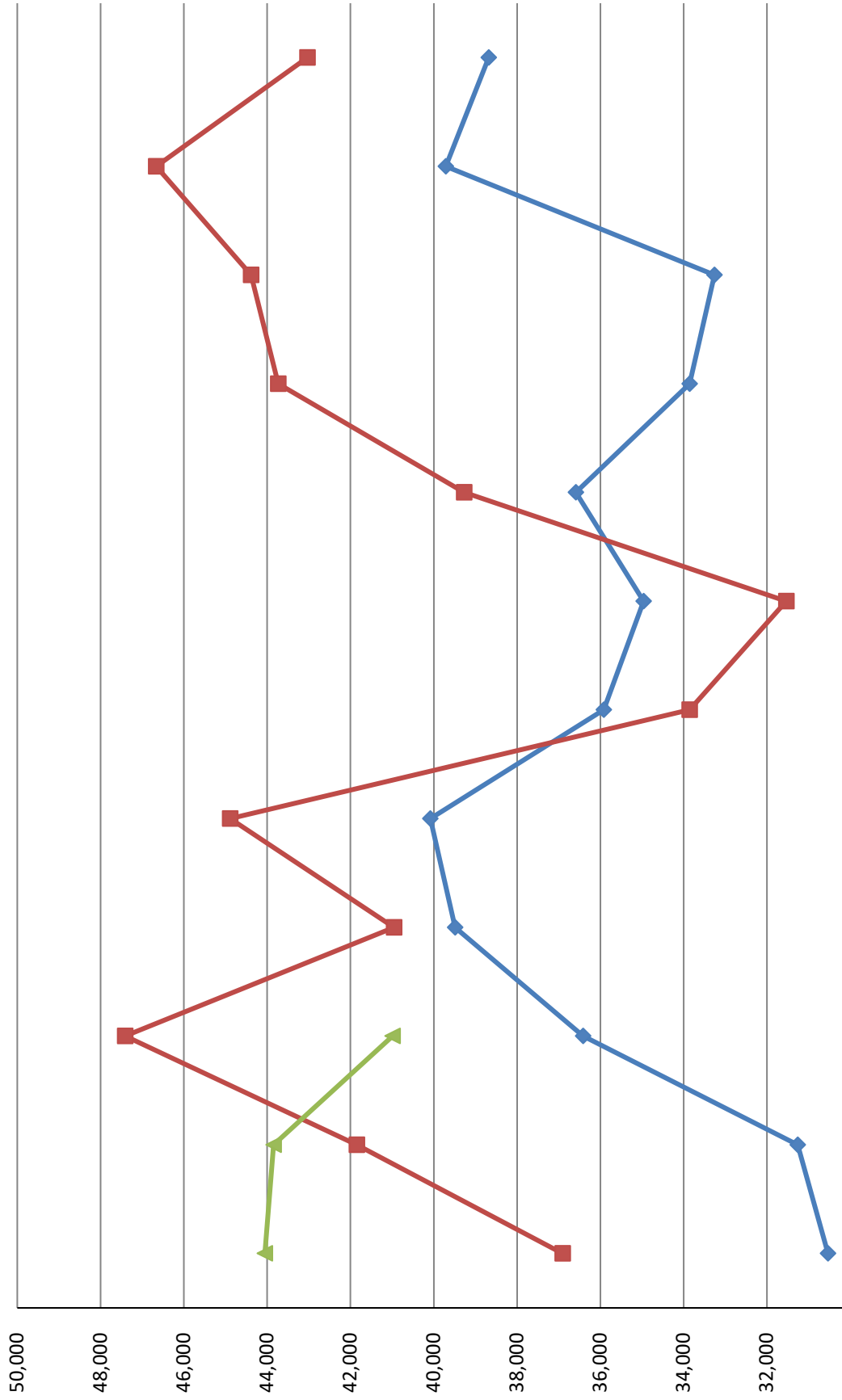
# Attachment D

## Number of Rides Comparison



# Attachment E

## Annual Miles Comparison



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
FY 22	30,534	31,261	36,415	39,489	40,081	35,918	34,963	36,588	33,857	33,260	39,713	38,678
FY 23	36,903	41,848	47,412	40,953	44,887	33,857	31,536	39,269	43,732	44,385	46,662	43,036
FY 24	44,055	43,846	40,989									

# Attachment F

## Monthly Assessments

MONTHLY ASSESSMENTS						
	UNRESTRICTED	RESTRICTED CONDITIONAL	RESTRICTED TRIP BY TRIP	TEMPORARY	DENIED	TOTAL
OCTOBER 2022	65	0	0	37	0	102
NOVEMBER 2022	70	0	0	35	0	105
DECEMBER 2022	18	0	0	34	0	52
JANUARY 2023	16	0	0	30	0	46
FEBRUARY 2023	9	0	0	61	0	70
MARCH 2023	9	0	0	28	0	37
APRIL 2023	33	0	0	54	0	87
MAY 2023	21	0	0	96	0	117
JUNE 2023	2	0	0	79	0	81
JULY 2023	18	0	0	85	0	103
AUGUST 2023	0	0	0	55	0	55
SEPTEMBER 2023	0	0	0	121	0	121

Number of Eligible Riders for the month of July 2023 = 3,732

Number of Eligible Riders for the month of August 2023 = 3,806

Number of Eligible Riders for the month of September 2023 = 3,816

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

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

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

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

# Attachment G

## Top Trip Destinations

<b>LOCATION</b>	<b>July 2023</b>	<b>August 2023</b>	<b>Sept 2023</b>	<b>Total</b>	<b>% of total rides</b>
<b>Satellite Dialysis - Capitola</b>	<b>798</b>	<b>786</b>	<b>789</b>	<b>2,373</b>	<b>12.58%</b>
<b>Cabrillo College 6500 Soquel Dr. Aptos</b>	<b>300</b>	<b>144</b>	<b>621</b>	<b>965</b>	<b>5.12%</b>
<b>Santa Cruz Post-Acute 1115 Capitola Rd. SC</b>	<b>358</b>	<b>287</b>	<b>296</b>	<b>854</b>	<b>4.53%</b>
<b>Satellite Dialysis - Watsonville</b>	<b>254</b>	<b>288</b>	<b>240</b>	<b>782</b>	<b>4.15%</b>
<b>La Posada 609 Frederick St. SC</b>	<b>122</b>	<b>185</b>	<b>190</b>	<b>497</b>	<b>2.63%</b>
<b>Palo Alto Medical Foundation 2025 Soquel Ave. SC</b>	<b>176</b>	<b>168</b>	<b>130</b>	<b>474</b>	<b>2.51%</b>
<b>Sutter Health 2907/2911 Chanticleer Ave. SC</b>	<b>152</b>	<b>154</b>	<b>57</b>	<b>363</b>	<b>1.92%</b>
<b>Bay Avenue Senior Apartments 750 Bay Ave. Capitola</b>	<b>120</b>	<b>105</b>	<b>93</b>	<b>318</b>	<b>1.69%</b>
<b>Pacific Coast Manor 1935 Wharf Rd. Capitola</b>	<b>103</b>	<b>97</b>	<b>63</b>	<b>263</b>	<b>1.39%</b>
<b>Soquel High School 401 Soquel San Jose Rd. Soquel</b>	<b>59</b>	<b>74</b>	<b>127</b>	<b>260</b>	<b>1.38%</b>
<b>Dominican Rehabilitation Center 111 Madrone St.</b>	<b>68</b>	<b>92</b>	<b>88</b>	<b>248</b>	<b>1.31%</b>
<b>Dignity Health 1595 Soquel Dr. SC</b>	<b>77</b>	<b>92</b>	<b>68</b>	<b>237</b>	<b>1.26%</b>

Number of rides for the month of July 2023 = **6,240**

Number of rides for the month of August 2023 = **6,424**

Number of rides for the month of September 2023 = **6202**

ParaCruz Operations Status Report

**8.4G.1**





**DATE:** December 15, 2023  
**TO:** Board of Directors  
**FROM:** John Urgo, Planning and Development Director  
**SUBJECT: ACCEPT AND FILE THE METRO SYSTEM RIDERSHIP REPORTS FOR THE FIRST QUARTER OF FY24**

**I. RECOMMENDED ACTION**

**That the Board of Directors accept and file the METRO system ridership report for the first quarter of FY24**

**II. SUMMARY**

- FY24 Q1 total ridership increased 0.1% (+469) compared to FY23 Q1. However, FY24 Q1 ridership is -27.5% (-239,452) compared to FY19 Q1.
- Local non-student ridership decreased 8.9% (-32,986) and is -24.4% (-108,877) compared to FY19 Q1.
- Highway 17 (Hwy 17) ridership decreased 4.7% (-1,632) and is -51.9% (-35,490) compared to FY19 Q1.
- UCSC ridership decreased 7.0% (-13,640) and is -31.3% (-82,967) compared to FY19 Q1.
- Cabrillo College ridership increased 85.3% (+16,226) and is -48.7% (-33,440) compared to FY19 Q1.
- Youth (18 and under) ridership increased 278.3% (+32,501) compared to FY23 Q1.

**III. DISCUSSION/BACKGROUND**

This report contains ridership summaries and ridership by route for Santa Cruz Metropolitan Transit District (METRO) fixed route bus service for the First quarter (Q1) of FY24, July 1 – September 30, 2023. Quarterly ridership reports keep the Board of Directors (Board) apprised of METRO's ridership statistics and ridership trends:

- Attachment A shows system-wide and college student ridership statistics for Q1 of FY24 and makes year-over-year comparisons with ridership statistics.
- Attachment B shows the average ridership and pass/fare usage per route and system-wide.
- Attachment C shows the weekly ridership comparison for Q1 of FY24-23.

### **Total Fixed Route Ridership**

METRO operates 23 Local routes and 1 Commuter route over Highway 17 (Hwy 17). In 2022, METRO set a goal of doubling ridership in five years, to seven million passenger trips by FY27, a level last achieved in the early 2000s. To meet this goal, ridership would need to increase 15 per cent per year on average.

In FY24 Q1, total fixed-route ridership increased 0.1%. Local route ridership increased 0.4%, with average weekday and weekend ridership increasing 0.7% (+54 daily boardings) and 2.0% (+82 daily boardings), respectively. METRO operates less service and commonly sees less ridership during the summer months; however, ridership will need to increase greater in coming quarters if METRO is to meet the ridership target established in 2022.

Hwy 17 ridership decreased 4.7%, with average weekday and weekend ridership decreasing 6.1% (-23 daily boardings) and 0.4% (-2 daily boardings), respectively. The weekday decrease may be because METRO reduced the number of Highway 17 trips serving downtown San Jose directly in December 2022 to deal with an acute bus operator shortage, though service was subsequently increased 7% when an additional trip was added to the schedule.

The Student Pass ridership {UCSC, Cabrillo and Youth} comprised 43.7% of local ridership and increased 15.5% (+35,087) in Q1. Youth and Cabrillo ridership grew 278.3% (32,501) and 85.3% (16,226), respectively, while UCSC ridership shrunk 7.0% (-13,640). The growth in youth ridership, while substantial since tracking began with the launch of METRO's Youth Cruz Free program in April 2023, has been accompanied by a commensurate decline in local non-student ridership. This suggests the growth to date is partially accounting, though staff sees signs of considerable growth with the start of the 2023-2024 school year. Cabrillo College ridership grew considerably this quarter as the campus returned to in-person instruction and grew enrollment. UCSC ridership did not increase in FY24 Q1 because there were five fewer UCSC instructional days compared to FY23 Q1.

A commonly accepted elasticity of transit demand with respect to revenue hours of service is 0.5. Compared to FY23 Q1, METRO operated 0.2% more (+80) vehicle revenue hours (VRH) (this is a combination of METRO operating increased UCSC "ST" service for the fall bid and dropping 0 hours of scheduled trips). A 0.1% increase in ridership correlated with a 0.2% increase in revenue hours is directly in line with this figure and suggests that future ridership growth is largely self-determinant: ridership growth will follow service expansion, all other things being equal. METRO does plan to expand service roughly 8% in December 2023 as part of Phase 1 of the Reimagine METRO service expansion plan, with future service expansion planned throughout 2024 dependent on new operator hires and funding levels.

### **Regular and Discount Passes & Fares**

Discount cash and pass usage increased 16.0% (+6,488) and 23.6% (+11,141), respectively, compared to Q1 of FY23. The only category of discount ridership that was lower this quarter was Hwy 17 smartcard/mag-stripe pass usage with 14.2% fewer (-107) boardings. However, discount Hwy 17 mobile pass usage increased 158.7% (+519).

While it is probable that some of these Hwy 17 mobile pass users were previously smartcard/mag-stripe pass users opting to use the SplashPass app instead, it is also likely that the two weeks of free fares offered in Q1 of FY23 led to a decrease in the volume of boardings tracked as Discount boardings during that time. All free boardings are tracked as regular local and Hwy 17 boardings.

Regular local and Hwy 17 pass usage decreased 29.6% (-44,320) and 44.5% (-6,318), respectively. The only regular pass categories that increased this quarter were mobile pass usage. This segment of ridership increased 21.4% (+1,897) on the Hwy 17 and local mobile pass usage increased 36.3% (+8,249). Some local and Hwy 17 riders may have switched from using smartcard/mag-stripe passes to the SplashPass app in Q4. However, it is more likely that the large increase in local and Hwy 17 pass usage this quarter is due to tracking all boardings with the 'Free' key on the farebox for two weeks in September of FY23.

Regular cash usage decreased 7.3% (-15,716) for total fixed-route ridership. Local cash boardings decreased 9.7%. However, Hwy 17 cash boardings increased 22.3% (+1,842). The apparent increase in cash boardings on the Hwy 17 is likely due to the effects of two weeks of free fares in Q1 FY23.

It seems likely that some of the loss of cash fares on local routes was due to riders opting to use smartcard/mag-stripe passes or the SplashPass app. However, this only accounts for 84.5% of the decrease in cash boardings on local routes. The remaining 15.5% decrease in cash boardings may be due to the Youth Cruz free pass pilot in Q1, as these K-12 riders likely used cash to board prior to the pilot.

### **Weekly Ridership Growth**

For the first ten weeks of Q1 of FY24, weekly ridership was, on average, 12.4% greater than year-over-year weekly ridership in FY23. In mid-September, weekly ridership decreased 2.5% as UCSC students returned for instruction at this time in FY23. UCSC instruction would not start until the following week in FY24. As a result, weekly ridership decreased 38.2% compared to FY23. With only two UCSC instructional days in the final full week of the quarter, compared to five instructional days in FY23, weekly ridership decreased 3.8%.

### **Trip Ridership by Route**

FY24 Q1 average weekday ridership per trip on all routes was 17.6 riders and weekend ridership per trip was 15.0 riders. Compared to Q1 of FY23, total ridership per trip increased 2.6%. Weekday riders per trip increased 4.1% and weekend

riders per trip increased 0.2%. The weekday route with the highest average passenger load per revenue trip was the weekday-only route 15 UCSC via Laurel West with 48.9 riders per trip, in large part due to this route operating only when UCSC students return for instruction. The weekend route with the greatest trip loads is the route 18 UCSC via Main Gate-Mission with an average of 26.0 riders per trip.

#### **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

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

#### **V. FINANCIAL CONSIDERATIONS/IMPACT**

Revenue derived from passenger fares and passes was reflected in the FY24 operating budget. In FY23 of September, METRO operated with free fares for two weeks, which resulted in a decrease in the anticipated farebox revenue for that quarter. Even so, Farebox cash revenue boardings in Q1 of FY24 were still 3.3% (-\$1,161) less compared to Q1 in FY23 due in large part to the Youth Cruz Free pilot.

#### **VI. CHANGES FROM COMMITTEE**

N/A

#### **VII. ALTERNATIVES CONSIDERED**

There are no alternatives to consider.

#### **VIII. ATTACHMENTS**

**Attachment A:** Quarterly System Ridership Summary for FY24 Q1 July 1, 2023 - September 30, 2023

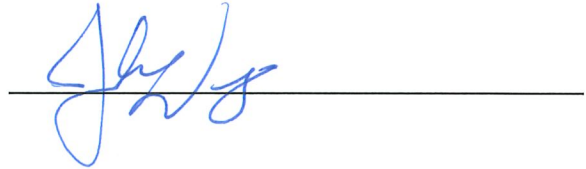
**Attachment B:** Quarterly Average Ridership by Route Report for FY24 Q1 July 1, 2023 - September 30, 2023

**Attachment C:** Quarterly Ridership by Week for FY24 Q1 July 1, 2023 - September 30, 2023

Prepared by: Cayla Hill, Planning Analyst

**IX. APPROVALS**

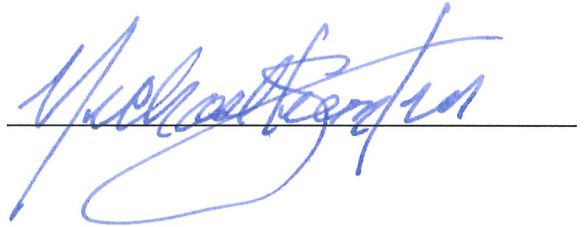
John Urgo  
Planning and Development Director



Approved as to fiscal impact:  
Chuck Farmer, CFO



Michael Tree, CEO/General Manager



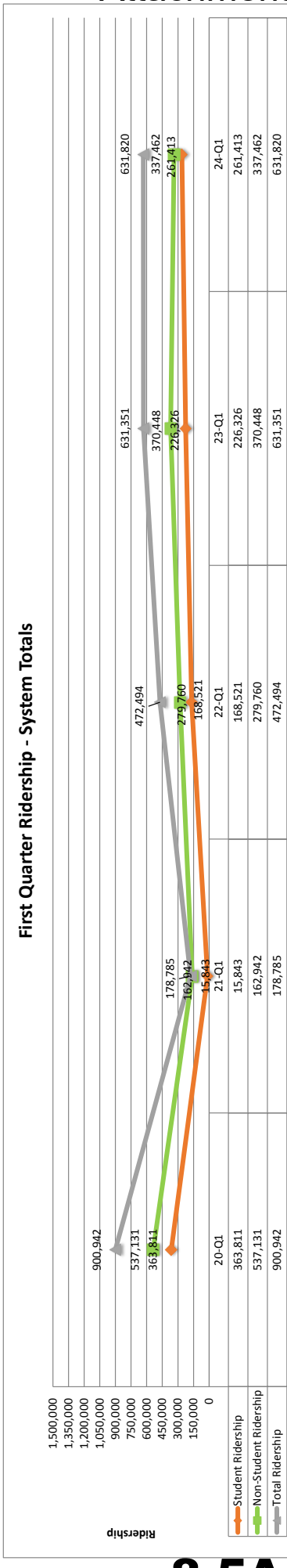
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# Quarterly System Ridership Summary

Calendar Operating Days		Discounted Pass Usage (Senior/Disabled)			Regular Pass Usage		
Weekdays	Last Year	FY24 Q1	FY23 Q1	Quarterly Totals (Q1)	FY24 Q1	FY23 Q1	Quarterly Totals (Q1)
Weekends	This Year	51,698	42,057	9,641	114,678	162,826	(48,148)
	66			% Change 22.9%			% Change -29.6%
	27	644	751	(107)	Local Pass Usage *	7,885	(6,318)
	26			-14.2%	*Includes Misc. boardings (Key presses other than Student Pass riders, Smartcard and Mag-stripe passes)		
	2	5,062	3,974	1,088	Hwy 17 Pass Usage *	14,203	-44.5%
	7			27.4%	*Includes Smartcard and Mag-stripe passes		
UCSC Days of Instruction *	24	846	327	519	Local Mobile Pass Usage *	30,969	8,249
*Includes Examination Days	29			158.7%	*Includes general public use for discounted fare adults		
Cabrillo Days of Instruction *		58,250	47,109	11,141	Hwy 17 Mobile Pass Usage *	10,750	1,897
*Includes Examination Days				23.6%	*Includes general public use for full fare adults		
					<b>Total Pass Usage</b>	<b>208,602</b>	<b>(44,320)</b>

Regular Cash Usage			Student Pass Program Totals		
Local Single Cash Fare	FY24 Q1	FY23 Q1	FY24 Q1	FY23 Q1	FY24 Q1
	44,221	38,268	5,953	15.6%	181,982
Hwy 17 Single Cash Fare	2,715	2,180	535	24.5%	35,251
					44,180
<b>Total Cash Usage</b>	<b>46,936</b>	<b>40,448</b>	<b>6,488</b>	<b>16.0%</b>	<b>261,413</b>

System Totals			System Totals		
Local Fixed Route	FY24 Q1	FY23 Q1	FY24 Q1	FY23 Q1	FY24 Q1
	598,875	596,774	2,101	0.4%	195,622
Highway 17 Express	32,945	34,577	(1,632)	-4.7%	19,025
					11,679
<b>System Total</b>	<b>631,820</b>	<b>631,351</b>	<b>469</b>	<b>0.1%</b>	<b>226,326</b>



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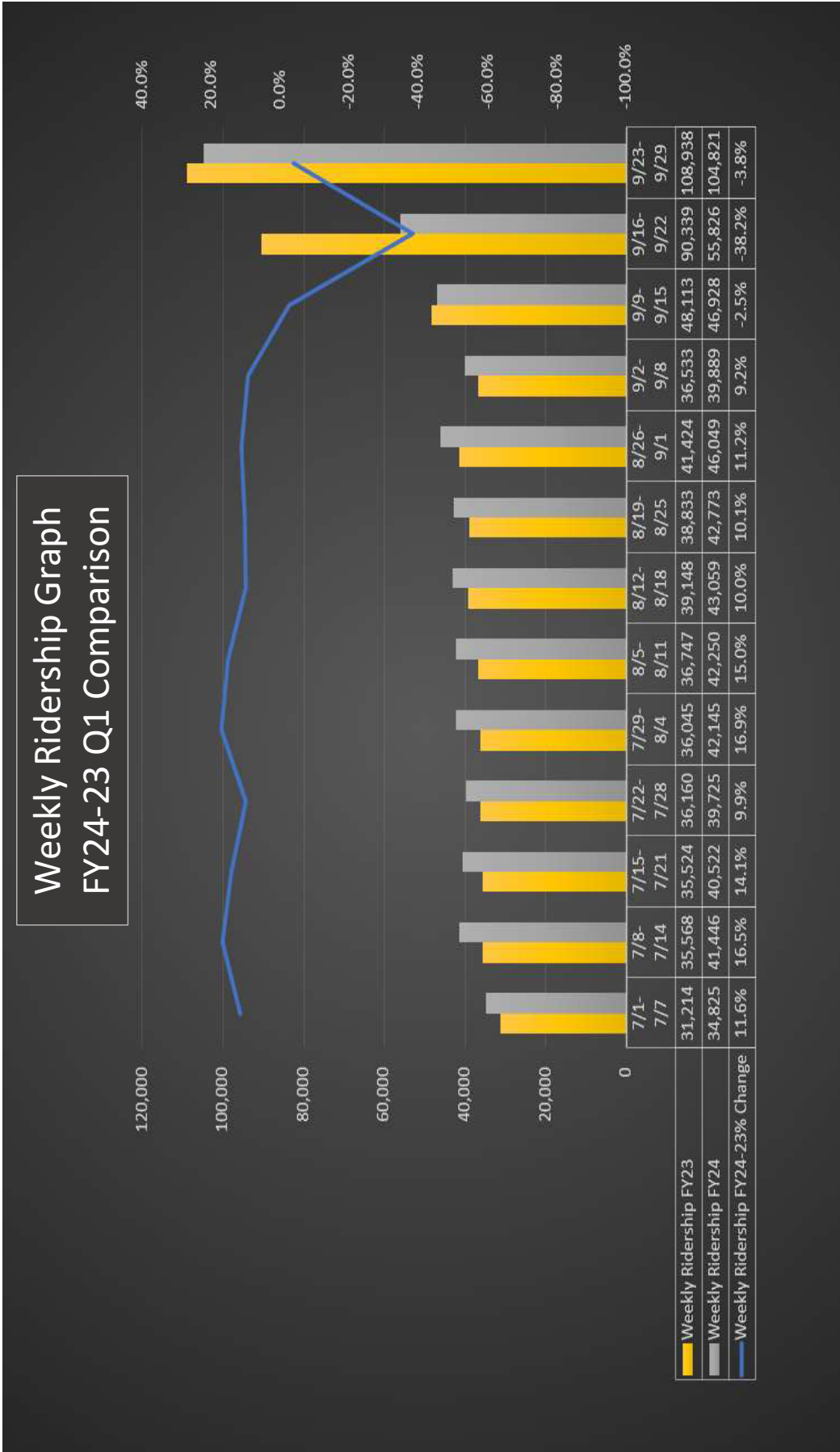


**Quarterly Average Ridership by Route Report**

Route	Corridor	Average Weekday Ridership per Trip						Average Weekend Ridership per Trip					
		Total Riders	UCSC Riders %	Cabrillo Riders %	Youth Riders %	Discount Fares and Passes %	Regular Fares & Passes %	Total Riders	UCSC Riders %	Cabrillo Riders %	Youth Riders %	Discount Fares and Passes %	Regular Fares and Passes %
<b>UCSC</b>													
10	UCSC via High	20.8	85.8%	0.9%	1.3%	2.5%	9.5%	19.3	84.6%	0.7%	1.0%	4.1%	9.6%
15	UCSC via Laurel West	48.9	97.0%	0.3%	0.0%	0.7%	2.0%						
18	UCSC via Mission	30.5	83.4%	1.2%	1.7%	3.0%	10.7%	26.0	84.0%	0.9%	2.2%	3.5%	9.9%
19	UCSC via Lower Bay	25.7	84.1%	1.3%	1.1%	4.7%	8.8%	23.9	82.8%	1.1%	2.2%	4.8%	9.5%
20	UCSC via Delaware	22.4	74.9%	1.5%	2.8%	5.2%	15.7%	18.1	76.8%	1.3%	1.8%	6.0%	14.0%
<b>Intercity</b>													
35/35E	Santa Cruz/Scotts Valley/SLV	13.7	3.8%	3.5%	15.6%	19.7%	57.4%	12.8	3.5%	2.7%	8.7%	23.2%	57.7%
69A	Capitola Road/Watsonville	24.3	5.2%	13.2%	7.5%	21.3%	52.7%	17.2	5.7%	4.4%	8.5%	24.6%	55.7%
69W	Cap. Road/Cabrillo/Watsonville	22.5	5.1%	15.0%	8.4%	18.8%	52.7%	19.2	5.6%	4.4%	10.2%	21.4%	58.3%
71	Santa Cruz to Watsonville	24.2	3.7%	11.8%	10.8%	20.4%	53.3%	17.4	3.5%	4.0%	8.7%	24.4%	58.4%
<b>North County</b>													
40	Davenport/North Coast	7.7	4.6%	1.9%	25.6%	4.0%	63.9%						
41	Bonny Doon	11.0	7.4%	2.4%	24.0%	7.4%	58.8%						
42	Davenport/Bonny Doon	10.9	11.9%	1.3%	19.5%	9.4%	57.9%	8.2	17.4%	0.8%	6.1%	17.9%	49.6%
<b>Live Oak</b>													
66	Live Oak via 17th	11.4	9.8%	3.9%	10.3%	23.1%	53.0%	9.2	10.9%	4.1%	3.5%	25.9%	51.7%
68	Like Oak via Broadway/Portola	7.7	12.6%	3.7%	7.6%	22.4%	53.6%	7.1	15.3%	3.2%	3.3%	22.9%	49.6%
<b>Local Santa Cruz</b>													
4	Harvey West/Emeline	4.3	10.6%	1.6%	0.0%	37.0%	50.8%						
<b>Mid County</b>													
55	Rio Del Mar	8.6	2.2%	27.8%	6.9%	28.5%	34.7%	8.7	6.5%	6.7%	8.3%	29.3%	39.1%
<b>Local Watsonville</b>													
72	Watsonville Hospital/Pinto Lake	12.3	1.0%	8.2%	11.8%	27.7%	51.3%	7.4	1.6%	4.8%	4.1%	33.4%	49.5%
74S	PVHS/Watsonville Hospital	23.5	0.8%	1.0%	35.9%	5.2%	57.1%						
75	Green Valley Road	10.6	1.5%	5.9%	12.7%	32.4%	47.5%	9.1	0.6%	3.4%	5.6%	43.5%	40.5%
79	Pajaro/East Lake	6.1	0.4%	6.0%	16.0%	31.0%	46.6%	7.4	0.3%	1.7%	1.5%	25.1%	69.0%
WC	Watsonville Circulator	10.9	-	-	-	-	99.8%	9.3	-	-	-	-	100.0%
<b>Express</b>													
Hwy 17	Hwy 17 Express	10.1	-	-	-	10.9%	89.1%	11.4	-	-	-	9.3%	90.7%
<b>Avg. Ridership per Trip</b>		17.6	29.1%	6.3%	7.6%	15.0%	42.1%	15.0	27.7%	2.6%	6.8%	17.2%	45.7%

24 Calendar School Days of Cabrillo  
 2 Calendar School Days of UCSC  
 29 Calendar School Days of SJSU

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**DATE:** December 15, 2023  
**TO:** Board of Directors  
**FROM:** Michael Tree, CEO/General Manager  
**SUBJECT: CONSIDERATION OF A RESOLUTION TO ESTABLISH THE 2024 BOARD OF DIRECTORS' MEETING SCHEDULE**

**I. RECOMMENDED ACTION**

**That the Board of Directors approve a resolution to establish the 2024 Board Meeting Schedule as represented in Exhibit A**

**II. SUMMARY**

- Staff recommends that the Board Members approve a resolution (Attachment A) to establish the 2024 calendar year Board Meeting Schedule.
- Exhibit A offers a continuation of a Friday Board Meeting.
- Historically, the Board of Director meeting locations have rotated through the Board member jurisdictions. This practice was discontinued during the COVID-19 State of Emergency, as Board meetings were run as virtual meetings.
- The Board of Directors requested that the Santa Cruz Metropolitan transit District (METRO) provide hybrid meetings after the COVID-19 State of Emergency ended on February 28, 2023. Staff modified the Santa Cruz Conference Room to accommodate this hybrid request. However, in order to accommodate hybrid meetings at other locations, two additional staff members are required to help test the equipment so that it works with Community TV's equipment and help run the additional equipment needed with this type of meeting. Holding the meetings only at METRO's Administrative Office would eliminate pulling staff from their regular work duties.
- Public access to the Vernon Street facility from Pacific Station/downtown is available Monday through Friday via Route 4 on an hourly basis from approximately 7:30 AM through 5:30 PM. Currently, two morning buses arrive at METRO's Admin Offices prior to the start of a 9:00 AM Board meeting. With the implementation of Phase I of Reimagine METRO, there will be three morning buses arriving before 9:00 AM.

**III. DISCUSSION/BACKGROUND**

Annually, the Board of Directors approves a schedule of meeting dates, times and locations for the following calendar year. The Board of Directors meeting schedule typically calls for regular meetings on the fourth Friday of each month, except for

the month of July, in which no meeting is typically held. Some dates are modified depending on holidays and the annual budget public hearing posting requirements, such as the May meeting, which is scheduled on the third Friday of the month to meet the 30-day posting requirement applicable to METRO's budget and public hearing, which is scheduled annually in June.

Effective 2019, METRO staff requested and received authority to permit revisions to meeting locations as necessitated throughout the year, without requesting Board approval in advance.

The CEO/General Manager (CEO) proposes that the Board continue holding once-a-month Board meetings, which have been effective and appear to be well received by both the Board members and the public.

Staff is proposing the meeting dates/locations in Exhibit A.

Should Exhibit A be approved, the CEO recommends that the Board members continue to reserve the second Friday of each month on their respective calendars from 8:00 AM – 12:30 PM for potential METRO Special Board meetings, Ad Hoc Committee meetings and/or Board Committee meetings.

#### **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

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

#### **V. FINANCIAL CONSIDERATIONS/IMPACT**

There is no financial impact to adoption of this schedule.

#### **VI. CHANGES FROM COMMITTEE**

N/A

#### **VII. ALTERNATIVES CONSIDERED**

The Board could suggest continuing the rotation of the Board meetings at the various entities used in the past. However, this requires two additional METRO staff members to help with setting up and running the additional equipment needed for hybrid meetings. Doing so pulls these staff members off of their regular duties for several hours, leaves the front desk unoccupied for telephone coverage, and no access to the Administrative Office. This is not recommended at this time.

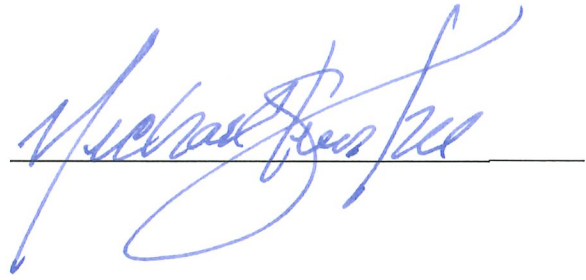
#### **VIII. ATTACHMENTS**

**Attachment A:** Authorizing Resolution with Exhibit A

Prepared by: Donna Bauer, Executive Assistant

**IX. APPROVALS**

Michael Tree, CEO/General Manager



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# Attachment A



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

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

### RESOLUTION OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT BOARD OF DIRECTORS ESTABLISHING THE DATE, TIME & LOCATION OF BOARD MEETINGS FOR 2024

**WHEREAS**, the Board of Directors shall establish a meeting schedule for all regular meetings;  
and,

**WHEREAS**, this schedule shall include the date, location and commencement time for each regular meeting of the Board of Directors and shall be posted on METRO’s website and official bulletin board throughout the year; and,

**WHEREAS**, the Board of Directors may establish the time for commencement and duration of its meetings as necessary through resolution;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Santa Cruz Metropolitan Transit District that the schedule for its 2024 meetings shall be as stated in Exhibit A:

**PASSED AND ADOPTED** this 15th day of December 2023 by the following vote:

**AYES:** Directors -

**NOES:** Directors -

**ABSTAIN:** Directors -

**ABSENT:** Directors -

Approved:

Shebreh Kalantari-Johnson, Chair

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Attest:

Michael Tree, CEO/General Manager

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Approved as to form:

Julie Sherman, General Counsel

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2024

Meetings are scheduled for the 4<sup>th</sup> Friday of the month unless otherwise indicated.



January 26, 2024 9:00am METRO Admin Offices, 110 Vernon Street, Santa Cruz



February 23, 2024 9:00am METRO Admin Offices, 110 Vernon Street, Santa Cruz



March 22, 2024 9:00am METRO Admin Offices, 110 Vernon Street, Santa Cruz



April 26, 2024 9:00am METRO Admin Offices, 110 Vernon Street, Santa Cruz



May 17, 2024 9:00am METRO Admin Offices, 110 Vernon Street, Santa Cruz



June 28, 2024 9:00am METRO Admin Offices, 110 Vernon Street, Santa Cruz

**NO MEETING IN JULY**



August 23, 2024 9:00am METRO Admin Offices, 110 Vernon Street, Santa Cruz



September 27, 2024 9:00am METRO Admin Offices, 110 Vernon Street, Santa Cruz



October 25, 2024 9:00am METRO Admin Offices, 110 Vernon Street, Santa Cruz



November 22, 2024 9:00am METRO Admin Offices, 110 Vernon Street, Santa Cruz



December 20, 2024 9:00am METRO Admin Offices, 110 Vernon Street, Santa Cruz

Note: Board Chair may consider cancelling the December Board Meeting if there are no time sensitive actions required.

Approved at the December 15, 2023 METRO Board Meeting Resolution # \_\_\_\_\_

**Board Members are asked to hold the 2nd Friday of the month for potential Standing Committee Meetings at 8:00 AM, 10:30 AM and 11:30 AM.**

- January 12, 2024
- February 9, 2024
- March 8, 2024
- April 12, 2024
- May 10, 2024
- June 14, 2024
- August 9, 2024
- September 13, 2024
- October 11, 2024
- November 8, 2024
- December 13, 2024



**DATE:** December 15, 2023

**TO:** Board of Directors

**FROM:** John Urgo, Planning and Development Director

**SUBJECT: CONSIDER A RESOLUTION DESIGNATING THE CEO/GENERAL MANAGER AS THE AUTHORIZED AGENT TO EXECUTE ALL REQUIRED DOCUMENTS TO CLAIM FUNDS AWARDED THROUGH THE FY23-24 CALTRANS CLEAN CALIFORNIA TRANSIT PROGRAM**

**I. RECOMMENDED ACTION**

**That the Board of Directors adopt a resolution designating the CEO/General Manager as the Authorized Agent to execute all required documents to claim funds awarded through the FY23-24 Caltrans Clean California Transit Program**

**II. SUMMARY**

- In August 2023, Santa Cruz Metropolitan Transit District (METRO) staff submitted an application to the Caltrans Clean California Transit Program to fund the Santa Cruz METRO Bus Stop Improvement Project (Project).
- The Project will install 23 bus shelters, 23 benches, and 18 trashcans at various bus stops in the METRO service area. These improvements will align with the funding programs objectives and address challenges related to waste management, and aesthetic appeal.
- In October 2023, METRO received notification from Caltrans that it was a recipient of program funds in the amount of \$508,000.
- METRO's Board of Directors (Board) must approve the restricted grant agreement to accept and use these grant funds.
- Staff recommends that the Board adopt a resolution (Attachment A) designating the CEO/General Manager as the Authorized Agent to execute all required documents to claim funds awarded through the FY23-24 Caltrans Clean California Transit Program.

**III. DISCUSSION/BACKGROUND**

Caltrans Clean California Program, through its Clean CA Local Grants Program, is authorized under California Streets and Highways Code Section 91.41 to provide funding and resources to support local projects that advance the program's goals and objectives, which include advancing the following intent and objectives:

- **Reduce Waste and Beautify Public Spaces:** The primary goal of the program is to allocate grants to local and regional public agencies, transit agencies, and

tribal governments to reduce waste and debris within public rights-of-way, tribal lands, parks, pathways, transit centers, and other public spaces. The program aims to enhance, rehabilitate, restore, or install measures to beautify and improve these public spaces.

- **Improve Public Health and Community Placemaking:** The program seeks to enhance public health, cultural connection, and community placemaking by improving public spaces for walking and recreation. By investing in the improvement of these spaces, it aims to create a positive and welcoming environment for the community.
- **Promote Equity for Underserved Communities:** The program places a strong emphasis on advancing equity for underserved communities.
- **Support Sustainable Practices:** The program encourages the implementation of sustainable practices in the beautification and enhancement of public spaces. This includes greening efforts, such as providing shade and reducing the urban heat island effect, as well as using native, low-water plants.
- **Engage Local Communities:** The program promotes community engagement by requiring project proposals to reflect community priorities. It encourages the involvement of local communities in the development and selection of projects to ensure they meet the needs and preferences of the affected population.

METRO's Rapid Corridors Project, funded through a separate Caltrans Sustainable Transportation Planning Grant, identified opportunities for pedestrian, bus stop and transit priority improvements aimed at improving the convenience, access, and reliability of METRO's core service. The study identified missing amenities at bus stops (69% without shelters and 31% without benches), improper location (53% of stops are mid-block or near sided), lack of protected crosswalks near stops, discontinuous sidewalks and signal coordination issues.

The proposed project will install 23 bus shelters, 23 benches, and 18 trashcans at various bus stops in METRO's service area. These improvements will align with the program's objectives and address challenges related to waste management, and aesthetic appeal.

Bus shelters proposed in the above locations will provide a covered area that protects passengers from rain, extreme heat, and other weather conditions, making waiting for buses more comfortable. Providing shelter encourages more people to use public transit, as passengers are more willing to wait for buses when they have protection from the elements. Furthermore, shelters often include schedules, maps, and route information, helping passengers make informed decisions about their journeys. Shelters also make transit stops more visible, helping bus drivers identify stops and ensuring that passengers know where to wait.

The proposed benches will accommodate passengers with mobility challenges, seniors, and people with disabilities, ensuring everyone can access public transit

comfortably. Comfortable seating reduces perceived wait times, making transit more appealing and encouraging ridership.

Furthermore, trashcans proposed in these locations will help maintain cleanliness at transit stops by providing a designated place for passengers to dispose of their waste. Proper waste disposal enhances the appearance of transit stops and their surroundings, creating a positive image for the transit system. In addition, well-maintained transit stops with trashcans contribute to healthier environments by preventing litter buildup and potential health hazards. Regular trash collection ensures that transit stops remain free of clutter, allowing transit personnel to focus on service rather than cleanup.

Caltrans requires that grant awardees authorize a resolution to accept the grant and relevant grant conditions. Staff recommends that the Board adopt a resolution designating the CEO/General Manager as the Authorized Agent to execute all required documents to claim funds awarded through the FY23-24 Caltrans Clean California Transit Program.

#### **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

The actions taken in this report align with the following Strategic Priorities:

- Service Quality and Delivery
- Strategic Alliances and Community Outreach
- Financial Stability, Stewardship & Accountability

#### **V. FINANCIAL CONSIDERATIONS/IMPACT**

METRO would receive \$508,000 in grants from Caltrans FY23-24 Clean California Transit Program to fund the procurement and installation of 23 bus shelters, 23 bus benches and 18 trash cans. There is no local match.

#### **VI. ALTERNATIVES CONSIDERED**

Do not receive the FY23-24 Caltrans Clean California award. Staff does not recommend this alternative because METRO would lose critically needed revenue to improve bus stop amenities and cleanliness.

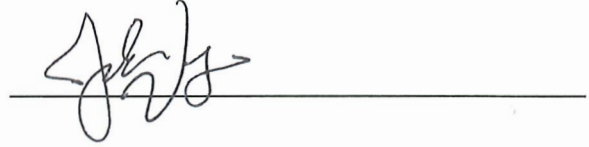
#### **VII. ATTACHMENTS**

**Attachment A:** Authorizing Resolution

Prepared by: John Urgo, Planning and Development Director

**VIII. APPROVALS:**

John Urgo, Planning  
and Development Director



Approved as to fiscal impact:  
Chuck Farmer, CFO



Michael Tree, CEO/General Manager



# Attachment A



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

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)  
AUTHORIZING THE CEO/GENERAL MANAGER TO EXECUTE AGREEMENTS WITH THE  
CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR THE  
SANTA CRUZ METRO BUS STOP IMPROVEMENT PROJECT**

**WHEREAS**, the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) is eligible to receive State Funding for certain transportation related work through the California Department of Transportation; and,

**WHEREAS**, a Restricted Grant Agreement is needed to be executed with the California Department of Transportation before such funds can be claimed through the Clean California Transit Grant Program; and,

**WHEREAS**, the California Department of Transportation has awarded METRO \$508,000 in funding for the Santa Cruz METRO Bus Stop Improvement Program; and

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

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of METRO, authorize Michael Tree, CEO/General Manager to execute all Restricted Grant Agreements and any amendments thereto with the California Department of Transportation.

**PASSED AND ADOPTED** by the Board of Directors of the Santa Cruz Metropolitan Transit District this 15<sup>th</sup> Day of December 2023 by the following vote:

**AYES:** Directors -

**NOES:** Directors -

**ABSTAIN:** Directors -

**ABSENT:** Directors -

**APPROVED:**

\_\_\_\_\_  
Shebreh Kalantari-Johnson, Chair

**ATTEST:**

---

Michael Tree  
CEO/General Manager

**APPROVED AS TO FORM:**

---

Julie Sherman  
General Counsel





**DATE:** December 15, 2023

**TO:** Board of Directors

**FROM:** Chuck Farmer, Chief Financial Officer

**SUBJECT: ACCEPT AND FILE THE YEAR-TO-DATE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR QUARTER ONE AS OF SEPTEMBER 30, 2023**

**I. RECOMMENDED ACTION**

**That the Board of Directors accept and file the Year-to-Date Quarterly KPI Report as of September 30, 2023**

**II. SUMMARY**

- Santa Cruz Metropolitan Transit District (METRO) has established five categories of common Key Performance Indicators (KPIs) which are prepared quarterly in order to inform the Board of Directors regarding METRO's financial and operational performance.
- This staff report is the web-accessible companion document to the attached PowerPoint presentation titled "Key Performance Indicators (KPI) Report for 1st Quarter through September 30, 2023"
- Staff recommend that the Board of Directors accept and file the attached report.

**III. DISCUSSION/BACKGROUND**

METRO has established five categories of common Key Performance Indicators (KPIs) to ensure that the organization is constantly monitoring and improving its performance. The KPIs are a set of quantifiable measures that the District can utilize to gauge its performance and determine if it is meeting its strategic and operational goals.

Additionally, these metrics allow METRO to make data-driven decisions and work towards achieving its objectives by leveraging verified and carefully analyzed data, ultimately providing improved service to the community.

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

**Productivity KPIs** provide valuable insights regarding type of ridership (Fixed Route, Commuter, Student), locations (UCSC, Intercity, Highway 17, Local, Rural), route productivity (riders per hour by route), as well as seasonal fluctuations in ridership and routes.

**Risk Management & Safety KPIs** track and determine progress on specific objectives and evaluate protocols. Safety performance is commonly tracked at transit agencies for NTD reporting and OSHA requirements. Traffic accidents are broken down into different categories such as location (loading zones, intersections, etc.), moving objects (bicycles, vehicles, etc.), or stationary objects. Passenger Incidents report when the incident occurred (boarding the bus, on board the bus, or descending the bus).

**Reliability KPIs** assess the quality of the agency's vehicles and help fleet maintenance staff to run the department as efficiently as possible. The mean distance between chargeable road calls is a transit industry standard that measures the mechanical reliability of an agency's fleet by tracking the mean distance between bus breakdowns or failures. It is an important measure of the success of the agency's maintenance department and the investment in newer buses, which are less prone to maintenance issues.

**Dependability KPIs** evaluate the quality of a passenger's day-to-day experiences using transit, such as service reliability. In addition, they allow agencies to pinpoint the key reasons behind cancelled trips (lack of drivers, road calls, traffic accidents, or traffic congestion) and embark on corrective actions.

Below are the written explanations of the various charts and graphs in the attached Key Performance Indicators (KPI) Report for 1st Quarter through September 30, 2023.

Slide 1

(Cover) Key Performance Indicators (KPI) Report for 1st Quarter through September 30, 2023

Slide 2

Overview of Today's Presentation

- Financial Performance
  - System Farebox Recovery Ratio
  - Fixed Route & Commuter Cost / Revenue Service Hours
  - ParaCruz Cost / Trip
- Productivity
  - Total Ridership and Total Ridership / Hour
  - USCS, Cabrillo, Highway 17, & Local Ridership
  - Passengers /Revenue Service Hours by Route
- Risk Management & Safety
  - Traffic Accidents
  - Passenger Incidents
- Reliability
  - Mean Miles between Chargeable Road Calls for Fixed Route, Highway 17, & ParaCruz

- Dependability
  - Cancelled Trips by Cause & Region
  - Pass-Ups for Fixed Route, UCSC by Quarter, and Year to Date Pass-Ups by Route

### Slide 3

(Cover) Financial Performance KPI's

### Slide 4

System Farebox Recovery Ratio

- Q1 FY24 Farebox Recovery is 16.8%, a year-over-year decline of 0.8% primarily due to Youth Free Fares; 2.5% lower than target and 1.8% lower than Q4 FY23
- The Farebox Recovery Target of 19.4% is based on the average actuals from FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)

### Slide 5

Fixed Route & Commuter Cost per Revenue Service Hour (RSH)

- Q1 FY24 Cost per RSH is \$275, modest increase (\$7) over last year's Q1 costs, and \$19 higher than average due to higher labor costs and marketing costs related to the Reimagine Metro campaign
- Revenue Service Hours increased 3.4% and Fixed Route costs had a increase of 6.4% when compared to the same time period FY23
- The Fixed Route/Commuter cost per RSH average of \$256 is based on the average actuals from FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)

### Slide 6

ParaCruz Cost per Trip

- Q1 FY24 Cost per Trip is \$70, a year-over-year improvement of \$21, and \$11 lower than average due to due to savings in labor costs, that were only partially offset by facility leasing costs
- Trips delivered increased 35.4% and costs increased 3.8% when compared to the same time period FY23
- The ParaCruz Cost per Trip average of \$81 is based on the average actuals from FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)

### Slide 7

(Cover) Productivity KPI's

### Slide 8

Total Ridership and Total Ridership per Hour (RPH)

- A 0.1% decrease in ridership in local, non-student ridership service

- A 1.2% increase in Student ridership
- A 5.0% increase in Highway 17 ridership
- The Quarterly Ridership Target is based on the average quarterly actuals from FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)
- UCSC ridership decreased 7.0% over Q1 of FY23.
- Cabrillo ridership increased 85.1%
- The Quarterly RPH Target is based on the average quarterly actuals from FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)

#### Slide 9

##### UCSC Ridership

- Q1 Ridership decreased 7.0% due to five fewer days of instruction this quarter. However, average daily UCSC ridership was 29.6% higher for the two days of instruction this quarter.
- The Quarterly Ridership Target is based on the average quarterly actuals from FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)

#### Slide 10

##### Cabrillo College Ridership

- Q1 Ridership increased 85.1% due to 7.9% increase in total student enrollment. There was a 9.1% increase in full-time student enrollment and a 7.3% increase in part-time enrollment
- The Quarterly Ridership Target is based on the average quarterly actuals from FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)

#### Slide 11

##### Highway 17 Ridership

- Q1 Ridership decreased 5.0% primarily due to a 7.6% decrease in average weekday boardings. Average weekend boardings actually increased 3.1%. The decline in boardings on weekdays indicates that Hwy 17 riders commuting to work and school are taking less trips on the Highway 17 service.
- The Quarterly Ridership Target is based on the average quarterly actuals from FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)

#### Slide 12

##### Local Ridership

- Q1 Ridership increased 0.1% due to a 7.0% increase in scheduled weekend service with additional service operated on routes 18, 19, and 35
- The Quarterly Ridership Target is based on the average quarterly actuals from FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)

Slide 13

YTD FY23 Passengers/Service Hours by Route

- Total Passengers/Service Hours are 68.3 for Q1 FY24
- Combined UCSC Passengers/Service Hours were 23.1
- Combined Intercity Passengers/Service Hours were 15.5
- Combined Local Passengers/Service Hours were 10.2
- Combined Rural Passengers/Service Hours were 10.9
- Combined Highway 17 Passengers/Service Hours were 8.6

Slide 14

(Cover) Risk Management & Safety KPI's

Slide 15

Traffic Accidents

- Total Traffic Accidents in Q1 FY24 decreased by 8 (35%) over Q4 FY23 and increased by 11 (55%) from a year ago, Q1 FY23
- Collisions with Other Vehicles (between intersections) for Q1 FY24 decreased by 1 (20%) over Q4 FY23 and increased by 1 (20%) from a year ago, Q1 FY23
- Collisions with Other Vehicles (loading zone) for Q1 FY24 decreased by 3 (100%) over Q4 FY23 and is flat to Q4 FY23
- Other Collisions for Q1 FY24 decreased by 3 (100%) over Q4 FY23 and increased by 1 (50%) from a year ago, Q1 FY23
- Metro average of 80 is based on pre-pandemic 3-year average (FY19, FY22, FY23)
- Quarterly categories are only reported if any reporting/presented quarter has 3 or more incidents.
- The YTD total is ***all*** incidents (Collisions between/at intersections, fixed object, rear end, and other collisions, along with collisions between District vehicles)

Slide 16

Passenger Incidents

- Safety, Fleet Maintenance, and Information Technology departments are collaborating to identify further methods to reduce the number of incidents.
- Most boarding incidents occur when the passengers are using cell phones, not paying attention, or sleeping.
- Full Year Ridership numbers are 2,775,283 and 3,275,802 for FY22 and FY23, respectively, with 631,295 YTD in FY24
- Metro Average of 128 is based on pre-pandemic 3-year average (FY19, FY22, FY23)

Slide 17

(Cover) Reliability KPI's

Slide 18

Mean Miles between Chargeable Road calls – Fixed Route (Local)

- Q1 FY24 mileage between calls decreased by 11,079 and road calls increased by 5 compared to the same time period in FY23
- Chargeable road calls in Q1 FY24 are 12 in July, 11 in August, 12 in September
- The current target of 51,529 and is based off a 3-year monthly average from FY21-FY23, times three to get to a quarterly number

Slide 19

Mean Miles between Chargeable Road calls – Highway 17

- Q1 FY24 mileage between calls decreased by 31,961 and road calls increased by 3 compared to the same time period in FY23
- Chargeable road calls in Q1 FY24 are 4 in July, 2 in August, and 4 in September
- The current target of 63,729 and is based off a 3-year monthly average from FY21-FY23, times three to get to a quarterly number

Slide 20

Mean Miles between Chargeable Road calls – ParaCruz

- Q1 FY24 mileage between calls decreased by 23,718 and road calls were 4, with no variance when compared to the same time period in FY23
- In Q1 FY24 chargeable road calls were zero in July, 1 in August, and 3 in September
- The current target of 96,144 and is based off a 3-year monthly average from FY21-FY23, times three to get to a quarterly number

Slide 21

(Cover) Dependability KPI's

Slide 22

Cancelled Trips by Cause & Region

- There were no cancelled trips in Q1 FY24
- Full year average of 288 is based on the average of FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)

Slide 23

Pass-Ups by Quarter/Reason – Fixed Route

- In Q1 FY24, total pass-ups were 231, which is 202 (46.7%) lower when compared to Q1 FY23

- July had a decrease of 54 pass-ups (37.5%), August had a decrease of 60 (44.1%), and September had a decrease of 88 (57.5%) when compared to the same time period as FY23
- 31.6% of Year-to-Date total pass-ups are caused by full bus capacity, followed by 26.0% of Other, which covers a wide range of issues (such as Surfboards, No Shoes, Smoking/Vaping, and Hygiene to name a few), and 13.9% due to Intoxicated/Belligerent/Biohazard

#### Slide 24

##### Pass-Ups by Quarter/Reason – UCSC

- In Q1 FY24, total pass-ups were 77, which is 826 (91.5%) lower when compared to Q1 FY23
- July had an increase of 1 pass-ups (11.1%), August had a decrease of 65 (98.5%), and September had a decrease of 762 (92.0%) when compared to the same time period as FY23
- 76.6% of Year-to-Date total pass-ups are caused by full bus capacity, followed by 11.7% caused by riders being Away from Stop/Curb

#### Slide 25

##### YTD FY23 Pass-Ups by Route

- YTD Pass-ups total 308 for all routes
- UCSC Routes comprised 77 (25.0%), of which 76.6% were due to full bus capacity
- Highway 17 Routes comprised 23 (7.5%), of which 34.8% were due Intoxicated/Biohazard or various misc. issues
- Local Routes comprised 29 (9.4%), 44.8% were due to Intoxicated/Biohazard
- Intercity Routes comprised 137 (44.5%), of which 32.1% were due to various misc. issues
- Rural Routes comprised 42 (13.6%), of which 35.7% were due to full bus capacity

#### Slide 26

(Cover) Questions?

#### Slide 27 thru Slide 29

##### KPI Metric Descriptions & Importance

##### **Financial Performance**

The Farebox Recovery Ratio represents the passenger fares (Fixed Route and Commuter) coverage of Metro's agency costs; this provides insight to the amount of non-passenger revenue (subsidy) needed to cover costs. Additionally, it allows the agency to compare cost-effectiveness within its own service.

Fixed Route and Commuter Cost per Revenue Service Hour (RSH) along with the ParaCruz Cost per Trip depict the cost per hour of service/trip. By effectively tracking and minimizing costs, this measurement ensures efficient delivery of transit services.

Data presented is by Quarter, for the current and past two fiscal years.

### **Productivity**

Total Ridership and Ridership per hour are measures of productivity. The metrics depict seasonal fluctuations in ridership related to holidays, school terms, and other changes.

Student ridership, historically a large portion of METRO's total ridership, shows changes in student enrollment and seasonal trends can be seen year over year.

Highway 17 demonstrates METRO's commuter ridership, connecting Santa Cruz to San Jose.

Local Ridership excludes student and commuter routes and reflects all other routes within the county.

Passengers per Revenue Service Hour (RSH) depicts the productivity of each route. This ratio brings the true productivity of each route to scale and can stimulate discussions about frequency of service in urban and semi-urban areas of the county versus geographic coverage.

Data presented is by Quarter, for the current and past two fiscal years.

### **Risk Management & Safety**

Traffic Accidents are broken down into different categories: Collisions between intersections, at the intersection, with fixed objects, with other district vehicles

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

Data presented is by Quarter, for the current quarter, previous quarter, and the current quarter for the last fiscal year.

Quarterly categories are only reported if any reporting/presented quarter has 3 or more incidents.

The YTD total is ***all*** incidents (Collisions between/at intersections, fixed object and rear end collisions, along with collisions between District vehicles)

### **Reliability**

Any a mechanical failure that impedes the vehicle from starting or completing a scheduled revenue trip because actual movement is limited, or there are safety concerns are used to calculate the Mean Miles Between Chargeable Road Call.

The metric is calculated using the number of miles for the month divided by the number of chargeable road calls for each service type (Fixed Route, Commuter, and ParaCruz).

Data presented is by Quarter, for the current and past two fiscal years.



### **Dependability**

Cancelled Trips are presented by Region and Cause for the current quarter and total for three years.

Pass-Ups occur when a bus operator must leave behind a passenger for a variety of reasons: No Fare, Exceeds Capacity Load (Full Bus), Intoxicated/Belligerent/Biohazard, No Mask, and All Other.

Pass-Ups data are presented by Quarter, for the current and past two fiscal years for both Fixed Route and UCSC along with a YTD presentation of Routes with 10 or more Pass-Ups.

#### Slide 30

Historical Metrics for the past five years and the current year-to-date

## **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This report pertains to METRO's Financial Stability, Stewardship & Accountability and assist in management's effort for continuous improvement of the performance of the agency.

## **V. FINANCIAL CONSIDERATIONS/IMPACT**

None

## **VI. CHANGES FROM COMMITTEE**

N/A

## **VII. ALTERNATIVES CONSIDERED**

There are no alternatives to consider, as this is an accept and file KPI Report as of September 30, 2023

## **VIII. ATTACHMENTS**

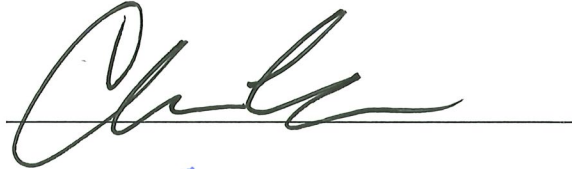
**Attachment A:** KPI Presentation as of September 30, 2023

Prepared by: Cathy L. Downes, Sr. Financial Analyst

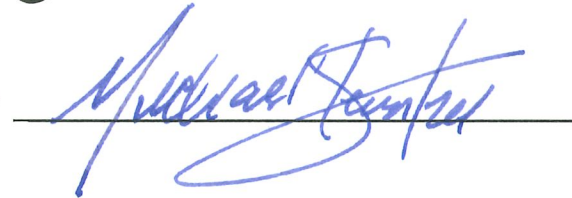
**IX. APPROVALS**

Approved as to fiscal impact:

Chuck Farmer, Chief Financial Officer



Michael S. Tree, CEO/General Manager





# **KEY PERFORMANCE INDICATORS (KPI) REPORT**

**FOR 1st Quarter through September 30, 2023**

Board of Directors

*December 15, 2023*

Chuck Farmer, Chief Financial Officer

# Overview of Today's Presentation:

## KPI Category Criteria / Metric

- ✓ Financial Performance
  - ✓ System Farebox Recovery Ratio
  - ✓ Fixed Route & Commuter Cost / RSH
  - ✓ ParaCruz Cost / Trip

- ✓ Productivity
  - ✓ Total Ridership and Total Ridership / Hour
  - ✓ UCSC, Cabrillo, Highway 17, & Local Ridership
  - ✓ Passengers / RSH by Route

- ✓ Risk Management & Safety
  - ✓ Traffic Accidents
  - ✓ Passenger Incidents

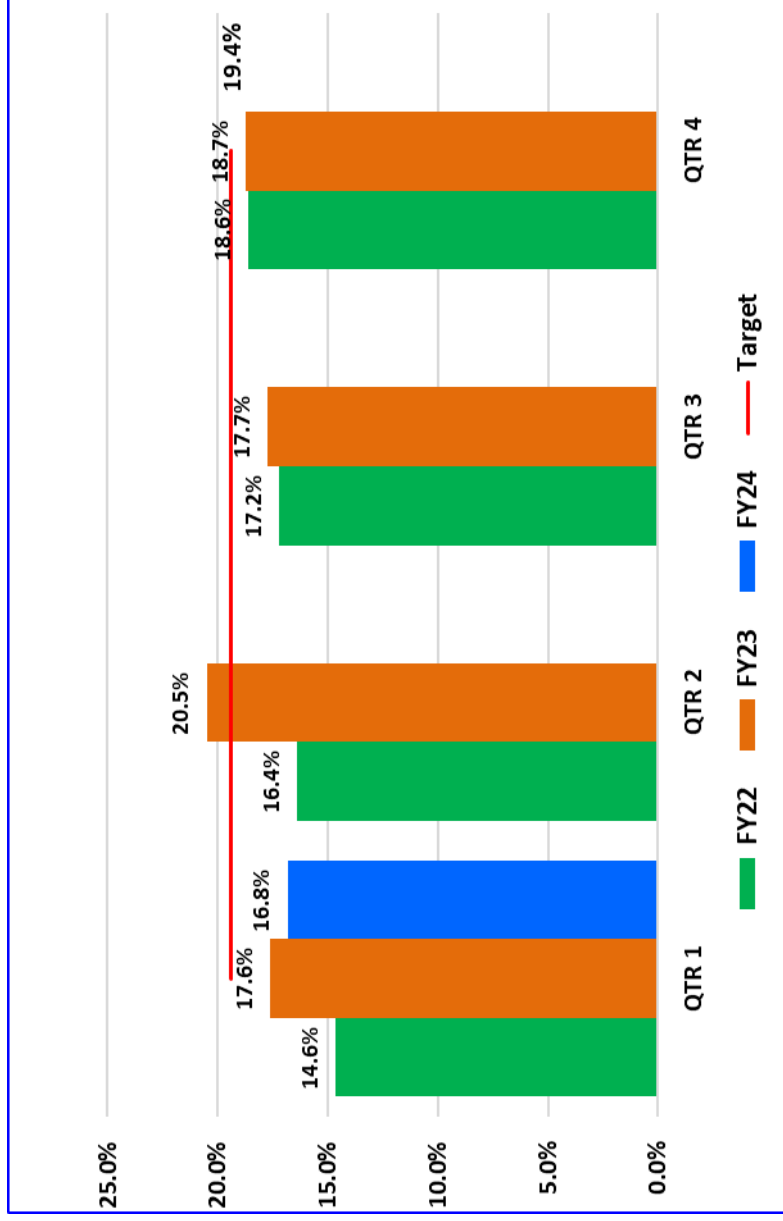
- ✓ Reliability
  - ✓ Miles between Chargeable Road Calls for Fixed Route, Highway 17, & ParaCruz

- ✓ Dependability
  - ✓ Cancelled Trips by Cause & Region
  - ✓ Pass-Ups for Fixed Route, UCSC, & Routes

# Financial Performance KPI's

**8.8A.3**

# System Farebox Recovery:

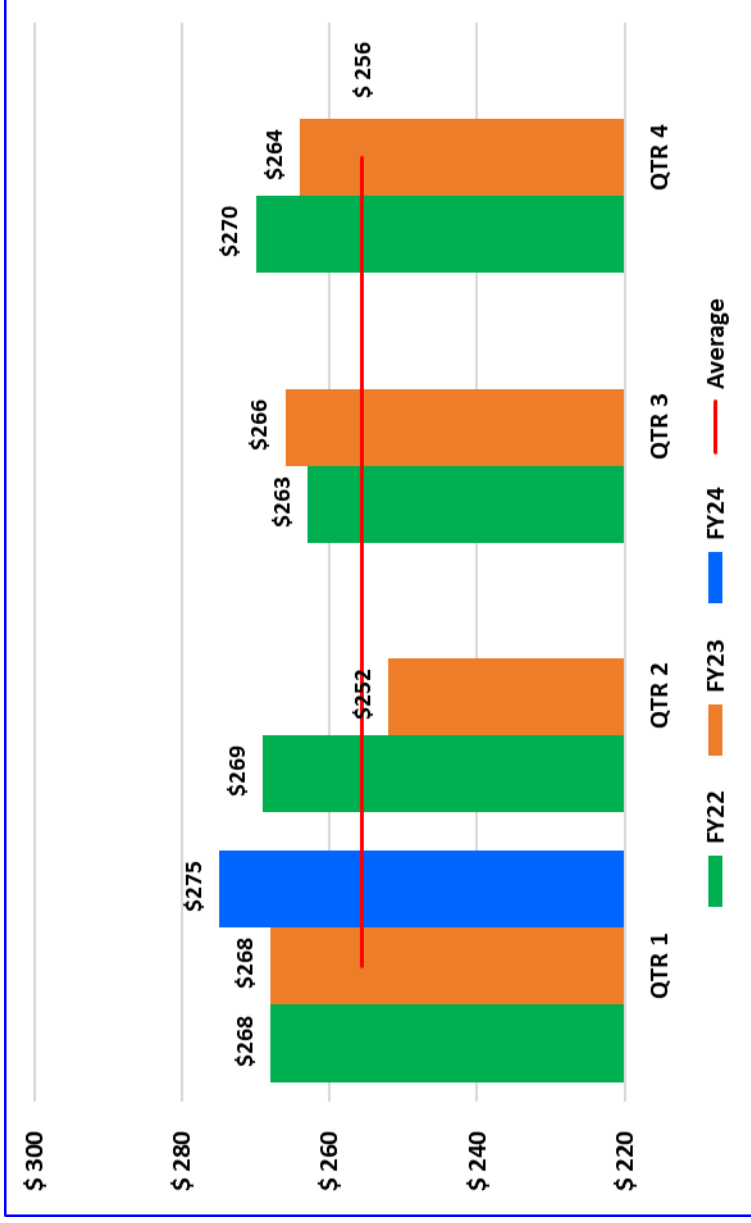


**8.8A.4**

Q1 FY24 Farebox Recovery is 16.8%, a year-over-year decline of 0.8% primarily due to Youth Free Fares; 2.5% lower than target and 1.8% lower than Q4 FY23 partially due to Free Fares to the Santa Cruz County Fair in September.

The Farebox Recovery Target of 19.4% is based on the average actuals from FY19, FY22, FY23 (excludes FY20/FY21 due to COVID impact)

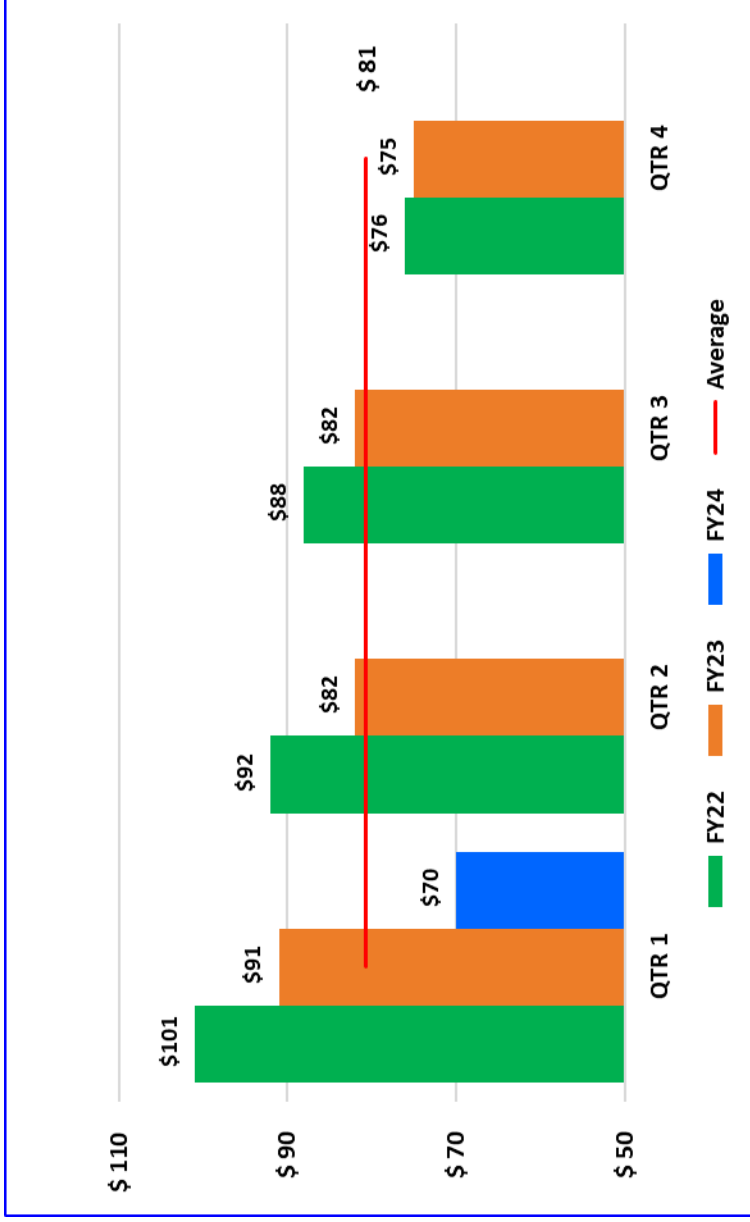
# Fixed Route/Commuter Cost per RSH



- Q1 FY24 Cost per RSH is \$275, a modest increase (\$7) over last year's Q1 costs, and \$19 higher than average due to higher labor costs and marketing costs related to the Reimagine Metro campaign
- Revenue Service Hours increased 3.4% along with Fixed Route costs that increased by 6.4% when compared to the same time period FY23
- The Fixed Route/Commuter cost per RSH average of \$256 is based on the average actuals from FY19, FY22, and FY23 (excludes FY20/FY21 due to COVID impact)

8.8A.5

# ParaCruz Cost per Trip

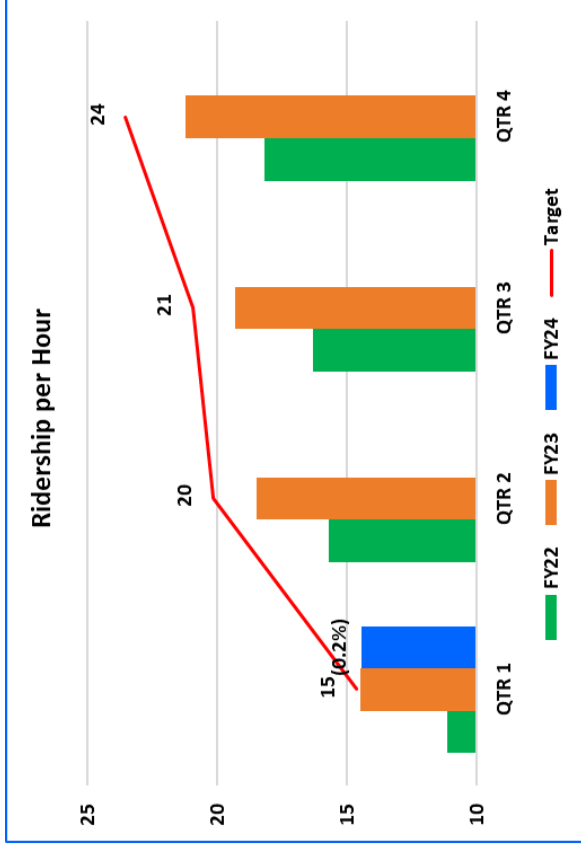
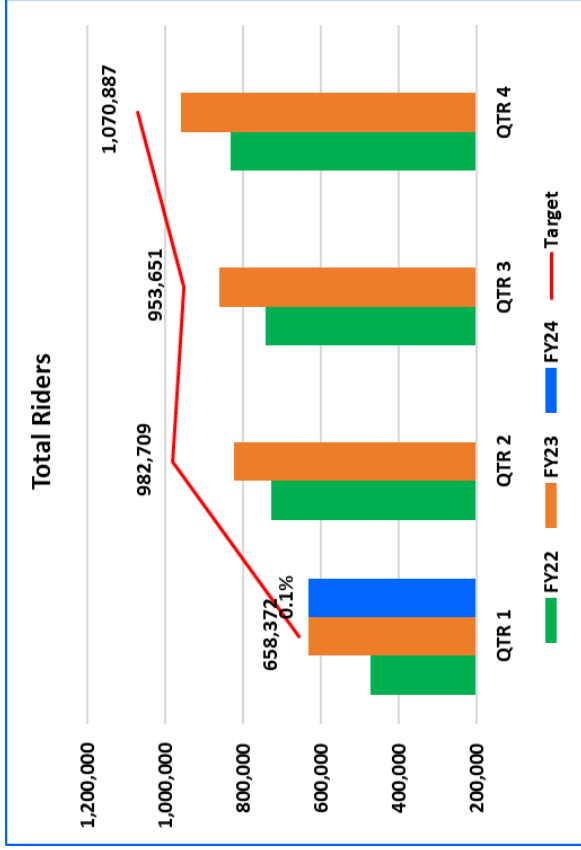


- Q1 FY24 Cost per Trip is \$70, a year-over-year improvement of \$21, and \$11 lower than average due to due to savings in labor costs, that were only partially offset by facility leasing costs
- Trips delivered increased 35.4% and costs increased 3.8% when compared to the same time period FY23
- The ParaCruz Cost per Trip average of \$81 is based on the average actuals from FY19, FY22, and FY23 (excludes FY20/FY21 due to COVID impact)



# Productivity KPI's

# Total Ridership / Ridership per Hour (RPH)



## Attachment A

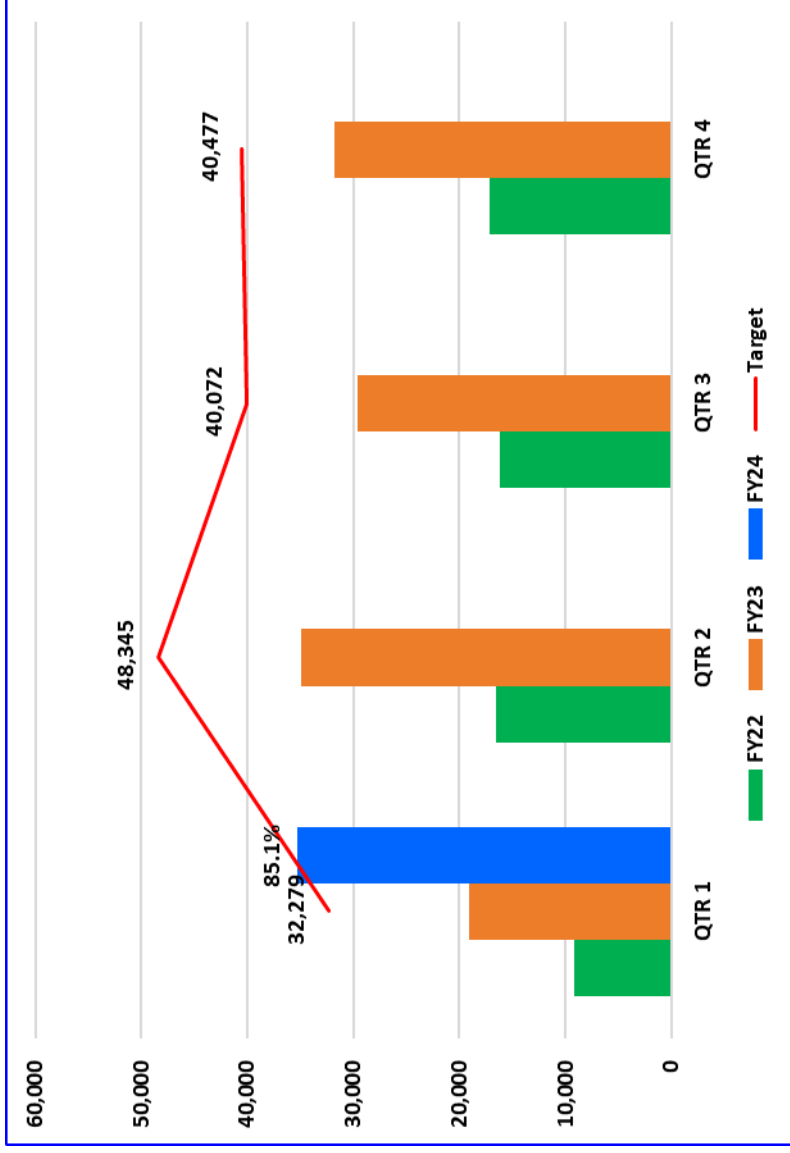
- A 0.1% decrease in ridership in local, non-student ridership service
- A 1.2% increase in Student ridership
- A 5.0% decrease in Highway 17 ridership
- The Quarterly Ridership Target is based on the average quarterly actuals from FY19, FY22, and FY23 (excludes FY20/FY21 due to COVID impact)
- UCSC ridership decreased 7.0% over Q1 of FY23
- Cabrillo ridership increased 85.1%
- The Quarterly RPH Target is based on the average quarterly actuals from FY19, FY22, and FY23 (excludes FY20/FY21 due to COVID impact)

# UCSC Ridership



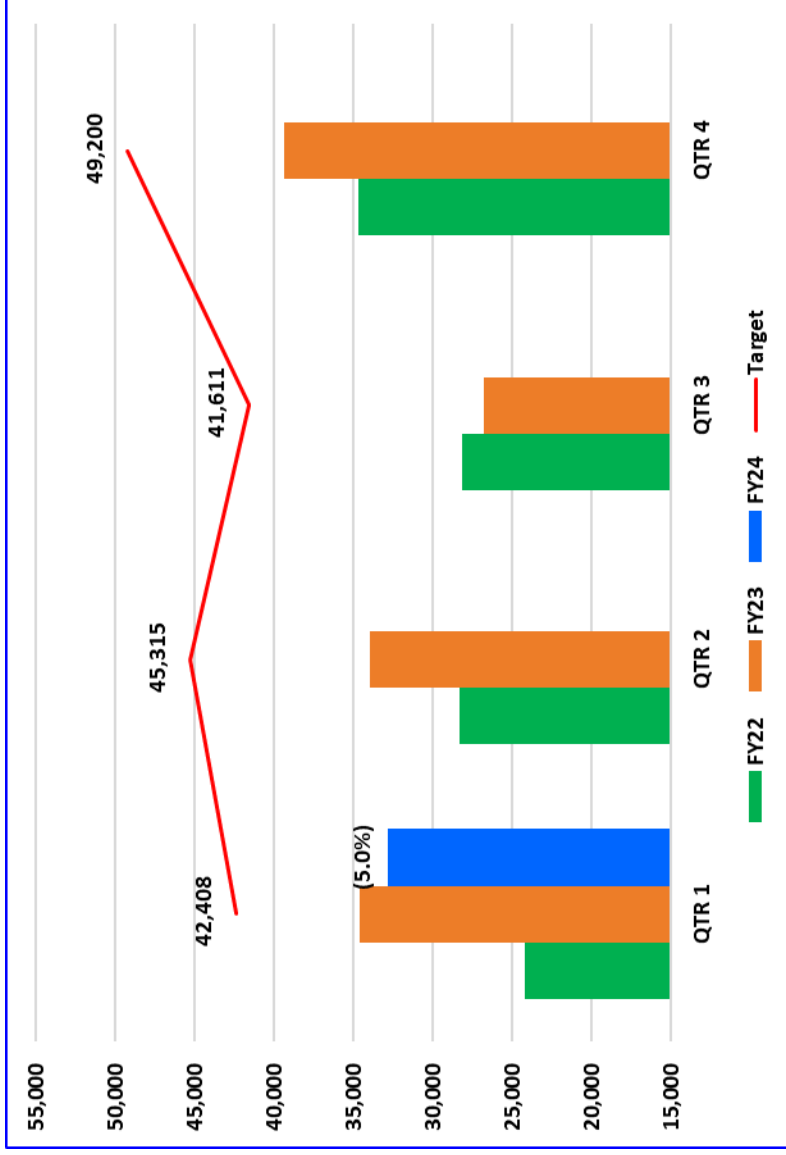
- Q4 Ridership decreased 7.0% due to five fewer days of instruction this quarter. However, average daily UCSC ridership was 29.6% higher for the two days of instruction this quarter.
- The Quarterly Ridership Target is based on the average quarterly actuals from FY19, FY22, and FY23 (excludes FY20/FY21 due to COVID impact)

# Cabrillo College Ridership



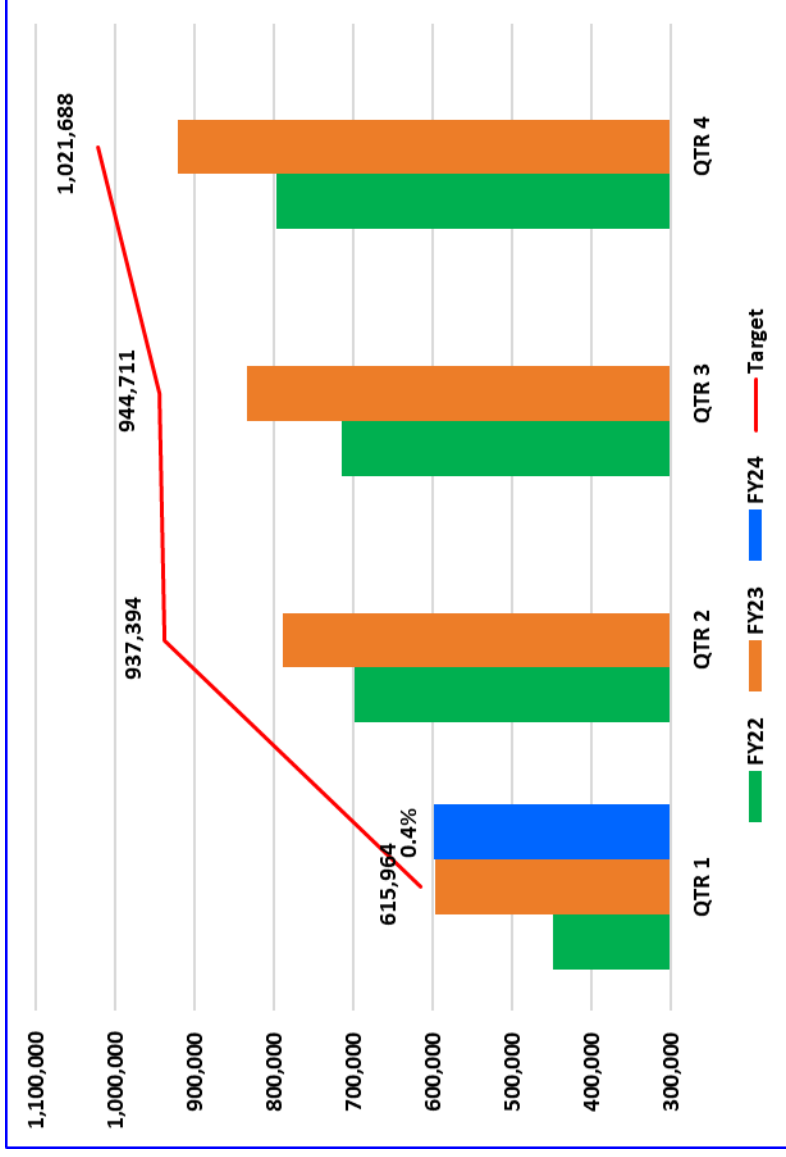
- Q4 Ridership increased 85.1% due to 7.9% increase in total student enrollment. There was a 9.1% increase in full-time student enrollment and a 7.3% increase in part-time enrollment.
- The Quarterly Ridership Target is based on the average quarterly actuals from FY18, FY19, FY22 (excludes FY20/FY21 due to COVID impact)

# Highway 17 Ridership



- Q4 Ridership decreased 5.0% primarily due to a 7.6% decrease in average weekday boardings. Average weekend boardings actually increased 3.1%. The decline in boardings on weekdays indicates that Hwy 17 riders commuting to work and school are taking less trips on the Highway 17 service.
- The Quarterly Ridership Target is based on the average quarterly actuals from FY19, FY22, and FY23 (excludes FY20/FY21 due to COVID impact)

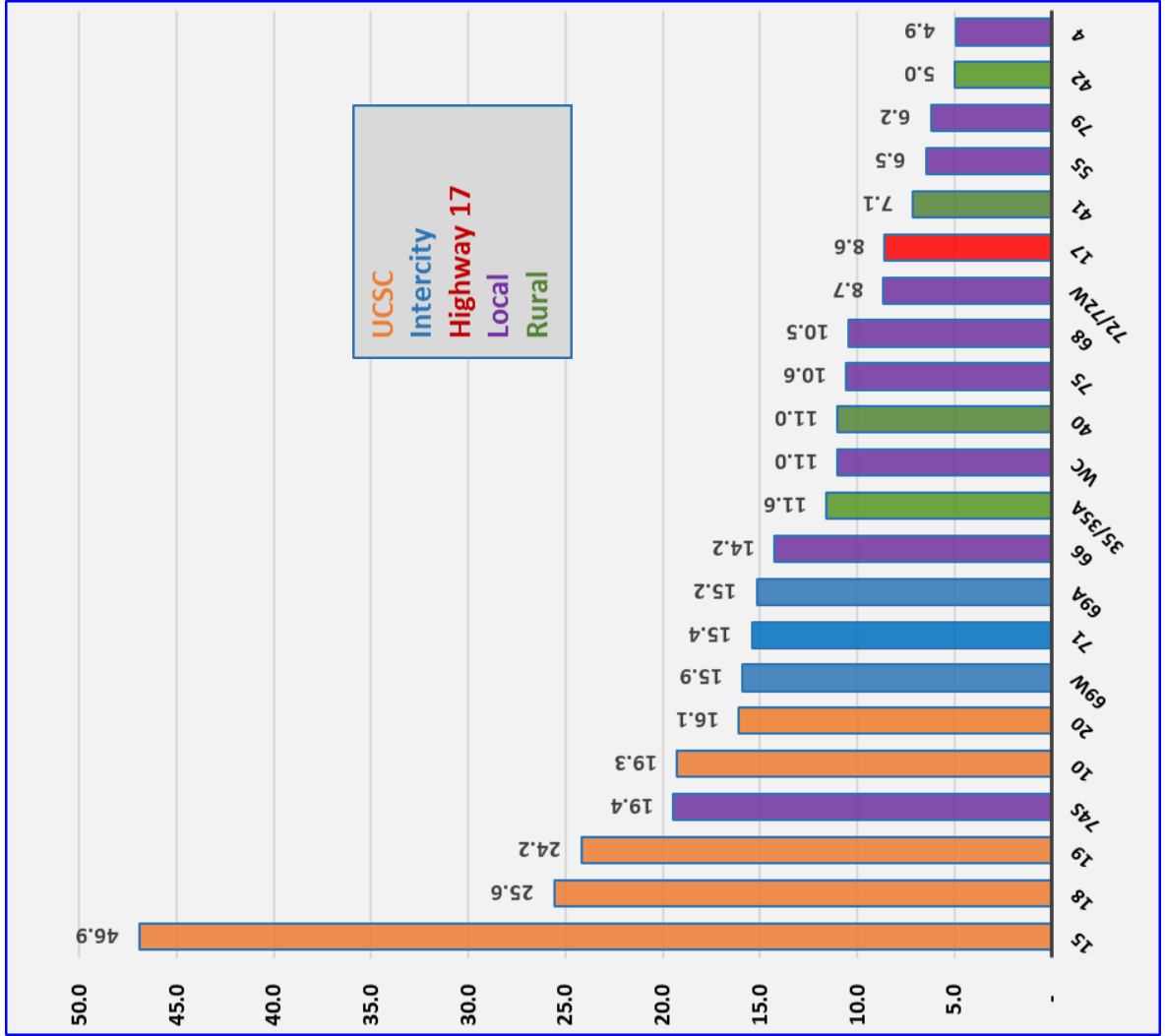
# Local Ridership



- Q1 Ridership increased 0.1% due to a 7.0% increase in scheduled weekend service with additional service operated on routes 18, 19, and 35
- The Quarterly Ridership Target is based on the average quarterly actuals from FY19, FY22, and FY23 (excludes FY20/FY21 due to COVID impact)

# YTD FY23 Passengers/Service Hours by Route

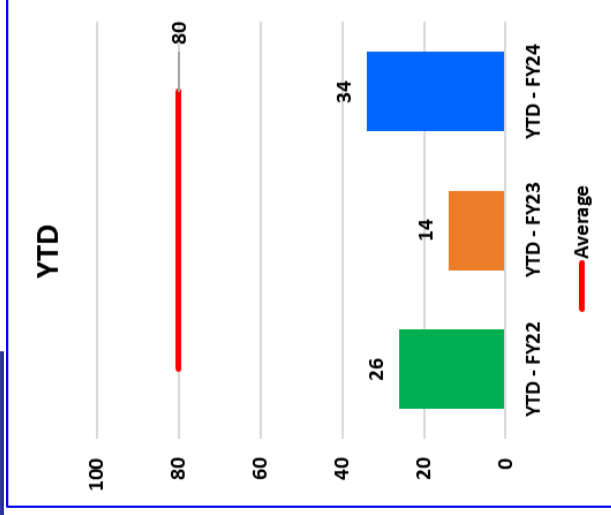
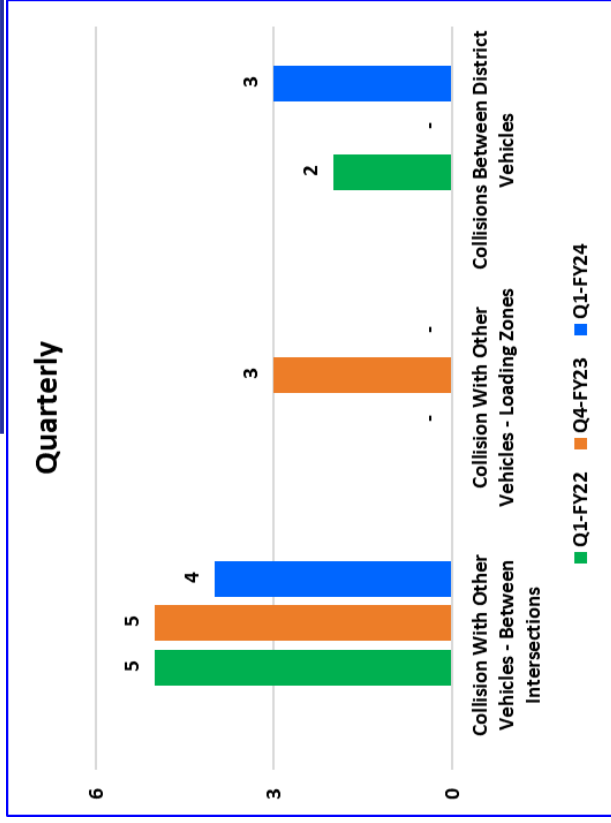
- Total Passengers/Service Hours are 68.3 for Q1 FY24
- Combined UCSC Passengers/Service Hours were 23.1
- Combined Intercity Passengers/Service Hours were 15.5
- Combined Local Passengers/Service Hours were 10.2
- Combined Rural Passengers/Service Hours were 10.9
- Combined Highway 17 Passengers/Service Hours were 8.6



# **Risk Management & Safety KPI's**

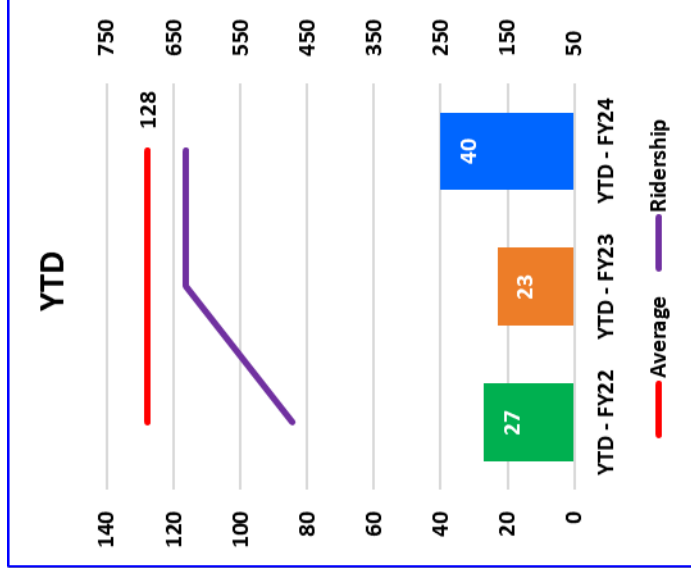
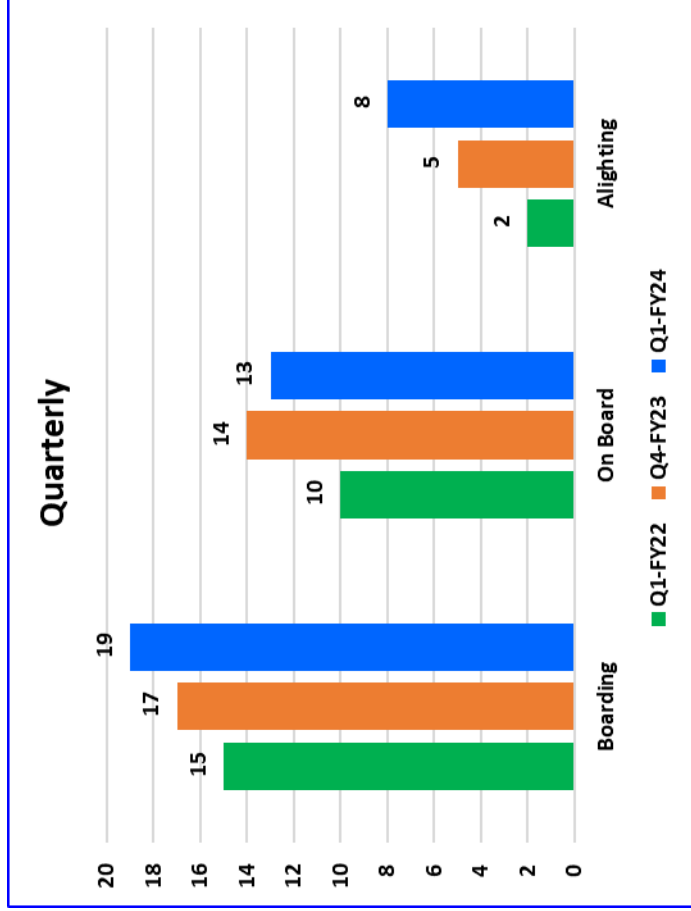


# Traffic Accidents



- Total Traffic Accidents in Q1 FY24 decreased by 8 (35%) over Q4 FY23 and increased by 11 (55%) from a year ago, Q1 FY23
- Collisions with Other Vehicles (between intersections) for Q1 FY24 decreased by 1 (20%) over Q4 FY23 and increased by 1 (20%) from a year ago, Q1 FY23
- Collisions with Other Vehicles (loading zone) for Q1 FY24 decreased by 3 (100%) over Q4 FY23 and is flat to Q4 FY23
- Other Collisions for Q1 FY24 decreased by 3 (100%) over Q4 FY23 and increased by 1 (50%) from a year ago, Q1 FY23
- Metro average of 80 is based on pre-pandemic 3-year average (FY19, FY22, FY23)
- Quarterly categories are only reported if any reporting/presented quarter has 3 or more incidents.
- The YTD total is all incidents (Collisions between/at intersections, fixed object and rear end collisions, along with collisions between District vehicles)

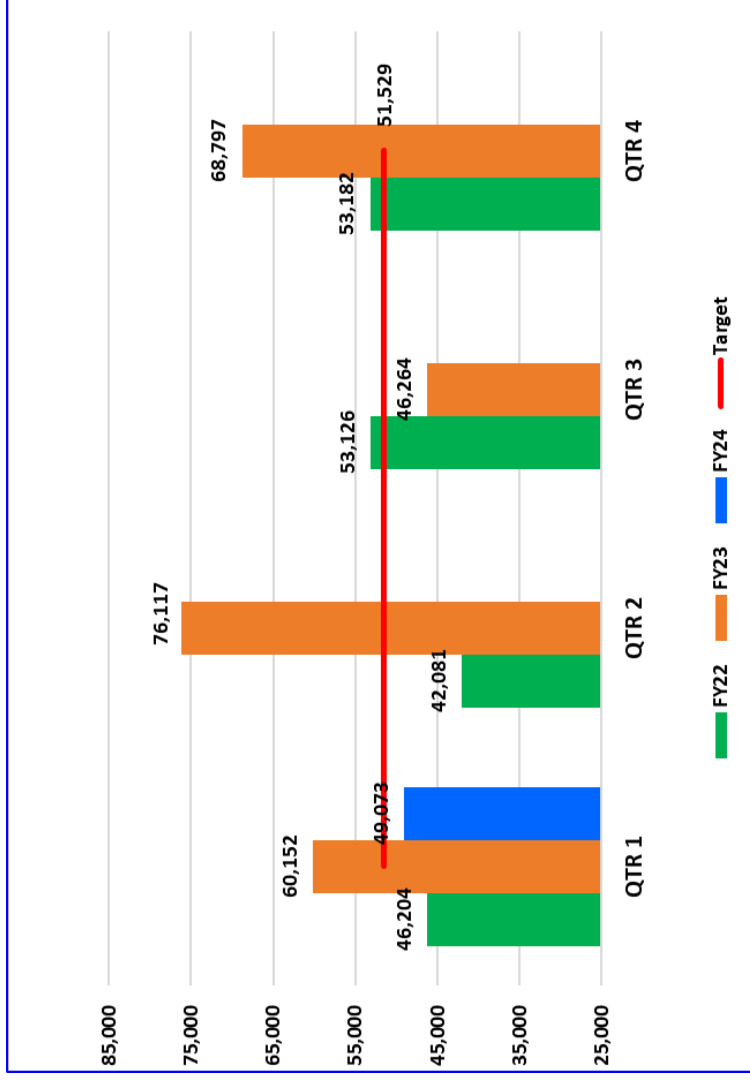
# Passenger Incidents



- Safety, Fleet Maintenance, and Information Technology departments are collaborating to identify further methods to reduce the number of incidents.
- Most boarding incidents occur when the passengers are using cell phones, not paying attention, or sleeping.
- YTD Ridership numbers are 472,494, 631,351, and 631,820 respectively for FY22, FY23, and FY24
- Metro Average of 128 is based on pre-pandemic 3-year average (FY19, FY22, FY23)

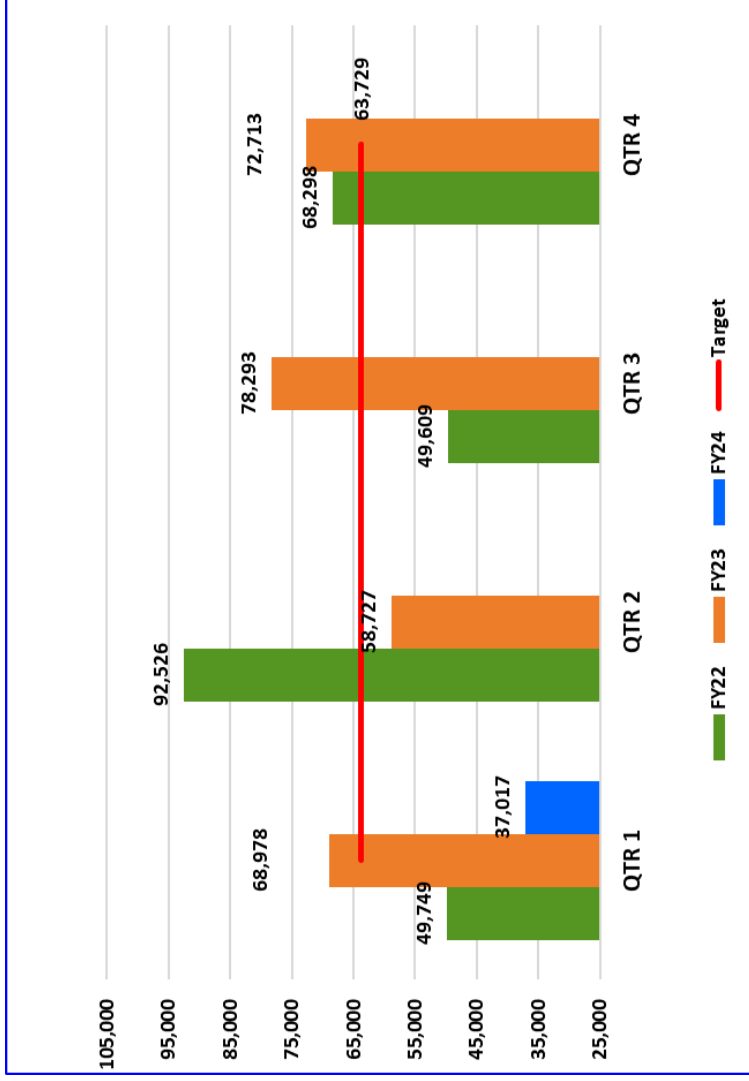
# Reliability KPI's

# Mean Miles Between Chargeable Road Calls – Fixed Route (Local)



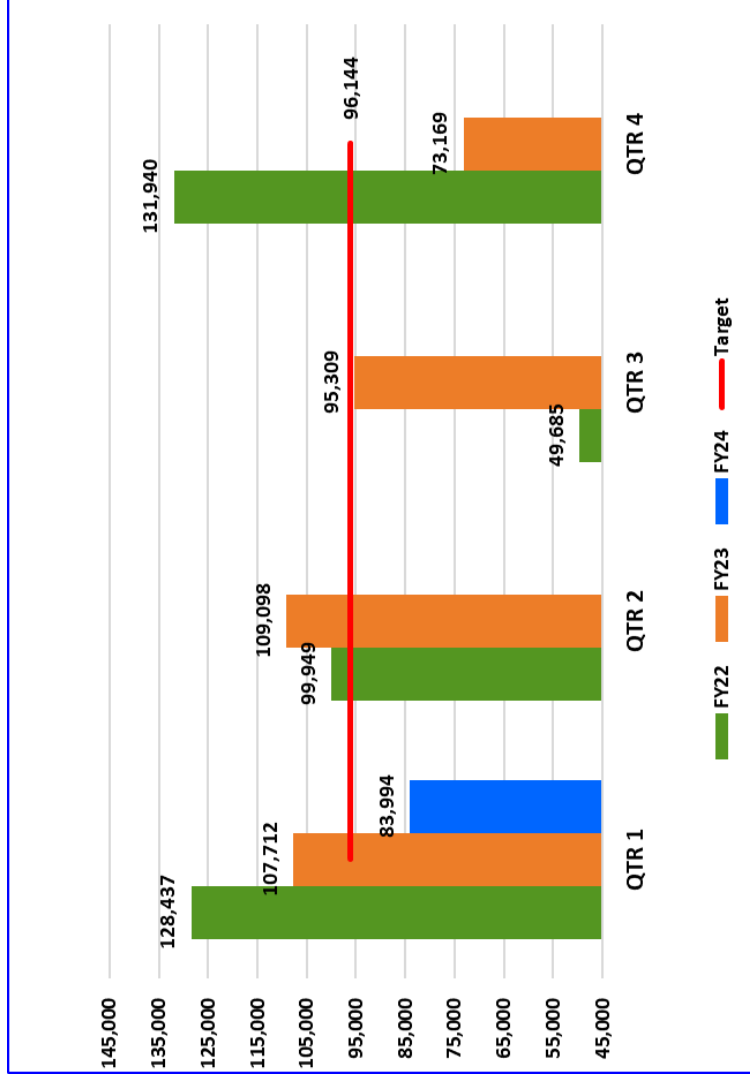
- Q1 FY24 mileage between calls decreased by 11,079 and road calls decreased by 5 compared to the same time period in FY23
- Chargeable road calls in Q1 FY24 are 12 in July, 11 in August, 12 in September
- The current target of 51,529 and is based off a 3-year monthly average from FY21-FY23, times three to get to a quarterly number.

# Mean Miles Between Chargeable Road Calls – Highway 17



- Q1 FY24 mileage between calls decreased by 31,961 and road calls decreased by 3 compared to the same time period in FY23
- Chargeable road calls in Q1 FY24 are 4 in July, 2 in August, and 4 in September
- The current target of 63,729 and is based off a 3-year monthly average from FY21-FY23, times three to get to a quarterly number.

# Mean Miles Between Chargeable Road Calls – ParaCruz

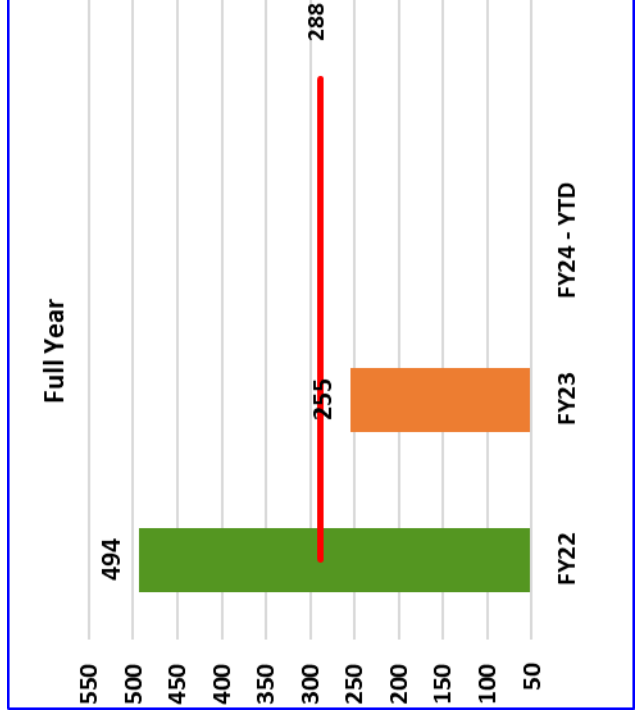


- Q1 FY24 mileage between calls decreased by 23,718 and road calls were 4, with no variance when compared to the same time period in FY23
- In Q1 FY24 chargeable road calls were zero in July, 1 in August, and 3 in September
- The current target of 96,144 and is based off a 3-year monthly average from FY21-FY23, times three to get to a quarterly number.

# Dependability KPI's

# Cancelled Trips by Cause & Region

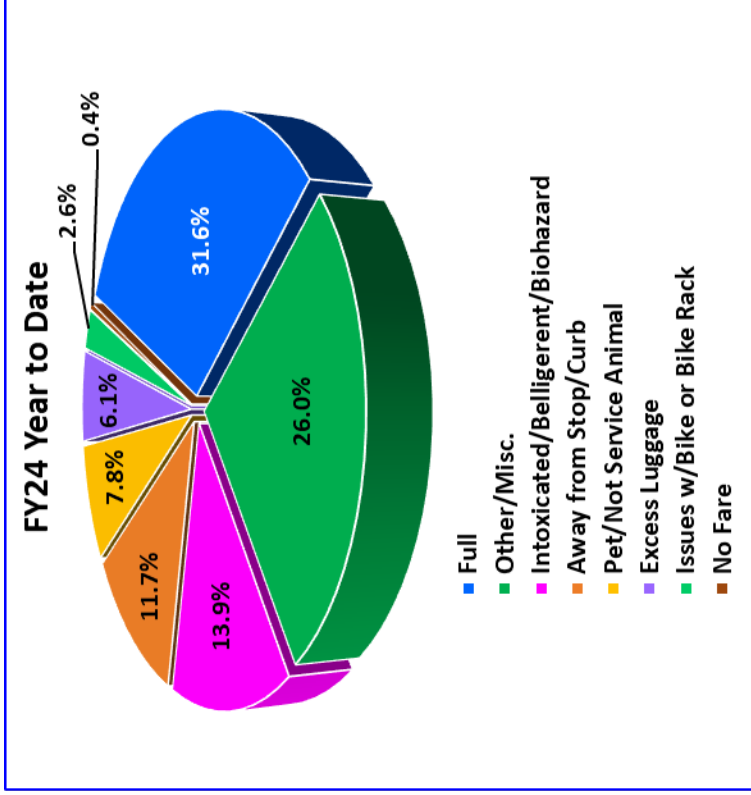
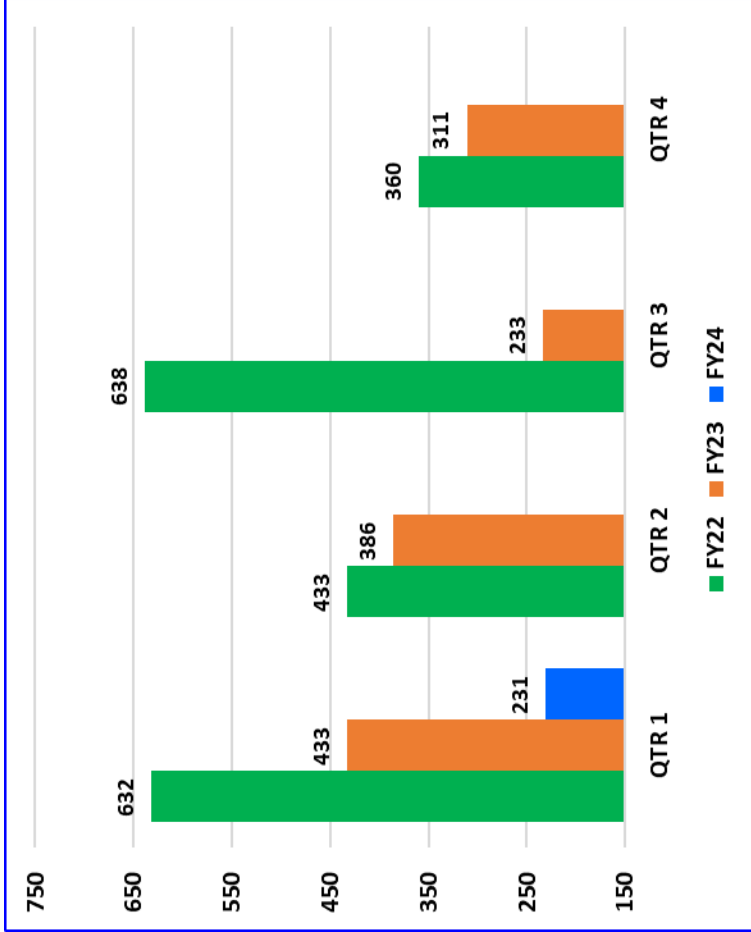
## There were no cancelled trips in Q1 FY24



Full year average of 288 is based on pre-pandemic 3-year average (FY19, FY22, FY23)

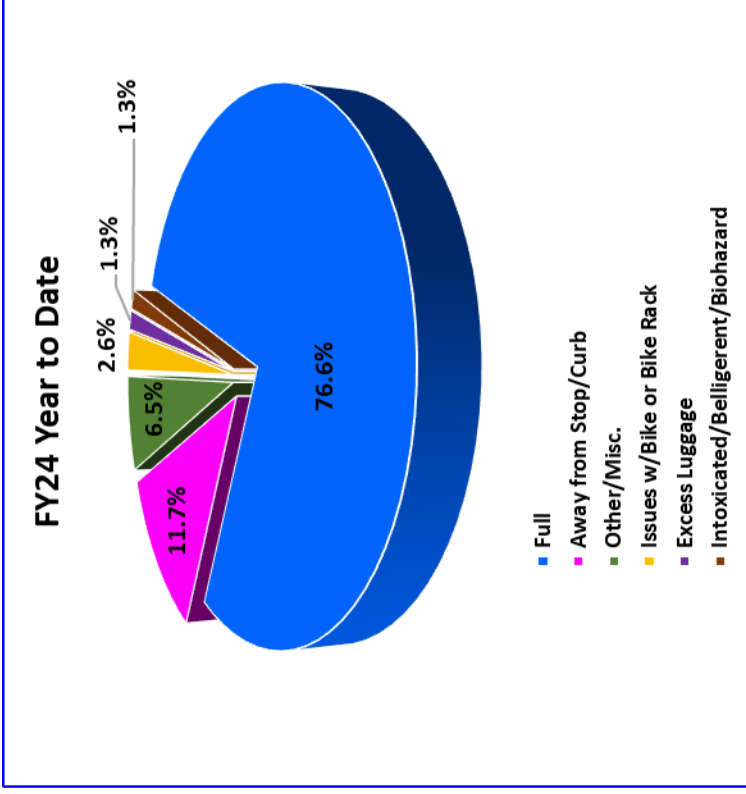
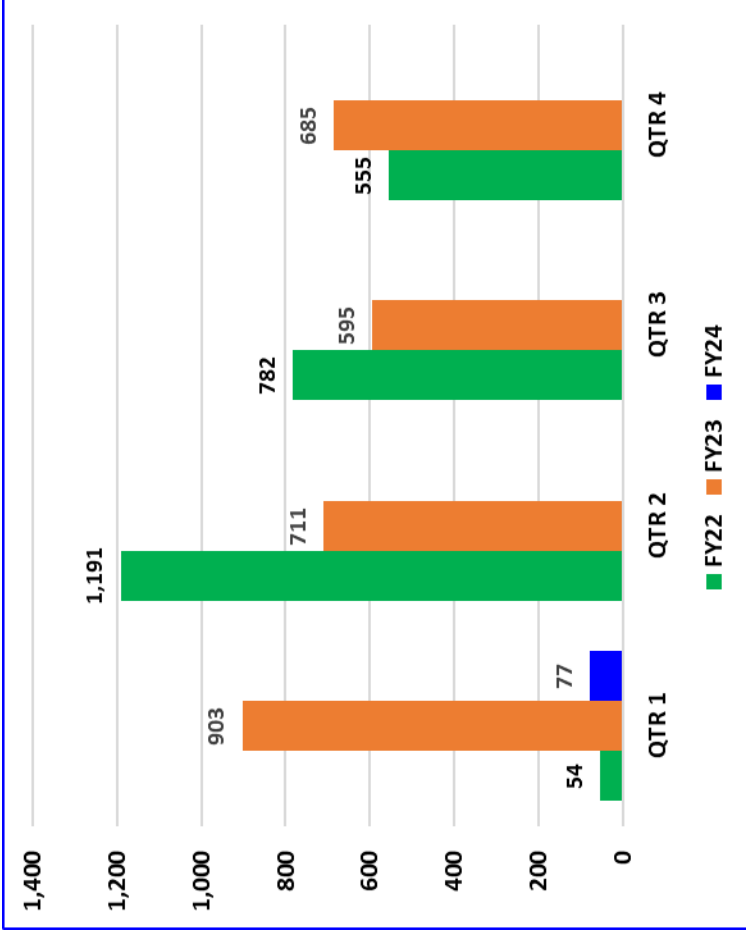


# Pass-Ups by Quarter/Reason – Fixed Route



- In Q1 FY24, total pass-ups were 231, which is 202 (46.7%) lower when compared to Q1 FY23
- July had a decrease of 54 pass-ups (37.5%), August had a decrease of 60 (44.1%), and September had a decrease of 88 (57.5%) when compared to the same time period as FY23
- 31.6% of Year-to-Date total pass-ups are caused by full bus capacity, followed by 26.0% of Other, which covers a wide range of issues (such as Surfboards, No Shoes, Smoking/Vaping, and Hygiene to name a few), and 13.9% due to Intoxicated/Belligerent/Biohazard

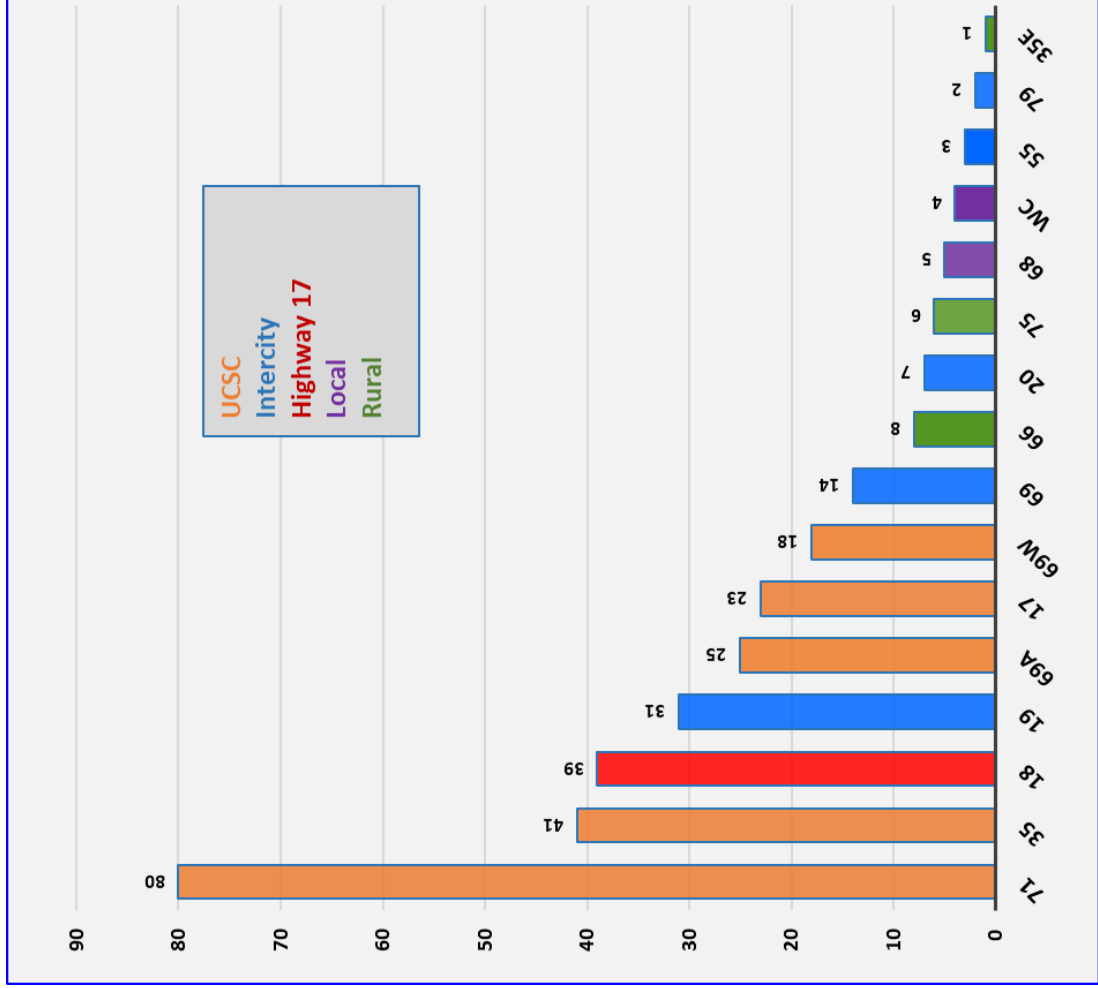
# Pass-Ups by Quarter/Reason - UCSC



- In Q1 FY24, total pass-ups were 77, which is 826 (91.5%) lower when compared to Q1 FY23
- July had an increase of 1 pass-ups (11.1%), August had a decrease of 65 (98.5%), and September had a decrease of 762 (92.0%) when compared to the same time period as FY23
- 76.6% of Year-to-Date total pass-ups are caused by full bus capacity, followed by 11.7% caused by riders being Away from Stop/Curb

# YTD FY24 Pass-Ups by Route

- YTD Pass-ups total 308
- UCSC Routes comprised 77 (25.0%), of which 76.6% were due to full bus capacity
- Highway 17 Routes comprised 23 (7.5%), of which 34.8% were due to Intoxicated/Biohazard or various misc. issues
- Local Routes comprised 29 (9.4%), 44.8% were due to Intoxicated/Biohazard
- Intercity Routes comprised 137 (44.5%), of which 32.1% were due to various misc. issues
- Rural Routes comprised 42 (13.6%), of which 35.7% were due to full bus capacity



# Questions ?

# KPI Metric Descriptions & Importance

Metric	Description & Importance
<b>Financial Performance</b>	<p>The Farebox Recovery Ratio represents the passenger fares (Fixed Route and Commuter) coverage of Metro's agency costs; this provides insight to the amount of non-passenger revenue (subsidy) needed to cover costs. Additionally, it allows the agency to compare cost-effectiveness within its own service.</p> <p>Fixed Route and Commuter Cost per Revenue Service Hour (RSH) along with the ParaCruz Cost per Trip depict the cost per hour of service/trip. By effectively tracking and minimizing costs, this measurement ensures efficient delivery of transit services.</p> <p>Data presented is by Quarter, for the current and past two fiscal years.</p>
<b>Productivity</b>	<p>Total Ridership and Ridership per hour are measures of productivity. The metrics depict seasonal fluctuations in ridership related to holidays, school terms, and other changes.</p> <p>Student ridership, historically a large portion of METRO's total ridership, shows changes in student enrollment and seasonal trends can be seen year over year.</p> <p>Highway 17 demonstrates METRO's commuter ridership, connecting Santa Cruz to San Jose.</p> <p>Local Ridership excludes student and commuter routes and reflects all other routes within the county.</p> <p>Passengers per Revenue Service Hour (RSH) depicts the productivity of each route. This ratio brings the true productivity of each route to scale and can stimulate discussions about frequency of service in urban and semi-urban areas of the of the county versus geographic coverage.</p> <p>Data presented is by Quarter, for the current and past two fiscal years.</p>

# KPI Metric Descriptions & Importance, con't

Metric	Description & Importance
Risk Management & Safety	<p>Traffic Accidents are broken down into different categories: Collisions between intersections, at the intersection, with fixed objects, with other district vehicles</p> <p>Passenger Incidents happen with METRO passengers either while boarding a bus, on board a bus, or alighting (descending) a bus.</p> <p>Data presented is by Quarter, for the current quarter, previous quarter, and the current quarter for the last fiscal year.</p> <p>Quarterly categories are only reported if any reporting/presented quarter has 3 or more incidents.</p> <p>The YTD total is <b><u>all</u></b> incidents (Collisions between/at intersections, fixed object and rear end collisions, along with collisions between District vehicles)</p>
Reliability	<p>Any mechanical failure that impedes the vehicle from starting or completing a scheduled revenue trip because actual movement is limited, or there are safety concerns, are used to calculate the Mean Miles Between Chargeable Road Call.</p> <p>The metric is calculated using the number of miles for the month divided by the number of chargeable road calls for each service type (Fixed Route, Commuter, and ParaCruz).</p> <p>Data presented is by Quarter, for the current and past two fiscal years.</p>

# KPI Metric Descriptions & Importance, con't

## Metric

## Description & Importance

Cancelled Trips are presented by Region and Cause for the current quarter only and YTD for the current year, and full year for the previous two fiscal years.

Pass-Ups occur when a bus operator must leave behind a passenger for a variety of reasons: No Fare, Exceeds Capacity Load (Full Bus), Intoxicated/Belligerent/Biohazard, and All Other.

Pass-Ups data are presented by Quarter, for the current and past two fiscal years for both Fixed Route and UCSC along with a YTD presentation of Routes with 10 or more Pass-Ups

## Dependability

# Historical Metrics

Metric	FY19	FY20	FY21	FY22	FY23	YTD FY24
Farebox Recovery	22.7%	24.1%	11.2%	16.6%	18.6%	19.4%
Fixed Route/Commuter Cost/RSH	211	270	298	271	247	275
ParaCruz Cost/Trip	72	129	181	91	69	70
Monthly Mean Miles Between Chargeable Road Calls - Fixed Route	13,610	13,216	14,368	16,216	20,944	4,089
Monthly Mean Miles Between Chargeable Road Calls - Highway 17	23,043	24,126	18,821	21,682	23,226	3,085
Monthly Mean Miles Between Chargeable Road Calls - ParaCruz	44,221	44,329	29,869	34,168	32,107	7,000
Average Age of Fleet - Fixed Route	13.8	12.6	12.9	12.8		
Average Age of Fleet - Highway 17	13.8	12.6	12.9	9.5		
Average Age of Fleet - ParaCruz	5.1	6.1	6.2	7.3		
Annual Road Miles - Fixed Route	2,443,157	2,139,917	1,999,474	2,325,531	2,358,618	571,128
Annual Road Miles - Highway 17	627,207	540,859	324,281	373,984	403,492	111,224
Annual Road Miles - ParaCruz	601,229	531,951	373,748	503,650	505,399	107,241





**DATE:** December 15, 2023  
**TO:** Board of Directors  
**FROM:** John Urgo, Planning and Development Director

**SUBJECT: CONSIDER A RESOLUTION DESIGNATING THE CEO/GENERAL MANAGER AS THE AUTHORIZED AGENT TO EXECUTE ALL REQUIRED DOCUMENTS TO CLAIM FUNDS AWARDED THROUGH THE REGIONAL EARLY ACTION PLANNING GRANTS OF 2021 (REAP 2.0) REGIONAL COMPETITIVE GRANT PROGRAM**

**I. RECOMMENDED ACTION**

**That the Board of Directors adopt a resolution designating the CEO/General Manager as the authorized agent to execute all required documents to claim funds awarded through the REAP 2.0 Program**

**II. SUMMARY**

- In August 2023, Santa Cruz Metropolitan Transit District (METRO) staff submitted an application to the Caltrans Clean California Transit Program to fund the Santa Cruz METRO Bus Stop Improvement Project (Project).
- The Project will install 23 bus shelters, 23 benches, and 18 trashcans at various bus stops in the METRO service area. These improvements will align with the funding program's objectives and address challenges related to waste management and aesthetic appeal.
- In October 2023, METRO received notification from Caltrans that it was a recipient of program funds in the amount of \$508,000.
- METRO's Board of Directors (Board) must approve the restricted grant agreement to accept and use these grant funds.
- Staff recommends that the Board adopt a resolution (Attachment A) designating the CEO as the Authorized Agent to execute all required documents to claim funds awarded through the FY23-24 Caltrans Clean California Transit Program.

**III. DISCUSSION/BACKGROUND**

The Regional Early Action Planning Grants of 2021 (REAP 2.0) provides funds to regional governments to accelerate housing production and facilitate compliance with the 6<sup>th</sup> Cycle of the housing element, including regional housing need allocations. In addition, REAP 2.0 is specifically designed to provide Metropolitan Planning Organizations (MPO) and other Eligible Entities with tools and resources to help implement and advance plans, primarily including Sustainable

Communities Strategies (SCS) as part of Regional Transportation Plans to pursue greenhouse gas emission reduction targets through land use and transportation changes. The major REAP 2.0 objectives are:

- Accelerating Infill Development that Facilitates Housing Supply, Choice, and Affordability
- Affirmatively Furthering Fair Housing
- Reducing Vehicle Miles Traveled

On June 15, 2023, the Association of Monterey Bay Area Governments (AMBAG) issued a Notice of Funding Availability (NOFA) for the Regional Early Action Planning 2.0 Grant (REAP 2.0) suballocation programs. Applications for RCGP were due from eligible entities for qualifying projects on August 30, 2023.

The Santa Cruz Metropolitan Transit District (METRO) submitted an application for \$2 million to fund predevelopment costs for the Watsonville Transit Center – Infill Transit Oriented Development project. The project will construct 65 deed restricted affordable units in a 100% affordable development above the Watsonville transit center in downtown Watsonville. The project will also fund station retrofitting costs to improve transit connections to Santa Cruz, including accommodating new zero-emission buses. 27 units will be extremely low income, and 38 units will be for very low income individuals.

On November 8<sup>th</sup>, METRO was notified by AMBAG that its project was recommended for full funding and received the highest score of all submitted projects. The \$2 million will join \$8 million in funding awarded to METRO in April of this year from the Cycle 6 Transit and Intercity Rail Capital Program (TIRCP). Total project costs are estimated to be \$60 million.

The California Department of Housing and Community Development (HCD) requires that grant awardees authorize a resolution to accept the grant and relevant grant conditions. Staff recommends that the Board adopt a resolution designating the CEO as the Authorized Agent to execute all required documents to claim funds awarded through the REAP 2.0 Program.

#### **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

The actions taken in this report align with the following Strategic Priorities:

- Service Quality and Delivery
- Strategic Alliances and Community Outreach
- Financial Stability, Stewardship & Accountability

#### **V. FINANCIAL CONSIDERATIONS/IMPACT**

METRO would receive \$2,000,000 in grants from the REAP 2.0 Program to fund predevelopment costs related to the construction of the Watsonville Transit Center – Infill Transit Oriented Development Project. There is no local match requirement.

## **VI. ALTERNATIVES CONSIDERED**

Do not receive the REAP 2.0 award. Staff does not recommend this alternative because METRO would lose critically needed revenue to support its goal of developing 175 units of affordable housing on METRO-owned property by the end of the decade.

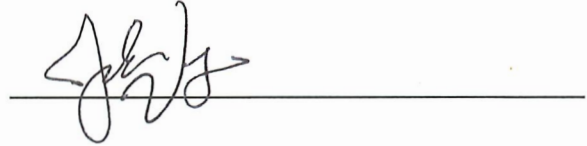
## **VII. ATTACHMENTS**

**Attachment A:** Authorizing Resolution

Prepared by: John Urgo, Planning and Development Director

**VIII. APPROVALS:**

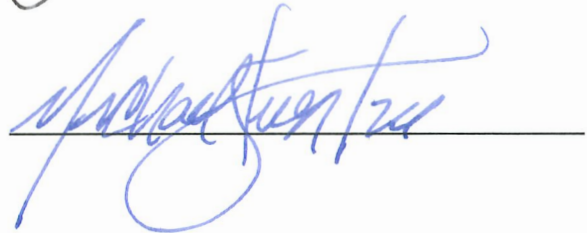
John Urgo, Planning  
and Development Director



Approved as to fiscal impact:  
Chuck Farmer, CFO



Michael Tree, CEO/General Manager



# Attachment A



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

## **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT TO APPROVE ENTERING INTO AGREEMENTS FOR THE REGIONAL EARLY ACTION PLANNING GRANT 2.0 PROGRAM RECITALS**

**WHEREAS** the California Department of Housing and Community Development (HCD) is authorized to provide up to \$510,000,000 to Metropolitan Planning Organizations and Councils of Government listed in Health and Safety Code Section 50515.08, subdivisions (a)(1)-(6) under the Regional Early Action Planning Grants Program (REAP 2.0), as detailed in Health and Safety Code Section 50515.08-10.

**WHEREAS** the State of California Department of Housing and Community Development (HCD) issued a Notice of Funding Availability on July 26, 2022 for REAP 2.0 grants available to Metropolitan Planning Organizations and Councils of Government;

**WHEREAS** the Association of Monterey Bay Area Governments (AMBAG) requested funds from HCD pursuant to Health and Safety Code Section 50515.08(c) to develop and accelerate the implementation of the requirements described in Health and Safety Code section 50515.08(c)(1).

**WHEREAS** HCD approved AMBAG's Request for Funds, subject to the terms and conditions of Eligibility, Guidelines, NOFAs, Program requirements, and the Standard Agreement by and between HCD and AMBAG;

**WHEREAS** AMBAG is authorized to suballocate REAP 2.0 funds to eligible applicants in the AMBAG region and will administer the REAP 2.0 grant program and provide oversight of the grant program in the AMBAG region;

**WHEREAS** AMBAG developed a suballocation program in cooperation with HCD and eligible applicants in the AMBAG region,

**WHEREAS** the AMBAG issued a Notice of Funding Availability for a REAP 2.0 suballocation program for eligible applicants in the AMBAG region on June 15, 2023;

**WHEREAS**, the Santa Cruz Metropolitan Transit District is eligible to submit a request for allocation for a portion of REAP 2.0 funds from AMBAG; and

# Attachment A

**WHEREAS**, the amounts allocated to Santa Cruz Metropolitan Transit District will be based on the allocation method approved by HCD and AMBAG; and

**WHEREAS**, AMBAG shall approve allocation requests subject to the terms and conditions of eligibility, guidelines, Notices of Funding Availability, and program requirements.

**THEREFORE, BE IT RESOLVED:**

1. The Santa Cruz Metropolitan Transit District is hereby authorized to accept an allocation not to exceed \$2,000,000 from the Association of Monterey Bay Area Governments for REAP 2.0 grant funding, and
2. The Santa Cruz Metropolitan Transit District is hereby authorized to enter into agreements and take further actions as may be necessary to give effect to this resolution, such as executing amendments, memorandums of understanding, and approving funding applications with the Association of Monterey Bay Area Governments for REAP 2.0 grant funding.

**PASSED AND ADOPTED** by the Board of Directors of the Santa Cruz Metropolitan Transit District this 15<sup>th</sup> Day of December 2023 by the following vote:

**AYES:** Directors -

**NOES:** Directors -

**ABSTAIN:** Directors -

**ABSENT:** Directors -

**APPROVED:**

\_\_\_\_\_  
SHEBREH KALANTARI-JOHNSON, Chair

**ATTEST:**

\_\_\_\_\_  
MICHAEL TREE, CEO/General Manager

**APPROVED AS TO FORM:**

\_\_\_\_\_  
JULIE SHERMAN, General Counsel



**DATE:** December 15, 2023  
**TO:** Board of Directors  
**FROM:** Dawn Crummié, Human Resources Director  
**SUBJECT: APPROVE REQUEST FOR AUTHORIZATION OF TWO (2) MARKETING SPECIALISTS IN THE MARKETING DEPARTMENT**

**I. RECOMMENDED ACTION**

**That the Board of Directors approve the request for authorization of two (2) Marketing Specialists in the Marketing Department**

**II. SUMMARY**

- In order to address the needs of the Marketing Department, staff have determined the need for two (2) Marketing Specialist positions.
- On October 25, 2023, Service Employees International Union Local 521 (SEIU) and Human Resources (HR) staff agreed to the creation of Marketing Specialist to better address the needs of the Santa Cruz Metropolitan Transit District (METRO).
- METRO contracted with Koff & Associates (hereinafter "K&A") to conduct a total classification and compensation study.
- HR staff worked with K&A to create the Marketing Specialist position description and its wage scale.
- On November 28, 2023, HR staff presented the classification and compensation study to SEIU. SEIU is in agreement with the findings and this recommendation.
- Staff is recommending Board approval to create the two (2) Marketing Specialist positions.
- On December 8, 2023, staff requested that the Personnel/HR Standing Committee (Committee) review and recommend the full Board of Directors approve these positions. 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 the department, a Marketing Specialist position was created through a total classification and compensation study performed by K&A. This position will perform a variety of marketing, public outreach and

education, and/or communications support duties, including creating content, basic graphic design, event coordination, and community engagement.

Human Resources staff have worked with Koff & Associates, an outside agency, to create a new Marketing Specialist position job description and corresponding wage scale. Upon approval, an open recruitment will be undertaken to fill these two (2) positions.

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

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

Going forward, staff has determined that METRO is in need of two (2) Marketing Specialists who, under general supervision, develops, coordinates, and implements public information, communications, and/or outreach programs, projects, strategies, and activities in support of Santa Cruz METRO services, programs/campaigns, and events; creates and ensures accuracy of marketing and informational materials; and performs related work as required.

Staff requests that the Board of Directors approve the addition of two (2) Marketing Specialist positions.

#### **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This report ties to the following strategic priorities:

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

#### **V. FINANCIAL CONSIDERATIONS/IMPACT**

The adoption of the recommendations contained in this report will require \$130K in FY24 and \$157K in FY25. The funding will be included in the Revised FY24 and FY25 Operating Budget and presented to the Board in 2024.



## **VI. ALTERNATIVES CONSIDERED**

- Doing 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:** Marketing Specialist Job Description

**Attachment B:** Marketing Specialist Wage Scale

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

**VIII. APPROVALS**

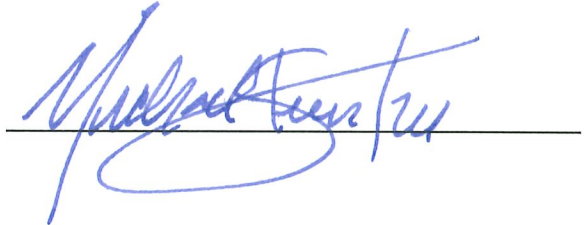
Dawn Crummié, HR Director

  
\_\_\_\_\_

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: PP111  
FLSA Status: Non-exempt

### Marketing Specialist

#### Bargaining Unit: SEIU- SEA

#### **DEFINITION:**

Under general supervision, a Marketing Specialist develops, coordinates, and implements public information, communications, and/or outreach programs, projects, strategies, and activities in support of Santa Cruz METRO services, programs/campaigns, and events; creates and ensures accuracy of marketing and informational materials; and performs related work as required.

#### **DISTINGUISHING CHARACTERISTICS:**

Marketing Specialist is a journey-level classification responsible for performing a variety of marketing, public outreach and education, and/or communications support duties, including creating content, basic graphic design, event coordination, and community engagement. 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.

#### **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, organizes, and coordinates Santa Cruz METRO's marketing, community outreach and liaison, public information and education, and communications and graphic design programs, projects, strategies, and activities.
- Monitors and tracks progression of projects and programs from initial planning through completion to ensure timely completion.
- Develops and maintains relationships with various internal and external stakeholders and community partners throughout Santa Cruz County including business, civic, and educational organizations, homeowner/community associations, transit-user groups, and area boards and commissions; assists in establishing contacts with media outlets; represents Santa Cruz METRO before various public and private sector organizations; schedules meetings as needed.
- Researches and collects data from various sources such as interviews with riders, representatives, community partners, organizations, and employees.
- Provides information via presentation, phone, or written communication on marketing, community outreach, and public information and education events and campaigns to various stakeholder groups.
- Coordinates with other Santa Cruz METRO departments such as marketing, planning, fleet, fixed-route operations, paratransit operations, human resources, and customer service to implement programs, projects, strategies, and events.
- Plans and creates graphic designs and artwork for marketing, engagement, education, and informational materials; takes and edits photos and videos; assists in designing and redesigning publication and site layouts.



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Writes and edits materials such as Santa Cruz METRO's quarterly publication (Headways), advertisements, news releases, brochures, pamphlets, newsletters, flyers, postcards, campaigns, internal communications, alerts, reports, and other marketing and informational materials.
- Creates content for, posts on, and uploads photos/artwork to Santa Cruz METRO's websites, internal and external blogs, and organic and paid social media sites; assists in creating and updating web ads and web design and backend web updates.
- Plans and coordinates various internal and external events including developing and coordinating schedules, staffing, logistics, and resources; oversees and directs staff and logistics before, during, and after events.
- Creates and maintains calendars of campaigns, events, and related program activities.
- Coordinates placement of paid advertisements on behalf of Santa Cruz METRO and on Santa Cruz METRO's buses and at bus stops; evaluates effectiveness of advertisements and provides recommendations on changes to the supervisor.
- Organizes, orders, tracks, maintains all marketing orders, materials, invoices and services and tracks all budget expenditures for the marketing department
- Transports materials and supplies to and from sites; manages marketing inventory.
- Assists in preparing contracts and negotiating scope of services, costs/budget, and timeline for professional/consultant services and/or event spaces; manages vendor/consultant performance; monitors contracts for compliance with Santa Cruz METRO policies.
- Prepares printing and production specifications for print vendors; places orders and expedites deliveries as needed.
- Verifies and reviews materials and publications for completeness and conformance with established procedures; ensures materials and publications are accurate and current.
- Drives a Santa Cruz METRO vehicle to perform assignments.
- Performs related work as required.

#### **EMPLOYMENT STANDARDS:**

##### **Knowledge of:**

- Concepts, practices, procedures, methods, and techniques used in planning, coordinating, and implementing marketing, community outreach and liaison, public information and education, and communications and graphic design programs, projects, strategies, and activities for internal and external audiences.
- Writing and editing techniques including content development, elements of persuasive writing and argument, preparation and editing of publications, and newspaper style and format.
- Basic principles and practices of graphic design, layout, and print production, including an understanding of design concepts and applications and appropriate use and presentation of graphics, photographs, and videos.
- Public speaking techniques and practices.
- Applicable federal, state, and local laws, codes, regulations, technical processes, and procedures related to the program to which assigned.
- 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.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, community partners and individuals of various ages, socio-economic, and ethnic groups.



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Modern office practices, equipment, and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

#### **Ability to:**

- Plan, organize, and coordinate marketing, community outreach and liaison, public information and education, and/or communications and graphic design programs, projects, strategies, and activities.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Design, write, prepare, produce, and deliver accurate and effective communications.
- Compose correspondence, reports, and other written materials independently or from brief instructions.
- Create graphic designs and artwork.
- Learn and understand the organization and operation of Santa Cruz METRO and of outside agencies as necessary to assume assigned responsibilities.
- Gather, record, and summarize data in a variety of formats.
- Maintain records with accuracy and attention to detail.
- Adhere to established work schedules and timelines.
- Work independently.
- Balance multiple assignments simultaneously and effectively.
- Work and interact with the public, vendors, community partners and individuals of various ages, socio-economic, and ethnic groups.
- Maintain a calm demeanor in stressful situations.
- Safely operate a vehicle to perform assignments.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Establish and maintain effective working relationships within the department and with other divisions, departments, agencies, and the public.

#### **MINIMUM QUALIFICATIONS:**

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

#### **Education, Training, and Experience:**

Two (2) years of coursework from an accredited college in business administration, marketing, communications, public relations, or a related field.

#### **AND/OR**

Three (3) years of experience in advertising, marketing, public relations, events/outreach, customer service, or business-related areas.

#### **LICENSES AND CERTIFICATES:**

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



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

employment.

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

#### **PHYSICAL AND MENTAL DEMANDS:**

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

#### **Physical Demands**

While performing the duties of this job, the employee is frequently required to reach with hands and arms; walk, sit and stand; use finger dexterity; talk and hear, and use a keyboard. Work often requires the repetitive use of both hands to grasp and feel objects, stooping at the waist, and standing. Work may require lifting up to 30 pounds unaided. Specific visual abilities required for this job include close vision, distance vision, the ability to see colors and shades, and the ability to perceive depth.

#### **Mental Demands**

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

#### **Work Environment:**

The employee typically works in an office environment where the noise level is moderate. The employee also works in a field environment with potential exposure to varied weather conditions, dust, fumes, and hazardous materials and where the noise level is loud. The employee will also ride METRO services including fixed-route and paratransit services and interact with riders.

#### **OTHER CONDITIONS OF EMPLOYMENT:**

- Must pass a requisite background check.
- May occasionally work extended hours or hours outside of the regular schedule including weekends and some holidays.

\*Adopted: 12-15-2023

\*BOD Approved: 12-15-2023

\*Revised: 00-00-0000

\*Job Family: Marketing

\* Job Series: Marketing Administrative Series

\*Job Series Level: Journey

Class Code: PP111

FLSA Status: Non-Exempt

Bargaining Unit: SEIU-SEA

# 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
SEP	33.23	34.89	36.55	34.89	36.63	38.37	36.63	38.46	40.29	38.46	40.38	42.30	40.38	42.40	44.42	42.40	44.52	46.64
SEP	36.29	38.10	39.91	38.10	40.01	41.92	40.01	42.01	44.01	42.01	44.11	46.21	44.11	46.32	48.53	46.32	48.64	50.96
SEP	25.78	27.07	28.36	27.07	28.42	29.77	28.42	29.84	31.26	29.84	31.33	32.82	31.33	32.90	34.47	32.90	34.55	36.20
SEP	30.38	31.90	33.42	31.90	33.50	35.10	33.50	35.18	36.86	35.18	36.94	38.70	36.94	38.79	40.64	38.79	40.73	42.67
SEP	35.52	37.30	39.08	37.30	39.17	41.04	39.17	41.13	43.09	41.13	43.19	45.25	43.19	45.35	47.51	45.35	47.62	49.89
SEP	41.42	43.49	45.56	43.49	45.66	47.83	45.66	47.94	50.22	47.94	50.34	52.74	50.34	52.86	55.38	52.86	55.50	58.14
SEP	36.29	38.10	39.91	38.10	40.01	41.92	40.01	42.01	44.01	42.01	44.11	46.21	44.11	46.32	48.53	46.32	48.64	50.96
SEP	34.03	35.73	37.43	35.73	37.52	39.31	37.52	39.41	41.28	39.41	41.37	43.34	41.37	43.44	45.51	43.44	45.61	47.78
SEP	28.69	30.12	31.55	30.12	31.63	33.14	31.63	33.21	34.79	33.21	34.87	36.53	34.87	36.61	38.35	36.61	38.44	40.27
SEP	31.19	32.92	34.65	32.92	34.73	36.46	34.73	36.53	38.36	36.53	38.44	40.31	38.44	40.52	42.48	40.52	42.56	44.63
SEP	35.16	36.92	38.68	36.92	38.77	40.62	38.77	40.71	42.65	40.71	42.75	44.79	42.75	44.89	47.03	44.89	47.13	49.37
SEP	51.33	53.90	56.47	53.90	56.60	59.30	56.60	59.43	62.26	59.43	62.40	65.37	62.40	65.52	68.64	65.52	68.80	72.08
SES	33.89	35.58	37.27	35.58	37.36	39.14	37.36	39.23	41.10	39.23	41.19	43.15	41.19	43.25	45.31	43.25	45.41	47.57
SES	37.28	39.14	41.00	39.14	41.10	43.06	41.10	43.16	45.22	43.16	45.32	47.48	45.32	47.59	49.86	47.59	49.97	52.35
SES	40.67	42.70	44.73	42.70	44.84	46.98	44.84	47.08	49.32	47.08	49.43	51.78	49.43	51.90	54.37	51.90	54.50	57.10
SES	22.50	23.63	24.76	23.63	24.81	25.99	24.81	26.05	27.29	26.05	27.35	28.65	27.35	28.72	30.09	28.72	30.16	31.60
SES	32.75	34.39	36.03	34.39	36.11	37.83	36.11	37.92	39.73	37.92	39.82	41.72	39.82	41.81	43.80	41.81	43.90	45.99
SES	26.80	28.14	29.48	28.14	29.55	30.96	29.55	31.03	32.51	31.03	32.58	34.13	32.58	34.21	35.84	34.21	35.92	37.63
SES	25.08	27.38	28.68	27.38	28.75	30.12	28.75	30.19	31.63	30.19	31.70	33.21	31.70	33.29	34.88	33.29	34.95	36.61
SES	23.47	24.64	25.81	24.64	25.87	27.16	25.87	27.16	28.45	27.16	28.52	29.88	28.52	29.95	31.38	29.95	31.45	32.95
SES	28.65	30.08	31.51	30.08	31.58	33.08	31.58	33.16	34.74	33.16	34.82	36.48	34.82	36.56	38.30	36.56	38.39	40.22
SES	27.35	28.72	30.09	28.72	30.16	31.60	30.16	31.67	33.18	31.67	33.25	34.83	33.25	34.91	36.57	34.91	36.66	38.41
SES	27.99	29.39	30.79	29.39	30.86	32.33	30.86	32.40	33.94	32.40	33.54	35.14	33.54	35.22	36.88	35.22	36.95	38.71
SES	24.44	25.66	26.88	25.66	26.94	28.22	26.94	28.29	29.64	28.29	29.70	31.11	29.70	31.19	32.68	31.19	32.75	34.31
SES	27.15	28.51	29.87	28.51	29.94	31.37	29.94	31.44	32.94	31.44	33.01	34.58	33.01	34.66	36.31	34.66	36.39	38.12
SES	19.18	20.14	21.10	20.14	21.15	22.16	21.15	22.21	23.27	22.21	23.32	24.43	23.32	24.49	25.66	24.49	25.71	26.93
SES	22.50	23.63	24.76	23.63	24.81	25.99	24.81	26.05	27.29	26.05	27.35	28.65	27.35	28.72	30.09	28.72	30.16	31.60
SES	26.08	27.38	28.68	27.38	28.75	30.12	28.75	30.19	31.63	30.19	31.70	33.21	31.70	33.29	34.88	33.29	34.95	36.61
SES	26.32	27.64	28.96	27.64	29.02	30.40	29.02	30.47	31.92	30.47	31.99	33.51	31.99	33.59	35.19	33.59	35.27	36.95
SES	41.02	43.07	45.12	43.07	45.22	47.37	45.22	47.48	49.74	47.48	49.85	52.22	49.85	52.34	54.83	52.34	54.96	57.58
SES	31.96	33.56	35.16	33.56	35.24	36.92	35.24	37.00	38.76	37.00	38.85	40.70	38.85	40.79	42.73	40.79	42.83	44.87
SES	35.16	36.92	38.68	36.92	38.77	40.62	38.77	40.71	42.65	40.71	42.75	44.79	42.75	44.89	47.03	44.89	47.13	49.37
SES	23.68	24.86	26.04	24.86	26.10	27.34	26.10	27.41	28.72	27.41	28.78	30.15	28.78	30.22	31.66	30.22	31.73	33.24
SES	26.05	27.35	28.65	27.35	28.72	30.09	28.72	30.16	31.60	30.16	31.67	33.18	31.67	33.25	34.83	33.25	34.91	36.57
SES	27.35	28.72	30.09	28.72	30.16	31.60	30.16	31.67	33.18	31.67	33.25	34.83	33.25	34.91	36.57	34.91	36.66	38.41
SES	27.63	29.01	30.39	29.01	30.46	31.91	30.46	31.98	33.50	31.98	33.58	35.18	33.58	35.26	36.94	35.26	37.02	38.78
SES	30.68	32.21	33.74	32.21	33.82	35.43	33.82	35.51	37.20	35.51	37.29	39.07	37.29	39.15	41.01	39.15	41.11	43.07
SES	22.92	24.07	25.22	24.07	25.27	26.47	25.27	26.53	27.79	26.53	27.86	29.19	27.86	29.25	30.71	29.25	30.71	32.17
SES	31.56	33.14	34.72	33.14	34.80	36.46	34.80	36.54	38.28	36.54	38.37	40.20	38.37	40.29	42.21	40.29	42.30	44.31
SES	23.68	24.86	26.04	24.86	26.10	27.34	26.10	27.41	28.72	27.41	28.78	30.15	28.78	30.22	31.66	30.22	31.73	33.24
SES	29.05	30.50	31.95	30.50	32.03	33.56	32.03	33.62	35.22	33.62	35.30	36.98	35.30	37.07	38.84	37.06	38.91	40.76
SES	30.38	31.90	33.42	31.90	33.50	35.10	33.50	35.18	36.86	35.18	36.94	38.70	36.94	38.79	40.64	38.79	40.73	42.67
SES	33.89	35.58	37.27	35.58	37.36	39.14	37.36	39.23	41.10	39.23	41.19	43.15	41.19	43.25	45.31	43.25	45.41	47.57
SES	37.28	39.14	41.00	39.14	41.10	43.06	41.10	43.16	45.22	43.16	45.32	47.48	45.32	47.59	49.86	47.59	49.97	52.35
SES	33.89	35.58	37.27	35.58	37.36	39.14	37.36	39.23	41.10	39.23	41.19	43.15	41.19	43.25	45.31	43.25	45.41	47.57
SES	30.30	31.82	33.34	31.82	33.41	35.00	33.41	35.08	36.75	35.08	36.83	38.58	36.83	38.67	40.51	38.67	40.60	42.53
SES	27.35	28.72	30.09	28.72	30.16	31.60	30.16	31.67	33.18	31.67	33.25	34.83	33.25	34.91	36.57	34.91	36.66	38.41

# Attachment B

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

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	Planning Aide	21.83	22.92	24.01	22.92	24.07	25.22	24.07	25.27	26.47	25.27	26.53	27.79	26.53	27.86	29.19	27.86	29.25	30.64
SES	Planning Data Analyst	33.89	35.58	37.27	35.58	37.36	39.14	37.36	39.23	41.10	39.23	41.19	43.15	41.19	43.25	45.31	43.25	45.41	47.57
SES	Purchasing Agent	33.59	35.27	36.95	35.27	37.03	38.79	37.03	38.88	40.73	38.88	40.82	42.76	40.82	42.86	44.90	42.86	45.00	47.14
SES	Purchasing Assistant	30.80	32.34	33.88	32.34	33.96	35.58	33.96	35.66	37.44	35.66	37.44	39.22	37.44	39.31	41.18	39.31	41.28	43.25
SES	Revenue Account Coordinator	23.61	24.79	25.97	24.79	26.03	27.27	26.03	27.33	28.63	27.33	28.70	30.07	30.07	31.58	30.14	30.14	31.65	33.16
SES	Revenue Collection Clerk	21.24	22.30	23.36	22.30	23.42	24.54	23.42	24.59	25.76	24.59	25.82	27.05	27.05	28.40	27.11	28.47	29.83	
SES	Safety and Training Program Specialist I	39.55	41.53	43.51	41.53	43.61	45.69	43.61	45.79	47.97	45.79	48.08	50.37	48.08	50.48	52.88	50.48	53.00	55.52
SES	Safety and Training Program Specialist II	43.98	46.18	48.38	46.18	48.49	50.80	48.49	50.91	53.33	50.91	53.46	56.01	53.46	56.13	58.80	56.13	58.94	61.75
SES	Scheduling Analyst	33.89	35.58	37.27	35.58	37.36	39.14	37.36	39.23	41.10	39.23	41.19	43.15	41.19	43.25	45.31	43.25	45.41	47.57
SES	Senior Accounting Technician	29.79	31.28	32.77	31.28	32.84	34.40	32.84	34.48	36.12	34.48	36.20	37.92	37.92	39.82	38.01	39.91	41.81	
SES	Senior Customer Service Representative	27.01	28.36	29.71	28.36	29.78	31.20	29.78	31.27	32.76	31.27	32.83	34.39	34.39	36.19	34.47	36.19	37.91	
SES	Senior Financial Analyst	45.11	47.37	49.63	47.37	49.74	52.11	49.74	52.23	54.72	52.23	54.84	57.45	57.45	60.32	57.58	60.46	63.34	
SES	Senior Systems Administrator	50.89	53.43	55.97	53.43	56.10	58.77	56.10	58.91	61.72	58.91	61.86	64.81	64.81	68.04	64.95	68.20	71.45	
SES	Senior Transportation Planner	45.63	47.91	50.19	47.91	50.31	52.71	50.31	52.83	55.35	52.83	55.47	58.11	58.11	61.01	58.24	61.15	64.06	
SES	Systems Administrator	46.25	48.56	50.87	48.56	50.99	53.42	50.99	53.54	56.09	53.54	56.22	58.90	58.90	61.84	59.03	61.98	64.93	
SES	Transportation Planner I	34.22	35.93	37.64	35.93	37.73	39.53	37.73	39.62	41.51	39.62	41.60	43.58	43.58	45.76	43.68	45.86	48.04	
SES	Transportation Planner II	38.01	39.91	41.81	39.91	41.91	43.91	41.91	44.01	46.11	44.01	46.21	48.41	48.41	50.83	48.52	50.95	53.38	
SEV	Electronic Technician	35.16	36.92	38.68	36.92	38.77	40.62	38.77	40.71	42.65	40.71	42.75	44.79	44.79	47.03	44.89	47.13	49.37	
SEV	Lead Mechanic	36.82	38.66	40.50	38.66	40.59	42.52	40.59	42.62	44.65	42.62	44.75	46.88	46.88	49.23	46.99	49.34	51.69	
SEV	Lead Parts and Materials Clerk	30.24	31.75	33.26	31.75	33.34	34.93	33.34	35.01	36.68	35.01	36.76	38.51	38.51	40.44	38.60	40.53	42.46	
SEV	Lead Vehicle Service Worker	25.32	26.59	27.86	26.59	27.92	29.25	27.92	29.32	30.72	29.32	30.79	32.26	32.26	33.87	32.33	33.95	35.57	
SEV	Mechanic I	27.61	28.99	30.37	28.99	30.44	31.89	30.44	31.96	33.48	31.96	33.56	35.16	35.16	36.92	35.24	37.00	38.76	
SEV	Mechanic II	30.68	32.21	33.74	32.21	33.82	35.43	33.82	35.51	37.20	35.51	37.29	39.07	39.07	41.01	39.15	41.11	43.07	
SEV	Mechanic III	33.75	35.44	37.13	35.44	37.21	38.98	37.21	39.07	40.93	39.07	41.02	42.97	42.97	45.12	43.07	45.22	47.37	
SEV	Parts and Materials Clerk	25.21	26.47	27.73	26.47	27.79	29.11	27.79	29.18	30.57	29.18	30.64	32.10	32.10	33.70	32.17	33.78	35.39	
SEV	Upholsterer I	25.32	26.59	27.86	26.59	27.92	29.25	27.92	29.32	30.72	29.32	30.79	32.26	32.26	33.87	32.33	33.95	35.57	
SEV	Upholsterer II	27.84	29.23	30.62	29.23	30.69	32.15	30.69	32.22	33.75	32.22	33.83	35.44	35.44	38.33	35.52	37.21	39.08	
SEV	Vehicle Body Repair Mechanic	27.84	29.23	30.62	29.23	30.69	32.15	30.69	32.22	33.75	32.22	33.83	35.44	35.44	38.33	35.52	37.21	39.08	
SEV	Vehicle Service Detailer	23.18	24.34	25.50	24.34	25.56	26.78	25.56	26.84	28.12	26.84	28.18	29.52	29.52	31.00	29.59	31.07	32.55	
SEV	Vehicle Service Worker I	18.97	19.92	20.87	19.92	20.92	21.92	20.92	21.97	23.02	21.97	23.07	24.17	24.17	25.37	24.22	25.43	26.64	
SEV	Vehicle Service Worker II	21.15	22.21	23.27	22.21	23.32	24.43	23.32	24.49	25.66	24.49	25.71	26.93	26.93	28.29	27.00	28.35	29.70	

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

UNION	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SES	Planning Data Analyst	34.35	36.07	37.79	36.07	37.87	39.67	37.87	39.76	41.65	39.76	41.75	43.74	41.75	43.84	45.93	43.84	46.03	48.22
SEV	Mechanic I	28.07	29.47	30.87	29.47	30.94	32.41	30.94	32.49	34.04	32.49	34.11	35.73	35.73	37.53	37.53	39.42	41.31	43.20
SEV	Vehicle Service Worker I	19.20	20.16	21.12	20.16	21.17	22.18	21.17	22.23	23.29	22.23	23.34	24.45	24.45	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. Adding Marketing Specialist. Position and wages approved on BOD 12.15.2023.



# Attachment B

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

UNION	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SEP	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	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	28.81	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	34.22	35.93	37.64
SEP	31.60	33.18	34.76	33.18	34.84	36.58	34.84	36.58	38.32	36.58	38.41	40.24	38.41	40.25	42.03	40.25	42.35	44.37
SEP	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	44.37	46.59	48.81	46.59	48.92	51.25	48.92	51.37	53.94	51.37	53.94	56.51	53.94	56.64	59.34	56.64	59.47	62.30
SEP	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	40.16	42.17	44.18	42.17	44.28	46.39	44.28	46.49	48.70	46.49	48.81	51.13	48.81	51.25	53.69	51.25	53.81	56.37
SEP	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	40.80	42.84	44.88	42.84	44.98	47.23	44.98	47.23	49.48	47.23	49.56	51.95	49.56	52.07	54.55	52.07	54.67	57.27
SEP	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	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	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	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	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	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	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	27.87	29.36	30.65	29.36	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	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	24.41	25.63	26.85	25.63	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	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	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	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	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	33.97	32.43	34.05	35.67
SES	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	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	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	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	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	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	38.33
SES	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	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	35.24	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	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	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	27.09	28.44	29.79	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	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	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	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	31.91	33.51	35.11	33.51	35.19	36.87	35.19	36.95	38.71	36.95	38.80	40.65	38.80	40.74	42.68	40.74	42.78	44.82
SES	23.84	25.03	26.22	25.03	26.28	27.53	26.28	27.59	29.00	27.59	29.07	30.35	29.07	30.42	31.87	30.42	31.94	33.46
SES	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	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	30.21	31.72	33.23	31.72	33.31	34.90	33.31	34.98	36.65	34.98	36.73	38.48	36.73	38.57	40.41	38.57	40.50	42.43
SES	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	40.25	42.03	40.25	42.35	44.37
SES	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	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	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	31.51	33.09	34.67	33.09	34.74	36.48	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	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	38.77	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	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	37.03	38.85	37.03	38.93	40.78	38.93	40.88	42.83	40.88	42.92	44.96
SES	Revenue Account Coordinator	24.55	25.78	27.01	25.78	27.07	28.36	27.07	28.42	29.77	28.42	29.84	31.26	29.84	31.33	32.82	31.33	32.90	34.47
SES	Revenue Collection Clerk	22.09	23.19	24.29	23.19	24.35	25.51	24.35	25.57	26.79	25.57	26.85	28.13	26.85	28.19	29.53	28.19	29.60	31.01
SES	Safety and Training Program Specialist I	41.13	43.19	45.25	43.19	45.35	47.51	45.35	47.62	49.89	47.62	50.00	52.38	50.00	52.50	55.00	52.50	55.13	57.76
SES	Safety and Training Program Specialist II	45.74	48.03	50.32	48.03	50.43	52.83	50.43	52.95	55.47	52.95	55.60	58.25	55.60	58.38	61.16	58.38	61.30	64.22
SES	Scheduling Analyst	35.25	37.01	38.77	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48
SES	Senior Accounting Technician	30.98	32.53	34.08	32.53	34.16	35.79	34.16	35.87	37.58	35.87	37.66	39.45	37.66	39.54	41.42	39.54	41.52	43.50
SES	Senior Customer Service Representative	28.09	29.49	30.89	29.49	30.96	32.43	30.96	32.51	34.06	32.51	34.14	35.77	34.14	35.85	37.56	35.85	37.64	39.43
SES	Senior Financial Analyst	46.91	49.26	51.61	49.26	51.72	54.18	51.72	54.31	56.90	54.31	57.03	59.75	57.03	59.88	62.73	59.88	62.87	65.86
SES	Senior Systems Administrator	52.93	55.58	58.23	55.58	58.36	61.14	58.36	61.28	64.20	61.28	64.34	67.40	64.34	67.56	70.78	67.56	70.94	74.32
SES	Senior Transportation Planner	47.46	49.83	52.20	49.83	52.32	54.81	52.32	54.94	57.56	54.94	57.69	60.44	57.69	60.57	63.45	60.57	63.60	66.63
SES	Systems Administrator	48.10	50.51	52.92	50.51	53.04	55.57	53.04	55.69	58.34	55.69	58.47	61.25	58.47	61.39	64.31	61.39	64.46	67.53
SES	Transportation Planner I	35.59	37.37	39.15	37.37	39.24	41.11	39.24	41.20	43.16	41.20	43.26	45.32	43.26	45.42	47.58	45.42	47.69	49.96
SES	Transportation Planner II	39.53	41.51	43.49	41.51	43.59	45.67	43.59	45.77	47.95	45.77	48.06	50.35	48.06	50.46	52.86	50.46	52.98	55.50
SEV	Electronic Technician	36.57	38.40	40.23	38.40	40.32	42.24	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	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	27.53	28.84	27.53	28.91	30.29	28.91	30.36	31.81	30.36	31.88	33.40	31.88	33.47	35.06	33.47	35.14	36.81
SEV	Upholsterer I	26.33	27.65	28.97	27.65	29.03	30.41	29.03	30.48	31.93	30.48	32.00	33.52	32.00	33.60	35.20	33.60	35.28	36.96
SEV	Upholsterer II	28.95	30.40	31.85	30.40	31.92	33.44	31.92	33.52	35.12	33.52	35.20	36.88	35.20	36.96	38.72	36.96	38.81	40.66
SEV	Vehicle Body Repair Mechanic	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 Detailer	21.71	22.72	23.73	22.72	23.76	24.80	23.76	24.85	25.94	24.85	25.99	27.13	25.99	27.19	28.39	27.19	28.45	29.71
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 03.25.2022. Adding Mobility Training Coordinator. Position and wage approved on BOD 06.24.2022. Adding Accountant III. Position and wage approved on BOD 09.23.2022. Adding Maintenance Trainer. Position and wage approved on BOD 02.24.2023. Adding Payroll Administrator and Payroll Supervisor. Positions and wages approved on BOD 10.27.2023. Adding Marketing Specialist. Position and wages approved on BOD 12.15.2023.

# Attachment B

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

UNION	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SEP	35.94	37.74	39.54	37.74	39.63	41.52	39.63	41.61	43.59	41.61	43.69	45.77	43.69	45.87	48.05	45.87	48.16	50.45
SEP	39.25	41.21	43.17	41.21	43.27	45.33	43.27	45.43	47.59	45.43	47.70	49.97	47.70	50.09	52.48	50.09	52.59	55.09
SEP	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	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	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	46.14	48.45	50.76	48.45	50.87	53.29	50.87	53.41	55.95	53.41	56.08	58.75	56.08	58.88	61.68	58.88	61.82	64.76
SEP	39.25	41.21	43.17	41.21	43.27	45.33	43.27	45.43	47.59	45.43	47.70	49.97	47.70	50.09	52.48	50.09	52.59	55.09
SEP	36.81	38.65	40.49	38.65	40.58	42.54	40.58	42.61	44.64	42.61	44.74	46.87	44.74	46.98	49.22	46.98	49.33	51.68
SEP	41.77	43.66	45.95	43.66	45.84	48.24	46.05	48.35	50.65	48.35	50.77	53.19	50.77	53.31	55.85	53.31	55.98	58.65
SEP	31.03	32.58	34.13	32.58	34.21	35.84	34.21	35.92	37.63	35.92	37.72	39.52	37.72	39.61	41.50	39.61	41.59	43.57
SEP	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.15	51.46	49.15	51.58	54.04	51.58	54.16	56.75	54.16	56.87	59.58
SEP	38.03	39.93	41.83	39.93	41.93	43.93	41.93	44.03	46.13	44.03	46.23	48.43	46.23	48.54	50.97	48.54	50.97	53.40
SEP	55.52	58.30	61.08	58.30	61.22	64.14	61.22	64.28	67.34	64.28	67.49	70.70	67.49	70.86	74.23	70.86	74.40	77.94
SES	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	48.91	51.34	49.01	51.46	53.91	51.46	54.03	56.60
SES	43.99	46.19	48.39	46.19	48.50	50.81	48.50	50.93	53.36	50.93	53.48	56.03	53.48	56.15	58.82	56.15	58.96	61.77
SES	24.34	25.56	26.78	25.56	26.84	28.12	26.84	28.18	29.52	28.18	29.59	31.00	29.59	31.07	32.55	31.07	32.62	34.17
SES	35.42	37.19	38.96	37.19	39.05	40.91	39.05	41.00	42.95	41.00	43.05	45.10	43.05	45.20	47.35	45.20	47.46	49.72
SES	28.98	30.43	31.88	30.43	31.95	33.47	31.95	33.55	35.15	33.55	35.23	36.91	35.23	36.99	38.75	36.99	38.84	40.69
SES	28.20	29.61	31.02	29.61	31.09	32.57	31.09	32.64	34.19	32.64	34.27	35.90	34.27	35.98	37.69	35.98	37.78	39.58
SES	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	30.99	32.54	34.09	32.54	34.17	35.80	34.17	35.88	37.59	35.88	37.67	39.46	37.67	39.55	41.43	39.55	41.53	43.51
SES	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.53
SES	30.27	31.78	33.29	31.78	33.37	34.96	33.37	35.04	36.71	35.04	36.79	38.54	36.79	38.63	40.47	38.63	40.56	42.49
SES	26.44	27.76	29.08	27.76	29.15	30.54	29.15	30.61	32.07	30.61	32.14	33.67	32.14	33.75	35.36	33.75	35.44	37.13
SES	29.37	30.84	32.31	30.84	32.38	33.92	32.38	34.00	35.62	34.00	35.70	37.40	35.70	37.49	39.28	37.49	39.36	41.23
SES	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	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	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	25.62	26.90	28.25	26.90	28.25	29.60	28.25	29.66	31.07	29.66	31.14	32.62	31.14	32.70	34.26	32.70	34.34	35.98
SES	28.46	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	44.37	46.59	48.81	46.59	48.92	51.25	48.92	51.37	53.82	51.37	53.94	56.51	53.94	56.64	59.34	56.64	59.47	62.30
SES	41.11	43.17	45.23	43.17	45.33	47.49	45.33	47.60	49.87	47.60	49.98	52.36	49.98	52.48	54.98	52.48	55.10	57.72
SES	34.57	36.30	38.03	36.30	38.12	39.94	38.12	40.03	41.94	40.03	42.03	44.03	42.03	44.13	46.23	44.13	46.34	48.55
SES	38.03	39.93	41.83	39.93	41.93	43.93	41.93	44.03	46.13	44.03	46.23	48.43	46.23	48.54	50.85	48.54	50.97	53.40
SES	25.62	26.90	28.18	26.90	28.25	29.60	28.25	29.66	31.07	29.66	31.14	32.62	31.14	32.70	34.26	32.70	34.34	35.98
SES	28.17	29.58	30.99	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55
SES	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.53
SES	29.89	31.38	32.87	31.38	32.95	34.52	32.95	34.60	36.25	34.60	36.33	38.06	36.33	38.15	39.97	38.15	40.06	41.97
SES	35.19	36.85	38.51	36.85	38.59	40.25	38.59	40.25	42.02	40.25	42.06	43.94	42.06	44.37	46.48	44.37	46.59	48.92
SES	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	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	25.62	26.90	28.18	26.90	28.25	29.60	28.25	29.66	31.07	29.66	31.14	32.62	31.14	32.70	34.26	32.70	34.34	35.98
SES	31.42	32.99	34.56	32.99	34.64	36.29	34.64	36.37	38.10	36.37	38.19	40.01	38.19	40.10	42.01	40.10	42.11	44.12
SES	32.86	34.50	36.14	34.50	36.23	37.96	36.23	38.04	39.85	38.04	39.94	41.84	39.94	41.94	43.94	41.94	44.04	46.14
SES	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	48.91	51.34	49.01	51.46	53.91	51.46	54.03	56.60
SES	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	32.77	34.41	36.05	34.41	36.13	37.94	36.13	37.94	39.75	37.94	39.84	41.74	39.84	41.83	43.82	41.83	43.92	46.01
SES	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.53

# Attachment 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	28.63	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	44.55	46.67	44.55	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	42.53	44.56	42.53	44.66	46.79
SES	Revenue Account Coordinator	25.53	26.81	28.09	26.81	28.15	29.49	28.15	29.56	30.97	29.56	31.04	32.52	31.04	32.59	34.14	32.59	34.22	35.85
SES	Revenue Collection Clerk	22.97	24.12	25.27	24.12	25.33	26.54	25.33	26.60	27.87	26.60	27.93	29.26	27.93	29.33	30.73	29.33	30.80	32.27
SES	Safety and Training Program Specialist I	42.78	44.92	47.06	44.92	47.17	49.42	47.17	49.53	51.89	49.53	52.01	54.49	52.01	54.61	57.21	54.61	57.34	60.07
SES	Safety and Training Program Specialist II	47.57	49.95	52.33	49.95	52.45	54.95	52.45	55.07	57.69	55.07	57.82	60.57	57.82	60.71	63.60	60.71	63.75	66.79
SES	Scheduling Analyst	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	Senior Accounting Technician	32.22	33.83	35.44	33.83	35.52	37.21	35.52	37.30	39.08	37.30	39.17	41.04	39.17	41.13	43.09	41.13	43.19	45.25
SES	Senior Customer Service Representative	28.21	30.67	32.13	30.67	32.20	33.73	32.20	33.81	35.42	33.81	35.50	37.19	35.50	37.28	39.06	37.28	39.14	41.00
SES	Senior Financial Analyst	48.79	51.23	53.67	51.23	53.79	56.35	53.79	56.48	59.17	56.48	59.30	62.12	59.30	62.27	65.24	62.27	65.38	68.49
SES	Senior Systems Administrator	55.05	57.80	60.55	57.80	60.69	63.58	60.69	63.72	66.75	63.72	66.91	70.10	66.91	70.26	73.61	70.26	73.77	77.28
SES	Senior Transportation Planner	49.36	51.83	54.30	51.83	54.42	57.01	54.42	57.14	59.86	57.14	60.00	62.86	60.00	63.00	66.00	63.00	66.15	69.30
SES	Systems Administrator	50.02	52.52	55.02	52.52	55.15	57.78	55.15	57.91	60.67	57.91	60.81	63.71	60.81	63.85	66.89	63.85	67.04	70.23
SES	Transportation Planner I	37.01	38.86	40.71	38.86	40.80	42.74	40.80	42.84	44.88	42.84	44.98	47.12	44.98	47.23	49.48	47.23	49.59	51.95
SES	Transportation Planner II	41.11	43.17	45.23	43.17	45.33	47.49	45.33	47.60	49.87	47.60	49.98	52.36	49.98	52.48	54.98	52.48	55.10	57.72
SEV	Electronic Technician	38.03	39.93	41.83	39.93	41.93	43.93	41.93	44.03	46.13	44.03	46.23	48.43	46.23	48.54	50.85	48.54	50.97	53.40
SEV	Lead Mechanic	41.02	43.07	45.12	43.07	45.22	47.37	45.22	47.48	49.74	47.48	49.85	52.22	49.85	52.34	54.83	52.34	54.96	57.58
SEV	Lead Parts and Materials Clerk	32.71	34.35	35.99	34.35	36.07	37.79	36.07	37.87	39.67	37.87	39.76	41.65	39.76	41.75	43.74	41.75	43.84	45.93
SEV	Lead Vehicle Service Worker	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	34.88	36.51	34.88	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	28.63	29.99	28.63	30.06	31.49	30.06	31.56	33.06	31.56	33.14	34.72	33.14	34.80	36.46	34.80	36.54	38.28
SEV	Upholsterer I	27.38	28.75	30.12	28.75	30.19	31.63	30.19	31.70	33.21	31.70	33.29	34.88	33.29	34.95	36.61	34.95	36.70	38.45
SEV	Upholsterer II	30.11	31.62	33.13	31.62	33.20	34.78	33.20	34.86	36.52	34.86	36.60	38.34	36.60	38.43	40.26	38.43	40.35	42.27
SEV	Vehicle Body Repair Mechanic	30.11	31.62	33.13	31.62	33.20	34.78	33.20	34.86	36.52	34.86	36.60	38.34	36.60	38.43	40.26	38.43	40.35	42.27
SEV	Vehicle Service Detailer	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 03.25.2022. Adding Mobility Training Coordinator. Position and wage approved on BOD 06.24.2022. Adding Accountant III. Position and wage approved on BOD 09.23.2022. Adding Maintenance Trainer. Position and wage approved on BOD 02.24.2023. Adding Payroll Administrator and Payroll Supervisor. Positions and wages approved on BOD 10.27.2023. Adding Marketing Specialist. Position and wages approved on BOD 12.15.2023.



**DATE:** December 15, 2023  
**TO:** Board of Directors  
**FROM:** Chuck Farmer, Chief Financial Officer, and Julie Sherman, General Counsel  
**SUBJECT: RESOLUTION DECLARING CERTAIN PROPERTY EXEMPT SURPLUS  
LAND UNDER THE SURPLUS LAND ACT**

**I. RECOMMENDED ACTION**

That the Board of Directors of METRO adopt a resolution declaring the property at 333 Front Street, Santa Cruz CA exempt surplus land and direct staff to take necessary actions to dispose of the Property in compliance with California Government Code Section 54220 *et. seq.*

**II. SUMMARY**

METRO has determined that a portion of the real property containing the transit center located between Front Street and Pacific Avenue is exempt surplus land under the Surplus Land Act (California Government Code section 54220 *et. seq.*) (the "Act"). METRO and the City of Santa Cruz ("City") have agreed to swap land to enable the construction of a new Pacific Station North (the "Project"). The property swap is necessary to create parcels in a configuration that will facilitate the development of the Project. The property is "exempt surplus land" because it is "surplus land that a local agency is exchanging for another property necessary for the local agency's use," as described in Government Code Section 54221(f)(1)(C).

**III. DISCUSSION/BACKGROUND**

METRO, the City, and other project partners are planning the Project, known as Pacific Station North Redevelopment, a transit-oriented redevelopment project which will include the construction of a seven-story mixed use building with affordable residences, ground floor commercial, and second floor office space on property known as 333 & 423 Front Street. The Project will also construct a new transit center.

As part of the Project, METRO and the City have agreed to swap land to enable the construction of the new station that will include updated design features and passenger amenities. The parcel to be transferred from METRO to the City, described as "Transfer Parcel 1," is approximately 16,965 square feet, and is described and depicted on Exhibit 1 attached to the Resolution (the "Property"). In exchange, the City will convey to METRO the property identified on the exhibit as "Transfer Parcel 2." The parties intend to complete a lot line adjustment to

achieve the proposed after condition as depicted on Exhibit 2 attached to the Resolution.

Pursuant to the California Surplus Land Act (California Government Code section 54220 et. seq.), the Board of Directors must declare property as either "surplus land" or "exempt surplus land" as supported by written findings, before the agency may take any action to dispose of it consistent with the agency's policies and procedures. Government Code Section 54221(f)(1)(C) defines "exempt surplus land" to include "surplus land that a local agency is exchanging for another property necessary for the local agency's use." The attached Resolution contains a number of findings required by the Act.

The property exchange is consistent with METRO's purposes and is necessary for METRO and the City to construct the updated transit center. The reconfigured property will continue to be used for transit and other public purposes and will create sufficient lot sizes to allow the development of the Project, including the development of affordable housing units.

#### **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

The Project will promote METRO's strategic priority of Service Quality and Delivery by providing a new transit center to serve METRO's riders. It will be delivered by means of a Strategic Alliance with the City and following significant Community Outreach.

#### **V. FINANCIAL CONSIDERATIONS/IMPACT**

The property exchange will have no financial impact.

#### **VI. CHANGES FROM COMMITTEE**

N/A

#### **VII. ALTERNATIVES CONSIDERED**

Declaring the property exempt surplus land is required under the Act prior to disposal of the property, and therefore necessary to complete the swap. The Board may decide not to adopt the resolution, but staff does not recommend this action as the property swap is necessary for completion of the Project.

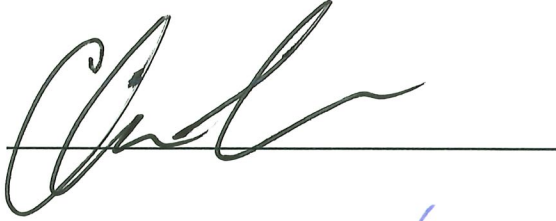
#### **VIII. ATTACHMENTS**

**Attachment A:** Resolution

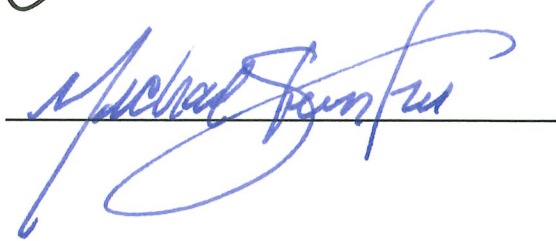
Prepared by: Chuck Farmer, CFO

**IX. APPROVALS**

Approved as to fiscal impact:  
Chuck Farmer, CFO



Michael Tree  
CEO/General Manager



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# Attachment A



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

Resolution No. \_\_\_\_\_

On the Motion of Director: \_\_\_\_\_

Duly Seconded by Director: \_\_\_\_\_

The Following Resolution is Adopted:

### RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT DECLARING CERTAIN PROPERTY EXEMPT SURPLUS LAND UNDER THE SURPLUS LAND ACT

**WHEREAS**, the Santa Cruz Metropolitan Transit District (METRO) owns certain real property located between Front Street and Pacific Avenue known as Pacific Station North, commonly known as 333 Front Street, Santa Cruz CA 95060, where it operates a bus depot (the "METRO Property"); and

**WHEREAS**, the City of Santa Cruz ("City") owns property adjacent to the METRO Property; and

**WHEREAS**, METRO, the City, and other project partners are planning the Pacific Station North Redevelopment, a transit-oriented redevelopment project which will include the construction of a seven-story mixed use building with affordable residences, ground floor commercial, and second floor office space on property known as 333 & 423 Front Street (the "Project"); and

**WHEREAS**, as part of the Project, METRO and the City have agreed to swap land to enable the construction of a new Pacific Station North with updated design features and passenger amenities. The parcel to be transferred from METRO to the City, described as "Transfer Parcel 1," is approximately 16,965 square feet, and is described and depicted on the attached Exhibit 1 (the "Property"). In exchange, the City will convey to METRO the property identified on the exhibit as "Transfer Parcel 2." The parties intend to complete a lot line adjustment to achieve the proposed after condition as depicted on the attached Exhibit 2; and

**WHEREAS**, the property exchange is consistent with METRO's purposes and is necessary to construct the updated transit center. The reconfigured property will continue to be used for transit and other public purposes and will create sufficient lot sizes to allow the development of the Project, including the development of affordable housing units;

**WHEREAS**, pursuant to the California Surplus Land Act (California Government Code section 54220 et. seq.), the Board of Directors of METRO must declare property

# Attachment A

Resolution No. \_\_\_\_\_  
Page 2

as either "surplus land" or "exempt surplus land" as supported by written findings, before the agency may take any action to dispose of it consistent with the agency's policies and procedures; and

**WHEREAS**, pursuant to the Surplus Land Act, Government Code Section 54221(f)(1)(C), "exempt surplus land" includes "surplus land that a local agency is exchanging for another property necessary for the local agency's use," and

**WHEREAS**, the Property is not contiguous to land owned by a state or local agency that is used for open-space or low- and moderate-income housing purposes; and

**WHEREAS**, although the Property is not (i) adjacent to a historical unit of the State Parks System, (ii) listed on, or determined by the State Office of Historic Preservation to be eligible for, the National Register of Historic Places or (iii) within the Lake Tahoe region as defined in Government Code section 66905.5, it is located within the coastal zone and a notice of the availability of the Property for open space purposes was issued pursuant to Government Code section 54211(f)(2).

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of METRO hereby finds that the Property is exempt surplus land pursuant to Government Code Section 54221(f)(1)(C) because it will be exchanged for another property necessary for the agency's use.

**THEREFORE, BE IT FURTHER RESOLVED**, that the Board of Directors of METRO directs the CEO/General Manager or designee to transmit a copy of this Resolution to the California Department of Housing and Community Development no later than thirty (30) days prior to the disposition of the property and take any other actions necessary to give effect to this Resolution.

**PASSED AND ADOPTED** this 15th Day of December 2023 by the following vote:

**AYES:** Directors -

**NOES:** Directors -

**ABSTAIN:** Directors -

**ABSENT:** Directors -

**APPROVED:**

---

SHEBREH KALANTARI-JOHNSON, Chair

**8.11A.2**

**ATTEST:**

\_\_\_\_\_  
MICHAEL TREE, CEO/General Manager

**APPROVED AS TO FORM:**

\_\_\_\_\_  
JULIE SHERMAN, General Counsel

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**DATE:** December 15, 2023  
**TO:** Board of Directors  
**FROM:** Chuck Farmer, Chief Financial Officer  
**SUBJECT: AUTHORIZE THE CEO/GENERAL MANAGER TO INCREASE THE NUMBER OF AUTHORIZED BUS OPERATORS**

**I. RECOMMENDED ACTION**

**That the Board of Directors authorize the CEO/General Manager to hire up to 235 Bus Operators**

- Currently the board has approved the CEO the authority to hire up to 171 Bus Operators but must maintain an average of 155 throughout FY24.
- Phase 2 is expected to be approved at the January 2024 Board Meeting and it is expected METRO will need an additional 50 Bus Operators along with support personnel.
- METRO has started the process to increase Bus Operator hirings and it currently is at the limit to continue hiring until the January Board Meeting which slows the process.
- Staff is recommending the Board of Directors to approve the increase in authorized Bus Operators from 171 to 235.

**II. DISCUSSION/BACKGROUND**

One of METRO's strategic goals includes reinstating ridership to pre-Covid levels of 7 million. This goal is supported by the Reimagine METRO program that calls for a full review and change in routes, timing between buses from more than 30 minutes to 15-minute frequencies and changing the bus route numbers to provide less confusion.

The second part of the process is Phase 2 as discussed at the September Board Meeting which finishes off the full Santa Cruz County bus frequencies and routes. In order to fulfill Phase 2, METRO will need an additional 50 Bus Operators beyond the current approved amount in the budget. Also, there is substantial lead time needed to find, hire, train and get the new Bus Operators ready for the Phase 2 implementation which is expected to be phased in starting with the March 2024 bid change.

Currently METRO has authorized up to 171 Bus Operators with an average approval in the FY24 Budget of 155 on staff. Staff is asking to increase the

authorized level to 235 to accommodate the need for an additional 50 Bus Drivers plus another 10 from the approved Phase 1.

The current FY24 Budget will be brought to the Board for discussion and approval in January 2024. The updated Budget will include the increase in Bus Operators for both Phase 1 and Phase 2 for both approved average hiring and the maximum authorized.

Details on the impact of each of the Phases was presented at the October 27, 2023 Board Meeting.

### **III. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This report ties to the following strategic priorities:

- Ridership of 7 million
- Service Quality and Delivery – routes and frequencies
- Financial

### **IV. FINANCIAL CONSIDERATIONS/IMPACT**

The final impact for Phase 2 over 36 months is \$24.1 million; however, the exact number will be presented for approval at the January 2024 Board Meeting.

### **V. CHANGES FROM COMMITTEE**

N/A

### **VI. ALTERNATIVES CONSIDERED**

- Not approving the increase in authorized Bus Operators will delay the rollout of Phase 2 and the full Santa Cruz County bus frequencies and route changes.
- Not approving could create more confusion as the network is being redesigned creating customer service issues.

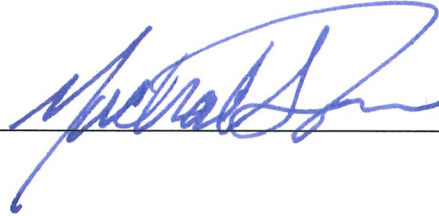
### **VII. ATTACHMENTS**

None.

Prepared by: Chuck Farmer, Chief Financial Officer

**VIII. APPROVALS**

Michael Tree, CEO/General Manager



John Urgo,  
Planning and Development Director



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



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**DATE:** December 15, 2023

**TO:** Board of Directors

**FROM:** Margo Ross, Chief Operations Officer

**SUBJECT: AUTHORIZE THE CEO/GENERAL MANAGER TO INCREASE THE NUMBER OF AUTHORIZED PARACRUZ BUS OPERATORS**

**I. RECOMMENDED ACTION**

**That the Board of Directors authorize CEO/General Manager to hire up to 7 ParaCruz Bus Operators**

- Currently the board has approved the CEO/General Manager the authority to hire up to 31 ParaCruz Bus Operators but must maintain an average of 29 throughout FY24.
- In anticipation of METRO offering free fares to fixed route customers, staff is foreseeing an increase of ParaCruz passengers.
- METRO has started the process to increase ParaCruz Bus Operator hirings and staffing is currently at the limit.
- Staff is recommending the Board to approve the increase in authorized ParaCruz Bus Operators from 31 to 38.

**II. DISCUSSION/BACKGROUND**

One of METRO's strategic goals includes reinstating ridership to pre-Covid levels of 7 million. This goal is supported by the Reimagine METRO program that calls for a full review and change in routes, timing between buses from more than 30 minutes to 15-minute frequencies and changing the bus route numbers to provide less confusion.

The increase of ridership will provide additional opportunities for paratransit riders to benefit from the increased service, requiring METRO to hire additional staff.

Currently METRO has authorized up to 31 ParaCruz Bus Operators with an average approval in the FY24 Budget of 29 on staff. Staff is asking to increase the authorized level to 38 to accommodate the need for an additional 7 ParaCruz Bus Operators.

The current FY24 Budget will be brought to the Board for discussion and approval in January 2024. The updated Budget will include the increase in ParaCruz Bus Operators for both Phase 1 and Phase 2 for both approved average hiring and the maximum authorized.

Details on the impact of each of the Phases was presented at the October 27<sup>th</sup> Board Meeting.

### **III. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This report ties to the following strategic priorities:

- Ridership of 7 million
- Service Quality and Delivery – productivity and frequency
- Financial

### **IV. FINANCIAL CONSIDERATIONS/IMPACT**

The financial impact for the additional seven operators including salary and benefits for the remainder of fiscal year 2024 is approximately \$336,000.

### **V. CHANGES FROM COMMITTEE**

N/A

### **VI. ALTERNATIVES CONSIDERED**

- Not approving the increase in Authorized Bus Operators will delay the rollout of Phase 2 and the full Santa Cruz County bus frequencies and route changes.
- Not approving could see a decline in productivity for ParaCruz and a reduction in on-time performance.

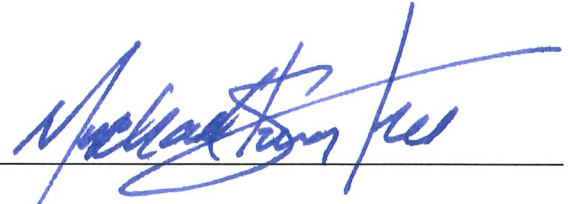
### **VII. ATTACHMENTS**

None.

Prepared by: Margo Ross, Chief Operations Officer

**VIII. APPROVALS**

Michael Tree, CEO and General Manager



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



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THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

# CERTIFICATE OF APPRECIATION

TO

## NATHANAEEL ABRREGO PARATRANSIT OPERATOR

FOR THE COMPLETION OF 15 YEARS OF SERVICE  
BETWEEN 2008 AND 2023

GIVEN THIS 17TH DAY OF NOVEMBER 2023

CHAIR, BOARD OF DIRECTORS

CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

# **CERTIFICATE OF APPRECIATION**

TO

## **ANDREA EUSSE-GIL SCHEDULE ANALYST**

FOR THE COMPLETION OF 15 YEARS OF SERVICE  
BETWEEN 2008 AND 2023

GIVEN THIS 15TH DAY OF DECEMBER 2023

CHAIR, BOARD OF DIRECTORS

CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

# CERTIFICATE OF APPRECIATION

TO

**ROBERT G. KRAUSE**  
**PARATRANSIT OPERATOR**

FOR THE COMPLETION OF 15 YEARS OF SERVICE  
BETWEEN 2008 AND 2023

GIVEN THIS 17TH DAY OF NOVEMBER 2023

CHAIR, BOARD OF DIRECTORS

CEO/GENERAL MANAGER



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

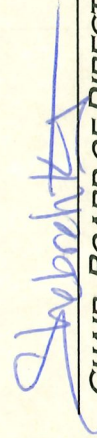
# CERTIFICATE OF APPRECIATION


TO

**RUBEN A. VALDEZ**  
**PARATRANSIT OPERATOR**

FOR THE COMPLETION OF 15 YEARS OF SERVICE  
BETWEEN 2008 AND 2023

GIVEN THIS 17TH DAY OF NOVEMBER 2023

  
CHAIR, BOARD OF DIRECTORS

  
CEO/GENERAL MANAGER





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

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

### **RESOLUTION OF APPRECIATION FOR THE SERVICES OF MAURIZIO ITALIA 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 Maurizio Italia 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 March 10, 2008 to November 30, 2023, and

**WHEREAS**, Maurizio Italia provided METRO with dedicated service and commitment during the time of his employment, and

**WHEREAS**, Maurizio Italia served METRO with distinction, and

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

**WHEREAS**, during the time of Mr. Italia'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 Maurizio Italia.

**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 15<sup>th</sup> Day of December 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

\_\_\_\_\_

# VERBAL PRESENTATION

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

Jessica de Wit, MAC Chair

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# SUPPORTING DOCUMENTATION FOR ITEM 12 ADDED 12/15/23

*Santa Cruz Metropolitan  
Transit District*



**DATE:** December 15, 2023

**TO:** Board of Directors

**FROM:** Dawn Crummié, Human Resources Director

**SUBJECT: APPROVE REQUEST FOR AUTHORIZATION OF OPERATIONS  
DEPUTY DIRECTOR IN THE OPERATIONS DEPARTMENT**

## **I. RECOMMENDED ACTION**

**That the Board of Directors approve the request for authorization of  
Operations Deputy Director in the Operations Department**

## **II. SUMMARY**

- In order to address the needs of the Operations Department, staff has determined the need for an Operations Deputy Director and the need to update the classification description for Operations Manager- Fixed Route Division, Operations Manager- Paratransit Division, Assistant Operations Manager - Fixed Route Division and Assistant Operations Manager- Paratransit Division.
- In September 2023, Anna Marie Gouveia, METRO's Operations Manager for Fixed Route submitted her upcoming retirement notice for December 2023. At that time, Michael Tree, METRO's CEO, appointed Daniel Zaragoza, our current Operations Manager for Paratransit, as the Operations Manager of both Fixed Route and Paratransit divisions while a reclassification study was being conducted.
- METRO contracted with Koff & Associates (hereinafter "K&A") to conduct a total classification and compensation study.
- HR staff worked with K&A to create the new position description and its wage scale that matched the new duties overseeing Fixed Route and Paratransit divisions.
- On December 4, 2023, HR staff presented the classification and compensation study to CEO Michael Tree.
- Staff is recommending Board approval to create the new position.

## **III. DISCUSSION/BACKGROUND**

In order to address the needs of the Fixed Route and Paratransit departments, an Operations Deputy Director position was created through a total classification and compensation study performed by K&A. This position will perform a variety of

duties including managing and supervising the daily functions, operations and activities of the fixed route and paratransit operations.

Human Resources staff worked with Koff & Associates, an outside agency, to create a new Operations Deputy Director position job description and corresponding wage scale. Upon approval, Daniel Zaragoza will be reclassified to this position.

The wage scale adjustments made for this position created a compaction issue with the wage scales for the Operations Manager- Fixed Route Division, Operations Manager- Paratransit Division, Assistant Operations Manager- Fixed Route Division, and Assistant Operations Manager- Paratransit Division.

An adjustment is required to maintain the percentage difference between this new position and the positions listed above.

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

- Central Contra Costa County Transit Authority
- City of Santa Cruz
- County of Santa Cruz
- Monterey- Salinas Transit District
- Riverside Transit Agency
- San Joaquin Regional Transit District
- Santa Barbara Metropolitan Transit District

Staff requests that the Board of Directors approve the authorization of the Operations Deputy Director position.

#### **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This report ties to the following strategic priorities:

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

#### **V. FINANCIAL CONSIDERATIONS/IMPACT**

The adoption of the recommendations contained in this report will require defunding the Operations Manager - Fixed Route Division and Operations Manager - Paratransit Division. The cost related to this study is estimated to be approximately \$80K for FY 24 and \$188K for FY25.

#### **VI. ALTERNATIVES CONSIDERED**

- Doing 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:** Operations Deputy Director Job Description
- Attachment B:** Operations Manager- Fixed Route Division Job Description
- Attachment C:** Operations Manager- Paratransit Division Job Description
- Attachment D:** Assistant Operations Manager- Fixed Route Division Job Description
- Attachment E:** Assistant Operations Manager- Paratransit Division- Job Description
- Attachment F:** Management Wage Scale

Prepared by: Dawn Crummié, Human Resources Director  
and Monik Delfin, Deputy HR 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: OA210  
FLSA Status: Exempt

#### Deputy Director of Operations Bargaining Unit: Management

#### **DEFINITION:**

Under general direction, the Deputy Director of Operations plans, organizes, directs, develops, and coordinates the activities of the Operations Department including fixed route and paratransit operations; ensures compliance with applicable federal, state, and local laws and regulations; performs other duties as assigned.

#### **DISTINGUISHING CHARACTERISTICS:**

Receives general direction from the Chief Operating Officer. Exercises general supervision over supervisory, technical, and administrative support staff as assigned. This is a “working” manager classification responsible for managing and participating in fixed route and paratransit operations, 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. The Deputy Director of Operations is distinguished from Operations Supervisors 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 under the direct authority of the COO.

#### **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 Operations Department; provides planning, support, training, and oversight of fixed route and paratransit operations.
- Provides for the selection, training, professional development, and work evaluation of department staff and the development and implementation of the department staffing plan and work schedules; reviews and approves disciplinary actions recommended by supervisory personnel; serves as first level hearing officer for disciplinary hearing; and provides policy guidance and interpretation to staff.
- Develops and standardizes operations policies, procedures, methods, and training programs to improve and continuously monitor the compliance, efficiency, and effectiveness of services and delivery methods; performs or participates in short and long-term planning by assessing and monitoring workload, administrative and support systems, and internal reporting relationships; identifies opportunities for improvement and makes recommendations to the Chief Operating Officer.
- Participates in the preparation and administration of the Operations Department budget; develops demand projections and updates these projections as needed for planning and budgeting purposes; forecasts additional funds needed for staffing, equipment, materials, supplies, and projects.
- Develops documentation to support performance of Americans with Disabilities Act of 1990 (ADA) complementary paratransit eligibility determination and services in compliance with the Department of Transportation regulations implementing the ADA.
- Develops and manages the appeals process for paratransit program eligibility decisions and service policy decisions affecting the services received by customers.



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Acts as a liaison with outside agencies; meets regularly with citizen advisory groups and Santa Cruz METRO management to gather information, discuss and address operations and system performance and policy issues, and develop approaches to address problems or issues.
- Manages the collection, review, and analysis of data used for program evaluation; develops reporting standards in alignment with transit industry requirements and standards; prepares or reviews and approves reports and data prepared by supervisory personnel to comply with federal and state reporting requirements; reviews and approves Santa Cruz Metro accident reports.
- Reviews training programs and makes recommendations for improvement.
- Prepares scope of work for contract services; participates in the bid process and review of proposals; monitors contractor performance based on contract requirements and policy changes; monitors invoices for accuracy and work performed.
- Presents operations performance data, issues, policy change recommendations, and other information to the Board of Directors.
- Establishes outreach programs promoting the fixed route and paratransit programs and resources.
- Ensures databases and software systems are up to date; participates in designing, testing, and implementing new technology solutions to meet business needs.
- Prepares technical and administrative reports, correspondence, written recommendations, and makes oral presentations to the Santa Cruz METRO Board of Directors, management, governmental officials, and other organizations or groups as needed.
- Directs and participates in the maintenance of working and official department files.
- Monitors changes in laws, regulations, and technology that may affect assigned operations; and implements policy and procedural changes as required.
- Performs Transit Supervisor duties as necessary.
- Attends meetings as assigned; may represent Santa Cruz METRO in court appearances as necessary.
- May coordinate special bus operator events and/or services with outside agencies.
- May assist in preparation of labor contract negotiations.
- Performs other duties as assigned.

#### **EMPLOYMENT STANDARDS:**

##### **Knowledge of:**

- Principles and practices of employee supervision, including work planning, assignment, review, evaluation, and training of staff in work procedures; grievance and conflict resolution procedures; collective bargaining agreements; and labor relations procedures.
- Principles and practices of organization, administration, supervision, budgeting, contract oversight, and personnel management of a public transportation agency.
- Principles and practices of fixed route and paratransit operations, route planning and scheduling, and dispatch services.
- US Department of Transportation regulations implementing the public transit provisions of the Americans with Disabilities Act of 1990 (49CFR Parts 37 and 38).
- ADA in the broader context of public accommodations and employment requirements
- Applicable federal, state, and local laws and regulations, policies and procedures, and industrial safety and general safety rules and regulations applied to a public transportation system.



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- The effective use of modern office equipment, personal computers, and standard business software.

#### **Ability to:**

- Recommend and implement goals, objectives, practices, and key performance indicators for providing effective and efficient fixed route and paratransit services.
- Effectively plan, organize, direct, and coordinate the functions and staff activities for assigned operations and services.
- Select, supervise, train, motivate, assign, evaluate, counsel, and discipline staff within a union environment.
- Analyze and evaluate complex problems and recommend and implement effective solutions.
- Prepare departmental budgets and expenditure projections.
- Ensure staff are properly trained in compliance with regulatory requirements and Santa Cruz METRO policies and procedures.
- Coordinate assigned programs, projects, and activities with other departments and external agencies.
- Prepare, interpret, and effectively utilize management information reports.
- Interpret, apply, explain, and ensure compliance with applicable federal, state, and local laws and regulations, Santa Cruz METRO policies and procedures, and industrial safety and general safety rules and regulations.
- Make oral and written presentations to the Board of Directors, Santa Cruz METRO management, and other groups.
- 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.
- Establish and maintain effective working relationships with employees, union representatives, Board members, stakeholders, contractors, 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:**

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

#### **AND**

Four (4) years professional experience in planning, coordinating, implementing, and supervising fixed route and/or paratransit operations and programs, including two (2) years supervisory experience.

#### **LICENSES AND CERTIFICATES:**

A valid Class B driver license with passenger Endorsement and safe driving record is required at the time of application. A valid Class B State driver license with passenger Endorsement is required at the time of



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

appointment and must be maintained throughout employment.

**SPECIAL REQUIREMENTS:**

- Required to be able to respond to emergency situations seven days per week, 24 hours per day.
- 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 and 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 works in both an office environment where the noise level is usually quiet or in a bus yard environment where the noise level may be noisy. May work out in the field when needed. May require availability to work a flexible schedule.

**OTHER CONDITIONS OF EMPLOYMENT:**

- Must pass requisite background check.

\*Adopted: 12-15-2023  
 \*BOD Approved: 12-15-2023  
 \*Revised: 00-00-0000  
 \*Job Family: Professional –Operations



# Attachment B

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

*Class Code: OA113*  
*FLSA Status: Exempt*

### **Operations Manager – Fixed Route Division** **Bargaining Unit: Management**

#### **DEFINITION:**

Under general direction of the Chief Operating Officer (COO), the Operations Manager – Fixed Route Division directs and coordinates the activities of the bus transportation operation base, and directs and supervises the bus driver supervisors; performs other related duties as assigned. May be assigned to the Paratransit Division

#### **DISTINGUISHING CHARACTERISTICS:**

The Operations Manager – Fixed Route Division is distinguished from Operations Supervisors wherein the Operations Manager oversees the daily operations of the Fixed Route Division under the direct authority of the COO.

#### **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, trains, and evaluates supervisory personnel.
- Develops and coordinates work schedules of supervisory personnel.
- Assists in the development and presentation of the departmental budget; assists in monitoring departmental budget.
- Reviews and approves disciplinary actions recommended by supervisory personnel, reports and data prepared by supervisory personnel; reviews and approves Agency accident reports.
- Approves timecards and extra board schedules.
- Serves as first level hearing officer for disciplinary hearing.
- May coordinate special bus services with outside agencies.
- May assist in coordination of annual Santa Cruz METRO Bus Rodeo and other operator events.
- Acts as a liaison with outside agencies (such as law enforcement or radio communications carrier).
- Designs, prepares, and maintains Management Information System records.
- Participates in interviews and selection of departmental personnel.
- Performs Transit Supervisor duties as necessary.
- Prepares various reports on base activities.
- Attends meetings as assigned; may represent the Agency in court appearances as necessary.
- May assist in preparation of labor contract negotiations.
- Performs short and midterm planning for department including forecasting manpower; participates in department long range planning.
- Performs other duties as assigned.
- Perform as a hands on “working” Manager.

#### **EMPLOYMENT STANDARDS:**



# Attachment B

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

#### **Knowledge of:**

- Federal, State, and local laws and regulations pertaining to transit operations.
- The principles and practices of transit bus operations.
- The principles and practices of supervision and training.
- Two-way radio operating procedures.
- Bus operator-scheduling procedures.
- Transit management and budgeting methods.
- Provisions of local labor agreements and MOUs.

#### **Ability to:**

- Work independently.
- Communicate effectively in oral and written form.
- Develop clear and accurate records and reports.
- Monitor budgets to ensure fiscal accountability.
- Resolve grievances with employees.
- Establish and maintain effective working relationships with employees, outside agencies, labor unions, and the public.

#### **MINIMUM QUALIFICATIONS:**

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

#### **Education, Training and Experience:**

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

#### **AND**

Four (4) years professional experience in business or public administration, transportation administration experience, including two (2) years managerial experience, preferably in a public agency.

Experience in the following areas is preferable:

- Experience managing an ADA complementary paratransit operation service, publicly either operated or privately operated.
- Experience managing contracts in a public transit setting.
- Experience interacting with the public, boards, and advisory committees.
- Experience developing and managing a budget for operation of a relevant service or program.
- Training in paratransit management, passenger assistance techniques, paratransit scheduling software, and management.

Familiarity with transit agency or transportation system activities and functions is highly desirable. Experience in a large public organization is preferred.

Knowledge of basic office equipment and personal computers. Familiarity with software programs such as Microsoft Office Suite, to include Word, Excel, Access, PowerPoint etc. A working knowledge of



# Attachment B

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

software such as HASTUS Adobe Acrobat, SmartSheet, Visio, and web-based publication software is beneficial.

#### **LICENSES AND CERTIFICATES:**

A valid Class B driver license with passenger Endorsement and safe driving record is required at the time of application. A valid Class B State driver license with passenger Endorsement is required at the time of appointment and must be maintained throughout employment.

#### **SPECIAL REQUIREMENTS:**

- Required to be able to respond to emergency situations seven days per week, 24 hours per day.
- 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**

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 both an office environment where the noise level is usually quiet or in a bus yard environment where the noise level may be noisy. May work out in the field when needed. May require availability to work a flexible schedule.

#### **OTHER CONDITIONS OF EMPLOYMENT:**

- Must pass requisite background check.

\*Adopted: November 2017

\*BOD Approved: 01-26-18

\*Revised: 12-15-2023

\*Job Family: Professional –Operations FR

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# Attachment C

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

*Class Code: OA114*  
*FLSA Status: Exempt*

### **Operations Manager – Paratransit Division**

#### **Bargaining Unit: Management**

#### **DEFINITION:**

Under general direction of the Chief Operating Officer (COO), the Operations Manager - Paratransit Division directs and coordinates the activities of the bus transportation operation base, and directs and supervises the bus driver supervisors; performs other related duties as assigned. May be assigned to the Fixed Route Division.

#### **DISTINGUISHING CHARACTERISTICS:**

The Operations Manager – Paratransit Division is distinguished from Operations Supervisors wherein the Operations Manager oversees the daily operations of the Paratransit Division under the direct authority of the COO.

#### **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.*

- Develops documentation to support performance of ADA complementary paratransit service in compliance with the Department of Transportation regulations implementing the Americans with Disabilities Act of 1990 (ADA).
- Develops documentation to support ADA complementary paratransit eligibility determination process in compliance with the Department of Transportation regulations implementing the ADA.
- Develops reporting standards that are comparable within the transit industry and are meaningful measures of performance.
- Prepares Request for Proposals for contractors to perform ADA complementary paratransit operations, monitoring, maintenance, and reporting.
- Participates in the evaluation of bids and awards contracts in conjunction with Senior Management for ADA complementary service provision and eligibility determination process.
- Monitors performance of contractors based on contractual requirements and policy changes made from time to time.
- Manages the collection, review, and analysis of data used for program evaluation.
- Develops and monitors the Santa Cruz METRO budget for paratransit programs; reconciles funds received through the sale fare media.
- Monitors submitted contractor invoices for accuracy and to ensure listed services were actually provided.
- Develops demand projections and updates these projections as needed for planning and budgeting purposes. Prepares technical reports.
- Participates in the hiring process for, and supervision of assigned staff.
- Meets regularly with citizen advisory groups to present system performance, listen to comments, and address policy issues.
- Meets with management regularly to discuss performance issues, and develop approaches to addressing problems as they arise.
- Presents paratransit performance data, issues, policy change recommendations, and other information to the Board of Directors.



# Attachment C

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Develops and manages the appeals process for program eligibility decisions and service policy decisions affecting the services received by customers.
- Reviews training programs and makes recommendations in the areas of sensitivity to the disabled community.
- Supervises, trains, and evaluates supervisory personnel and new trainees if needed.
- Reviews and approves disciplinary actions recommended by supervisory personnel, reports and data prepared by supervisory personnel; reviews and approves Agency accident reports.
- Serves as first level hearing officer for disciplinary hearing.
- May coordinate special bus services with outside agencies.
- Performs short and midterm planning for department including forecasting manpower;
- Attends meetings as assigned; may represent the Agency in court appearances as necessary.
- May assist in preparation of labor contract negotiations.
- Establishes outreach programs promoting the paratransit program and resources.
- Collects and analyzes data, and develops comprehensive reports that comply with Federal and State reporting requirements.
- Performs other duties as assigned.
- Perform as a hands on “working” Manager.

#### **EMPLOYMENT STANDARDS:**

##### **Knowledge of:**

- US Department of Transportation regulations implementing the public transit provisions of the Americans with Disabilities Act of 1990 (49CFR Parts 37 and 38).
- Working knowledge of the ADA in the broader context of public accommodations and employment requirements.
- Knowledge of contract management practices in a transit setting.
- Office software packages (such as Microsoft Office).
- Paratransit scheduling and reporting software in use in the industry (such as Trapeze PASS).
- Budgeting practices and procedures.
- Familiarity of grievance procedures and working in a unionized environment.
- Knowledge of the principles and practices of supervision and training.

##### **Ability to:**

- Prepare and present both oral and written comprehensive and concise reports and recommendations.
- Interpret and apply laws, regulations, policies, and procedures.
- Plan and coordinate the implementation of new procedures and projects.
- Operate an office computer including word processing and applicable software.
- Establish and maintain effective working relationship with employees, union officials, and the public.
- Monitor budgets and expenses to ensure fiscal accountability.
- Analyze data and format the results into comprehensive reports.
- Read, interpret, and apply legal and technical information.



# Attachment C

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

#### 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 in business or public administration, transportation, or a closely related field.

#### **AND**

Four (4) years professional experience in business or public administration, transportation administration experience, including two (2) years managerial experience, preferably in a public agency.

Experience in the following areas is preferable:

- Experience managing an ADA complementary paratransit operation service, either publicly operated or privately operated.
- Experience managing contracts in a public transit setting.
- Experience interacting with the public, boards, and advisory committees.
- Experience developing and managing a budget for operation of a relevant service or program.
- Training in paratransit management, passenger assistance techniques, paratransit scheduling software, and management.

Familiarity with transit agency or transportation system activities and functions is highly desirable. Experience in a large public organization is preferred.

#### **LICENSES AND CERTIFICATES:**

A valid Class B driver license with passenger Endorsement and safe driving record is required at the time of application. A valid Class B State driver license with passenger Endorsement is required at the time of appointment and must be maintained throughout employment.

#### **SPECIAL REQUIREMENTS:**

- Required to be able to respond to emergency situations seven days per week, 24 hours per day.
- 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,



# Attachment C

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

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 works in an office environment where the noise level is usually quiet. May work out in the field when needed. May require availability to work a flexible schedule.

#### **OTHER CONDITIONS OF EMPLOYMENT:**

- Must pass requisite background check.

\*Adopted: November 2017

\*BOD Approved: 01-26-18

\*Revised: 12-15-2023

\*Job Family: Professional – Operations Paratransit



# Attachment D

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

*Class Code: OA211*  
*FLSA Status: Exempt*

#### **Assistant Operations Manager**

#### **Fixed Route Division** **Bargaining Unit: Management**

#### **DEFINITION:**

Under general direction of the Operations Manager, the Assistant Operations Manager; manages, plans, organizes the Agency's transportation supervision and Operations Control functions.

Provides technical direction and supervision over assigned professional, supervisory, technical, and administrative support staff; directs and coordinates the activities of a major section or department in the Operations Division; manages delivery of Santa Cruz METRO's Fixed Route service. Ensures Santa Cruz METRO Operations employees meet system performance and customer service standards and comply with related internal policies and procedures, federal and state law; performs related duties as assigned

#### **DISTINGUISHING CHARACTERISTICS:**

This position requires knowledge of the operation and dispatch of Fixed Route functions including the monitoring, controlling, and scheduling of Fixed Route operators, supervisors and department staff. This position is distinguished from the Operations Manager – Fixed Route Departments in that the Assistant Operations Manager exercises independent judgment in the performance of a variety of professional, complex and difficult management duties and has overall departmental responsibilities under the direction of the Operations Manager.

#### **EXAMPLE 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.

- Oversees staff to ensure and maintain a high performance and staff conformance with Federal, State, and Local laws and regulations; Santa Cruz METRO rules and regulations, including the Drug and Alcohol Testing Policy, as well provisions of labor contracts and agreements.
- Communicates with employees in the field to provide advice and assistance on how to handle difficult, sensitive, or potentially dangerous situations as they arise.



# Attachment D

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Communicates effectively and respectfully with people from different racial, ethnic, cultural groups, physical and intellectual abilities, lifestyle choices, and ages; is sensitive to the needs of clients.
- Participates in establishing operational plans and initiatives to meet department goals and objectives.
- Participates in developing and monitoring performance against the annual departmental budget.
- Participates in the development, implementation, and review of rules and regulations that further Santa Cruz METRO's goal of delivering exceptional public transportation service to Santa Cruz County.
- Participates in the resolution of employee concerns and grievances; makes standard interpretations of labor contract provisions to supervisors and/or staff
- Evaluates employee attendance, performance, and other issues; makes recommendations on discipline as required; Serves as first level hearing officer for disciplinary hearings.
- Participates in the selection and training of Operations staff.
- Perform as a hands on "working" Manager; Prepares and maintains department records and reports, including payroll, attendance, and system performance statistics; assists in determining staffing needs.
- Supervises, trains, and evaluates personnel.
- Prepares and presents reports at internal and external meetings as well as oral responses to questions from the public.
- May monitor in-field operations and communicates with maintenance and other departments as needed.
- May operate Santa Cruz METRO equipment for the purpose of operator training or in emergency situations.
- Under the direction of the Safety, Security and Risk Director, conducts safety training and licensing audits for contractors; trains employees of proper ADA transit techniques and procedures.
- Reviews and approves disciplinary actions recommended by supervisory personnel, reports and data prepared by supervisory personnel; reviews and approves Agency accident reports.
- May coordinate services with outside agencies.
- Performs short and midterm planning for department including forecasting manpower;
- Attends meetings as assigned; may represent the Agency in court appearances as necessary.
- May assist in preparation of labor contract negotiations.
- Develops and standardizes policies, procedures, methods and training programs to improve and continuously monitor the compliance efficiency and effectiveness of assigned programs, service delivery methods and procedures. Assesses and monitors workloads, administrative and support systems, and internal reporting relationships. Identifies opportunities for improvement and makes recommendations to the Operations Manager.
- Monitors changes in laws, regulations and technology that may affect the assigned operations and implements policies and procedural changes as required.
- Performs other duties as required



# Attachment D

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

#### EMPLOYMENT STANDARDS:

Knowledge of:

- Principles and practices of Transit Bus and operations;
- Principles and practices of Transit Bus and operator scheduling;
- Working knowledge of standard office software (e.g., Microsoft Office) systems;
- Grievance procedures, conflict resolution procedures, and labor relations;
- Transit scheduling software (i.e. Hastus);
- Principles and practices of organization, administration, supervision, budgeting, and personnel management of a public transportation agency;
- Applicable local, state, and federal laws and regulations governing public transportation systems;
- The goals, organization, and management practices of a public transportation agency;
- Typical provisions found in public transit collective bargaining agreements;
- Industrial safety and general safety rules and regulations as applied to a public transportation system;
- Transportation activities and operations;
- Organizational development techniques and methods as related to curriculum development and training programs for Bus Operators;
- Comprehensive, specific technical knowledge of the major functions within assigned areas of responsibility.

Ability to:

- Work independently.
- Effectively motivate, train, and evaluate the performance of staff.
- Communicate effectively in oral and written form to complete paperwork, and effectively communicate with the majority of clients, employees, and the public.
- Assess and monitor budgets and departmental performance.
- Establish and maintain an effective working relationship with employees, customers and the public.
- Plan, organize, coordinate, direct, control and manage the assigned areas of responsibility;
- Oversee subordinate supervisors and delegate and/or monitor responsibilities to ensure smooth operations;
- Supervise, train, evaluate, counsel, discipline, and motivate staff in a collective bargaining environment;
- Interpret and apply laws, rules, regulations, and labor contract provisions;
- Oversee and manage Transit Bus and operations and training programs;
- Plan for near and long-term Transit Bus and expansion and system modifications;
- Manage the development of Transit Bus service and operating plans;
- Prepare, interpret, and effectively utilize management information reports, and provide KPI reports;



# Attachment D

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Analyze situations and recommend and/or implement effective solutions to difficult and politically sensitive circumstances.

#### **MINIMUM QUALIFICATIONS:**

##### **Education, Training and Experience:**

Two (2) years college level course work from an accredited college in management, business or public administration, transportation, or a closely related field; ongoing coursework in obtaining a college degree will be considered.

Experience in the following areas is preferable:

- Experience managing ADA mandated requirements in transit operation service, either publicly operated or privately operated.
- Experience managing contracts in a public transit setting.
- Experience interacting with the public, Board of Directors, and Transit advisory committees.
- Experience developing and managing a budget for operation of a relevant service or program.
- Training in Fixed Route supervision/management, passenger assistance techniques, scheduling software, and management principles.

#### **LICENSES AND CERTIFICATES:**

Ability to obtain a valid Class B driver license with Passenger Endorsement and safe driving record is required at the time of application and must be maintained throughout employment. Within a one (1) year period of appointment, achieve certification in Standardized Emergency Management System (SEMS) and Incident Command Structure (ICS).

#### **SPECIAL REQUIREMENTS:**

- Required to be able to respond to Operational or emergency situations seven (7) days per week, twenty-four (24) hours per day.
- Must maintain strict confidentiality.
- Must participate in professional development activities.
- Requires occasional travel.
- May be required to implement SEMS/ICS processes and procedures during declared emergencies

#### **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**





# Attachment D

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

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 50 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 works in an office environment where the noise level is usually quiet. May work out in the field when needed or in areas where loud engine noise may be prevalent. When directed to do so, may need to be available to work a flexible schedule.

#### **OTHER CONDITIONS OF EMPLOYMENT:**

- Must pass a requisite background check and drug screen
- May occasionally work extended hours or hours outside of the regular schedule including weekends and some holidays.

\*Adopted: November 2017

\*BOD Approved: 12-15-2023

\*Revised: 12-15-2023

\*Job Family: Professional –Operations Fixed Route

Class Code: OA211

FLSA Status: Exempt

Bargaining Unit: Management

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# Attachment E

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

*Class Code: OA117*  
*FLSA Status: Exempt*

#### **Assistant Operations Manager**

#### **Paratransit Division** **Bargaining Unit: Management**

#### **DEFINITION:**

Under general direction of the Operations Manager, the Assistant Operations Manager; manages, plans, organizes the Agency's transportation supervision and Paratransit Operations.

Provides technical direction and supervision over assigned professional, supervisory, technical, and administrative support staff; directs and coordinates the activities of a major section or department in the Paratransit Division; manages delivery of Santa Cruz METRO's Paratransit service. Ensures Santa Cruz METRO Paratransit employees meet system performance and customer service standards and comply with related internal policies and procedures, federal and state law; performs related duties as assigned

#### **DISTINGUISHING CHARACTERISTICS:**

This position requires knowledge of the operation and dispatch of Paratransit functions including the monitoring, controlling, and scheduling of Paratransit operators, supervisors and department staff. This position is distinguished from the Operations Manager -Paratransit Department in that the Assistant Operations Manager exercises independent judgment in the performance of a variety of professional, complex and difficult management duties and has overall departmental responsibilities under the direction of the Operations Manager.

#### **EXAMPLE 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.

- Oversees staff to ensure and maintain a high performance and staff conformance with Federal, State, and Local laws and regulations; Santa Cruz METRO rules and regulations, including the Drug and Alcohol Testing Policy, as well provisions of labor contracts and agreements.
- Communicates with employees in the field to provide advice and assistance on how to handle difficult, sensitive, or potentially dangerous situations as they arise.



# Attachment E

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Communicates effectively and respectfully with people from different racial, ethnic, cultural groups, physical and intellectual abilities, lifestyle choices, and ages; is sensitive to the needs of clients.
- Participates in establishing operational plans and initiatives to meet department goals and objectives.
- Participates in developing and monitoring performance against the annual departmental budget.
- Participates in the development, implementation, and review of rules and regulations that further Santa Cruz METRO's goal of delivering exceptional public transportation service to Santa Cruz County.
- Participates in the resolution of employee concerns and grievances; makes standard interpretations of labor contract provisions to supervisors and/or staff
- Evaluates employee attendance, performance, and other issues; makes recommendations on discipline as required; Serves as first level hearing officer for disciplinary hearings.
- Participates in the selection and training of Operations staff.
- Perform as a hands on "working" Manager; Prepares and maintains department records and reports, including payroll, attendance, and system performance statistics; assists in determining staffing needs.
- Supervises, trains, and evaluates personnel.
- Prepares and presents reports at internal and external meetings as well as oral responses to questions from the public.
- May monitor in-field operations and communicates with maintenance and other departments as needed.
- May operate Santa Cruz METRO equipment for the purpose of operator training or in emergency situations.
- Under the direction of the Safety, Security and Risk Director, conducts safety training and licensing audits for Paratransit contractors; trains employees of proper ADA transit techniques and procedures..
- Reviews and approves disciplinary actions recommended by supervisory personnel, reports and data prepared by supervisory personnel; reviews and approves Agency accident reports.
- May coordinate services with outside agencies.
- Performs short and midterm planning for department including forecasting manpower;
- Attends meetings as assigned; may represent the Agency in court appearances as necessary.
- May assist in preparation of labor contract negotiations.
- Develops and standardizes policies, procedures, methods and training programs to improve and continuously monitor the compliance efficiency and effectiveness of assigned programs, service delivery methods and procedures. Assesses and monitors workloads, administrative and support systems, and internal reporting relationships. Identifies opportunities for improvement and makes recommendations to the Operations Manager.
- Monitors changes in laws, regulations and technology that may affect the assigned operations and implements policies and procedural changes as required.
- Performs other duties as required



# Attachment E

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

#### EMPLOYMENT STANDARDS:

Knowledge of:

- Principles and practices of Paratransit operations;
- Principles and practices of Paratransit operator scheduling;
- Working knowledge of standard office software (e.g., Microsoft Office) systems;
- Grievance procedures, conflict resolution procedures, and labor relations;
- Transit scheduling software (i.e. Ecolane);
- Principles and practices of organization, administration, supervision, budgeting, and personnel management of a public transportation agency;
- Applicable local, state, and federal laws and regulations governing public transportation systems;
- The goals, organization, and management practices of a public transportation agency;
- Typical provisions found in public transit collective bargaining agreements;
- Industrial safety and general safety rules and regulations as applied to a public transportation system;
- Transportation activities and operations;
- Organizational development techniques and methods as related to curriculum development and training programs for Paratransit Operators;
- Comprehensive, specific technical knowledge of the major functions within assigned areas of responsibility.

Ability to:

- Work independently.
- Effectively motivate, train, and evaluate the performance of staff.
- Communicate effectively in oral and written form to complete paperwork, and effectively communicate with the majority of clients, employees, and the public.
- Assess and monitor budgets and departmental performance.
- Establish and maintain an effective working relationship with employees, customers and the public.
- Plan, organize, coordinate, direct, control and manage the assigned areas of responsibility;
- Oversee subordinate supervisors and delegate and/or monitor responsibilities to ensure smooth operations;
- Supervise, train, evaluate, counsel, discipline, and motivate staff in a collective bargaining environment;
- Interpret and apply laws, rules, regulations, and labor contract provisions;
- Oversee and manage Paratransit operations and training programs;
- Plan for near and long-term Paratransit expansion and system modifications;
- Manage the development of Paratransit service and operating plans;
- Prepare, interpret, and effectively utilize management information reports, and provide KPI reports;



# Attachment E

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Analyze situations and recommend and/or implement effective solutions to difficult and politically sensitive circumstances.

#### **MINIMUM QUALIFICATIONS:**

##### **Education, Training and Experience:**

Two (2) years college level course work from an accredited college in management, business or public administration, transportation, or a closely related field; ongoing coursework in obtaining a college degree will be considered.

Experience in the following areas is preferable:

- Experience managing ADA mandated requirements in transit operation service, either publicly operated or privately operated.
- Experience managing contracts in a public transit setting.
- Experience interacting with the public, Board of Directors, and Transit advisory committees.
- Experience developing and managing a budget for operation of a relevant service or program.
- Training in Paratransit supervision/management, passenger assistance techniques, scheduling software, and management principles.
- 

##### **LICENSES AND CERTIFICATES:**

Ability to obtain a valid Class C - Commercial driver license with Passenger Endorsement and safe driving record is required at the time of application and must be maintained throughout employment. Within a one (1) year period of appointment, achieve certification in Standardized Emergency Management System (SEMS) and Incident Command Structure (ICS).

##### **SPECIAL REQUIREMENTS:**

- Required to be able to respond to Operational or emergency situations seven (7) days per week, twenty-four (24) hours per day.
- Must maintain strict confidentiality.
- Must participate in professional development activities.
- Requires occasional travel.
- May be required to implement SEMS/ICS processes and procedures during declared emergencies

##### **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



# Attachment E

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

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 50 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 works in an office environment where the noise level is usually quiet. May work out in the field when needed or in areas where loud engine noise may be prevalent. When directed to do so, may need to be available to work a flexible schedule.

#### **OTHER CONDITIONS OF EMPLOYMENT:**

- Must pass a requisite background check and drug screen
- May occasionally work extended hours or hours outside of the regular schedule including weekends and some holidays.

\*Adopted: November 2017

\*BOD Approved: 12-15-23

\*Revised: 12-15-23

\*Job Family: Professional – Operations Paratransit

Class Code: OA117

FLSA Status: Exempt

Bargaining Unit: Management

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# Attachment F

MANAGEMENT												
HOURLY RATES 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	76.80	80.64	84.48	88.32	92.16	96.00	99.84	103.68	107.52	111.36	115.20	119.04
^ Operations Deputy Director	63.27	66.43	69.59	72.75	75.91	79.07	82.23	85.39	88.55	91.71	94.87	98.03
Maintenance Manager	60.02	63.02	66.02	69.02	72.02	75.02	78.02	81.02	84.02	87.02	90.02	93.02
Chief Financial Officer (CFO)	76.80	80.64	84.48	88.32	92.16	96.00	99.84	103.68	107.52	111.36	115.20	119.04
Planning and Development Director	65.47	68.74	72.01	75.28	78.55	81.82	85.09	88.36	91.63	94.90	98.17	101.44
Human Resources Director	72.03	75.63	79.23	82.83	86.43	90.03	93.63	97.23	100.83	104.43	108.03	111.63
Information Technology and Intelligent Transportation Systems Director	72.03	75.63	79.23	82.83	86.43	90.03	93.63	97.23	100.83	104.43	108.03	111.63
^^ Marketing and Communications Director	63.22	66.38	69.54	72.70	75.86	79.02	82.18	85.34	88.50	91.66	94.82	97.98
Purchasing and Special Projects Director	52.68	55.31	57.94	60.57	63.20	65.83	68.46	71.09	73.72	76.35	78.98	81.61
****Senior Full Stack Developer	57.41	60.28	63.15	66.02	68.89	71.76	74.63	77.50	80.37	83.24	86.11	88.98
Finance Deputy Director	57.58	60.46	63.34	66.22	69.10	71.98	74.86	77.74	80.62	83.50	86.38	89.26
Human Resources Deputy Director	54.04	56.74	59.44	62.14	64.84	67.54	70.24	72.94	75.64	78.34	81.04	83.74
^^^ Operations Manager - Fixed Route Division	50.61	53.14	55.67	58.20	60.73	63.26	65.79	68.32	70.85	73.38	75.91	78.44
^^^ Operations Manager - Paratransit Division	47.46	49.83	52.20	54.57	56.94	59.31	61.68	64.05	66.42	68.79	71.16	73.53
Assistant Maintenance Manager	45.02	47.27	49.52	51.77	54.02	56.27	58.52	60.77	63.02	65.27	67.52	69.77
Facilities Maintenance Manager	51.02	53.57	56.12	58.67	61.22	63.77	66.32	68.87	71.42	73.97	76.52	79.07
****Full Stack Developer	49.93	52.43	54.93	57.43	59.93	62.43	64.93	67.43	69.93	72.43	74.93	77.43
Safety, Security and Risk Management Director	56.53	59.36	62.19	65.02	67.85	70.68	73.51	76.34	79.17	82.00	84.83	87.66
^^^ Assistant Operations Manager Fixed Route	43.03	45.18	47.33	49.48	51.63	53.78	55.93	58.08	60.23	62.38	64.53	66.68
^^^ Assistant Operations Manager Paratransit	40.34	42.36	44.38	46.40	48.42	50.44	52.46	54.48	56.50	58.52	60.54	62.56
Project Manager	35.40	37.17	38.94	40.71	42.48	44.25	46.02	47.79	49.56	51.33	53.10	54.87
Purchasing Manager	45.02	47.27	49.52	51.77	54.02	56.27	58.52	60.77	63.02	65.27	67.52	69.77
*Customer Experience Manager	45.02	47.27	49.52	51.77	54.02	56.27	58.52	60.77	63.02	65.27	67.52	69.77
**Revenue Account Program Manager	35.40	37.17	38.94	40.71	42.48	44.25	46.02	47.79	49.56	51.33	53.10	54.87
*** Capital Planning and Grants Programs Manager	51.62	54.20	56.78	59.36	61.94	64.52	67.10	69.68	72.26	74.84	77.42	79.99
****Parts and Materials Manager	39.13	41.09	43.05	45.01	46.97	48.93	50.89	52.85	54.81	56.77	58.73	60.69
Executive Assistant	34.44	36.16	37.88	39.60	41.32	43.04	44.76	46.48	48.20	49.92	51.64	53.36
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)												
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# Attachment F

MANAGEMENT YEARLY SALARY SCHEDULE														
	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	159,744	167,731	175,718	176,114	184,496	176,114	184,912	194,168	203,424	213,595	203,882	213,595	203,882	214,074
Operations Deputy Director	131,602	138,174	144,747	145,080	151,986	145,080	152,339	159,952	167,565	175,968	167,960	175,968	167,960	184,766
Maintenance Manager	124,842	131,082	137,322	137,634	144,186	137,634	144,518	151,736	158,954	166,920	159,328	166,920	159,328	175,261
Chief Financial Officer (CFO)	159,744	167,731	175,718	176,114	184,496	176,114	184,912	194,168	203,424	213,595	203,882	213,595	203,882	224,266
Planning and Development Director	136,178	142,979	149,781	150,134	157,290	150,134	157,643	165,152	173,410	182,083	173,805	182,083	173,805	191,194
Human Resources Director	149,822	157,310	164,798	165,173	173,035	165,173	173,430	182,104	190,778	200,325	191,214	200,325	191,214	210,350
Information Technology and Intelligent Transportation Systems Director	149,822	157,310	164,798	166,173	173,035	166,173	173,430	182,104	190,778	200,325	191,214	200,325	191,214	210,350
Marketing and Communications Director	131,498	138,070	144,643	144,976	151,882	144,976	152,235	159,484	167,440	175,802	167,814	175,802	167,814	184,579
Purchasing and Special Projects Director	109,574	115,045	120,515	120,806	126,568	120,806	126,838	133,182	139,526	146,494	139,838	146,494	139,838	153,816
Senior Full Stack Developer	119,413	125,382	131,352	131,643	137,904	131,643	138,216	145,122	152,027	159,640	152,381	159,640	152,381	167,606
Finance Deputy Director	119,766	125,757	131,747	132,038	138,320	132,038	138,632	145,558	152,485	160,118	152,838	160,118	152,838	168,106
Human Resources Deputy Director	112,403	118,019	123,635	123,926	129,834	123,926	130,125	136,635	143,146	150,280	143,458	150,280	143,458	157,810
Operations Manager - Fixed Route Division	105,269	110,531	115,794	116,064	121,597	116,064	121,867	127,962	134,056	140,774	134,368	140,774	134,368	147,805
Operations Manager - Paratransit Division	98,717	103,646	108,576	108,826	114,005	108,826	114,275	119,995	125,715	131,976	125,986	131,976	125,986	138,590
Assistant Maintenance Manager	93,642	98,322	103,002	103,230	108,139	103,230	108,389	113,547	118,818	125,216	119,517	125,216	119,517	131,456
Facilities Maintenance Manager	106,122	111,426	116,730	117,000	122,574	117,000	122,845	128,981	135,117	141,877	135,429	141,877	135,429	148,990
Full Stack Developer	103,854	109,054	114,254	114,504	119,954	114,504	120,224	126,235	132,246	138,840	132,538	138,840	132,538	145,808
Safety, Security and Risk Management Director	117,582	123,469	129,355	129,646	135,824	129,646	136,136	142,938	149,739	157,248	150,093	157,248	150,093	165,110
Assistant Operations Manager Fixed Route	89,502	93,974	98,446	98,675	103,376	98,675	103,605	108,784	113,963	119,683	114,234	119,683	114,234	125,653
Assistant Operations Manager Paratransit	83,907	88,109	92,310	92,518	96,928	92,518	97,136	102,003	106,870	112,174	107,078	112,174	107,078	117,770
Project Manager	73,632	77,314	80,995	81,182	85,051	81,182	85,238	89,294	93,766	98,446	93,974	98,446	93,974	103,376
Purchasing Manager	93,642	98,322	103,002	103,230	108,139	103,230	108,389	113,547	118,818	125,216	119,517	125,216	119,517	131,456
Customer Experience Manager	93,642	98,322	103,002	103,230	108,139	103,230	108,389	113,547	118,818	125,216	119,517	125,216	119,517	131,456
Revenue Account Program Manager	73,632	77,314	80,995	81,182	85,051	81,182	85,238	89,294	93,766	98,446	93,974	98,446	93,974	103,376
Capital Planning and Grants Programs Manager	107,370	112,736	118,102	118,373	124,010	118,373	124,301	130,520	136,739	143,582	137,051	143,582	137,051	150,738
Parts and Materials Manager	81,390	85,467	89,544	89,731	93,995	89,731	94,224	98,946	103,667	108,846	103,896	108,846	103,896	114,296
Executive Assistant	71,635	75,213	78,790	78,978	82,742	78,978	82,930	87,069	91,208	95,763	91,416	95,763	91,416	100,568
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%-45%)														
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# Attachment F

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	Step 6.LL	
Chief Operating Officer	13,844	14,536	15,227	14,536	15,262	16,025	16,787	16,826	16,826	17,666	18,507	17,666	18,550	19,434
Operations Deputy Director	11,405	11,976	12,546	11,976	12,574	13,203	13,832	13,863	14,524	14,557	15,250	14,557	15,285	16,013
Maintenance Manager	10,820	11,360	11,901	11,360	11,929	12,525	13,121	13,151	13,777	13,808	14,465	13,808	14,498	15,188
Chief Financial Officer (CFO)	13,844	14,536	15,227	14,536	15,262	16,025	16,787	16,826	17,666	18,507	17,666	18,507	19,434	20,366
Planning and Development Director	11,802	12,392	12,981	12,392	13,010	13,660	14,310	14,343	15,026	15,061	15,779	15,061	15,813	16,566
Human Resources Director	12,984	13,634	14,284	13,634	14,316	14,997	15,747	15,784	16,536	16,572	17,361	16,572	17,401	18,230
Information Technology and Intelligent Transportation Systems Director	12,984	13,634	14,284	13,634	14,316	14,997	15,747	15,784	16,536	16,572	17,361	16,572	17,401	18,230
Marketing and Communications Director	11,397	11,967	12,537	11,967	12,565	13,192	13,820	13,853	14,513	14,546	15,240	14,546	15,274	16,002
Purchasing and Special Projects Director	9,497	9,972	10,447	9,972	10,471	10,995	11,518	11,544	12,094	12,121	12,698	12,121	12,728	13,335
Senior Full Stack Developer	10,350	10,868	11,386	10,868	11,412	11,957	12,553	12,582	13,182	13,212	13,841	13,212	13,872	14,532
Finance Deputy Director	10,379	10,898	11,416	10,898	11,442	11,986	12,586	12,615	13,217	13,246	13,877	13,246	13,908	14,570
Human Resources Deputy Director	9,741	10,228	10,716	10,228	10,740	11,277	11,814	11,840	12,404	12,433	13,026	12,433	13,056	13,678
Operations Manager - Fixed Route Division	9,123	9,578	10,034	9,578	10,057	10,560	11,062	11,088	11,617	11,643	12,198	11,643	12,225	12,808
Operations Manager - Paratransit Division	8,586	8,984	9,412	8,984	9,433	9,904	10,376	10,400	10,986	10,920	11,440	10,920	11,466	12,012
Assistant Maintenance Manager	8,116	8,521	8,927	8,521	8,948	9,395	9,842	9,864	10,334	10,358	10,852	10,358	10,877	11,395
Facilities Maintenance Manager	9,197	9,656	10,116	9,656	10,140	10,648	11,156	11,180	11,712	11,740	12,300	11,740	12,328	12,915
Full Stack Developer	9,001	9,452	9,903	9,452	9,925	10,421	10,917	10,943	11,464	11,490	12,038	11,490	12,064	12,638
Safety, Security and Risk Management Director	10,190	10,700	11,210	10,700	11,236	11,797	12,359	12,386	12,976	13,005	13,624	13,005	13,655	14,305
Assistant Operations Manager Fixed Route	7,757	8,145	8,533	8,145	8,552	8,980	9,409	9,429	9,878	9,901	10,372	9,901	10,397	10,892
Assistant Operations Manager Paratransit	7,271	7,635	7,999	7,635	8,017	8,418	8,818	8,838	9,260	9,280	9,722	9,280	9,745	10,209
Project Manager	6,382	6,701	7,020	6,701	7,036	7,388	7,739	7,757	8,126	8,145	8,533	8,145	8,552	8,960
Purchasing Manager	8,116	8,521	8,927	8,521	8,948	9,395	9,842	9,864	10,334	10,358	10,852	10,358	10,877	11,395
Customer Experience Manager	8,116	8,521	8,927	8,521	8,948	9,395	9,842	9,864	10,334	10,358	10,852	10,358	10,877	11,395
Revenue Account Program Manager	6,382	6,701	7,020	6,701	7,036	7,388	7,739	7,757	8,126	8,145	8,533	8,145	8,552	8,960
Capital Planning and Grants Programs Manager	9,305	9,769	10,234	9,769	10,258	10,771	11,284	11,310	11,849	11,875	12,440	11,875	12,470	13,064
Parts and Materials Manager	7,055	7,408	7,762	7,408	7,779	8,150	8,556	8,577	8,986	9,005	9,433	9,005	9,455	9,906
Executive Assistant	6,209	6,519	6,829	6,519	6,845	7,171	7,528	7,545	7,904	7,923	8,301	7,923	8,320	8,717
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%-45%)														
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# Attachment F



## MANAGEMENT HOURLY RATES SCHEDULE

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

	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
Operations Deputy Director	68.43	71.85	75.27	71.85	75.44	79.03	75.44	79.21	82.98	79.21	83.17	87.13	83.17	87.33	91.49	87.33	91.70	96.07
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 and Communications Director	68.38	71.80	75.22	71.80	75.39	78.98	75.39	79.16	82.93	79.16	83.12	87.08	83.12	87.28	91.44	87.28	91.64	96.00
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	54.74	57.48	60.22	57.48	60.35	63.22	60.35	63.37	66.39	63.37	66.54	69.71	66.54	69.87	73.20	69.87	73.36	76.85
Operations Manager - Paratransit Division	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
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 Fixed Route	46.54	48.87	51.20	48.87	51.31	53.75	51.31	53.88	56.45	53.88	56.57	59.26	56.57	59.40	62.23	59.40	62.37	65.34
Assistant Operations Manager Paratransit	43.63	45.81	47.99	45.81	48.10	50.39	48.10	50.51	52.92	50.51	53.04	55.57	53.04	55.69	58.34	55.69	58.47	61.25
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 Experience 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
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%)																		
*****																		
<b>Longevity Pay is based only on length of service.</b>																		
* Position added and adopted by the Board on 11-20-2020; Title and wage changes adopted by the Board on 12/15/2023																		
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^^^ New position and wages proposed to be added and adopted by the Board on 12-15-2023																		

MANAGEMENT YEARLY SALARY SCHEDULE																		
	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					
Effective 06/19/25 (FY26) / Adopted by the Board as of August 11, 2023																		
Chief Operating Officer	172,765	181,397	190,029	181,397	190,466	199,534	199,534	199,992	209,518	199,992	209,997	220,002	209,997	220,501	231,005	220,501	231,525	242,549
Operations Deputy Director	142,334	149,448	156,562	149,448	156,915	164,382	156,915	164,757	172,598	164,757	172,994	181,230	172,994	181,646	190,299	181,646	190,736	199,826
Maintenance Manager	135,034	141,794	148,554	141,794	148,886	155,979	148,886	155,979	163,779	148,886	164,154	171,974	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	199,534	199,992	209,518	199,992	209,997	220,002	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	170,123	178,610	170,498	179,026	187,554	179,026	187,970	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	206,378	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	187,179	196,560	187,616	196,997	206,378	196,997	206,856	216,715	206,856	217,194	227,531
Marketing and Communications Director	142,230	149,344	156,458	149,344	156,811	164,278	156,811	164,278	172,484	164,653	172,890	181,126	172,890	181,542	190,195	181,542	190,611	199,680
Purchasing and Special Projects Director	118,518	124,446	130,374	124,446	130,666	136,885	130,666	136,885	143,728	137,197	144,061	150,925	144,061	151,258	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	149,198	156,645	149,531	156,998	164,466	156,998	164,840	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	149,614	157,082	149,947	157,435	164,923	157,435	165,298	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	140,421	147,763	140,733	147,763	154,794	147,763	155,147	162,551	155,147	162,906	170,664
Operations Manager - Fixed Route Division	113,859	119,558	125,258	119,558	125,528	131,498	125,528	131,498	138,091	131,810	138,403	144,997	138,403	145,330	152,256	145,330	152,589	159,848
Operations Manager - Paratransit Division	106,766	112,112	117,458	112,112	117,728	123,344	117,728	123,344	129,614	129,501	133,614	135,970	129,501	136,282	142,771	136,282	143,104	149,926
Assistant Maintenance Manager	101,275	106,330	111,384	106,330	111,654	116,979	111,654	116,979	122,803	117,229	123,094	128,960	123,094	129,251	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	132,579	139,194	132,870	139,506	146,141	139,506	146,474	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	129,771	130,062	130,062	136,261	143,083	136,261	143,395	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	146,890	154,232	147,222	154,586	161,949	154,586	162,323	170,061	162,323	170,435	178,547
Assistant Operations Manager Fixed Route	96,803	101,650	106,496	101,650	106,725	111,800	106,725	111,800	117,070	117,416	122,070	128,261	117,666	123,261	129,438	123,552	129,730	135,907
Assistant Operations Manager Paratransit	90,750	95,285	99,819	95,285	100,048	104,811	100,048	105,061	110,074	105,061	110,323	115,586	110,323	115,835	121,347	115,835	121,618	127,400
Project Manager	79,643	83,616	87,589	83,616	87,797	91,978	87,797	91,978	92,186	96,574	92,186	96,803	92,186	96,803	101,650	96,803	101,650	111,800
Purchasing Manager	101,275	106,330	111,384	106,330	111,654	116,979	111,654	116,979	122,803	117,229	123,094	128,960	123,094	129,251	135,408	129,251	135,720	142,189
Customer Experience Manager	101,275	106,330	111,384	106,330	111,654	116,979	111,654	116,979	122,803	117,229	123,094	128,960	123,094	129,251	135,408	129,251	135,720	142,189
Revenue Account Program Manager	79,643	83,616	87,589	83,616	87,797	91,978	87,797	91,978	92,186	96,574	92,186	96,803	92,186	96,803	101,650	96,803	101,650	111,800
Capital Planning and Grants Programs Manager	116,126	121,930	127,733	121,930	128,024	134,118	128,024	134,118	140,837	134,430	140,837	147,867	141,149	148,200	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	101,691	106,766	101,920	107,016	112,112	107,016	112,362	117,707	112,362	117,978	123,594
Executive Assistant	77,480	81,349	85,218	81,349	85,426	89,502	85,426	89,502	93,954	89,690	94,182	98,675	94,182	98,883	103,564	98,883	103,834	108,794
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%-5%)																		
Longevity Pay is based only on length of service.																		
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# SUPPORTING DOCUMENTATION FOR ITEM 13 ADDED 12/15/23

*Santa Cruz Metropolitan  
Transit District*



**DATE:** December 15, 2023

**TO:** Board of Directors

**FROM:** Dawn Crummié, Human Resources Director

**SUBJECT: APPROVE REQUEST FOR RECLASSIFICATION RESULTS FOR MARKETING AND COMMUNICATIONS DIRECTOR IN THE MARKETING DEPARTMENT**

## **I. RECOMMENDED ACTION**

**That the Board of Directors approve the reclassification results for Marketing and Communications Director in the Marketing Department**

## **II. SUMMARY**

- To address the needs of our new Marketing Department, staff has determined the need for reclassification of the current Marketing, Communications & Customer Service Director to Marketing and Communications Director.
- In March 2023, Santa Cruz METRO's (METRO) CEO Michael Tree requested a classification study for the position of Marketing, Communications & Customer Service Director. The creation of a new department was formed effective July 1, 2023.
- In August 2023, METRO contracted with Koff & Associates (hereinafter "K&A") to conduct a total classification and compensation study.
- HR staff worked with K&A to study the new duties and compensation.
- In December 2023, HR staff presented the classification and compensation study to METRO's CEO Michael Tree.
- Staff is recommending Board approval to create the new position.

## **III. DISCUSSION/BACKGROUND**

To address the needs of the Marketing department, the study determined the need for reclassification of the current Marketing, Communications & Customer Service Director to Marketing and Communications Director.

Over the last few months, the responsibilities for this position have evolved under the direction of METRO's CEO Michael Tree. This position now plans, organizes, directs, and coordinates all marketing and communications programs including public and media relations. In addition, this position will lead agencywide strategic and ongoing communications, social media, branding and media efforts and act as Santa Cruz METRO's primary media spokesperson.

Human Resources staff worked with Koff & Associates, an outside agency, to study this position job description and corresponding wage scale.

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

- Central Contra Costa County Transit Authority
- City of Santa Cruz
- County of Santa Cruz
- Monterey- Salinas Transit District
- Riverside Transit Agency
- San Joaquin Regional Transit District
- Santa Barbara Metropolitan Transit District

Upon approval, current incumbent Danielle Glagola will be reclassified to this position.

Staff is recommending Board approval to adopt the new Marketing and Communications Director position description and wage scale.

#### **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This report ties to the following strategic priorities:

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

#### **V. FINANCIAL CONSIDERATIONS/IMPACT**

The adoption of the recommendations contained in this report will require approximately \$19K for FY24 and \$40K for FY25.

#### **VI. ALTERNATIVES CONSIDERED**

- Doing 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:** Marketing and Communications Director Job Description

**Attachment B:** Marketing and Communications Director Wage Scale

Prepared by: Dawn Crummié, Human Resources Director  
and Monik Delfin, Deputy HR Director

**VIII. APPROVALS**

Dawn Crummié, HR Director

Monica D. Hsu for DC

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

Chuck Farmer

Michael Tree, CEO/General Manager

Michael Tree

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# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

*Class Code: OA213*  
*FLSA Status: Exempt*

### **Marketing & Communications Director**

#### **Bargaining Unit: Management**

#### **DEFINITION:**

Under the direction of the CEO/General Manager, plans, organizes, directs, develops, and coordinates marketing and communications programs, including public and media relations, advertising, business development, community engagement, and internal and external communications; leads agencywide strategic and ongoing communications, social media, branding, and media efforts; acts as Santa Cruz METRO's primary media spokesperson; prepares press releases, fact sheets, correspondences, articles, surveys, and newsletters; provides complex and responsible support to the CEO/General Manager in areas of expertise; and performs other related duties as assigned.

#### **DISTINGUISHING CHARACTERISTICS:**

This is the executive level classification. The incumbent is expected to assume overall responsibility for all facets of marketing and communications programs and activities, including providing leadership in establishing strategic direction, goals, and priorities. The incumbent works under executive direction and exercises independent judgment in the performance of a variety of professional, complex, and difficult duties. Serves as the department head of the Marketing and Communications.

#### **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.*

- Directs and participates in the development and implementation of marketing and communication goals, objectives, policies, and procedures to support organizational goals and objectives.
- Administers and directs comprehensive and strategic marketing and communication programs, plans, and activities including public and media relations, advertising, business development, community engagement, and internal and external communications.
- Develops Key Performance Indicators (KPI's), scorecards, dashboards, and other analysis tools to evaluate program productivity, efficiencies, and to establish strategic goals.
- Consults and/or collaborates with and advises the CEO/General Manager, Board, and department managers and directors to coordinate various strategies, programs, and activities.
- Develops, coordinates, implements, and grows Santa Cruz METRO's advertisement, marketing, and community engagement programs to increase revenue generation and ridership such as the Customer Loyalty Program.
- Researches and identifies new/expanding markets, business opportunities, external partnerships, and customer needs by managing and conducting marketing studies, market, cost/benefit, and feasibility analyses, and customer surveys; analyzes survey results and trends; presents findings to the CEO/General Manager and the Board.
- Tracks return on investment (ROI) on certain investments made to induce ridership growth.
- Synthesizes Santa Cruz METRO's vision, mission, strategic goals, and key issues into concrete messages for educational, informational, and marketing purposes; establishes and maintains unified agency-wide messaging, communications, and branding/rebranding.



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Serves as Santa Cruz METRO's lead spokesperson and media contact for information relating to Santa Cruz METRO; collaborates with and shares responsibility for media contact with the Manager of Safety, Security and Risk during security or crisis events.
- Interacts and engages with various internal and external stakeholders to gather information and gain support, promote services, and solicit enrollment in Santa Cruz METRO programs and services.
- Provides direction and manages written and visual communications by creating cohesive integrated campaigns and ensuring accuracy and quality through all stages of concept development, copywriting, design, layout, photography/filming/videotaping, illustration, printing, and/or recording and delivery.
- Supervises the publishing of Santa Cruz METRO publications such as, but not limited to, Headways, and quarterly bus schedules in multiple languages.
- Assumes the lead in web and print content development by partnering with the Information Technology department and consultants to develop, update, and expand Santa Cruz METRO's website and social media pages; redesigns and maintains website 'look and feel' and navigation efforts; ensures all electronic correspondence complies with Americans with Disabilities requirements.
- Manages production and distribution of service/ridership communications including system maps, brochures, car cards, and related publications; prepares and distributes specialized information and/or service change notifications as needed.
- Reviews Santa Cruz METRO status reports and media coverage and identifies potential controversial issues; briefs and advises the CEO/General Manager on policy issues and problem areas and potential opportunities and strategies to address issues and problems.
- Prepares technical and administrative reports, correspondence, written recommendations, and makes oral presentations to the Santa Cruz METRO Board of Directors, management, governmental officials, and other agencies and representatives.
- Responds orally and in writing to inquiries and provides information regarding Santa Cruz METRO programs, marketing projects, fares, and other aspects of the organization.
- Researches and writes Requests for Proposals (RFPs) and Invitation for Bids (IFBs); prepares scope of work; evaluates proposals and participates in selection processes; maintains a diverse list of qualified vendors; approves invoices; and manages contracts and contractor performance.
- Selects, trains, supervises, and evaluates assigned staff; serves as a mentor in providing training and growth opportunities, while creating a culture of accountability.
- Direct the preparation and administration of the department budget.
- Performs duties as a hand on "working" Manager.
- Performs other duties as assigned.

#### **EMPLOYMENT STANDARDS:**

##### **Knowledge of:**

- Principles, practices, methods, and techniques of marketing and communications programs, including public and media relations, advertising, business development, branding/rebranding, community engagement, and internal and external communications.
- Publication project management and production, including printing, graphic design, and distribution methods.





# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Techniques, methods, and best practices related to the development, maintenance, and management of websites and web-based and social media communications tools and best practices.
- Principles, methods, and techniques of program analysis and evaluation, market, cost/benefit, and feasibility analyses, and project management.
- Principles and practices of research, survey development, data collection and report preparation.
- Public speaking and presentation techniques.
- Principles and practices of supervision and performance appraisal.
- Principles and practices of budget and contract management.
- 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.

#### **Ability to:**

- Plan, organize, and implement strategic marketing and communications programs and related activities.
- Serve as the spokesperson for the agency and represent Santa Cruz METRO in a professional and courteous manner.
- Effectively represent Santa Cruz METRO in meetings with governmental agencies, community groups, various business, professional, and regulatory organizations, and in meetings with individuals.
- Conduct research and in-depth analysis of market trends and best practices and present findings.
- Prepare administrative and complex technical reports, correspondence, and written recommendations.
- Support and lead staff, ensuring the organization works toward a common goal.
- Supervise, train, delegate, coach, motivate, and counsel subordinate staff.
- Develop and administer assigned budget(s) and contracts.
- Create, implement, and communicate new processes using technology to create efficiencies and best practices.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Independently 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.



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Use tact, initiative, prudence, and independent 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.

#### **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 in public relations, marketing, communications, business administration with an emphasis/minor in marketing or communications, or a closely related field.

#### **AND**

Five (5) years professional experience the public or private sector working in marketing or communications, including two (2) years of supervisory experience, preferably in a public agency.

#### **LICENSES AND CERTIFICATES:**

A valid Class C driver license and safe driving record is required at the time of application. A valid Class C State driver license is required at the time of appointment and must be maintained throughout employment.

#### **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 vehicle, 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



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

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 typically works in an office environment where the noise level is usually quiet. May work out in the field when needed. May require availability to work a flexible schedule.

#### **OTHER CONDITIONS OF EMPLOYMENT:**

- Must pass requisite background check.

\*Adopted: November 2017

\*BOD Approved: 12-15-2023

\*Revised: 12-15-2023

\*Job Family: Professional- Marketing

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# Attachment B

MANAGEMENT													
HOURLY RATES 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	Step 6 LL
Chief Operating Officer	76.80	80.64	84.48	88.32	92.16	96.00	99.84	103.68	107.52	111.36	115.20	119.04	122.88
Operations Deputy Director	63.27	66.43	69.59	72.75	75.91	79.07	82.23	85.39	88.55	91.71	94.87	98.03	101.19
Maintenance Manager	60.02	63.02	66.02	69.02	72.02	75.02	78.02	81.02	84.02	87.02	90.02	93.02	96.02
Chief Financial Officer (CFO)	76.80	80.64	84.48	88.32	92.16	96.00	99.84	103.68	107.52	111.36	115.20	119.04	122.88
Planning and Development Director	65.47	68.74	72.01	75.28	78.55	81.82	85.09	88.36	91.63	94.90	98.17	101.44	104.71
Human Resources Director	72.03	75.63	79.23	82.83	86.43	90.03	93.63	97.23	100.83	104.43	108.03	111.63	115.23
Information Technology and Intelligent Transportation Systems Director	72.03	75.63	79.23	82.83	86.43	90.03	93.63	97.23	100.83	104.43	108.03	111.63	115.23
Marketing and Communications Director	63.22	66.38	69.54	72.70	75.86	79.02	82.18	85.34	88.50	91.66	94.82	97.98	101.14
Purchasing and Special Projects Director	52.68	55.31	57.94	60.57	63.20	65.83	68.46	71.09	73.72	76.35	78.98	81.61	84.24
Senior Full Stack Developer	57.41	60.28	63.15	66.02	68.89	71.76	74.63	77.50	80.37	83.24	86.11	88.98	91.85
Finance Deputy Director	57.58	60.46	63.34	66.22	69.10	71.98	74.86	77.74	80.62	83.50	86.38	89.26	92.14
Human Resources Deputy Director	54.04	56.74	59.44	62.14	64.84	67.54	70.24	72.94	75.64	78.34	81.04	83.74	86.44
Operations Manager - Fixed Route Division	50.61	53.14	55.67	58.20	60.73	63.26	65.79	68.32	70.85	73.38	75.91	78.44	80.97
Operations Manager - Paratransit Division	47.46	49.83	52.20	54.57	56.94	59.31	61.68	64.05	66.42	68.79	71.16	73.53	75.90
Assistant Maintenance Manager	45.02	47.27	49.52	51.77	54.02	56.27	58.52	60.77	63.02	65.27	67.52	69.77	72.02
Facilities Maintenance Manager	51.02	53.57	56.12	58.67	61.22	63.77	66.32	68.87	71.42	73.97	76.52	79.07	81.62
Full Stack Developer	49.93	52.43	54.93	57.43	59.93	62.43	64.93	67.43	69.93	72.43	74.93	77.43	79.93
Safety, Security and Risk Management Director	56.53	59.36	62.19	65.02	67.85	70.68	73.51	76.34	79.17	82.00	84.83	87.66	90.49
Assistant Operations Manager Fixed Route	43.03	45.18	47.33	49.48	51.63	53.78	55.93	58.08	60.23	62.38	64.53	66.68	68.83
Assistant Operations Manager Paratransit	40.34	42.36	44.38	46.40	48.42	50.44	52.46	54.48	56.50	58.52	60.54	62.56	64.58
Project Manager	35.40	37.17	38.94	40.71	42.48	44.25	46.02	47.79	49.56	51.33	53.10	54.87	56.64
Purchasing Manager	45.02	47.27	49.52	51.77	54.02	56.27	58.52	60.77	63.02	65.27	67.52	69.77	72.02
Customer Experience Manager	45.02	47.27	49.52	51.77	54.02	56.27	58.52	60.77	63.02	65.27	67.52	69.77	72.02
Revenue Account Program Manager	35.40	37.17	38.94	40.71	42.48	44.25	46.02	47.79	49.56	51.33	53.10	54.87	56.64
Capital Planning and Grants Programs Manager	51.62	54.20	56.78	59.36	61.94	64.52	67.10	69.68	72.26	74.84	77.42	79.99	82.57
Parts and Materials Manager	39.13	41.09	43.05	45.01	46.97	48.93	50.89	52.85	54.81	56.77	58.73	60.69	62.65
Executive Assistant	34.44	36.16	37.88	39.60	41.32	43.04	44.76	46.48	48.20	49.92	51.64	53.36	55.08
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)													
*****													
<b>Longevity Pay is based only on length of service.</b>													
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# Attachment B

MANAGEMENT YEARLY SALARY SCHEDULE														
	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	159,744	167,731	175,718	176,114	184,496	176,114	184,912	194,168	203,424	213,595	203,882	213,595	203,882	214,074
Operations Deputy Director	131,602	138,174	144,747	145,080	151,986	145,080	152,339	159,952	167,565	175,968	167,960	175,968	167,960	184,766
Maintenance Manager	124,842	131,082	137,322	137,634	144,186	137,634	144,518	151,736	158,954	166,920	159,328	166,920	159,328	175,261
Chief Financial Officer (CFO)	159,744	167,731	175,718	176,114	184,496	176,114	184,912	194,168	203,424	213,595	203,882	213,595	203,882	214,074
Planning and Development Director	136,178	142,979	149,781	150,134	157,290	150,134	157,643	165,152	173,410	182,083	173,805	182,083	173,805	191,194
Human Resources Director	149,822	157,310	164,798	165,173	173,035	165,173	173,430	181,688	190,778	200,325	191,214	200,325	191,214	210,350
Information Technology and Intelligent Transportation Systems Director	149,822	157,310	164,798	166,173	173,035	166,173	173,430	181,688	190,778	200,325	191,214	200,325	191,214	210,350
Marketing and Communications Director	131,498	138,070	144,643	144,976	151,882	144,976	152,235	159,494	167,440	175,802	167,814	175,802	167,814	184,579
Purchasing and Special Projects Director	109,574	115,045	120,515	120,806	126,568	120,806	126,838	133,182	139,526	146,494	139,838	146,494	139,838	153,816
Senior Full Stack Developer	119,413	125,382	131,352	131,643	137,904	131,643	138,216	145,122	152,027	159,640	152,381	159,640	152,381	167,606
Finance Deputy Director	119,766	125,757	131,747	132,038	138,320	132,038	138,632	145,558	152,485	160,118	152,838	160,118	152,838	168,106
Human Resources Deputy Director	112,403	118,019	123,635	123,926	129,834	123,926	130,125	136,635	143,146	150,280	143,458	150,280	143,458	157,810
Operations Manager - Fixed Route Division	105,269	110,531	115,794	116,064	121,597	116,064	121,867	127,962	134,056	140,774	134,368	140,774	134,368	147,805
Operations Manager - Paratransit Division	98,717	103,646	108,576	108,826	114,005	108,826	114,275	119,725	125,715	131,976	125,986	131,976	125,986	138,590
Assistant Maintenance Manager	93,642	98,322	103,002	103,230	108,139	103,230	108,389	113,547	119,246	125,216	119,517	125,216	119,517	131,456
Facilities Maintenance Manager	106,122	111,426	116,730	117,000	122,574	117,000	122,845	128,981	135,117	141,877	135,429	141,877	135,429	148,990
Full Stack Developer	103,854	109,054	114,254	114,504	119,954	114,504	120,224	126,235	132,246	138,840	132,538	138,840	132,538	145,808
Safety, Security and Risk Management Director	117,582	123,469	129,355	129,646	135,824	129,646	136,136	142,938	149,739	157,248	150,093	157,248	150,093	165,110
Assistant Operations Manager Fixed Route	89,502	93,974	98,446	98,675	103,376	98,675	103,605	108,534	113,963	119,683	114,234	119,683	114,234	125,653
Assistant Operations Manager Paratransit	83,907	88,109	92,310	92,518	96,928	92,518	97,136	102,003	106,870	112,174	107,078	112,174	107,078	117,770
Project Manager	73,632	77,314	80,995	81,182	85,051	81,182	85,238	89,294	93,766	98,446	93,974	98,446	93,974	103,376
Purchasing Manager	93,642	98,322	103,002	103,230	108,139	103,230	108,389	113,547	119,246	125,216	119,517	125,216	119,517	131,456
Customer Experience Manager	93,642	98,322	103,002	103,230	108,139	103,230	108,389	113,547	119,246	125,216	119,517	125,216	119,517	131,456
Revenue Account Program Manager	73,632	77,314	80,995	81,182	85,051	81,182	85,238	89,294	93,766	98,446	93,974	98,446	93,974	103,376
Capital Planning and Grants Programs Manager	107,370	112,736	118,102	118,373	124,010	118,373	124,301	130,520	136,739	143,582	137,051	143,582	137,051	150,738
Parts and Materials Manager	81,390	85,467	89,544	89,731	93,995	89,731	94,224	98,946	103,667	108,846	103,896	108,846	103,896	114,296
Executive Assistant	71,635	75,213	78,790	78,978	82,742	78,978	82,930	86,882	91,208	95,763	91,416	95,763	91,416	100,568
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%-45%)														
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# Attachment B

MANAGEMENT MONTHLY SALARY SCHEDULE													
	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	13,844	14,536	15,227	14,536	15,262	16,025	16,787	16,826	16,826	17,666	18,507	17,666	18,550
Operations Deputy Director	11,405	11,976	12,546	11,976	12,574	13,203	13,832	13,863	14,524	14,557	15,250	14,557	15,285
Maintenance Manager	10,820	11,360	11,901	11,360	11,929	12,525	13,121	13,151	13,777	13,808	14,465	13,808	14,498
Chief Financial Officer (CFO)	13,844	14,536	15,227	14,536	15,262	16,025	16,787	16,826	17,666	18,507	17,666	18,507	19,434
Planning and Development Director	11,802	12,392	12,981	12,392	13,010	13,660	14,310	14,343	15,026	15,061	15,779	15,061	15,813
Human Resources Director	12,984	13,634	14,284	13,634	14,316	14,997	15,747	15,784	16,536	16,572	17,361	16,572	17,401
Information Technology and Intelligent Transportation Systems Director	12,984	13,634	14,284	13,634	14,316	14,997	15,747	15,784	16,536	16,572	17,361	16,572	17,401
Marketing and Communications Director	11,397	11,967	12,537	11,967	12,565	13,192	13,820	13,853	14,513	14,546	15,240	14,546	15,274
Purchasing and Special Projects Director	9,497	9,972	10,447	9,972	10,471	10,995	11,518	11,544	12,094	12,121	12,698	12,121	12,728
Senior Full Stack Developer	10,350	10,868	11,386	10,868	11,412	11,957	12,553	12,582	13,182	13,212	13,841	13,212	13,872
Finance Deputy Director	10,379	10,898	11,416	10,898	11,442	11,986	12,586	12,615	13,217	13,246	13,877	13,246	13,908
Human Resources Deputy Director	9,741	10,228	10,716	10,228	10,740	11,277	11,814	11,840	12,404	12,433	13,026	12,433	13,056
Operations Manager - Fixed Route Division	9,123	9,578	10,034	9,578	10,057	10,560	11,062	11,088	11,617	11,643	12,198	11,643	12,225
Operations Manager - Paratransit Division	8,586	8,984	9,412	8,984	9,433	9,904	10,376	10,400	10,986	10,920	11,440	10,920	11,466
Assistant Maintenance Manager	8,116	8,521	8,927	8,521	8,948	9,395	9,842	9,864	10,334	10,358	10,852	10,358	10,877
Facilities Maintenance Manager	9,197	9,656	10,116	9,656	10,140	10,648	11,156	11,180	11,712	11,740	12,300	11,740	12,328
Full Stack Developer	9,001	9,452	9,903	9,452	9,925	10,421	10,917	10,943	11,464	11,490	12,038	11,490	12,064
Safety, Security and Risk Management Director	10,190	10,700	11,210	10,700	11,236	11,797	12,359	12,386	12,976	13,005	13,624	13,005	13,655
Assistant Operations Manager Fixed Route	7,757	8,145	8,533	8,145	8,552	8,980	9,409	9,429	9,878	9,429	9,901	9,901	10,397
Assistant Operations Manager Paratransit	7,271	7,635	7,999	7,635	8,017	8,418	8,818	8,838	9,260	9,280	9,722	9,280	9,745
Project Manager	6,382	6,701	7,020	6,701	7,036	7,388	7,739	7,757	8,126	8,145	8,533	8,145	8,552
Purchasing Manager	8,116	8,521	8,927	8,521	8,948	9,395	9,842	9,864	10,334	10,358	10,852	10,358	10,877
Customer Experience Manager	8,116	8,521	8,927	8,521	8,948	9,395	9,842	9,864	10,334	10,358	10,852	10,358	10,877
Revenue Account Program Manager	6,382	6,701	7,020	6,701	7,036	7,388	7,739	7,757	8,126	8,145	8,533	8,145	8,552
Capital Planning and Grants Programs Manager	9,305	9,769	10,234	9,769	10,258	10,771	11,284	11,310	11,849	11,875	12,440	11,875	12,470
Parts and Materials Manager	7,055	7,408	7,762	7,408	7,779	8,168	8,556	8,577	8,986	9,005	9,433	9,005	9,455
Executive Assistant	6,209	6,519	6,829	6,519	6,845	7,186	7,528	7,545	7,904	7,923	8,301	7,923	8,320
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%-45%)													
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# Attachment B

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	Step 6 LL	
Chief Operating Officer	14,397	15,116	15,836	16,628	15,872	16,666	17,460	16,666	17,500	18,334	17,500	18,375	19,250	18,375
^ Operations Deputy Director	11,861	12,454	13,047	13,699	13,076	13,730	14,383	13,730	14,416	15,103	14,416	15,137	15,858	15,137
Maintenance Manager	11,253	11,816	12,380	12,998	12,407	13,028	13,648	13,028	13,660	14,331	13,660	14,364	15,049	14,364
Chief Financial Officer (CFO)	14,397	15,116	15,836	16,628	15,872	16,666	17,460	16,666	17,500	18,334	17,500	18,375	19,250	18,375
Planning and Development Director	12,274	12,887	13,501	14,177	13,532	14,208	14,884	14,208	14,919	15,630	14,919	15,664	16,410	15,664
Human Resources Director	13,504	14,180	14,856	15,598	14,889	15,635	16,380	15,635	16,416	17,198	16,416	17,238	18,060	17,238
Information Technology and Intelligent Transportation Systems Director	13,504	14,180	14,856	15,598	14,889	15,635	16,380	15,635	16,416	17,198	16,416	17,238	18,060	17,238
^^ Marketing and Communications Director	11,853	12,445	13,038	13,690	13,068	13,721	14,375	13,721	14,408	15,094	14,408	15,129	15,850	15,129
Purchasing and Special Projects Director	9,877	10,371	10,865	11,407	10,889	11,433	11,977	11,433	12,005	12,577	12,005	12,605	13,205	12,605
****Senior Full Stack Developer	10,764	11,303	11,842	12,433	11,868	12,461	13,054	12,461	13,083	13,706	13,083	13,737	14,390	13,737
Finance Deputy Director	10,795	11,334	11,873	12,468	11,901	12,496	13,090	12,496	13,120	13,744	13,120	13,775	14,430	13,775
Human Resources Deputy Director	10,131	10,638	11,144	11,702	11,170	11,728	12,286	11,728	12,314	12,900	12,314	12,929	13,544	12,929
^^^ Operations Manager - Fixed Route Division	9,488	9,963	10,438	10,968	10,461	10,984	11,508	10,984	11,534	12,083	11,534	12,111	12,688	12,111
^^^ Operations Manager - Paratransit Division	8,897	9,343	9,798	10,279	9,811	10,301	10,792	10,301	10,816	11,331	10,816	11,357	11,898	11,357
Assistant Maintenance Manager	8,440	8,861	9,282	9,748	9,305	9,769	10,234	9,769	10,258	10,747	10,258	10,771	11,284	10,771
Facilities Maintenance Manager	9,565	10,043	10,521	11,048	10,546	11,073	11,600	11,073	11,626	12,178	11,626	12,206	12,787	12,206
****Full Stack Developer	9,362	9,830	10,298	10,814	10,322	10,839	11,355	10,839	11,381	11,924	11,381	11,950	12,518	11,950
Safety, Security and Risk Management Director	10,598	11,128	11,658	12,241	11,684	12,269	12,853	12,269	12,882	13,496	12,882	13,527	14,172	13,527
^^^ Assistant Operations Manager Fixed Route	8,067	8,471	8,875	9,317	8,894	9,339	9,785	9,339	9,806	10,272	9,806	10,296	10,787	10,296
^^^ Assistant Operations Manager Paratransit	7,563	7,940	8,318	8,734	8,337	8,755	9,173	8,755	9,194	9,632	9,194	9,653	10,112	9,653
Project Manager	6,637	6,968	7,299	7,665	7,316	7,682	8,048	7,682	8,067	8,452	8,067	8,471	8,875	8,471
Purchasing Manager	8,440	8,861	9,282	9,748	9,305	9,769	10,234	9,769	10,258	10,747	10,258	10,771	11,284	10,771
Customer Experience Manager	8,440	8,861	9,282	9,748	9,305	9,769	10,234	9,769	10,258	10,747	10,258	10,771	11,284	10,771
^^ Revenue Account Program Manager	6,637	6,968	7,299	7,665	7,316	7,682	8,048	7,682	8,067	8,452	8,067	8,471	8,875	8,471
^^^ Capital Planning and Grants Programs Manager	9,677	10,161	10,644	11,177	10,669	11,203	11,736	11,203	11,762	12,322	11,762	12,350	12,938	12,350
****Parts and Materials Manager	7,337	7,705	8,072	8,474	8,090	8,493	8,897	8,493	8,918	9,343	8,918	9,364	9,809	9,364
Executive Assistant	6,457	6,779	7,102	7,459	7,119	7,474	7,830	7,474	7,849	8,223	7,849	8,240	8,632	8,240
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%-45%)														
*****														
<b>Longevity Pay is based only on length of service.</b>														
* Position added and adopted by the Board on 11-20-2020; Title and wage changes adopted by the Board on 12/15/2023														
** New position proposed to be added and adopted by the Board on 09-24-2021														
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# SUPPORTING DOCUMENTATION FOR ITEM 14 ADDED 12/15/23

*Santa Cruz Metropolitan  
Transit District*



**DATE:** December 15, 2023  
**TO:** Board of Directors  
**FROM:** Dawn Crummié, Human Resources Director  
**SUBJECT: APPROVE REQUEST FOR RECLASSIFICATION RESULTS FOR CUSTOMER EXPERIENCE MANAGER IN THE CUSTOMER SERVICE DEPARTMENT**

## **I. RECOMMENDED ACTION**

**That the Board of Directors approve the reclassification results Customer Experience Manager in the Customer Service Department.**

## **II. SUMMARY**

- To address the needs of Santa Cruz METRO (METRO), staff have determined the need for reclassification of the current Customer Service Manager to Customer Experience Manager.
- In October 2023, METRO's CEO, Michael Tree, requested a classification study for the position of Customer Experience Manager.
- In November 2023, METRO contracted with Koff & Associates (hereinafter "K&A") to conduct a total classification and compensation study.
- HR staff worked with K&A to study the new duties and compensation.
- On December 8, 2023, HR staff presented the classification and compensation study to CEO, Michael Tree.
- Staff is recommending Board approval to create the new position.

## **III. DISCUSSION/BACKGROUND**

To address the needs of the Customer Service department, the study determined the need for reclassification of the Customer Service Manager to Customer Experience Manager.

Under the direction of METRO's CEO Michael Tree, this position will plan, organize, develop, and coordinate the activities of the Customer Service Department and Ambassador programs to integrate METRO with communities it serves, creating a customer is first mindset.

In addition, this position will have a strong presence among Customer Service Representatives, Ambassadors, Leads, and Supervisors emulating and teaching the characteristics and proficiency level necessary to create a customer centric organization.

Human Resources staff worked with Koff & Associates, an outside agency, to study this position job description and corresponding wage scale.

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

- Central Contra Costa County Transit Authority
- City of Santa Cruz
- County of Santa Cruz
- Monterey- Salinas Transit District
- Riverside Transit Agency
- San Joaquin Regional Transit District
- Santa Barbara Metropolitan Transit District

Upon approval, the Human Resources Department will open this position for recruitment.

Staff is recommending Board approval to adopt the new Customer Experience Manager position description and wage scale.

#### **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This report ties to the following strategic priorities:

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

#### **V. FINANCIAL CONSIDERATIONS/IMPACT**

The adoption of the recommendations contained in this report will require approximately \$11K for FY 24 and \$29K for FY25.

#### **VI. ALTERNATIVES CONSIDERED**

- Doing 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:** Customer Experience Manager Job Description

**Attachment B:** Customer Experience Manager Wage Scale

Prepared by: Dawn Crummié, Human Resources Director  
and Monik Delfin, Deputy HR Director

**VIII. APPROVALS**

Dawn Crummié, HR Director

Monika Delfo for DC

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

Chuck Farmer

Michael Tree, CEO/General Manager

Michael Tree



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

Class Code: OA212  
FLSA Status: Exempt

### Customer Experience Manager

#### Bargaining Unit: Management

#### DEFINITION:

Under general direction of the CEO/General Manager, the Manager of Customer Experience plans, organizes, directs, develops, and coordinates the activities of Customer Service and Ambassador programs to integrate METRO with the communities it serves, creating a customer is first mindset. Ensures compliance with applicable federal, state, and local laws and regulations, and performs other duties as assigned.

#### DISTINGUISHING CHARACTERISTICS:

This “working” manager classification has a strong presence amongst Customer Service Representatives, Ambassadors, Leads and Supervisors emulating and teaching the characteristics and skill level necessary to create a customer centric organization. This position is also an important member of the management team at METRO, providing regular briefings to the Executive Team on customer experience, and is responsible for coordinating with 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 Customer Service Department; provides planning, organization, direction, development and coordination of customer service center, lost and found services, and other customer service functions, including sales of tickets and merchandise.
- Provides for the selection, training, professional development, and work evaluation of the ambassadors and customer service representatives including accommodations for excellent performance and correction, discipline if required; and provides policy guidance and interpretation to staff.
- Develops and standardizes customer centric policies, procedures, methods, and training programs to improve the effectiveness of assigned programs, service delivery methods, and procedures; assesses and monitors workload, administrative and support systems, and internal reporting relationships; identifies opportunities for improvement and makes recommendations to the CEO/General Manager.
- Develops and executes short and long-term strategies to build and support customer engagement and success.
- Identifies and represents customer interests, expectations, and needs; engages and partners with various internal and external stakeholder groups to develop new and/or revise existing services and programs.
- Serves as an expert on District services and customer programs to educate customers and provide effective customer centric services.
- Manages the District's complaint resolution process by acting as the point person to evaluate all customer comments coming into the agency and to monitor responses and assure the CEO/General Manager that all customer comments are replied to promptly and with professional



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

courteously and empathy; provides assistance and advice to customer service staff on how to handle difficult or potentially dangerous situations as they arise.

- Evaluates the effectiveness of customer experience strategies by frequently riding the METRO system, interacting with customers, developing and administering customer surveys, and gathering feedback and analyzing ridership, performance, and operations data; identifies trends and recommends improvements; prepares and presents reports with findings and recommendations to the Executive Team.
- Directs, manages, coordinates, and participates in the daily, weekly, and quarterly collection, reporting, and reconciliation of cash receipts; works with the Finance Department and auditors to ensure internal controls for verifying cash balances and integration of information into departmental financial records.
- If fares are charged, manages the fare media program and operations, including the In Person Customer Service Center program, outreach activities, and add value machines; and works with staff from other agencies and organizations to ensure proper implementation of programs and operations.
- Provides periodic updates and reports for auditing of active, inactive, and resolved claims; investigates liability claims and works with claimants and attorneys on resolutions.
- Evaluates all customer service activities for compliance with federal, state, and local requirements and with Santa Cruz METRO's policies and procedures; creates and tracks Key Performance Indicators for the department.
- Participates in the preparation and administration of the Customer Service Department budget; forecasts additional funds needed for staffing, equipment, materials, supplies, and special customer service projects.
- Ensures the in-house customer service database and software systems, including but not limited to telephone information systems, are up to date; participates in designing, testing, and implementing new technology solutions to meet business needs.
- Confers with department representatives and outside agencies to determine customer service operational plans and areas of standardization to meet District goals and objectives, which includes coordination of daily changes with the operation and dispatch of fixed route and paratransit departments to provide up-to-date information to District customers
- Prepares technical and administrative reports, correspondence, written recommendations, and makes oral presentations to the 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.
- Performs other duties as assigned.

#### **EMPLOYMENT STANDARDS:**

##### **Knowledge of:**

- Advanced customer centric principles, practices, and techniques.
- Leadership skills to develop a team of dynamic brand ambassadors and customer service representatives. Ability to nurture a customer centric, customer is number one mindset.
- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, and the training of staff in work procedures.



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Paratransit reservations process and the ADA requirements.
- Basic information systems operations and concepts including telephone information systems and related customer service technologies.
- Principles, practices, and techniques of sales balancing and reconciliation.
- Regulations, policies, and procedures affecting Santa Cruz METRO customers.
- Santa Cruz METRO labor contracts and administration of contracts.
- Principles and practices of budget planning, organization, and administration.
- Local and regional transportation services.
- Federal, State, and local laws and regulations and District policies and procedures applicable to Payment Card Industry standards, transportation regulations and policies governing fixed route and paratransit service.
- Public speaking techniques.
- 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:**

- Lead and develop a team of dynamic brand ambassadors and customer service representatives. Ability to nurture a customer centric, customer is number one mindset.
- Effectively plan, organize, direct, and coordinate the functions and staff activities for the Customer Service Department.
- Select, supervise, train, motivate, assign, evaluate, counsel, and discipline staff within a union environment.
- Analyze and evaluate complex department/operational problems and recommend and implement effective solutions.
- Prepare administrative and complex reports, formal correspondence, written recommendations, and oral presentations.
- Prepare departmental budgets and expenditure projections.
- Ensure the delivery of training programs on customer service methods as well as departmental procedures and policies.
- Coordinate customer service programs, projects, and activities with other departments and external agencies.
- Interpret, apply, explain, and ensure compliance with applicable federal, state, and local laws and regulations and District policies and procedures related to transportation services and customer service.
- Make oral and written presentations to the Board of Directors, Santa Cruz METRO management, and other groups.
- 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.
- 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.



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

#### **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 in business administration, communications, public administration, public relations, or a closely related field.

#### **AND**

Four (4) years of increasingly responsible experience in customer service in a large public organization. Familiarity with transit agency, paratransit, and/or transportation system activities and functions is desirable.

#### **LICENSES AND CERTIFICATES:**

A valid Class C driver license and safe driving record is required at the time of application. A valid Class C State driver license is required at the time of appointment and must be maintained throughout employment.

#### **SPECIAL REQUIREMENTS:**

- Must be able to work extended hours as needed, often outside regular business hours as required by 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**

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.



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

#### OTHER CONDITIONS OF EMPLOYMENT:

- Must pass requisite background check.

\*Adopted: 11-20-2020

\*BOD Approved: 12-15-2023

\*Revised: 12-15-2023

\*Job Family: Professional-Customer Service

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# Attachment B

MANAGEMENT													
HOURLY RATES 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	Step 6 LL
Chief Operating Officer	76.80	80.64	84.48	88.70	84.67	88.90	88.90	93.35	93.35	98.02	98.02	102.69	102.69
Operations Deputy Director	63.27	66.43	69.59	73.07	69.75	73.24	76.90	80.56	76.90	80.75	84.60	80.75	84.79
Maintenance Manager	60.02	63.02	66.02	69.32	66.17	69.48	72.95	76.42	72.95	76.60	80.25	76.60	80.43
Chief Financial Officer (CFO)	76.80	80.64	84.48	88.70	84.67	88.90	93.35	97.80	93.35	98.02	102.69	98.02	102.82
Planning and Development Director	65.47	68.74	72.01	75.62	72.18	75.79	79.58	83.37	79.58	83.56	87.54	83.56	87.74
Human Resources Director	72.03	75.63	79.23	83.19	79.41	83.38	87.55	91.72	87.55	91.93	96.31	91.93	96.53
Information Technology and Intelligent Transportation Systems Director	72.03	75.63	79.23	83.19	79.41	83.38	87.55	91.72	87.55	91.93	96.31	91.93	96.53
Marketing and Communications Director	63.22	66.38	69.54	73.02	69.70	73.19	76.68	80.50	76.84	80.68	84.52	80.68	84.71
Purchasing and Special Projects Director	52.68	55.31	57.94	60.85	58.08	60.98	63.88	67.08	64.03	67.23	70.43	67.23	70.59
Senior Full Stack Developer	57.41	60.28	63.15	66.30	63.29	66.45	69.77	73.09	66.77	73.26	76.75	73.26	76.92
Finance Deputy Director	57.58	60.46	63.34	66.50	63.48	66.65	69.82	73.31	69.98	73.48	76.98	73.48	77.15
Human Resources Deputy Director	54.04	56.74	59.44	62.42	59.58	62.56	65.69	68.82	65.69	68.97	72.25	68.97	72.42
Operations Manager - Fixed Route Division	50.61	53.14	55.67	58.46	55.80	58.59	61.38	64.45	61.52	64.60	67.68	64.60	67.83
Operations Manager - Paratransit Division	47.46	49.83	52.20	54.81	52.32	54.94	57.69	60.44	57.69	60.57	63.45	60.57	63.60
Assistant Maintenance Manager	45.02	47.27	49.52	51.99	49.63	52.11	54.59	57.33	54.72	57.46	60.20	57.46	60.33
Facilities Maintenance Manager	51.02	53.57	56.12	58.93	56.25	59.06	61.87	64.96	62.01	65.11	68.21	65.11	68.37
Full Stack Developer	49.93	52.43	54.93	57.67	55.05	57.80	60.55	63.58	60.69	63.72	66.75	63.72	66.91
Safety, Security and Risk Management Director	56.53	59.36	62.19	65.30	62.33	65.45	68.57	71.99	68.72	72.16	75.60	72.16	75.77
Assistant Operations Manager Fixed Route	43.03	45.18	47.33	49.70	47.44	49.81	52.18	54.79	52.30	54.92	57.54	54.91	57.66
Assistant Operations Manager Paratransit	40.34	42.36	44.38	46.60	44.48	46.70	48.92	49.04	49.03	51.48	53.93	51.48	54.05
Project Manager	35.40	37.17	38.94	40.89	39.03	40.98	42.93	45.08	43.03	45.18	47.33	45.18	47.44
Purchasing Manager	45.02	47.27	49.52	51.99	49.63	52.11	54.59	57.33	54.72	57.46	60.20	57.46	60.33
Customer Experience Manager	45.02	47.27	49.52	51.99	49.63	52.11	54.59	57.33	54.72	57.46	60.20	57.46	60.33
Revenue Account Program Manager	35.40	37.17	38.94	40.89	39.03	40.98	42.93	45.08	43.03	45.18	47.33	45.18	47.44
Capital Planning and Grants Programs Manager	51.62	54.20	56.78	59.62	56.91	59.76	62.61	65.74	62.75	65.89	69.03	65.89	69.18
Parts and Materials Manager	39.13	41.09	43.05	45.19	43.14	45.30	47.46	49.84	47.57	49.95	52.33	49.95	52.45
Executive Assistant	34.44	36.16	37.88	39.78	37.97	39.87	41.77	43.85	41.86	43.95	46.04	43.95	46.15
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%+5%)													
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* Position added and adopted by the Board on 11-20-2020; Title and wage changes adopted by the Board on 12/15/2023													
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# Attachment B

MANAGEMENT YEARLY SALARY SCHEDULE															
	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	159,744	167,731	175,718	176,114	184,496	176,114	184,912	194,168	203,424	213,595	203,882	213,595	203,882	214,074	224,266
Operations Deputy Director	131,602	138,174	144,747	138,174	145,080	151,986	152,339	159,952	167,565	175,968	167,960	175,968	167,960	176,363	184,766
Maintenance Manager	124,842	131,082	137,322	131,082	137,634	144,186	144,518	151,736	158,954	166,920	159,328	166,920	159,328	167,294	175,261
Chief Financial Officer (CFO)	159,744	167,731	175,718	167,731	176,114	184,496	184,912	194,168	203,424	213,595	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	157,290	165,152	173,410	182,083	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	173,035	182,104	190,778	200,325	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	166,173	173,035	173,035	182,104	190,778	200,325	191,214	200,325	191,214	200,782	210,350
Marketing and Communications Director	131,498	138,070	144,643	138,070	144,976	151,882	144,976	152,235	159,494	167,440	159,827	167,440	159,827	167,814	176,197
Purchasing and Special Projects Director	109,574	115,045	120,515	115,045	120,806	126,568	126,838	132,870	139,526	146,494	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	138,216	144,789	152,027	159,640	152,381	159,640	152,381	160,106	167,606
Finance Deputy Director	119,766	125,757	131,747	125,757	132,038	138,320	138,632	145,226	152,485	160,118	152,838	160,118	152,838	160,472	168,106
Human Resources Deputy Director	112,403	118,019	123,635	118,019	123,926	129,834	130,125	136,635	143,146	150,280	143,458	150,280	143,458	150,634	157,810
Operations Manager - Fixed Route Division	105,269	110,531	115,794	110,531	116,064	121,597	121,867	127,670	134,056	140,774	134,368	140,774	134,368	141,086	147,805
Operations Manager - Paratransit Division	98,717	103,646	108,576	103,646	108,826	114,005	114,275	119,725	125,715	131,976	125,986	131,976	125,986	132,288	138,590
Assistant Maintenance Manager	93,642	98,322	103,002	98,322	103,230	108,139	108,389	113,547	119,246	125,216	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	122,845	128,690	135,117	141,877	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	120,224	125,944	132,246	138,840	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	136,136	142,626	149,739	157,248	150,093	157,248	150,093	157,602	165,110
Assistant Operations Manager Fixed Route	89,502	93,974	98,446	93,974	98,675	103,376	103,605	108,534	113,963	119,683	114,234	119,683	114,234	119,933	125,653
Assistant Operations Manager Paratransit	83,907	88,109	92,310	88,109	92,518	96,928	97,136	102,003	106,870	112,174	107,078	112,174	107,078	112,424	117,770
Project Manager	73,632	77,314	80,995	77,314	81,182	85,051	85,238	89,294	93,766	98,446	93,974	98,446	93,974	98,875	103,376
Purchasing Manager	93,642	98,322	103,002	98,322	103,230	108,139	108,389	113,547	119,246	125,216	119,517	125,216	119,517	125,486	131,456
Customer Experience Manager	93,642	98,322	103,002	98,322	103,230	108,139	108,389	113,547	119,246	125,216	119,517	125,216	119,517	125,486	131,456
Revenue Account Program Manager	73,632	77,314	80,995	77,314	81,182	85,051	85,238	89,294	93,766	98,446	93,974	98,446	93,974	98,875	103,376
Capital Planning and Grants Programs Manager	107,370	112,736	118,102	112,736	118,373	124,010	124,301	130,229	136,739	143,582	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	94,224	98,717	103,667	108,846	103,896	108,846	103,896	109,096	114,296
Executive Assistant	71,635	75,213	78,790	75,213	78,978	82,742	82,930	86,882	91,208	95,763	91,416	95,763	91,416	95,992	100,568
L = 10 Years Longevity (5%); LL = 15 Years Longevity (5%-45%)															
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# Attachment B

MANAGEMENT HOURLY RATES SCHEDULE																		
Title	Step 1	Step 1.L	Step 1.LL	Step 2	Step 2.L	Step 2.LL	Step 3	Step 3.L	Step 3.LL	Step 4	Step 4.L	Step 4.LL	Step 5	Step 5.L	Step 5.LL	Step 6	Step 6.L	Step 6.LL
Chief Operating Officer	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
Operations Deputy Director	65.80	69.09	72.38	69.09	72.54	75.99	72.54	76.17	79.80	76.17	79.98	83.79	79.98	83.98	87.98	83.98	88.18	92.38
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	86.69	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 and Communications Director	65.75	69.04	72.33	69.04	72.49	75.94	72.49	76.11	79.73	76.11	79.92	83.73	79.92	83.92	87.92	83.92	88.12	92.32
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	52.63	55.26	57.89	55.26	58.02	60.78	58.02	60.92	63.82	60.92	63.97	67.02	63.97	67.17	70.37	67.17	70.53	73.89
Operations Manager - Paratransit Division	49.36	51.83	54.30	51.83	54.42	57.01	54.42	57.14	59.86	57.14	60.00	62.86	60.00	63.00	66.00	63.00	66.15	69.30
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 Fixed Route	44.75	46.99	49.23	46.99	49.34	51.69	49.34	51.81	54.28	51.81	54.40	56.99	54.40	57.12	59.84	57.12	59.98	62.84
Assistant Operations Manager Paratransit	41.95	44.05	46.15	44.05	46.25	48.45	46.25	48.56	50.87	48.56	50.99	53.42	50.99	53.54	56.09	53.54	56.22	58.90
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 Experience 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
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%)																		
*****																		
<b>Longevity Pay is based only on length of service.</b>																		
* Position added and adopted by the Board on 11-20-2020; Title and wage changes adopted by the Board on 12/15/2023																		
** 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																		
**** New position to be added and adopted by the Board on 10-27-2023																		
***** Title Change to be added and adopted by the Board on 10-27-2023																		
^ New position and wage proposed to be added and adopted by the Board on 12-15-2023																		
▲ New title change and updated wage proposed to be added and adopted by the Board on 12-15-2023																		
▲▲ New position and wages proposed to be added and adopted by the Board on 12-15-2023																		





# Attachment B

MANAGEMENT HOURLY RATES SCHEDULE																		
Title	Step 1	Step 1.L	Step 1.LL	Step 2	Step 2.L	Step 2.LL	Step 3	Step 3.L	Step 3.LL	Step 4	Step 4.L	Step 4.LL	Step 5	Step 5.L	Step 5.LL	Step 6	Step 6.L	Step 6.LL
Chief Operating Officer	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
Operations Deputy Director	68.43	71.85	75.27	71.85	75.44	79.03	75.44	79.21	82.98	79.21	83.17	87.13	83.17	87.33	91.49	87.33	91.70	96.07
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	98.22	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	98.22	94.71	99.45	104.19	99.45	104.42	109.39
Marketing and Communications Director	68.38	71.80	75.22	71.80	75.39	78.98	75.39	79.16	82.93	79.16	83.12	87.08	83.12	87.28	91.44	87.28	91.64	96.00
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	54.74	57.48	60.22	57.48	60.35	63.22	60.35	63.37	66.39	63.37	66.54	69.71	66.54	69.87	73.20	69.87	73.36	76.85
Operations Manager - Paratransit Division	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
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 Fixed Route	46.54	48.87	51.20	48.87	51.31	53.75	51.31	53.88	56.45	53.88	56.57	59.26	56.57	59.40	62.23	59.40	62.37	65.34
Assistant Operations Manager Paratransit	43.63	45.81	47.99	45.81	48.10	50.39	48.10	50.51	52.92	50.51	53.04	55.57	53.04	55.69	58.34	55.69	58.47	61.25
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 Experience 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
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%)																		
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^^ Title change and updated wage proposed to be added and adopted by the Board on 12-15-2023																		
^^^ New position and wages proposed to be added and adopted by the Board on 12-15-2023																		







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VERBAL PRESENTATION

CEO ORAL REPORT

Michael Tree

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