



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)  
BOARD OF DIRECTORS AGENDA  
REGULAR MEETING  
AUGUST 22, 2025 – 9:00 AM  
HYBRID MEETING**

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

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

**Zoom [Link](#)  
Dial In: 1-669-900-6833  
Meeting ID: 814 8437 9702  
Passcode: 699186**

The Board of Directors 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@scmttd.com](mailto:boardinquiries@scmttd.com). Please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Directors before or during the meeting. Comments submitted after the meeting is called to order will be included in the Board's correspondence that is posted online at the Board meeting packet link. Oral public comments will also be accepted during the meeting through Zoom. Each public comment is limited to three minutes or less. Board and Committee Chairs have the discretion to manage the public comment process in a manner that achieves the purpose of public communication and ensures 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 Rebecca Downing  
Director Jimmy Dutra  
Director Shebreh Kalantari-Johnson  
Director Manu Koenig  
Director Fabian Leonor  
Director Donna Lind  
Director Monica Martinez  
Director Scott Newsome  
Director Melinda Orbach  
Director Vanessa Quiroz-Carter\*  
Vacant  
Ex-Officio Director Alta Northcutt  
Ex-Officio Director Edward Reiskin

\*231 Oakes Road, Santa Cruz

Corey Aldridge  
Julie Sherman

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

METRO CEO/General Manager  
METRO General Counsel

## **SECTION I: OPEN SESSION**

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

**1 CALL TO ORDER**

**2 SAFETY DEBRIEF**

Gregory Strecker, Safety, Security and Risk Management Director

**3 ROLL CALL**

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

**4 ANNOUNCEMENTS**

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

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

**5 BOARD OF DIRECTORS COMMENTS**

**6 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS**

This time is set aside for Directors and members of the general public to address any item not on the agenda which is within the subject matter jurisdiction of the Board. No action or discussion shall be taken on any item presented except that any Director may respond to statements made or questions asked or may ask questions for clarification. All matters of an administrative nature will be referred to staff. Each public comment is limited to three minutes or less. Board and Committee Chairs have the discretion to manage the public comment process in a manner that achieves the purpose of public communication and ensures 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.

6.1 Email from Bennett Williamson dated 7/28/25 with METRO response

6.2 Email from Rhea Guzman dated 8/5/25 with METRO response

**7 LABOR ORGANIZATION COMMUNICATIONS**

**8 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

## **CONSENT AGENDA**

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

**9.1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK AND ACH JOURNAL DETAIL FOR THE MONTHS OF JUNE & JULY 2025**

Chuck Farmer, Chief Financial Officer

- 9.2 ACCEPT AND FILE MINUTES OF:  
A. JUNE 27, 2025 BOARD OF DIRECTORS MEETING**  
Corey Aldridge, CEO/General Manager
- 9.3 ACCEPT AND FILE: THE METRO PARACRUZ OPERATIONS STATUS  
REPORT FOR APRIL, MAY AND JUNE 2025**  
Rina Solorio Gomez, Assistant Operations Manager, Paratransit
- 9.4 ACCEPT AND FILE: FISCAL YEAR 2025 FOURTH QUARTER GRANTS  
MANAGEMENT REPORT**  
Derek Toups, Planning and Innovation Deputy Director
- 9.5 APPROVE: CONSIDERATION OF DECLARING VEHICLES AND/OR  
EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION**  
Chuck Farmer, Chief Financial Officer
- 9.6 APPROVE: METRO ADVISORY COMMITTEE (MAC) VACANCIES**  
Corey Aldridge, CEO/General Manager
- 9.7 APPROVE: FY26 RENEWAL OF PROPERTY INSURANCE COVERAGE AND  
EMPLOYMENT PRACTICES LIABILITY COVERAGE**  
Chuck Farmer, Chief Financial Officer
- 9.8 APPROVE: REVISED CLASS SPECIFICATIONS AND WAGE SCALES FOR  
POSITIONS WITHIN THE PARTS DEPARTMENT**  
Dawn Crummié, Chief Human Resources Officer
- 9.9 APPROVAL OF A 2% WAGE INCREASE FOR PARACRUZ STAFF DUE TO  
REALIGNMENT OF JOB DUTIES**  
Dawn Crummié, Chief Human Resources Officer
- 9.10 APPROVE: CONSIDER A RESOLUTION DESIGNATING THE CEO/GENERAL  
MANAGER AS THE AUTHORIZED AGENT TO SUBMIT A PROJECT CLAIM  
AND EXECUTE AN AGREEMENT TO RECEIVE FISCAL YEAR 2025-2026  
CALIFORNIA STATE OF GOOD REPAIR (SGR) FUNDS**  
Derek Toups, Planning and Innovation Deputy Director
- 9.11 APPROVE: CONSIDER A RESOLUTION DESIGNATING THE CEO/GENERAL  
MANAGER AS THE AUTHORIZED AGENT TO EXECUTE ALL REQUIRED  
DOCUMENTS TO CLAIM FUNDS AWARDED THROUGH THE FY2025-2026  
CALTRANS SUSTAINABLE TRANSPORTATION PLANNING GRANT  
PROGRAM**  
Derek Toups, Planning and Innovation Deputy Director
- 9.12 APPROVE: CONSIDERATION OF ADOPTION OF SANTA CRUZ  
METROPOLITAN TRANSIT DISTRICT'S (METRO) AMENDED CONFLICT OF  
INTEREST CODE AND APPROVAL OF THE RESOLUTION CONFIRMING THIS  
ACTION**  
Julie Sherman, General Counsel

## **REGULAR AGENDA**

- 10 PRESENTATION OF EMPLOYEE LONGEVITY AWARD FOR:  
(10 YEARS) CAYLA HILL, GRANTS ANALYST**  
Board Chair Downing
- 11 ORAL UPDATE ON CALIFORNIA TRANSPORTATION COMMISSION AWARD  
OF FUNDS FOR INFRASTRUCTURE PROJECTS**  
Sarah Christensen, Executive Director, SCCRTC
- 12 CEO ORAL REPORT**  
Corey Aldridge, CEO/General Manager
- 13 APPROVE: CONSIDERATION OF A RESOLUTION AUTHORIZING THE CEO/  
GENERAL MANAGER TO ACQUIRE REAL PROPERTY LOCATED AT  
809 WEST BEACH STREET IN WATSONVILLE FOR THE PURPOSE OF  
STORING METRO BUSES AND APPROVING A CATEGORICAL EXEMPTION  
UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**  
Chuck Farmer, Chief Financial Officer

## **SECTION II: CLOSED SESSION**

- 14 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (GOVERNMENT  
CODE SECTION 54956.8)**  
**Property:** 809 West Beach Street, Watsonville, CA  
**Agency Negotiator:** Chuck Farmer, Chief Financial Officer  
**Under Negotiation:** Price and terms of payment

## **SECTION III: RECONVENE TO OPEN SESSION**

- 15 REPORT OF CLOSED SESSION**  
Julie Sherman, General Counsel
- 16 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, SEPTEMBER 26, 2025, AT  
9:00 AM AT THE METRO ADMIN OFFICE, 110 VERNON STREET, SANTA  
CRUZ, CA**  
Board Chair Downing
- 17 ADJOURNMENT**  
Board Chair Downing

## **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 Sr. 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 número 831-426-6080.

## **ACCESSIBILITY FOR INDIVIDUALS WITH DISABILITIES**

This document has been created with accessibility in mind. With the exception of certain 3rd party and other attachments, it passes the Adobe Acrobat XI Accessibility Full Check. If you have any questions about the accessibility of this document, please email your inquiry to [accessibility@scmtd.com](mailto:accessibility@scmtd.com). Upon request, Santa Cruz METRO will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be emailed to [boardinquiries@scmtd.com](mailto:boardinquiries@scmtd.com) or submitted by phone to the Sr. Executive Assistant at 831-426-6080. Requests made by mail (sent to the Sr. 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 to distribute to the Board and included for the official record, please include it in your email. Comments that require a response may be deferred for staff reply.

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

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# COMMUNICATIONS TO THE BOARD OF DIRECTORS

**From:** [Pete Rasmussen](#)  
**To:** [REDACTED]  
**Cc:** [Donna Bauer](#); [John Urgo](#)  
**Subject:** Fw: Collecting data on bike rack use?  
**Date:** Friday, August 15, 2025 4:10:07 PM

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Bennett,

Thank you for submitting this request and thorough explanation of the issue. We are aware that the bike racks do occasionally fill up, causing riders to wait for the next bus or take another route, and we are sorry that has caused an inconvenience for you and other METRO customers. Safety is the highest priority and the reason why bikes are typically not allowed inside the bus.

Regarding data, METRO does not currently track bike rack usage. METRO staff had previously explored ways to track bike rack usage with automated sensors, but at that time, a suitable product for our racks and buses was not found. We have done additional research and learned that our bike rack vendor has recently introduced sensors that work with a greater variety of bike racks, so there is some hope that a viable product may be found.

METRO staff will explore the feasibility of those sensors with our type of bike racks and our fleet of buses. If it is determined that these sensors would work with our equipment, we would also need to secure funding for the sensors and service fees, either through METRO's own discretionary budget or by pursuing a grant.

Regards,

Pete Rasmussen

METRO Planning

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**From:** Bennett Williamson [REDACTED]  
**Sent:** Monday, July 28, 2025 12:06 PM  
**To:** boardinquiries <boardinquiries@scmtd.com>  
**Subject:** Collecting data on bike rack use?

**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 !!!

Hello METRO board -

Does METRO currently collect data on when passengers use the bike racks? Having data on the patterns of where and when bikes are commonly taken on the racks could be

# COMMUNICATIONS TO THE BOARD OF DIRECTORS

helpful for demand-based planning, and inform station area planning and fleet design.

I am a regular route 35 rider with my bike. In the past few months I have had at least two instances where there was not enough room on the bike rack to add my bike, and the driver informed me that bikes are not allowed inside on the 35 (though they may be on other routes). When this happens it has implications for my ability to arrive on time to work and/or adds significant time to my journey that makes me consider driving instead. A driver also informed me of an incident where the bike rack was full on the last bus of the night and a teen cyclist was unable to get on (despite the driver radioing in to ask for an exception to policy to bring the bike inside).

I imagine that a first step of understanding the demand for bike space on busses could start by counting how often the racks are used. Perhaps there is a way to do that with the buttons that drivers use to count youth riders (for example), to count when bike riders get on. Currently there is no real time way for me to know if there is room on the rack of the next bus. The app Transit has available bike space as one of the survey questions it asks, but that is dependent on a user being on the bus.

I appreciate any response from board members or staff on this issue.

Thanks,  
Bennett Williamson  
Senior Planner, Ecology Action  
Felton resident



# COMMUNICATIONS TO THE BOARD OF DIRECTORS

From: Rhea guzman [REDACTED]  
Sent: Thursday, August 7, 2025 11:53:14 PM  
To: Brandon Freeman <bfreeman@scmetro.org>  
Subject: Re: Follow-Up Regarding Your Recent Experience with METRO

Dear Brandon,  
How are you? Thank you for not just the prompt reply, but the obvious concern behind your words. It sends a message to the youngest generation, as well as to me, and everyone concerned, that wrongs can be righted properly, and, as in the case of my two young Grandbabies, that involvement, and proactivity, are things to be taken seriously. We had some great conversations about problem solving, speaking courteously to people in authority, (such as yourself), and many other points of interest and connection, as well as how easy it can be to address issues before they become chronic, and even dangerous. Serious stuff for two little girls, but solid groundwork for their future. Sometimes those apparently little things have big implications. You never know what a simple phone call can do! The telephone is still a two-way street. Blue Skies on Your Day, and sincere appreciation for your efforts,  
Rhea Guzman

From: Brandon Freeman <bfreeman@scmetro.org>  
Sent: Wednesday, August 6, 2025 11:00 AM  
To: [REDACTED]  
Subject: Follow-Up Regarding Your Recent Experience with METRO

Dear Ms. Guzman,

Thank you again for taking the time to speak with me over the phone and for bringing your concerns to our attention through your email to the METRO Board of Directors.

I want to sincerely apologize once more for the experience you had. As we discussed, your concerns are being taken very seriously. I have initiated a formal investigation into the incident, which includes a video review from the bus in question. In addition, our Marketing and Customer Service Manager will be reviewing the call logs related to your interactions with our customer service team to ensure we fully understand and address all aspects of your experience.

We truly appreciate your communication and your patience as we work to resolve this matter. Your willingness to speak with me directly and allow us the opportunity to investigate and take corrective action is greatly valued.

Please be assured that your safety—and the safety of all our passengers—is our highest priority. This incident will be addressed swiftly and appropriately.

Thank you again for your time and for helping us uphold the standards of service that our community deserves.

Warm regards,

Brandon Freeman  
Assistant Operations Manager  
Santa Cruz METRO

# COMMUNICATIONS TO THE BOARD OF DIRECTORS

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**From:** [REDACTED]  
**To:** [boardinquies](#)  
**Subject:** An Incident on the Road  
**Date:** Tuesday, August 5, 2025 3:41:32 PM

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## **This Message Is From an Untrusted Sender**

You have not previously corresponded with this sender.

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Good afterno.

My name is Rhea Guzman and I am contacting you because I'm getting no help from the people I've called at the Metro. They can't seem to get my request processed correctly, the Supervisor (Erlin?) keeps calling me Mz. Gomez, yet my name is Guzman, they are recording the day of the week incorrectly, asked me to repeat the same story 3 times, asked me the same questions 3 times, and each person I speak with has different access to the same person I'm trying to contact. In fact, one of the people I spoke with, Sheldon, has a most condescending tone of voice with me...it almost sounds like laughter. I am thoroughly disgusted with the inability to give me an answer to my complaint. I was almost broadsided by a Metro bus, even though I was honking, and was too close when he pulled in front of me to stop, 2 terrified Granddaughters in the back seat, (one of whom wrote down the number of the bus), so I would appreciate a call back. The driving was unacceptably dangerous, but the lack of professionalism and competence in handling this, is even worse.

My name is Rhea Guzman

(831) 566-8768

Thank you for your cooperation in getting this settled.



**DATE:** August 22, 2025

**TO:** Board of Directors

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

**SUBJECT: ACCEPT AND FILE PRELIMINARY APPROVED CHECK AND ACH  
JOURNAL DETAIL FOR THE MONTHS OF JUNE & JULY 2025**

**I. RECOMMENDED ACTION**

**That the Board of Directors accept and file the preliminary approved Check and ACH Journal Detail for the Months of June & July 2025**

**II. SUMMARY**

- This staff report provides the Board of Directors (Board) with a preliminary approved Check and ACH Journal Detail for the Months of June & July 2025.
- The Finance Department is submitting the Check and ACH Journal for Board acceptance and filing.

**III. DISCUSSION/BACKGROUND**

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

All invoices submitted for the Months of June & July 2025 have been processed, the checks or ACH 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 and ACH Journal represents the invoices paid in June & July 2025 for Board review, agency disclosure and transparency.

**VI. CHANGES FROM COMMITTEE**

N/A.

**VII. ALTERNATIVES CONSIDERED**

None.

**VIII. ATTACHMENTS**

**Attachment A:** Check and ACH Journal Detail for the Months of June & July 2025

Prepared by: Holly Alcorn, Accounting Specialist

**IX. APPROVALS**

Chuck Farmer, CFO



Corey Aldridge, CEO/General Manager



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# Attachment A

## JUNE 2025 CHECK PAYMENTS



Check Number	Payment Date	Payee	Line Item Description	Sum of Payment Amount
94436	6/2/2025	COUNTY OF SANTA CRUZ	07/01/2023-06/30/22024 FY24 P/R WIRE FEES	\$ 345.10
94437	6/2/2025	DEPARTMENT OF TREASURY INTERNAL REV	CASE XXX-XX-1075	\$ 770.93
94438	6/2/2025	FRANCHISE TAX BOARD	ID: JK-225-7255	\$ 846.69
94439	6/2/2025	SEIU LOCAL 521	3RD MAY 2025	\$ 4,154.68
94440	6/2/2025	U.S. DEPARTMENT OF THE TREASURY	TAXES	\$ 0.23
94441	6/4/2025	Angel Mendoza (1660)	REIMBURSEMENT	\$ 500.00
94442	6/4/2025	Daniel Zenteno (1089)	REIMBURSEMENT	\$ 250.00
94443	6/4/2025	Dustin Birt (1390)	REIMBURSEMENT	\$ 250.00
94444	6/4/2025	Jason LoGiudice (647)	REIMBURSEMENT	\$ 58.00
94445	6/1/2025	JENNIFER HERSCHKORN	REIMBURSEMENT	\$ 92.00
94446	6/4/2025	John Urgo (1233)	REIMBURSEMENT	\$ 2,539.53
94447	6/4/2025	Jose Zamarripa (981)	REIMBURSEMENT	\$ 250.00
94448	6/4/2025	Luis Calderon (1412)	REIMBURSEMENT	\$ 500.00
94449	6/4/2025	Luis Garcia-Robledo (1752)	REIMBURSEMENT	\$ 250.00
94450	6/4/2025	Miguel Lazaro (1202)	REIMBURSEMENT	\$ 150.00
94451	6/4/2025	Mike Thorn (977)	REIMBURSEMENT	\$ 150.00
94452	6/4/2025	Oscar Mendez (960)	REIMBURSEMENT	\$ 150.00
94453	6/4/2025	Rina Solorio Gomez (1047)	REIMBURSEMENT	\$ 154.59
94454	6/4/2025	Sergio Lona-Gonzalez (Retired) (435)	REIMBURSEMENT	\$ 709.80
94455	6/4/2025	Zahid Cisneros-Hernandez (1663)	REIMBURSEMENT	\$ 500.00
94456	6/6/2025	AAA BUSINESS SUPPLIES DBA: PALACE BUS	OFFICE SUPPLIES2	\$ 42.25
94457	6/6/2025	ABC BUS INC	REVENUE VEH PARTS	\$ 2,650.98
94458	6/6/2025	ACCO-WILSON, INC	INV 20671909 / WO# 225270 / SC 1/16/25 / MMF	\$ 520.21
94459	6/6/2025	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLIES2	\$ 2,635.14
94460	6/6/2025	AMERICAN PUBLIC TRANSPORTATION	Membership Dues 07/01/25 - 06/30/26	\$ 39,250.00
94461	6/6/2025	AT&T	INV 23556165 PT TO PT2	\$ 548.58
94462	6/6/2025	AUTOMATIC DOOR SYSTEMS, INC.	DOOR REPAIR VERNON	\$ 1,057.32
94463	6/6/2025	BALCO HOLDINGS INC	FIRE ALARM INSPECTION	\$ 1,049.17
94464	6/6/2025	BFS GROUP LLC	INV 63-0836590 / WO# 225855 / OPS	\$ 378.22
94465	6/6/2025	CALIFORNIA NEWSPAPERS PARTNERSHIP -	Hearing Announcement - AB2561 - Budget	\$ 246.40
94466	6/6/2025	CARLON'S FIRE EXTINGUISHER	INV 250299 / WO# 225950 / INSPECTION 5/16/25	\$ 597.06
94467	6/6/2025	CITY OF SANTA CRUZ-FINANCE DEP	INV 048735 / ACCT 000007 / STORM WATER	\$ 3,039.68
94468	6/6/2025	COAST PAPER & SUPPLY INC.	INV 708952 / CUSTODIA SUPPLIES / MMF	\$ 1,656.03
94469	6/6/2025	COMMUNITY PRINTERS, INC.	2 Wall Maps	\$ 318.28
94470	6/6/2025	CRYSTAL SPRINGS WATER CO.	3 5GAL WATER BOTTLES & SERVICE CHARGE	\$ 110.50
94471	6/6/2025	CUMMINS,INC	REVENUE VEH PARTS	\$ 5,450.88
94472	6/6/2025	EAST BAY TIRE CO.	TIRES AND TUBES REV VEH	\$ 4,789.15
94473	6/6/2025	EMPLOYNET INC	WD 05/11/2025	\$ 2,326.10
94474	6/6/2025	ENVIRONMENTAL LOGISTICS INC	INV 128219 / WO# 225655 / SBF PUMP OUT	\$ 10,394.00
94475	6/6/2025	FLYERS ENERGY, LLC	LNG DELIVERY	\$ 17,517.84
94476	6/6/2025	GALLAGHER BENEFIT SERVICES INC	Class & Comp 15 positions	\$ 832.50
94477	6/6/2025	GILLIG LLC	REVENUE VEH PARTS	\$ 1,444.71
94478	6/6/2025	GRAINGER	REVENUE VEH PARTS	\$ 5,594.01
94479	6/6/2025	GRANITE ROCK COMPANY	INV 2227945 / WO# 225843 / FIELD	\$ 397.87
94480	6/6/2025	HANSON BRIDGETT LLP	Matter # 032117.004004	\$ 4,395.20
94481	6/6/2025	HARTFORD LIFE AND ACCIDENT INS	MAY LONG TERM DISABILITY INSURANCE	\$ 20,563.63
94482	6/6/2025	HUNT & SONS, INC.	REVENUE VEH PARTS	\$ 11,760.98
94483	6/6/2025	LAW OFFICES OF MARIE F. SANG	CL#23006342	\$ 1,435.45
94484	6/6/2025	LUMINATOR TECH GROUP GLOBAL,	BOARD,PROCESSOR	\$ 563.01
94485	6/6/2025	MILLER MAXFIELD INC	Summer Headways	\$ 7,406.25
94486	6/6/2025	MODEL 1 COMMERCIAL VEHICLES INC	DOOR AJAR LED PANEL WITH FAST	\$ 1,064.60
94487	6/11/2025	AAA BUSINESS SUPPLIES DBA: PALACE BUS	OFFICE SUPPLIES2	\$ 417.06
94488	6/11/2025	PACIFIC GAS & ELECTRIC	ACCT 0515841499-4 / SBF ELECTRIC	\$ 35,728.32
94489	6/11/2025	PACIFIC TRUCK PARTS, INC.	REVENUE VEH PARTS	\$ 975.33
94490	6/11/2025	PHILIP J CROUCH	TANK,SURGE(511-855)	\$ 268.50
94491	6/11/2025	PORTOLA SYSTEMS, INC.	CLOUD FEE	\$ 46,980.00
94492	6/11/2025	POWER BUSINESS TECHNOLOGY LLC	CONTRACT USAGE CHARGE FOR THE 04/25/25	\$ 333.11
94493	6/11/2025	QUEST DIAGNOSTIC INC.	05/27/25 Pre Emp Quest	\$ 502.20
94494	6/11/2025	R & S ERECTION OF	INV G3098 / WO# 225921 / BI-ANNUAL SERVICE	\$ 238.00
94495	6/11/2025	RANDY WEST	OFFICE SUPPLIES2	\$ 3,949.91
94496	6/11/2025	REFLECTIVE APPAREL FACTORY,INC	SAFETY VESTS	\$ 257.05



# Attachment A

94497	6/11/2025	RICOH USA, INC CA	05/14-06/13/2025 BASE SERVICE PARACRUZ AC	\$	77.38
94498	6/11/2025	RIVERSIDE LIGHTING, INC.	INV 27844 / WO# 225854 / VER	\$	8.99
94499	6/11/2025	RS AMERICAS, INC.	FREIGHT	\$	616.35
94500	6/11/2025	SANTA CRUZ RECORDS MNGMT INC	INV 85267 / MONTHLY SHRED MULTI LOCATION	\$	305.00
94501	6/11/2025	SANTA CRUZ STAFFING, LLC	W/E 04/13/2025 19.00HRS	\$	8,954.00
94502	6/11/2025	SCARBOROUGH LBR & BLDG SUPPLY	INV 309825-3 / WO# 225880 / SVT	\$	2.95
94503	6/11/2025	SCMTD PETTY CASH - OPS	EMPLOYEE INCENTIVE	\$	325.12
94504	6/11/2025	SLINGSHOT CONNECTIONS LLC	CSR - Week Ending 5/25/25	\$	4,233.60
94505	6/11/2025	SNAP-ON INDUSTRIAL, A DIVISION	REVENUE VEH PARTS	\$	140.00
94506	6/11/2025	SOUTHERN COUNTIES LUBRICANTS LLC DBA/	REVENUE VEH PARTS	\$	5,735.01
94507	6/11/2025	SPORTWORKS GLOBAL LLC	KIT,TRAVEL STOP	\$	598.99
94508	6/11/2025	SPX CORPORATION (Inactive)	BRACKET, BOTTOM MOUNT	\$	762.71
94509	6/11/2025	TENNANT COMPANY	BUMPER, HEAD 70CM SKIRT	\$	254.18
94510	6/11/2025	THE AFTERMARKET PARTS CO LLC	REVENUE VEH PARTS	\$	22,256.81
94511	6/11/2025	THERMO KING OF SALINAS, INC	R407C FREON (SOLD PER POUND)	\$	2,166.47
94512	6/11/2025	UPS STORE #1128	FINGERPRINTING	\$	360.00
94513	6/11/2025	US BANK NATIONAL ASSOCIATION	05/25-06/25/2025 EQUIPMENT LEASE CONTRAC	\$	1,856.76
94514	6/11/2025	VALLEY POWER SYSTEMS NORTH,INC	REVENUE VEH PARTS	\$	2,679.55
94515	6/11/2025	VEHICLE MAINTENANCE PROG INC	REVENUE VEH PARTS	\$	7,112.40
94516	6/11/2025	VERIZON WIRELESS	04/02-05/01/2025 PARACRUZ ACCT#542316352-(	\$	1,858.89
94517	6/11/2025	WATSNEWS, LLC	LEGAL ADS	\$	374.20
94518	6/11/2025	ZORO TOOLS, INC.	INV16384031 / SAFETY CONES / CUSTODIAL	\$	537.25
94519	6/12/2025	AMERICAN BUSINESS SYSTEMS, INC	07/01/2025-06/30/2026 ANNUAL SERVICE	\$	2,785.00
94520	6/12/2025	AT&T	INV 23595268 / ACCT 9391051148 / INTERNET F	\$	1,441.58
94521	6/12/2025	AVAAP USA LLC	05/2025 SC METRO LIFELINE AMS SOW001	\$	25,160.00
94522	6/12/2025	BAY PHOTO, LLC DBA: SENSARIA	New Board Member Headshots	\$	188.33
94523	6/12/2025	BFS GROUP LLC	INV 63-0837824 / WO# 225047 / PRC	\$	147.94
94524	6/12/2025	CALIFORNIA JANITORIAL SUPPLY	CLEANING SUPPLIES	\$	2,006.32
94525	6/12/2025	CITY OF SANTA CRUZ-FINANCE DEP	INV 048296 07/10/24 CO-OP CEC	\$	3,688.50
94526	6/12/2025	CITY OF SCOTTS VALLEY	ACCT 100-0001626-001 / SEWER / SVT	\$	356.12
94527	6/12/2025	CLEAN ENERGY	LNG DELIVERY	\$	3,308.65
94528	6/12/2025	CRYSTAL SPRINGS WATER CO.	INV 587197 / 6 5GAL BOTTLES / CEC	\$	57.00
94529	6/12/2025	CUMMINS,INC	REVENUE VEH PARTS	\$	999.64
94530	6/12/2025	DOCUSIGN, INC. LOCKBOX	05/28/2025-05/27/2026 ANNUAL SERVICE ACCT#	\$	14,720.00
94531	6/12/2025	EAST BAY TIRE CO.	TIRES AND TUBES REV VEH	\$	6,796.75
94532	6/12/2025	EMPLOYNET INC	TEMP VSW 5.18.25	\$	4,146.01
94533	6/12/2025	ENVIRONMENTAL LOGISTICS INC	INV 128553 / HAZARDOUS WASTE -MMF	\$	2,805.50
94534	6/12/2025	GILLIG LLC	REVENUE VEH PARTS	\$	7,834.21
94535	6/12/2025	GRANITE ROCK COMPANY	INV 2229166 / WO# 225869 / LOL	\$	366.93
94536	6/12/2025	GREENWASTE RECOVERY, INC.	INV 8176520 / ACCT 041866 / PRC	\$	1,020.61
94537	6/12/2025	KIMBALL MIDWEST	2" TEST CLIP	\$	58.61
94538	6/12/2025	KJRB, INC.	TOWING REV VEH	\$	288.00
94539	6/12/2025	LUMINATOR TECH GROUP GLOBAL,	CAMERA,INTERIOR 115(REPAIRED)	\$	2,040.26
94540	6/12/2025	MARK THOMAS & COMPANY, INC	INV 55585 / PROJECT ID 23-0005C / GAS DECT I	\$	26,842.53
94541	6/12/2025	MARSH USA INC	09/01/2024-09/01/2025 CL COMMERCIAL PROP E	\$	86.00
94542	6/12/2025	MAXIMUM OIL SERVICE LLC	INV 66236 / HAZARDOUS WASTE DISPOSAL - U	\$	191.25
94543	6/12/2025	MILLER MAXFIELD INC	Task Order 3: Strategic Planning 2025 Tasks. Publ	\$	11,875.00
94544	6/12/2025	MISSION UNIFORM	CLEANING SUPPLIES	\$	1,206.33
94545	6/12/2025	MODEL 1 COMMERCIAL VEHICLES INC	ENTRY DOOR SWITCH FLEXTech	\$	154.64
94546	6/12/2025	OXFORD GLOBAL RESOURCES LLC	W/E 05/09/2025 40HRS - IT	\$	12,800.00
94547	6/13/2025	AAA BUSINESS SUPPLIES DBA: PALACE BUS	OFFICE SUPPLIES2	\$	217.61
94548	6/13/2025	ACCO-WILSON, INC	INV 20689229 / WO# 225988 / PM COMPLETED €	\$	1,437.00
94549	6/13/2025	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLIES2	\$	1,948.25
94550	6/13/2025	BFS GROUP LLC	INV 55-0964529 / WO# 225914 / PRC	\$	31.29
94551	6/13/2025	CATTO'S GRAPHICS, INC.	SIGNS - Stickers 160 Each \$1.50 \$240.00 YFull co	\$	263.40
94552	6/13/2025	CENTER FOR TRANSPORTATION AND	4/01-25-4/30/25 HYDROGEN BUILD PROJECT M/	\$	39,191.83
94553	6/13/2025	CITY OF SANTA CRUZ FINANCE RRF	INV 12482 / MAY DUMP / MULTI LOC	\$	76.45
94554	6/13/2025	COMMUNITY TELEVISION OF	Regular Board meeting April 25, 2025	\$	427.00
94555	6/13/2025	CUMMINS,INC	REVENUE VEH PARTS	\$	6,394.87
94556	6/13/2025	EMPLOYNET INC	CSR - Week Ending 5/25/25	\$	6,133.88
94557	6/13/2025	ESTES EXPRESS LINES	DELIVERY FOR FUEL ISLAND (ELECTRICAL CAI	\$	288.84
94558	6/13/2025	FASTENAL COMPANY INC	CLEANING SUPPLIES	\$	1,283.26
94559	6/13/2025	FLYERS ENERGY, LLC	PROPANE	\$	78.34
94560	6/13/2025	GLOBAL WATER TECHNOLOGY INC	INV 153496 / WO# 225968 / OPS	\$	285.00
94561	6/13/2025	GRAINGER	Materials and supplies as needed for fleet repairs	\$	9,328.70
94562	6/13/2025	KIMBALL MIDWEST	REVENUE VEH PARTS	\$	767.21
94563	6/13/2025	KJRB, INC.	TOWING REV VEH	\$	294.00
94564	6/13/2025	LAW OFFICES OF MARIE F. SANG	CL#23003664	\$	958.55
94565	6/13/2025	LINDE GAS & EQUIPMENT, INC.	Parts, materials, supplies and miscellaneous gasse	\$	213.25

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# Attachment A

94566	6/13/2025	MID VALLEY SUPPLY INC.	CLEANING SUPPLIES	\$	562.12
94567	6/13/2025	MISSION UNIFORM	VMU/VSU uniforms, linen rental and laundry serv	\$	200.13
94568	6/13/2025	MOHAWK MFG. & SUPPLY CO.	REVENUE VEH PARTS	\$	165.06
94569	6/13/2025	MOORE & ASSOCIATES INC	Onboard Customer Survey	\$	40,358.00
94570	6/13/2025	NORTH BAY FORD LINC-MERCURY	REVENUE VEH PARTS	\$	3,294.92
94571	6/13/2025	PIED PIPER EXTERMINATORS, INC.	INV 1126820 / MONTHLY PEST CONTROL / VER	\$	896.50
94572	6/13/2025	U.S. BANK - CAL-CARD	CREDIT	\$	522.02
94573	6/17/2025	DEPARTMENT OF TREASURY INTERNAL REV	CASE XXX-XX-1075	\$	770.93
94574	6/17/2025	FRANCHISE TAX BOARD	ID: JK-225-7255	\$	507.34
94575	6/17/2025	HARTFORD LIFE AND ACCIDENT INS	AD&D - VOLUNTARY LIFE	\$	2,469.68
94576	6/17/2025	SEIU LOCAL 521	1ST JUNE 2025	\$	4,182.53
94577	6/17/2025	SMART-TRANSPORTATION DIVISION	1ST JUNE 2025	\$	16,898.98
94578	6/18/2025	HPT MOTORS, LLC DBA: SANTA CRUZ TOYO	2025 COROLLA LE , COLOR WHITE, VIN 5YFB4M	\$	24,170.61
94579	6/18/2025	HPT MOTORS, LLC DBA: SANTA CRUZ TOYO	2025 COROLLA LE, COLOR WHITE, VIN 5YFB4M	\$	24,170.61
94580	6/18/2025	HPT MOTORS, LLC DBA: SANTA CRUZ TOYO	2025 COROLLA LE , COLOR WHITE,	\$	24,170.61
94581	6/19/2025	Christopher Leonard (1088)	REIMBURSEMENT	\$	109.70
94582	6/19/2025	Daniel Zenteno (1089)	REIMBURSEMENT	\$	500.00
94583	6/19/2025	Francisca Fernandez (1060)	REIMBURSEMENT	\$	68.00
94584	6/19/2025	Isidro Gabriel-Guevara (1226)	REIMBURSEMENT	\$	68.00
94585	6/19/2025	James Seilenbinder (1268)	REIMBURSEMENT	\$	150.00
94586	6/19/2025	Johnny Ramirez (1250)	REIMBURSEMENT	\$	68.00
94587	6/19/2025	Josefina Cruz (986)	REIMBURSEMENT	\$	68.00
94588	6/19/2025	Jose Flores (1220)	REIMBURSEMENT	\$	250.00
94589	6/19/2025	Jose Raygoza-Ramirez (1032)	REIMBURSEMENT	\$	250.00
94590	6/19/2025	Jose Zamarripa (981)	REIMBURSEMENT	\$	150.00
94591	6/19/2025	Julio Currea (716)	REIMBURSEMENT	\$	830.26
94592	6/19/2025	Luis Abundez Camacho (1035)	REIMBURSEMENT	\$	84.29
94593	6/19/2025	Maria Flores Demoran (1394)	REIMBURSEMENT	\$	221.22
94594	6/19/2025	Pablo Cisneros Arreguin (1653)	REIMBURSEMENT	\$	235.98
94595	6/19/2025	Sergio Tabag (857)	REIMBURSEMENT	\$	129.00
94596	6/19/2025	Sophie Farspour (1366)	REIMBURSEMENT	\$	52.92
94597	6/19/2025	Suzie Mistry (1400)	REIMBURSEMENT	\$	171.56
94598	6/19/2025	Wayne Sakae (1229)	REIMBURSEMENT	\$	250.00
94599	6/20/2025	9280-0366 QUEBEC INC DBA: TRANSIT	Guide Monthly fee, Rate-My-Ride Monthly fee, Jun	\$	6,412.50
94600	6/20/2025	ABC BUS INC	REGULATOR,VOLTAGE(24V)	\$	211.91
94601	6/20/2025	ACCO-WILSON, INC	INV 20689296 / WO# 226000 / PRC	\$	4,792.00
94602	6/20/2025	ADARIDE.COM LLC	05/2025 ELIGIBILITY SERVICES	\$	10,597.25
94603	6/20/2025	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLIES2	\$	1,920.70
94604	6/20/2025	ANDREW J. O'KEEFE II	Media Services Subscription- June	\$	4,000.00
94605	6/20/2025	AT&T	INV 23613447 / ACCT 9391060728 / PT TO PT1	\$	7,232.77
94606	6/20/2025	BFS GROUP LLC	INV 63-0838822 / WO# 225047 / PRC	\$	1,856.89
94607	6/20/2025	CASEY PRINTING, INC	Printing Headways Bus Riders Guide (Bilingual) Su	\$	10,778.55
94608	6/20/2025	CATTO'S GRAPHICS, INC.	Nature Stickers	\$	2,579.13
94609	6/20/2025	CELTIS VENTURES, INC.	Task Order No. 1011Reimagine METRO. Services	\$	47,285.02
94610	6/20/2025	CITY OF SANTA CRUZ-FINANCE DEP	JULY 25 RENT	\$	2,031.76
94611	6/20/2025	CLEAN ENERGY	05/27/2025 LNG DELIVERY	\$	8,575.43
94612	6/20/2025	COAST PAPER & SUPPLY INC.	CLEANING SUPPLIES	\$	815.96
94613	6/20/2025	COMMUNITY PRINTERS, INC.	Share Your Opinion! Car Cards, 11x17	\$	3,986.66
94614	6/20/2025	CROSSLINE SUPPLY, LLC	REVENUE VEH PARTS	\$	10,430.64
94615	6/20/2025	CUMMINS,INC	REVENUE VEH PARTS	\$	7,247.76
94616	6/20/2025	DEPARTMENT OF JUSTICE	05/2025 Fingerprints Cust #142316	\$	32.00
94617	6/20/2025	DUNCAN PLUMBING	INV 111877319 / WO# 225920 / WTC	\$	1,714.00
94618	6/20/2025	DUNN-EDWARDS CORPORATION	INV 2212A07261 / WO# 225917 / PAINT FOR OPS	\$	55.04
94619	6/20/2025	EAST BAY TIRE CO.	TIRES AND TUBES	\$	13,225.61
94620	6/20/2025	FIRST ALARM	CONNECTORS & CABLES" FOR CAPITAL PROJ	\$	9,900.00
94621	6/20/2025	FLEET MAINTENANCE CONSULTING INC	INSPECTION SERVICES FOR 53 HYDROGEN BL	\$	-
94622	6/20/2025	FREEDOM ASSOCIATES, LLC	JULY 25 RENT	\$	15,000.00
94623	6/20/2025	GARDA CL WEST, INC.	06/2025 SERVICES ACCT#631223	\$	12,700.16
94624	6/20/2025	GILLIG LLC	REVENUE VEH PARTS	\$	1,772.18
94625	6/20/2025	GRAINGER	FILTER,WATER (3M/CUNO)(47-221502)	\$	1,069.11
94626	6/20/2025	JOHN A. DASH & ASSOCIATES	07/2025-06/2026 MECHANICS' WAGE REPORTS	\$	805.00
94627	6/20/2025	JONES HALL, A PROFESSIONAL LAW CORPO	LEGAL SERVICES MATTER#61663-02	\$	15,000.00
94628	6/20/2025	K&D LANDSCAPING INC	INV 16980 / MONTHLY LANDSCAPING	\$	3,333.00
94629	6/20/2025	LAW OFFICES OF MARIE F. SANG	CL#23004270	\$	197.60
94630	6/20/2025	LUMINATOR TECH GROUP GLOBAL,	CAMERA,EXTERIOR 100(RR-HDCTD100R) S/N: '	\$	1,168.83
94631	6/20/2025	MARK THOMAS & COMPANY, INC	INV 55697 / PROJECT ID 24-0009 / WTC LOT	\$	37,591.32
94632	6/20/2025	MGP XI REIT,LLC	JULY 25 RENT	\$	2,570.48
94633	6/20/2025	MID VALLEY SUPPLY INC.	CLEANING SUPPLIES	\$	518.13
94634	6/20/2025	MISSION UNIFORM	Uniforms, Linen & Laundry Services	\$	109.33

# Attachment A

94635	6/20/2025	MODEL 1 COMMERCIAL VEHICLES INC	REVENUE VEH PARTS	\$	975.72
94636	6/20/2025	MOHAWK MFG. & SUPPLY CO.	HOSE,ELBOW(1014-1782)	\$	953.84
94637	6/20/2025	NORTH BAY FORD LINC-MERCURY	REVENUE VEH PARTS	\$	211.53
94638	6/20/2025	PACIFIC TRUCK PARTS, INC.	HOSE,ELBOW 90 DEG.2.50	\$	309.36
94639	6/20/2025	PHILIP J CROUCH	Freight Charges	\$	4,228.50
94640	6/20/2025	PHOENIX CARS LLC	SERVICE CALL TO REPAIR EV CHARGERS / OP	\$	603.63
94641	6/20/2025	PIED PIPER EXTERMINATORS, INC.	INV 1129864 / MONTHLY PEST CONTROL / CEC	\$	95.00
94642	6/23/2025	CLAREMONT EAP	EAP - JUNE 2025	\$	989.01
94643	6/23/2025	PACIFIC GAS & ELECTRIC	05/07-06/10/2025 PARACRUZ ACCT#8175294351	\$	5,154.52
94644	6/23/2025	POWER BUSINESS TECHNOLOGY LLC	OFFICE SUPPLIES2	\$	8.95
94645	6/23/2025	QOVO SOLUTIONS, INC.	June 2025	\$	1,800.00
94646	6/23/2025	QUADIENT FINANCE USA INC	05/2025 ADMIN POSTAGE ACCT END #1598	\$	399.02
94647	6/23/2025	RANDY WEST	OFFICE FORMS	\$	1,964.53
94648	6/23/2025	RICOH USA, INC CA	OPS Copier 06-01-2025 - 06-30-2025	\$	253.44
94649	6/23/2025	RIDGELINE MUNICIPAL STRATEGIES LLC	04/24-06/04/2025 SERVICES	\$	3,280.00
94650	6/23/2025	ROBERT H. WAGER COMPANY, INC.	CHARGER, PRINTER	\$	101.50
94651	6/23/2025	SANTA CRUZ AUTO PARTS, INC.	REVENUE VEH PARTS	\$	688.32
94652	6/23/2025	SANTA CRUZ METRO TRANSIT W/C	05/25 W/C Replenishment	\$	62,823.36
94653	6/23/2025	SANTA CRUZ MUNICIPAL UTILITIES	ACCT 027-07557-001 / SBF IRRIGATION	\$	341.82
94654	6/23/2025	SANTA CRUZ STAFFING, LLC	ORG INV DATE 04/20/2025 W/E 04/20/2025	\$	1,295.00
94655	6/23/2025	SCMTD PETTY CASH - CUST SVC	C/S PETTY CASH REPLENISH - OFFICE SUPPLI	\$	41.67
94656	6/23/2025	SCOTTS VALLEY WATER DISTRICT	ACCT 010072-000 / SVT	\$	735.86
94657	6/23/2025	SHAW YODER ANTWHI	State legislative representation for June 2025	\$	5,700.00
94658	6/23/2025	SLINGSHOT CONNECTIONS LLC	CSR - Week Ending 6/8/25	\$	4,196.85
94659	6/23/2025	SNAP-ON INDUSTRIAL, A DIVISION	TOOL REPAIR	\$	475.65
94660	6/23/2025	SOQUEL III ASSOCIATES	JULY 25 RENT	\$	17,284.24
94661	6/23/2025	THE AFTERMARKET PARTS CO LLC	REVENUE VEH PARTS	\$	27,038.17
94662	6/23/2025	UCI CONSTRUCTION INC	Installation of Plug Power's Temporary Hydrogen F	\$	237,730.85
94663	6/23/2025	VALLEY POWER SYSTEMS NORTH,INC	REVENUE VEH PARTS	\$	1,461.33
94664	6/23/2025	VEHICLE MAINTENANCE PROG INC	REVENUE VEH PARTS	\$	392.60
94665	6/23/2025	VERIZON WIRELESS	03/23-04/22/2025 WIFI BUSES ACCT#342570846-	\$	11,615.07
94666	6/23/2025	VISION COMMUNICATIONS	Radio installation on new paratransit vehicles	\$	10,610.00
94667	6/23/2025	WORKFORCEQA, LLC	Prof & Tech Workforce -05/2025 -DOT/Drug Test	\$	68.00
94668	6/25/2025	ABC BUS INC	REVENUE VEH PARTS	\$	8,832.55
94669	6/25/2025	ALWAYS UNDER PRESSURE	INV 103673 / WO# 225960 / MMF S/C 6/3/25	\$	265.00
94670	6/25/2025	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLIES2	\$	547.59
94671	6/25/2025	BFS GROUP LLC	INV 63-0840148 / WO# 225938 / FIELD	\$	319.53
94672	6/25/2025	BRYAN SHEPARDSON DBA: THE GENERATOR	INV 461 / WO# 226025 / LOAD TESTING 5/10/25 /	\$	10,265.56
94673	6/25/2025	CATTO'S GRAPHICS, INC.	Metro Route Stickers - Summer 2025	\$	1,496.58
94674	6/25/2025	CENTER FOR TRANSPORTATION AND	Technical Consultin Zero-Emission vehicles and te	\$	8,851.18
94675	6/25/2025	CITY OF WATSONVILLE UTILITIES	INV 276026 / ACCT 600421 / WTC	\$	2,116.13
94676	6/25/2025	CLEVER DEVICES LTD.	REVENUE VEH PARTS	\$	554.23
94677	6/25/2025	COMPLETE COACH WORKS INC	REVENUE VEH PARTS	\$	279.70
94678	6/25/2025	CTSJPA (CALTIP)	May 2025	\$	10,671.77
94679	6/25/2025	CUMMINS,INC	REVENUE VEH PARTS	\$	856.76
94680	6/25/2025	EAST BAY TIRE CO.	TIRES AND TUBES	\$	6,728.99
94681	6/25/2025	EMPLOYNET INC	CSR Week Ending 6/1/25	\$	2,820.05
94682	6/25/2025	FIRST ALARM SECURITY & PATROL	May 2025	\$	91,635.83
94683	6/25/2025	FLYERS ENERGY, LLC	Off-site Fueling Services 5/16-5/31/25	\$	3,420.89
94684	6/25/2025	GALLAGHER BENEFIT SERVICES INC	Class & Comp 15 positions	\$	1,480.00
94685	6/25/2025	GILLIG LLC	REVENUE VEH PARTS	\$	2,609.80
94686	6/25/2025	GRAINGER	metal cart	\$	1,788.09
94687	6/25/2025	HANSON BRIDGETT LLP	Retainer for May 2025	\$	50,484.85
94688	6/25/2025	LAW OFFICES OF MARIE F. SANG	CL#23008724	\$	613.70
94689	6/25/2025	MISSION UNIFORM	Uniforms, Linen & Laundry Services	\$	36.58
94690	6/25/2025	MODEL 1 COMMERCIAL VEHICLES INC	REVENUE VEH PARTS	\$	69.91
94691	6/25/2025	MOHAWK MFG. & SUPPLY CO.	REVENUE VEH PARTS	\$	371.42
94692	6/25/2025	MPRESS DIGITAL,INC	For printing services. Large Print Headways Summ	\$	2,972.85
94693	6/25/2025	NIDAL HALABI & NADA ALGHARIB	Crystal award for Mike Rotkin (quote & proof attach	\$	224.99
94694	6/25/2025	NORTH BAY FORD LINC-MERCURY	REVENUE VEH PARTS	\$	93.72
94695	6/25/2025	SANTA CRUZ STAFFING, LLC	W/E 06/08/2025 10HRS	\$	1,739.00
94696	6/25/2025	SCARBOROUGH LBR & BLDG SUPPLY	INV 310492-3 / WO# 225927 / SVT	\$	25.68
94697	6/25/2025	TK ELEVATOR CORPORATION	INV 3008449197 / MULTI WO'S / ELEVATOR PM (	\$	2,128.50
94698	6/25/2025	VERIZON WIRELESS	05/02-06/01/2025 PARACRUZ ACCT#542316352-(	\$	1,025.48
94699	6/25/2025	ZELLER APPRAISAL SERVICES, INC	APPRAISAL 809 W BEACH ST WATSONVILLE	\$	5,150.00
94700	6/26/2025	Abel Fonseca Arambula (1603)	REIMBURSEMENT	\$	250.00
94701	6/26/2025	Hilario Perez Ortiz (1739)	REIMBURSEMENT	\$	125.66
94702	6/26/2025	Jaime Jimenez (1207)	REIMBURSEMENT	\$	125.00
94703	6/26/2025	Juan Estrada-Gonzalez (1750)	REIMBURSEMENT	\$	500.00

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94704	6/26/2025	Luis Garcia-Robledo (1752)	REIMBURSEMENT	\$	98.00
94705	6/26/2025	Mike Jobe (1527)	REIMBURSEMENT	\$	250.00
94706	6/26/2025	Pedro Gutierrez (819)	REIMBURSEMENT	\$	68.00
94707	6/26/2025	Suzie Mistry (1400)	REIMBURSEMENT	\$	97.80
94708	6/26/2025	Uriel Mendoza (598)	REIMBURSEMENT	\$	150.00
94709	6/27/2025	72 HOUR LLC	REVENUE VEH PARTS	\$	11,120.52
94710	6/27/2025	ACCO-WILSON, INC	INV 20701012 / WO# 225871 / MMF REPAIR HVA	\$	1,230.00
94711	6/27/2025	BFS GROUP LLC	INV 55-0967324 / DRYWALL / WO# 225047 / PRC	\$	204.89
94712	6/27/2025	CATTO'S GRAPHICS, INC.	Summer RFTC Signs (customer supplied substrate	\$	2,987.70
94713	6/27/2025	CINTAS CORPORATION NO.2	INV 5275646108 / FIRST AID KIT RESTOCK / MM	\$	278.16
94714	6/27/2025	CITY OF SANTA CRUZ/PARKING	July 2025 Soquel/Front Garage Permits CSRs	\$	900.00
94715	6/27/2025	CONNER WATER SYSTEMS, INC	INV 6195 / WO# 226015 / PM 6/17/25 / SBF	\$	339.05
94716	6/27/2025	EMPLOYNET INC	CSR Week Ending 6/8/25	\$	2,259.90
94717	6/27/2025	FLYERS ENERGY, LLC	Off-site Fueling Services 5/16-5/30/25	\$	14,063.21
94718	6/27/2025	GILLIG LLC	REVENUE VEH PARTS	\$	377.62
94719	6/27/2025	GRAINGER	CLEANING SUPPLIES	\$	361.15
94720	6/27/2025	HUNT & SONS, INC.	REVENUE VEH PARTS	\$	9,257.54
94721	6/27/2025	KIMBALL MIDWEST	REVENUE VEH PARTS	\$	702.05
94722	6/27/2025	KJRB, INC.	TOWING REV VEH	\$	2,251.50
94723	6/27/2025	MANSFIELD OIL CO OF GAINSVILLE	FUEL REV DEL 5.22.25 ACCT# 20781	\$	38,778.43
94724	6/27/2025	QUADIENT FINANCE USA INC	June Postage Reload 6/12/25	\$	500.00
94725	6/27/2025	QUADIENT LEASING USA, INC.	05/28/25 TO 08/27/25 COVERAGE PERIOD CUST	\$	253.29
94726	6/27/2025	ROMAINE ELECTRIC CORP	REVENUE VEH PARTS	\$	2,612.05
94727	6/30/2025	ABACHERLI, ARLETTE	Retiree Reimbursement - July	\$	99.40
94728	6/30/2025	ADAMS, ELLEN	Retiree Reimbursement - July	\$	29.23
94729	6/30/2025	ANN, DORICE	Retiree Reimbursement - July	\$	24.38
94730	6/30/2025	ARCHIBEQUE, ELEANOR	Retiree Reimbursement - July	\$	20.42
94731	6/30/2025	BAN, MARK	Retiree Reimbursement - July	\$	48.76
94732	6/30/2025	BARRY, BARTHOLOMEW	Retiree Reimbursement - July	\$	22.11
94733	6/30/2025	BLAIR, GARY	Retiree Reimbursement - July	\$	22.11
94734	6/30/2025	BLIGHT, KAREN	Retiree Reimbursement - July	\$	29.23
94735	6/30/2025	BRONDSTATTER, WALLACE	Retiree Reimbursement - July	\$	58.47
94736	6/30/2025	BROWN, ERNEST	Retiree Reimbursement - July	\$	58.47
94737	6/30/2025	BYTHEWAY, MARY	Retiree Reimbursement - July	\$	22.11
94738	6/30/2025	CLARKE, PATRICIA	Retiree Reimbursement - July	\$	29.23
94739	6/30/2025	CONTRERAS-NAVARRO, FRANCISCO	Retiree Reimbursement - July	\$	29.23
94740	6/30/2025	CRAMBLETT, LAWRENCE	Retiree Reimbursement - July	\$	29.23
94741	6/30/2025	CRAWFORD, TERRI	Retiree Reimbursement - July	\$	29.23
94742	6/30/2025	CUMMINS, MAJOR	Retiree Reimbursement - July	\$	58.47
94743	6/30/2025	DEVIVO, WILLIAM	Retiree Reimbursement - July	\$	47.43
94744	6/30/2025	DORFMAN, IRIS	Retiree Reimbursement - July	\$	29.23
94745	6/30/2025	DRAKE, JUDITH	Retiree Reimbursement - July	\$	22.11
94746	6/30/2025	ELIA, LARRY	Retiree Reimbursement - July	\$	22.11
94747	6/30/2025	ESCARCEGA, MIGUEL	Retiree Reimbursement - July	\$	58.47
94748	6/30/2025	FALLAU, NICHOLAS	Retiree Reimbursement - July	\$	17.15
94749	6/30/2025	FLAGG, PAULA	Retiree Reimbursement - July	\$	17.15
94750	6/30/2025	GALLOWAY, SCOTT	Retiree Reimbursement - July	\$	22.11
94751	6/30/2025	GARBEZ, MANNY	Retiree Reimbursement - July	\$	22.11
94752	6/30/2025	GOSE, JOHN	Retiree Reimbursement - July	\$	22.11
94753	6/30/2025	GRANADOS-BOYCE, MARIA	Retiree Reimbursement - July	\$	48.76
94754	6/30/2025	GROSJEAN, DOUGLAS	Retiree Reimbursement - July	\$	44.22
94755	6/30/2025	HAMM, CAROLYN	Retiree Reimbursement - July	\$	22.11
94756	6/30/2025	HERNANDEZ, MARGARITO	Retiree Reimbursement - July	\$	22.11
94757	6/30/2025	HERSHEY, ANDREA	Retiree Reimbursement - July	\$	47.43
94758	6/30/2025	HICKLIN, LUCILLE	Retiree Reimbursement - July	\$	29.23
94759	6/30/2025	HOLCOMB, MICHAEL	Retiree Reimbursement - July	\$	58.47
94760	6/30/2025	HYMAN, JOE	Retiree Reimbursement - July	\$	58.47
94761	6/30/2025	JACINTO, FRANK	Retiree Reimbursement - July	\$	48.76
94762	6/30/2025	JAHNKE, EILEEN	Retiree Reimbursement - July	\$	29.23
94763	6/30/2025	KALE, RICKEY	Retiree Reimbursement - July	\$	58.47
94764	6/30/2025	LEGORRETA, PETE	Retiree Reimbursement - July	\$	40.83
94765	6/30/2025	LOGIUDICE, FRED	Retiree Reimbursement - July	\$	29.23
94766	6/30/2025	LORENZANO, JAMES	Retiree Reimbursement - July	\$	103.04
94767	6/30/2025	LUNA, SUZANNE	Retiree Reimbursement - July	\$	44.83
94768	6/30/2025	MC CALMONT, DIANE	Retiree Reimbursement - July	\$	29.23
94769	6/30/2025	MCDONALD, JANIE	Retiree Reimbursement - July	\$	27.31
94770	6/30/2025	MCDONALD, KEVIN	Retiree Reimbursement - July	\$	22.11
94771	6/30/2025	MESECK, MARGARITA	Retiree Reimbursement - July	\$	22.11
94772	6/30/2025	MEYER, DIANE	Retiree Reimbursement - July	\$	29.23

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94773	6/30/2025	MILLER, FOREST	Retiree Reimbursement - July	\$	22.11
94774	6/30/2025	MILLER, MARY	Retiree Reimbursement - July	\$	33.60
94775	6/30/2025	MITCHELL, LISA	Retiree Reimbursement - July	\$	16.84
94776	6/30/2025	MORGAN, JEANETTE	Retiree Reimbursement - July	\$	29.23
94777	6/30/2025	MULLIS, MICHAEL	Retiree Reimbursement - July	\$	91.18
94778	6/30/2025	MUNGIOLI, LARRY	Retiree Reimbursement - July	\$	29.23
94779	6/30/2025	NABOR, GLEN	Retiree Reimbursement - July	\$	29.23
94780	6/30/2025	O'HAGIN, JUSTINA	Retiree Reimbursement - July	\$	29.23
94781	6/30/2025	OJEDA, ROBERTO	Retiree Reimbursement - July	\$	58.47
94782	6/30/2025	OWENS, ROLAND	Retiree Reimbursement - July	\$	99.40
94783	6/30/2025	PARHAM, WALLACE	Retiree Reimbursement - July	\$	58.47
94784	6/30/2025	PETERS, TERRIE	Retiree Reimbursement - July	\$	29.23
94785	6/30/2025	PHILLIPS, TYRONE	Retiree Reimbursement - July	\$	2.74
94786	6/30/2025	PRINCE, PETER	Retiree Reimbursement - July	\$	48.76
94787	6/30/2025	REED, KATHY	Retiree Reimbursement - July	\$	22.41
94788	6/30/2025	REGAN, MICHAEL	Retiree Reimbursement - July	\$	48.76
94789	6/30/2025	RODRIGUEZ, VALENTIN	Retiree Reimbursement - July	\$	18.80
94790	6/30/2025	ROWE, RUBY	Retiree Reimbursement - July	\$	73.80
94791	6/30/2025	RUIZ, ESTEVAN	Retiree Reimbursement - July	\$	48.76
94792	6/30/2025	SALGUEIRO, MICHAEL	Retiree Reimbursement - July	\$	48.76
94793	6/30/2025	SANDOVAL, ANGEL	Retiree Reimbursement - July	\$	29.23
94794	6/30/2025	SERRATO, JUAN	Retiree Reimbursement - July	\$	48.76
94795	6/30/2025	SLATER, ROBYN	Retiree Reimbursement - July	\$	87.21
94796	6/30/2025	SWART, RANDY	Retiree Reimbursement - July	\$	44.22
94797	6/30/2025	THOMAS, RUSSELL	Retiree Reimbursement - July	\$	58.47
94798	6/30/2025	TOVAR, SERENA	Retiree Reimbursement - July	\$	29.23
94799	6/30/2025	VANDERZANDE, ED	Retiree Reimbursement - July	\$	58.47
94800	6/30/2025	WADSWORTH, RITA	Retiree Reimbursement - July	\$	22.11
94801	6/30/2025	WHITNEY, LUCERE	Retiree Reimbursement - July	\$	58.47
94802	6/30/2025	WU, PETER	Retiree Reimbursement - July	\$	24.38
94803	6/30/2025	WYANT, JUDI	Retiree Reimbursement - July	\$	29.23
94804	6/30/2025	YANCY, TERRY	Retiree Reimbursement - July	\$	29.23
94888	6/30/2025	Holly Alcorn (956)	Reimbursement	\$	1,117.72
<b>Grand Total</b>				<b>\$</b>	<b>1,629,654.52</b>



# Attachment A

## JUNE 2025 ACH PAYMENTS



Payment Type	Payment Date	Payee	Line Item Description	Sum of Payment Amount
EFT	6/5/2025	NEW FLYER OF AMERICA INC	Forty-four (44) 40ft Hydrogen BusesProject: 23-0001	\$ 1,188,961.26
	6/6/2025	NEW FLYER OF AMERICA INC	Forty-four (44) 40ft Hydrogen BusesProject: 23-0001	\$ 1,188,961.26
	6/11/2025	SPECIALTY FIELD SERVICE INC	53-21338-000 Gillig Motor Mount with20 MM x 45 Bolt and Lock	\$ 178,858.90
	6/18/2025	PRICE, HARRY	Retiree Reimbursement - June	\$ 58.47
	6/25/2025	MP METRO ASSOCIATES LP	AMBAG REAP 2.0 Reimbursement Draw Request Watsonville Met	\$ 128,104.35
	6/27/2025	UNITED PARCEL SERVICE	P/U 05/21, 05/22 ACCT#W896X0	\$ 262.10
	6/30/2025	AGUIRRE, CIRO	Retiree Reimbursement - July	\$ 17.15
		AITKEN, ANGELA	Retiree Reimbursement - July	\$ 117.02
		ALLEN, ROBERT	Retiree Reimbursement - July	\$ 22.11
		ANDRADE, GERALD	Retiree Reimbursement - July	\$ 48.76
		ARCHIBEQUE, JUANITA	Retiree Reimbursement - July	\$ 58.47
		AVILES, PATRICIA	Retiree Reimbursement - July	\$ 29.23
		BASS, BETTY	Retiree Reimbursement - July	\$ 29.23
		BOYD, MICHAEL	Retiree Reimbursement - July	\$ 58.47
		BREGANTE, BATTISTA	Retiree Reimbursement - July	\$ 22.11
		BRONDSTATTER, CHERYL	Retiree Reimbursement - July	\$ 29.23
		BROWN, KENNETH	Retiree Reimbursement - July	\$ 58.47
		BURKET, JANET	Retiree Reimbursement - July	\$ 29.23
		CANALES, DONNA	Retiree Reimbursement - July	\$ 34.31
		CAPELLA, KATHLEEN	Retiree Reimbursement - July	\$ 48.76
		CASANEGA, RICHARD	Retiree Reimbursement - July	\$ 22.11
		CAVATAIO, PASQUALE	Retiree Reimbursement - July	\$ 44.22
		CENTER, DOUGLAS	Retiree Reimbursement - July	\$ 22.11
		CHANDLEY, PAUL	Retiree Reimbursement - July	\$ 99.40
		CLAYTON, MICHAEL	Retiree Reimbursement - July	\$ 22.11
		COTTER, ROBERT	Retiree Reimbursement - July	\$ 58.47
		CRUISE, RICHARD	Retiree Reimbursement - July	\$ 29.23
		CUMMINGS, PATRICIA	Retiree Reimbursement - July	\$ 48.76
		DEAN, RONALD	Retiree Reimbursement - July	\$ 29.23
		DIAZ, OLIVIA	Retiree Reimbursement - July	\$ 80.92
		DOBBS, LILLIAN	Retiree Reimbursement - July	\$ 22.11
		EMERSON, WILLIAM	Retiree Reimbursement - July	\$ 58.47
		FENN, MARILYN	Retiree Reimbursement - July	\$ 29.23
		FLORES, JUAN	Retiree Reimbursement - July	\$ 80.92
		FLOREZ, ROSIE	Retiree Reimbursement - July	\$ 22.11
		FORRESTER, WALBURGA	Retiree Reimbursement - July	\$ 29.23
		FRANCIS, RUFUS	Retiree Reimbursement - July	\$ 34.31
		GABRIEL, RICHARD	Retiree Reimbursement - July	\$ 29.23
		GABRIELE, BERNARD	Retiree Reimbursement - July	\$ 16.84
		GABRIELE, CATHLEEN	Retiree Reimbursement - July	\$ 16.84
		GALE, TERRY	Retiree Reimbursement - July	\$ 58.47
		GARCIA, DANIEL	Retiree Reimbursement - July	\$ 58.46
		GARCIA, SAMUEL	Retiree Reimbursement - July	\$ 29.23
		GROBMAN, BRUCE	Retiree Reimbursement - July	\$ 22.11
		HERNANDEZ, JUAN	Retiree Reimbursement - July	\$ 48.76
		HILL, ANDREW	Retiree Reimbursement - July	\$ 29.23
		HILTNER, THOMAS	Retiree Reimbursement - July	\$ 103.04
		JUSSEL, PETE	Retiree Reimbursement - July	\$ 22.11
		KAMEDA, TERRY	Retiree Reimbursement - July	\$ 29.23
		KELLY, ELOISE	Retiree Reimbursement - July	\$ 22.11
		KONNO, DAVID	Retiree Reimbursement - July	\$ 40.83
		LAWSON, LOIS	Retiree Reimbursement - July	\$ 29.23
		LEFFLER, JEAN	Retiree Reimbursement - July	\$ 29.23
		LONGNECKER, LLOYD	Retiree Reimbursement - July	\$ 58.47
		LUCIER, MARILYN	Retiree Reimbursement - July	\$ 22.11
		LYNCH, GLENN	Retiree Reimbursement - July	\$ 58.47
		MACHADO, MARGARET	Retiree Reimbursement - July	\$ 22.11
		MALPHRUS, BRENDA	Retiree Reimbursement - July	\$ 24.38
		MARTIN, DAWN	Retiree Reimbursement - July	\$ 58.47
		MARTINEZ, MANUEL	Retiree Reimbursement - July	\$ 116.03
		MARTINEZ, MARK	Retiree Reimbursement - July	\$ 48.76

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EFT	45838	MCFADDEN, IAN	Retiree Reimbursement - July	\$	29.23
		MCHALE, BRIAN	Retiree Reimbursement - July	\$	58.47
		MELLON, JOHN	Retiree Reimbursement - July	\$	22.11
		MOREAU, DAVID	Retiree Reimbursement - July	\$	99.40
		MORR, BONNIE	Retiree Reimbursement - July	\$	48.76
		MUNGUIA, GUSTAVO	Retiree Reimbursement - July	\$	44.22
		NAUKKARINEN, JUKKA	Retiree Reimbursement - July	\$	29.23
		NELSON, EDWARD	Retiree Reimbursement - July	\$	22.11
		NELSON, RICHARD	Retiree Reimbursement - July	\$	58.47
		NIETO, MANUEL	Retiree Reimbursement - July	\$	44.22
		NORTH, JEFFREY	Retiree Reimbursement - July	\$	99.40
		NORTHON, M	Retiree Reimbursement - July	\$	142.23
		O'DONNELL, SHAWN	Retiree Reimbursement - July	\$	58.47
		OROZCO, RICHARD	Retiree Reimbursement - July	\$	116.03
		ORTEGA, MANUELA	Retiree Reimbursement - July	\$	29.23
		PAULSON, STEVEN	Retiree Reimbursement - July	\$	91.46
		PEREZ, ANTONIO	Retiree Reimbursement - July	\$	44.22
		PHILLIPS, THOMAS	Retiree Reimbursement - July	\$	22.11
		PICARELLA, FRANCIS	Retiree Reimbursement - July	\$	22.11
		POLANCO, JOSE	Retiree Reimbursement - July	\$	58.47
		PRECIADO, MARY LOU	Retiree Reimbursement - July	\$	22.11
		PRICE, HARRY	Retiree Reimbursement - July	\$	58.47
		PRINCE, DEBRA	Retiree Reimbursement - July	\$	29.23
		PRUDDEN, RICHARD	Retiree Reimbursement - July	\$	58.47
		PYE, GINA	Retiree Reimbursement - July	\$	58.47
		RAMIREZ, MANUEL	Retiree Reimbursement - July	\$	17.15
		RHODES, BRUCE	Retiree Reimbursement - July	\$	29.23
		ROCHA, SHERRI	Retiree Reimbursement - July	\$	24.38
		ROSS, ELISABETH	Retiree Reimbursement - July	\$	29.23
		ROSS, EMERY	Retiree Reimbursement - July	\$	29.23
		ROY, ARLEN	Retiree Reimbursement - July	\$	29.23
		RYLANDER, REED	Retiree Reimbursement - July	\$	44.22
		SANCHEZ, ASCENCION	Retiree Reimbursement - July	\$	103.04
		SCARGILL, RAYMOND	Retiree Reimbursement - July	\$	48.76
		SCHRAEDER, PAUL	Retiree Reimbursement - July	\$	44.22
		SCILLA, JOSEPH	Retiree Reimbursement - July	\$	29.23
		SILVA, EDUARDO	Retiree Reimbursement - July	\$	22.11
		STARKEY, THOMAS	Retiree Reimbursement - July	\$	24.38
		STICKEL, THOMAS	Retiree Reimbursement - July	\$	44.22
		TERESI, CHARMIEL	Retiree Reimbursement - July	\$	29.23
		TOLENTINO, SALVADOR	Retiree Reimbursement - July	\$	44.83
		TRENT, VICKI	Retiree Reimbursement - July	\$	24.38
		TUTTLE-CALLIS, CHERI	Retiree Reimbursement - July	\$	103.04
		VALDEZ, JOSE	Retiree Reimbursement - July	\$	48.76
		VAN DE VEER, JOHN	Retiree Reimbursement - July	\$	91.18
		VEST, SHELLY	Retiree Reimbursement - July	\$	29.23
		VONWAL, YVETTE	Retiree Reimbursement - July	\$	29.23
		WALTER, KEVIN	Retiree Reimbursement - July	\$	44.22
		WHITE, LESLIE	Retiree Reimbursement - July	\$	29.23
		WILLIS, GREGORY	Retiree Reimbursement - July	\$	117.02
		WILSON, BONNIE	Retiree Reimbursement - July	\$	58.47
		WOODBIDGE, ELIZABETH	Retiree Reimbursement - July	\$	99.40
		YEO, BILL	Retiree Reimbursement - July	\$	80.92
Manual	6/12/2025	AMAZON CAPITAL SERVICES, INC	Office Supplies	\$	982.05
		U.S. BANK - CAL-CARD	UST EXISTING MODIFY PLAN (4.5 HOURS)	\$	14,272.91
Grand Total				\$	2,705,505.01

# Attachment A

## JULY 2025 CHECK PAYMENTS



Check Number	Payment Date	Payee	Line Item Description	Sum of Payment Amount
94805	7/1/2025	ASHLEY DONDLINGER	PP13-20252	\$ 160.00
94806	7/1/2025	DEPARTMENT OF TREASURY INTER	CASE XXX-XX-1075	\$ 770.93
94807	7/1/2025	FRANCHISE TAX BOARD	PP13-2025	\$ 427.15
94808	7/1/2025	HARTFORD LIFE AND ACCIDENT INS	AD&D - VOLUNTARY LIFE	\$ 2,390.38
94809	7/1/2025	SEIU LOCAL 521	2ND JUNE 2025	\$ 4,165.86
94810	7/1/2025	SMART-TRANSPORTATION DIVISION	2ND JUNE 2025	\$ 16,363.03
94811	7/2/2025	AAA BUSINESS SUPPLIES DBA: AAA	OFFICE SUPPLIES	\$ 290.79
94812	7/2/2025	ABC BUS INC	REVENUE VEH PARTS	\$ 420.45
94813	7/2/2025	ALWAYS UNDER PRESSURE	REPAIR STEAM CLEANER	\$ 310.00
94814	7/2/2025	AT&T	CALNET 04/19/25-05/18/25	\$ 3,677.93
94815	7/2/2025	BATTERY SYSTEMS INC.	BATTERY	\$ 5,118.72
94816	7/2/2025	BRYAN SHEPARDSON DBA: THE GEN	ANNUAL GENERATOR INSPECTION	\$ 1,747.82
94817	7/2/2025	CATTO'S GRAPHICS, INC.	Setup for Q2425 Castelli Tucson Medio	\$ 729.19
94818	7/2/2025	CFM STRATEGIC COMMUNICATIONS	Federal legislative services for May 2025	\$ 6,643.00
94819	7/2/2025	CINTAS CORPORATION NO.2	FIRST AID KIT RESTOCK SBF	\$ 581.59
94820	7/2/2025	CLEAN ENERGY	LNG DELIVERY	\$ 108,176.94
94821	7/2/2025	COAST PAPER & SUPPLY INC.	CLEANING SUPPLIES	\$ 2,167.83
94822	7/2/2025	COMCAST BUSINESS	CEC INTERNET	\$ 172.32
94823	7/2/2025	COMMUNITY PRINTERS, INC.	Earth Day Event Kids Coloring Bus Sign 4" x 14"	\$ 353.70
94824	7/2/2025	COMMUNITY TELEVISION OF	BOARD MEETING May 16, 2025	\$ 574.00
94825	7/2/2025	CROSSLINE SUPPLY, LLC	REVENUE VEH PARTS	\$ 10,430.64
94826	7/2/2025	CRYSTAL SPRINGS WATER CO.	WATER DELIVERY SERVICE CHARGE / CEC	\$ 8.00
94827	7/2/2025	CUMMINS, INC	REPAIR VEH# 11027/ WO# 331831 A-1	\$ 57,976.02
94828	7/2/2025	D & G SANITATION	PORTA POTTY & SERVICE / S/P 05/01/25 - 05/31/25 / RIVER & I	\$ 2,619.93
94829	7/2/2025	DG INVEST INTERM HOLDINGS2, INC	Repair work on cameras at JKS	\$ 1,292.00
94830	7/2/2025	EAST BAY TIRE CO.	TIRES AND TUBES	\$ 26,537.81
94831	7/2/2025	EMPLOYNET INC	TEMP W/E 06/08/2025 FLEET	\$ 8,600.47
94832	7/2/2025	ESTES EXPRESS LINES	caliper from New Flyer	\$ 182.69
94833	7/2/2025	FLYERS ENERGY, LLC	NON REV VEH 6/16-6/30/25	\$ 14,500.44
94834	7/2/2025	FRONTIER COMMUNICATIONS - 3025	06/16-07/15/2025 SKYLINE TO RIVER	\$ 53.97
94835	7/2/2025	GILLIG LLC	BEARING, INNER RR CONE	\$ 9,107.58
94836	7/2/2025	GRAINGER	SAFETY SUPPLIES	\$ 724.93
94837	7/2/2025	JOHNSON CONTROLS INC	INSPECTION 6/30/25 / SVT / WO# 226073	\$ 1,669.54
94838	7/2/2025	KELLEY'S SERVICE INC.	REVENUE VEH PARTS	\$ 3,486.33
94839	7/2/2025	SANTA CRUZ VIBES MEDIA LLC	4 page ad: Summer 2025	\$ 4,645.00
94840	7/2/2025	SELF INSURED SERVICES COMPANY	6/2025 DENTAL	\$ 53,170.00
94841	7/3/2025	KIMBALL MIDWEST	Parts & Supplies Non Inventory	\$ 119.96
94842	7/3/2025	KIMLEY-HORN AND ASSOCIATES INC	SERVICES THRU 5/31/25 - MASTER PLAN	\$ 36,984.73
94843	7/3/2025	KJRB, INC.	TOWING	\$ 3,088.75
94844	7/3/2025	LANGUAGE LINE SERVICES INC	OVER-THE-PHONE INTERPRETATION	\$ 475.00
94845	7/3/2025	LINDE GAS & EQUIPMENT, INC.	REVENUE VEH PARTS	\$ 220.06
94846	7/3/2025	LUMINATOR TECH GROUP GLOBAL,	ROADRUNNER AHDD6 REMOVABLE HDD 6.0TB	\$ 1,478.34
94847	7/3/2025	MAXIMUM OIL SERVICE LLC	USED OIL, ANTIFREEZE DISPOSAL / MMF	\$ 357.75
94848	7/3/2025	MDC SYSTEMS INC	BI-ANNUAL CALIBRATION / MMF / WO# 226074	\$ 4,347.00
94849	7/3/2025	MDSOLUTIONS, INC.	TRAFFIC SIGN BLANK - DS (15.5" x 22") SIGN BLANK - .080	\$ 1,761.75
94850	7/3/2025	MID VALLEY SUPPLY INC.	CLEANING SUPPLIES	\$ 1,201.28
94851	7/3/2025	MISSION UNIFORM	CLEANING SUPPLIES	\$ 276.08
94852	7/3/2025	MODEL 1 COMMERCIAL VEHICLES IN	REVENUE VEH PARTS	\$ 372.10
94853	7/3/2025	MPRESS DIGITAL, INC	PRINTING SERVICES	\$ 142.68
94854	7/3/2025	MUNICIPAL MAINTENANCE	S/C 6/25 BAY 5 WO# 226043	\$ 668.50
94855	7/3/2025	NORTH BAY FORD LINC-MERCURY	REVENUE VEH PARTS	\$ 45.37
94856	7/3/2025	PACIFIC GAS & ELECTRIC	MMF	\$ 38,601.72
94857	7/3/2025	PACIFIC TRUCK PARTS, INC.	REVENUE VEH PARTS	\$ 260.50
94858	7/3/2025	PIED PIPER EXTERMINATORS, INC.	MONTHLY PEST CONTROL VER	\$ 65.00
94859	7/3/2025	POWER BUSINESS TECHNOLOGY LL	OFFICE SUPPLIES	\$ 15.95
94860	7/3/2025	QOVO SOLUTIONS, INC.	July 2025	\$ 1,800.00
94861	7/3/2025	QUADIENT, INC.	CS Postage Machine Rental 07/24/25-10/23/25	\$ 131.67
94862	7/3/2025	QUEST DIAGNOSTIC INC.	DOT DRUG TESTING	\$ 446.40
94863	7/3/2025	REXEL USA INC DBA: PLATT ELECTR	ATLAS REPLACEMENT LENS	\$ 31.04
94864	7/3/2025	RICOH USA, INC CA	06/14-07/13/2025 PARACRUZ CONTRACT	\$ 205.11
94865	7/3/2025	ROMAINE ELECTRIC CORP	REVENUE VEH PARTS	\$ 1,421.26
94866	7/3/2025	SAFETY-KLEEN SYSTEMS INC	MMF HARARDOUS WASTE	\$ 5,419.22
94867	7/3/2025	SANTA CRUZ MUNICIPAL UTILITIES	MMF IRRIGATION	\$ 10,126.60
94868	7/3/2025	SANTA CRUZ RECORDS MNGMT INC	WTC MONTHLY SHRED	\$ 45.00
94869	7/3/2025	SLINGSHOT CONNECTIONS LLC	TEMP CSR Week Ending 6/22/25	\$ 1,881.60
94870	7/3/2025	SPORTWORKS GLOBAL LLC	PLATE, PIVOT	\$ 1,446.22

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94871	7/3/2025	THE HOSE SHOP, INC	REVENUE VEH PARTS	\$	1,417.77
94872	7/3/2025	THERMO KING OF SALINAS, INC	part (scr 24 ref 407c freon) and shop supplies	\$	2,879.15
94873	7/3/2025	VALLEY POWER SYSTEMS NORTH, INC	REVENUE VEH PARTS	\$	221.90
94874	7/3/2025	VERIZON WIRELESS	TELECOMMUNICATIONS	\$	5,626.81
94875	7/3/2025	VISION COMMUNICATIONS	Outside Vehicle Repair	\$	4,608.76
94876	7/7/2025	B & B SMALL ENGINE CORP	SHOP SUPPLIES	\$	4,400.55
94877	7/7/2025	BFS GROUP LLC	INV 63-0842150 / WO# 225047 / PRC	\$	2,111.04
94878	7/7/2025	CALIFORNIA DEPARTMENT OF TAX	DIESEL FUEL TAX 2025 Q2	\$	224.00
94879	7/7/2025	CLEAN ENERGY	LNG DELIVERY	\$	38,394.91
94880	7/7/2025	SANTA CRUZ AUTO PARTS, INC.	REVENUE VEH PARTS	\$	427.88
94881	7/7/2025	THE AFTERMARKET PARTS CO LLC	REVENUE VEH PARTS	\$	23,098.09
94882	7/8/2025	PLUG POWER HYDROGEN HOLDING	HYDROGEN FUEL PROJECT	\$	706,183.77
94883	7/8/2025	Celine Chambers (1552)	REIMBURSEMENT	\$	75.79
94884	7/8/2025	Danielle Glagola (1240)	REIMBURSEMENT	\$	181.03
94885	7/8/2025	Donna Bauer (1085)	REIMBURSEMENT	\$	702.69
94886	7/8/2025	Eduardo Montesino (584)	REIMBURSEMENT	\$	150.00
94887	7/8/2025	Elmer Torres (555)	REIMBURSEMENT	\$	250.00
94889	7/8/2025	Jason LoGiudice (647)	REIMBURSEMENT	\$	500.00
94892	7/8/2025	Suzie Mistry (1400)	REIMBURSEMENT	\$	70.44
94893	7/11/2025	4IMPRINT, INC.	Pacific Aluminum Sport Bottle - 26 oz.	\$	16,507.11
94894	7/11/2025	72 HOUR LLC	BEZEL	\$	2,066.75
94895	7/11/2025	9280-0366 QUEBEC INC DBA: TRANSI	Guide Monthly fee, July 2025	\$	6,412.50
94896	7/11/2025	ABC BUS INC	REVENUE VEH PARTS	\$	276.79
94897	7/11/2025	ADARIDE.COM LLC	06/2025 ELIGIBILITY SERVICES	\$	8,521.50
94898	7/11/2025	ALLARD'S SEPTIC SERVICE	INV 8822 / GREASE TRAPS WO# 226116 / WTC	\$	1,300.00
94899	7/11/2025	AMERICAN DIGITAL CARTOGRAPHY	05/13/2025-05/12/2026 ANNUAL PLANNING & SCHEDULING LIC	\$	554.40
94900	7/11/2025	ANIMAL DAMAGE MANAGEMENT INC	INV 405435 / SET TRAPS FOR SKUNK REMOVAL / PRC	\$	335.00
94901	7/11/2025	AT&T	INV 23709534 PT TO PT2	\$	548.05
94902	7/11/2025	ATHENS INSURANCE SERVICE INC	July 2025 Monthly Fee	\$	4,465.00
94903	7/11/2025	BIG BELLY SOLAR, LLC	Element (Single) with Trash Chute, Standard Bin	\$	7,981.81
94904	7/11/2025	CATTO'S GRAPHICS, INC.	EMBROIDERY REPEAT DESIGN SETUP CHARGE	\$	700.10
94905	7/11/2025	CFM STRATEGIC COMMUNICATIONS	Federal legislative services for June 2025	\$	6,643.00
94906	7/11/2025	CITY OF SCOTTS VALLEY	INCIDENT DAMAGE	\$	224.91
94907	7/11/2025	CLEAN ENERGY	LNG DELIVERY	\$	82,042.34
94908	7/11/2025	COAST PAPER & SUPPLY INC.	CLEANING SUPPLIES	\$	275.78
94909	7/11/2025	CROSSLINE SUPPLY, LLC	REVENUE VEH PARTS	\$	10,779.65
94910	7/11/2025	CRYSTAL SPRINGS WATER CO.	MONTHLY SERVICE CHARGE WATER / CEC	\$	118.35
94911	7/11/2025	CTSJPA (CALTIP)	05/01/2025-05/01/2026 INSURANCE LIABILITY & VPD	\$	1,105,702.00
94912	7/11/2025	CUMMINS, INC	REVENUE VEH PARTS	\$	2,316.23
94913	7/11/2025	D & G SANITATION	ADA PORTA POTTY SENIOR LUNCH	\$	2,934.88
94914	7/11/2025	DRK ENTERPRISES LLC DBA: LED LI	HYDROGEN STATION	\$	5,463.72
94915	7/11/2025	DUNN-EDWARDS CORPORATION	CRAWFORDS LEAD FREE PUTTY PATCH	\$	154.28
94916	7/11/2025	EAST BAY TIRE CO.	TIRES AND TUBES	\$	4,488.87
94917	7/11/2025	EMPLOYNET INC	WD 06/08/2025 Planning	\$	4,297.68
94918	7/11/2025	FIRST ALARM SECURITY & PATROL	CLIENT REQUESTED BONUS FOR JUNE 2025	\$	-
94919	7/11/2025	GILLIG LLC	REVENUE VEH PARTS	\$	14.62
94920	7/11/2025	GLOBAL WATER TECHNOLOGY INC	TESTING COMPLETED 6/6/25 / WO# 226115 / OPS	\$	285.00
94921	7/11/2025	GREENWASTE RECOVERY, INC.	INV 8226925 PRC	\$	1,020.61
94922	7/11/2025	HUNT & SONS, INC.	REVENUE VEH PARTS	\$	8,249.47
94923	7/11/2025	KEISH ENVIRONMENTAL PC CORP	WATER SAMPLING REPORTING / SERVICES THRU 6/30/25	\$	4,250.00
94924	7/11/2025	LAW OFFICES OF MARIE F. SANG	CL#23008724	\$	541.50
94925	7/11/2025	LENOVO (UNITED STATES) INC.	OFFICE EQUIPMENT	\$	2,884.18
94926	7/11/2025	LUMINATOR TECH GROUP GLOBAL,	CAMERA, INTERIOR 85(RR-HDCTDIRA85R)	\$	439.00
94927	7/11/2025	MANSFIELD OIL CO OF GAINSVILLE	DIESEL FUEL DELIVERY	\$	21,868.44
94928	7/11/2025	MARK THOMAS & COMPANY, INC	INV 55582 / SERVICES THRU 4/27/25 / JKS GATES	\$	4,993.71
94929	7/11/2025	MID VALLEY SUPPLY INC.	CLEANING SUPPLIES	\$	114.49
94930	7/11/2025	MILLER MAXFIELD INC	O&M project, transit app, stickers	\$	12,067.50
94931	7/11/2025	MUNICIPAL MAINTENANCE	INV 038246 / SERVICE CALL 6/16 & 6/20 BAY 4	\$	9,852.72
94932	7/11/2025	NICKELL FIRE PROTECTION, INC.	INV I004661 / INSPECTION 4/25/25 / WO# 226096 / MMF	\$	7,968.26
94933	7/11/2025	NORTH BAY FORD LINC-MERCURY	REVENUE VEH PARTS	\$	744.22
94934	7/11/2025	POWER BUSINESS TECHNOLOGY LL	CONTRACT USAGE CHARGE FOR THE 05/25/25 TO 06/24/25 U	\$	385.47
94935	7/11/2025	QUADIENT FINANCE USA INC	Admin postage meter for June 2025	\$	449.00
94936	7/11/2025	RANDY WEST	PARTS REQUISITION FORMS. 20,000 sheets	\$	762.76
94937	7/11/2025	RIVERSIDE LIGHTING, INC.	INV 30818 / WO# 226002 / SBF / SENSOR	\$	119.47
94938	7/11/2025	SANTA CRUZ METRO TRANSIT W/C	06/25 W/C Replenishment	\$	88,859.75
94939	7/11/2025	VERIZON WIRELESS	06/02/2025-07/01/2025 SAFETY, SECURITY & RISK MANAGEMEN	\$	60.04
94940	7/15/2025	ASHLEY DONDLINGER	PP14-2025	\$	160.00
94941	7/15/2025	DEPARTMENT OF TREASURY INTERI	CASE XXX-XX-1075	\$	770.93
94942	7/15/2025	FRANCHISE TAX BOARD	PP13-2025	\$	191.31
94943	7/15/2025	HARTFORD LIFE AND ACCIDENT INS	AD&D - VOLUNTARY LIFE	\$	2,452.73
94944	7/15/2025	SEIU LOCAL 521	1ST JULY 2025	\$	4,362.04
94945	7/15/2025	SMART-TRANSPORTATION DIVISION	1ST JULY 2025	\$	17,926.39
94946	7/18/2025	4IMPRINT, INC.	FREIGHT CHARGE	\$	3,361.81
94947	7/18/2025	9280-0366 QUEBEC INC DBA: TRANSI	Guide Monthly Fee April 2025	\$	12,825.00



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94948	7/18/2025	AAA BUSINESS SUPPLIES DBA: AAA	OFFICE SUPPLIES	\$	712.61
94949	7/18/2025	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLIES	\$	338.19
94950	7/18/2025	ANDREW J. O'KEEFE II	For media services. July 2025	\$	4,000.00
94951	7/18/2025	AT&T	INTERNET FOR DISTRIC	\$	2,583.14
94952	7/18/2025	AVAAP USA LLC	06/2025 SC METRO LIFELINE AMS SOW001	\$	15,401.25
94953	7/18/2025	B & B SMALL ENGINE CORP	INV 65521 / FAC SHOP TOOLS / WO# 226192	\$	1,767.28
94954	7/18/2025	BATTERY SYSTEMS INC.	BATTERY	\$	5,682.98
94955	7/18/2025	BROWN ARMSTRONG ACCOUNTANC	WIP 2025 AUDIT	\$	1,000.00
94956	7/18/2025	CAPITOL CLUTCH & BRAKE, INC.	REVENUE VEH PARTS	\$	1,117.66
94957	7/18/2025	CELTIS VENTURES, INC.	Task Order No. 1010Organic Social Media, June 2025	\$	5,880.00
94958	7/18/2025	CITY OF SANTA CRUZ/PARKING	August 2025 Parking Permits	\$	900.00
94959	7/18/2025	CITY OF SANTA CRUZ-FINANCE DEP	AUG 25 RENT	\$	5,819.88
94960	7/18/2025	CITY OF SANTA CRUZ FINANCE RRF	LANDFILL	\$	149.09
94961	7/18/2025	CLEAN ENERGY	LNG DELIVERY	\$	26,575.61
94962	7/18/2025	COMPLETE COACH WORKS INC	REVENUE VEH PARTS	\$	1,741.84
94963	7/18/2025	CUMMINS, INC	REVENUE VEH PARTS	\$	17,067.75
94964	7/18/2025	EMPLOYNET INC	TEMP W/E 06/01/2025 FLEET	\$	2,470.37
94965	7/18/2025	FIRST ALARM SECURITY & PATROL	Security services at all locations for June 2025	\$	79,858.49
94966	7/18/2025	FLEET MAINTENANCE CONSULTING	INSPECTION SERVICES FOR 53 HYDROGEN BUSES	\$	38,133.33
94967	7/18/2025	FLYERS ENERGY, LLC	PC FUEL 7/1-7/15/25	\$	12,595.88
94968	7/18/2025	FREEDOM ASSOCIATES, LLC	AUG 25 RENT	\$	15,000.00
94969	7/18/2025	GARDA CL WEST, INC.	07/2025 SERVICES	\$	12,734.87
94970	7/18/2025	GILLIG LLC	REVENUE VEH PARTS	\$	6,218.74
94971	7/18/2025	HARTFORD LIFE AND ACCIDENT INS	JUNE Life - AD&D	\$	20,448.16
94972	7/18/2025	K&D LANDSCAPING INC	MONTHLY LANDSCAPING ALL LOCATIONS	\$	3,393.17
94973	7/18/2025	KIMBALL MIDWEST	REVENUE VEH PARTS	\$	1,407.80
94974	7/18/2025	KIMLEY-HORN AND ASSOCIATES INC	SERVICES THRU 6/30/25 / MASTER PLAN	\$	34,265.68
94975	7/18/2025	LANGUAGE LINE SERVICES INC	OVER-THE-PHONE INTERPRETATION FOR JUNE 2025	\$	100.00
94976	7/18/2025	MGP XI REIT, LLC	AUG 25 RENT	\$	2,570.48
94977	7/18/2025	OXFORD GLOBAL RESOURCES LLC	INVOICE # 3773636	\$	37,120.00
94978	7/18/2025	PACIFIC GAS & ELECTRIC	SVT, WTC, PNR	\$	4,517.38
94979	7/18/2025	PLUG POWER HYDROGEN HOLDING	HYDROGEN FUEL PROJECT	\$	280,747.45
94980	7/18/2025	PRIME ACTUARIAL CONSULTING LLC	ACTUARIAL REVIEW OF SELF-INSURED W/C PROGRAM	\$	2,600.00
94981	7/18/2025	SANTA CRUZ MUNICIPAL UTILITIES	SBF IRRIGATION	\$	686.82
94982	7/18/2025	SANTA CRUZ STAFFING, LLC	W/E 06/22/2025 16HRS	\$	2,146.00
94983	7/18/2025	SLINGSHOT CONNECTIONS LLC	CSR Week Ending 6/29/2025	\$	3,483.90
94984	7/18/2025	SONIA MENDEZ-PACHECO	INV 1425 / WO# 22573 COMPLETED 4/12/25	\$	1,550.00
94985	7/18/2025	SOQUEL III ASSOCIATES	AUG 25 RENT	\$	17,284.24
94986	7/18/2025	SPX TECHNOLOGIES, INC.	updates to PEM and perform Fare Structure Modification.	\$	900.00
94987	7/18/2025	THE HOSE SHOP, INC	PLUMBING SUPPLIES	\$	438.68
94988	7/18/2025	US BANK NATIONAL ASSOCIATION	06/25-07/25/2025 EQUIPMENT LEASE	\$	1,712.94
94989	7/18/2025	VALLEY POWER SYSTEMS NORTH, IN	REVENUE VEH PARTS	\$	3,381.15
94990	7/18/2025	VERIZON WIRELESS	INV 6114909420 FLEET TAB	\$	432.92
94991	7/22/2025	ABACHERLI, ARLETTE	Retiree Reimbursement - August 25	\$	99.40
94992	7/22/2025	ADAMS, ELLEN	Retiree Reimbursement - August 25	\$	29.23
94993	7/22/2025	ANN, DORICE	Retiree Reimbursement - August 25	\$	24.38
94994	7/22/2025	ARCHIBEQUE, ELEANOR	Retiree Reimbursement - August 25	\$	20.42
94995	7/22/2025	BAN, MARK	Retiree Reimbursement - August 25	\$	48.76
94996	7/22/2025	BARRY, BARTHOLOMEW	Retiree Reimbursement - August 25	\$	22.11
94997	7/22/2025	BLAIR, GARY	Retiree Reimbursement - August 25	\$	22.11
94998	7/22/2025	BLIGHT, KAREN	Retiree Reimbursement - August 25	\$	29.23
94999	7/22/2025	BRONDESTATTER, WALLACE	Retiree Reimbursement - August 25	\$	58.47
95000	7/22/2025	BROWN, ERNEST	Retiree Reimbursement - August 25	\$	58.47
95001	7/22/2025	BYTHEWAY, MARY	Retiree Reimbursement - August 25	\$	22.11
95002	7/22/2025	CLARKE, PATRICIA	Retiree Reimbursement - August 25	\$	29.23
95003	7/22/2025	CONTRERAS-NAVARRO, FRANCISCC	Retiree Reimbursement - August 25	\$	29.23
95004	7/22/2025	CRAMBLETT, LAWRENCE	Retiree Reimbursement - August 25	\$	29.23
95005	7/22/2025	CRAWFORD, TERRI	Retiree Reimbursement - August 25	\$	29.23
95006	7/22/2025	CUMMINS, MAJOR	Retiree Reimbursement - August 25	\$	58.47
95007	7/22/2025	DEVIVO, WILLIAM	Retiree Reimbursement - August 25	\$	47.43
95008	7/22/2025	DORFMAN, IRIS	Retiree Reimbursement - August 25	\$	29.23
95009	7/22/2025	DRAKE, JUDITH	Retiree Reimbursement - August 25	\$	22.11
95010	7/22/2025	ELIA, LARRY	Retiree Reimbursement - August 25	\$	22.11
95011	7/22/2025	ESCARCEGA, MIGUEL	Retiree Reimbursement - August 25	\$	58.47
95012	7/22/2025	FALLAU, NICHOLAS	Retiree Reimbursement - August 25	\$	17.15
95013	7/22/2025	FLAGG, PAULA	Retiree Reimbursement - August 25	\$	17.15
95014	7/22/2025	GALLOWAY, SCOTT	Retiree Reimbursement - August 25	\$	22.11
95015	7/22/2025	GARBEZ, MANNY	Retiree Reimbursement - August 25	\$	22.11
95016	7/22/2025	GOSE, JOHN	Retiree Reimbursement - August 25	\$	22.11
95017	7/22/2025	GRANADOS-BOYCE, MARIA	Retiree Reimbursement - August 25	\$	48.76
95018	7/22/2025	GROSJEAN, DOUGLAS	Retiree Reimbursement - August 25	\$	44.22
95019	7/22/2025	HAMM, CAROLYN	Retiree Reimbursement - August 25	\$	22.11
95020	7/22/2025	HERNANDEZ, MARGARITO	Retiree Reimbursement - August 25	\$	22.11
95021	7/22/2025	HERSHEY, ANDREA	Retiree Reimbursement - August 25	\$	47.43

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95022	7/22/2025	HICKLIN, LUCILLE	Retiree Reimbursement - August 25	\$	29.23
95023	7/22/2025	HOLCOMB, MICHAEL	Retiree Reimbursement - August 25	\$	58.47
95024	7/22/2025	HYMAN, JOE	Retiree Reimbursement - August 25	\$	58.47
95025	7/22/2025	JACINTO, FRANK	Retiree Reimbursement - August 25	\$	48.76
95026	7/22/2025	JAHNKE, EILEEN	Retiree Reimbursement - August 25	\$	29.23
95027	7/22/2025	KALE, RICKEY	Retiree Reimbursement - August 25	\$	58.47
95028	7/22/2025	LEGORRETA, PETE	Retiree Reimbursement - August 25	\$	40.83
95029	7/22/2025	LOGIUDICE, FRED	Retiree Reimbursement - August 25	\$	29.23
95030	7/22/2025	LORENZANO, JAMES	Retiree Reimbursement - August 25	\$	103.04
95031	7/22/2025	LUNA, SUZANNE	Retiree Reimbursement - August 25	\$	44.83
95032	7/22/2025	MC CALMONT, DIANE	Retiree Reimbursement - August 25	\$	29.23
95033	7/22/2025	MCDONALD, JANIE	Retiree Reimbursement - August 25	\$	27.31
95034	7/22/2025	MCDONALD, KEVIN	Retiree Reimbursement - August 25	\$	22.11
95035	7/22/2025	MESECK, MARGARITA	Retiree Reimbursement - August 25	\$	22.11
95036	7/22/2025	MEYER, DIANE	Retiree Reimbursement - August 25	\$	29.23
95037	7/22/2025	MILLER, FOREST	Retiree Reimbursement - August 25	\$	22.11
95038	7/22/2025	MILLER, MARY	Retiree Reimbursement - August 25	\$	33.60
95039	7/22/2025	MITCHELL, LISA	Retiree Reimbursement - August 25	\$	16.84
95040	7/22/2025	MORGAN, JEANETTE	Retiree Reimbursement - August 25	\$	29.23
95041	7/22/2025	MULLIS, MICHAEL	Retiree Reimbursement - August 25	\$	91.18
95042	7/22/2025	MUNGOLI, LARRY	Retiree Reimbursement - August 25	\$	29.23
95043	7/22/2025	NABOR, GLEN	Retiree Reimbursement - August 25	\$	29.23
95044	7/22/2025	O'HAGIN, JUSTINA	Retiree Reimbursement - August 25	\$	29.23
95045	7/22/2025	OJEDA, ROBERTO	Retiree Reimbursement - August 25	\$	58.47
95046	7/22/2025	OWENS, ROLAND	Retiree Reimbursement - August 25	\$	99.40
95047	7/22/2025	PARHAM, WALLACE	Retiree Reimbursement - August 25	\$	58.47
95048	7/22/2025	PETERS, TERRIE	Retiree Reimbursement - August 25	\$	29.23
95049	7/22/2025	PHILLIPS, TYRONE	Retiree Reimbursement - August 25	\$	2.74
95050	7/22/2025	PRINCE, PETER	Retiree Reimbursement - August 25	\$	48.76
95051	7/22/2025	REED, KATHY	Retiree Reimbursement - August 25	\$	22.41
95052	7/22/2025	REGAN, MICHAEL	Retiree Reimbursement - August 25	\$	48.76
95053	7/22/2025	RODRIGUEZ, VALENTIN	Retiree Reimbursement - August 25	\$	89.66
95054	7/22/2025	ROWE, RUBY	Retiree Reimbursement - August 25	\$	73.80
95055	7/22/2025	RUIZ, ESTEVAN	Retiree Reimbursement - August 25	\$	48.76
95056	7/22/2025	SALGUEIRO, MICHAEL	Retiree Reimbursement - August 25	\$	48.76
95057	7/22/2025	SANDOVAL, ANGEL	Retiree Reimbursement - August 25	\$	29.23
95058	7/22/2025	SERRATO, JUAN	Retiree Reimbursement - August 25	\$	48.76
95059	7/22/2025	SLATER, ROBYN	Retiree Reimbursement - August 25	\$	87.21
95060	7/22/2025	SWART, RANDY	Retiree Reimbursement - August 25	\$	44.22
95061	7/22/2025	THOMAS, RUSSELL	Retiree Reimbursement - August 25	\$	58.47
95062	7/22/2025	TOVAR, SERENA	Retiree Reimbursement - August 25	\$	29.23
95063	7/22/2025	VANDERZANDE, ED	Retiree Reimbursement - August 25	\$	58.47
95064	7/22/2025	WADSWORTH, RITA	Retiree Reimbursement - August 25	\$	22.11
95065	7/22/2025	WHITNEY, LUCERE	Retiree Reimbursement - August 25	\$	58.47
95066	7/22/2025	WU, PETER	Retiree Reimbursement - August 25	\$	24.38
95067	7/22/2025	WYANT, JUDI	Retiree Reimbursement - August 25	\$	29.23
95068	7/22/2025	YANCY, TERRY	Retiree Reimbursement - August 25	\$	29.23
95069	7/22/2025	MISSION UNIFORM	FY25 BPO for VMU/VSW uniforms	\$	1,169.23
95070	7/23/2025	PUBLIC RISK,INNOVATION,	Worker's compensation	\$	343,329.00
95073	7/22/2025	Corey Aldridge (1607)	REIMBURSEMENT	\$	61.68
95074	7/22/2025	John Urgo (1233)	REIMBURSEMENT	\$	2,817.06
95076	7/22/2025	SHANA CARMICHAEL	PARACRUZ REFUND	\$	30.00
95077	7/25/2025	ASHLEY DONDLINGER	PP15-2025	\$	160.00
95078	7/25/2025	DEPARTMENT OF TREASURY INTER	CASE XXX-XX-1075	\$	770.93
95079	7/25/2025	FRANCHISE TAX BOARD	TAXES	\$	240.48
95080	7/25/2025	HARTFORD LIFE AND ACCIDENT INS	AD&D - VOLUNTARY LIFE	\$	3,074.28
95081	7/25/2025	SEIU LOCAL 521	2ND JULY 2025	\$	4,520.81
95082	7/25/2025	SMART-TRANSPORTATION DIVISION	2ND JULY 2025	\$	17,744.36
95083	7/25/2025	AAA BUSINESS SUPPLIES DBA: AAA	Postage Meter Labels	\$	171.65
95084	7/25/2025	ALTEC INC	LABOR TO PERFORM PM INSPECTION	\$	1,346.62
95085	7/25/2025	AMAZON CAPITAL SERVICES, INC.	REV VEH MAINT	\$	1,208.35
95086	7/25/2025	AT&T	INV 23794285 MAIN ACCT	\$	6,066.80
95087	7/25/2025	B & H FOTO & ELECTRONICS CORP	APC BACK-UPS CUST CODE:	\$	723.08
95088	7/25/2025	BFS GROUP LLC	INV 56-0146972 / PLANT SAUCERS / VER	\$	471.27
95089	7/25/2025	CALIFORNIA NEWSPAPERS PARTNE	LEGAL AD	\$	94.05
95090	7/25/2025	CATTO'S GRAPHICS, INC.	Wave Bus Perf Replacement	\$	4,449.19
95091	7/25/2025	CINTAS CORPORATION NO.2	FIRST AID KIT RESTOCK WTC	\$	16.53
95092	7/25/2025	CLASSIC GRAPHICS	REV VEH MAINT	\$	12,740.62
95093	7/25/2025	CLEAN ENERGY	LNG DELIVERY	\$	48,940.69
95094	7/25/2025	CLEVER DEVICES LTD.	COMPLETION OF INSTALLATION & ATP	\$	78,913.55
95095	7/25/2025	COAST PAPER & SUPPLY INC.	CLEANING SUPPLIES	\$	273.16
95096	7/25/2025	COMCAST BUSINESS	CEC INTERNET	\$	172.32
95097	7/25/2025	CROSSLINE SUPPLY, LLC	REVENUE VEH PARTS	\$	8,614.87
95098	7/25/2025	CUMMINS,INC	REVENUE VEH PARTS	\$	27,320.56

# Attachment A

95099	7/25/2025	DUNN-EDWARDS CORPORATION	KLEAN STRIP TSP NO RINSE	\$	5.92
95100	7/25/2025	EAST BAY TIRE CO.	TIRES AND TUBES	\$	10,501.67
95101	7/25/2025	EMPLOYNET INC	W/E 06/29/2025 40.0HRS FLEET	\$	5,196.00
95102	7/25/2025	FIRST ALARM	INV 884470 / PERMIT CHARGES TEMP HYDROGEN STATION	\$	44.44
95103	7/25/2025	FIRST ALARM SECURITY & PATROL	SECURITY	\$	3,326.40
95104	7/25/2025	FRONTIER COMMUNICATIONS - 3025	SKYLINE TO RIVER	\$	53.97
95105	7/25/2025	GILLIG LLC	REVENUE VEH PARTS	\$	19,546.17
95106	7/25/2025	GRAINGER	Materials and supplies as needed for fleet repairs	\$	1,151.83
95107	7/25/2025	HANSON BRIDGETT LLP	Watsonville Transit Center Redevelopment Project	\$	61,363.14
95108	7/25/2025	HARTFORD FIRE INSURANCE CO.	09/01/2025-08/31/2026 1200 RIVER ST BLDG B	\$	11,467.00
95109	7/25/2025	HEREDIA, KEN R.	REVENUE VEH PARTS	\$	2,594.63
95110	7/25/2025	HYDROGEN FUEL CELL BUS COUNCI	2025-2026 Membership Dues July 25, 2025 to July 24, 2026	\$	2,000.00
95111	7/25/2025	J.J.R ENTERPRISES, INC.	OFFICE SUPPLIES	\$	1,008.64
95112	7/25/2025	K&D LANDSCAPING INC	INV 17204 / WO# 226207 / OPS S/C 6/16/25	\$	5,046.04
95113	7/25/2025	KELLEY'S SERVICE INC.	REVENUE VEH PARTS	\$	10,039.36
95114	7/25/2025	KIMBALL MIDWEST	REVENUE VEH PARTS	\$	139.60
95115	7/25/2025	KJRB, INC.	TOWING	\$	880.50
95116	7/25/2025	LAW OFFICES OF MARIE F. SANG	CL#22004570	\$	288.80
95117	7/25/2025	LLOYD'S TIRE SERVICE, INC.	REVENUE VEH MAINT	\$	19.10
95118	7/25/2025	LUMINATOR TECH GROUP GLOBAL,	CABLE ASSY, FEED THRU CPC RECEP	\$	2,389.27
95119	7/25/2025	MARK THOMAS & COMPANY, INC	INV 56129 / SERVICES THRU 6/30/25 / JKS GATES	\$	67,265.18
95120	7/25/2025	MAXIMUM OIL SERVICE LLC	INV 67860 / HAZARDOUS WASTE- USED OIL / MMF	\$	195.75
95121	7/25/2025	MID VALLEY SUPPLY INC.	CLEANING SUPPLIES	\$	1,155.67
95122	7/25/2025	MISSION UNIFORM	CLEANING SUPPLIES	\$	2,127.08
95123	7/25/2025	MODEL 1 COMMERCIAL VEHICLES IN	SWITCH,DOOR ENTR(STARCRAFTS)	\$	696.91
95124	7/25/2025	NIDAL HALABI & NADA ALGHARIB	8" X 1 1/4" NAME PLATE FOR VYOMA SADHU	\$	60.36
95125	7/25/2025	NORTH BAY FORD LINC-MERCURY	Parts, materials and supplies as directed	\$	1,774.12
95126	7/25/2025	NVB EQUIPMENT, INC.	INV SH71392 FIRE SUPPRESSION REPAIR FOR VEH 4723	\$	10,801.21
95127	7/25/2025	OVERHEAD DOOR CO. OF SALINAS	INV 151477 / WO# 226155 / S/C 7/10/25	\$	226.46
95128	7/25/2025	OXFORD GLOBAL RESOURCES LLC	W/E 07/04/2025 IT	\$	11,520.00
95129	7/25/2025	PACIFIC TRUCK PARTS, INC.	REVENUE VEH PARTS	\$	1,019.27
95130	7/25/2025	PHILIP J CROUCH	LABOR TO REPAIR HAND RAIL STANCHION	\$	268.50
95131	7/25/2025	PIED PIPER EXTERMINATORS, INC.	INV 1134744 / MONTHLY PEST CONTRL MMF	\$	902.50
95132	7/25/2025	POWER BUSINESS TECHNOLOGY LL	CONTRACT USAGE CHARGE FOR THE 6/25/2025 TO 7/24/2025	\$	123.90
95133	7/25/2025	RIVERSIDE LIGHTING, INC.	INV 31334 / WO# 226079 / SVT LIGHTS	\$	621.79
95134	7/25/2025	ROMAINE ELECTRIC CORP	EVIRONMENTAL COMPLIANCY	\$	8,084.45
95135	7/25/2025	SAN DIEGO METRO TRAN DEV BOAR	TIRES AND TUBES	\$	20,503.90
95136	7/25/2025	SANTA CRUZ STAFFING, LLC	W/E 07/20/2025 7.0HRS	\$	518.00
95137	7/25/2025	SCOTTS VALLEY WATER DISTRICT	ACCT 005533-000 / SVT	\$	834.63
95138	7/25/2025	SHAW YODER ANTWHI	State legislative representation for July 2025	\$	5,700.00
95139	7/25/2025	SPORTWORKS GLOBAL LLC	KIT,TRAVEL STOP	\$	180.32
95140	7/25/2025	VERIZON WIRELESS	06/02-07/01/2025 PARACRUZ	\$	1,025.37
95141	7/28/2025	DOCTORS ON DUTY MEDICAL	April 2025 DMV Physicals - HR	\$	5,481.00
95142	7/28/2025	PACIFIC GAS & ELECTRIC - Remit-To:	06/08-07/13/2025 PARACRUZ	\$	2,219.84
95143	7/28/2025	SANTA CRUZ AUTO PARTS, INC.	REVENUE VEH PARTS	\$	1,343.07
95144	7/28/2025	SANTA CRUZ RECORDS MNGMT INC	Shredding Services. Monthly cost: \$45.00.	\$	305.00
95145	7/28/2025	SCARBOROUGH LBR & BLDG SUPPL'	INV 109743-1 / WO# 226002 / SBF	\$	87.17
95146	7/28/2025	THE AFTERMARKET PARTS CO LLC	REVENUE VEH PARTS	\$	16,224.97
95147	7/28/2025	THERMO KING OF SALINAS, INC	labor for 11 hours	\$	7,013.22
95148	7/28/2025	UCI CONSTRUCTION INC	HYDROGEN FUEL PROJECT	\$	30,453.32
95149	7/28/2025	VALLEY POWER SYSTEMS NORTH,IN	REVENUE VEH PARTS	\$	7,243.17
95150	7/28/2025	VEHICLE MAINTENANCE PROG INC	REVENUE VEH PARTS	\$	4,650.59
95151	7/28/2025	VISION COMMUNICATIONS	REVENUE VEH EQUIPMENT	\$	3,456.57
95152	7/28/2025	WINNER CHEVROLET INC	DOCUMENT FEE	\$	50,132.21
95153	7/28/2025	ZORO TOOLS, INC.	INV16707357 / WO# 226068 / MMF VALVE	\$	183.28
Grand Total				\$	4,386,921.57

# Attachment A

## JULY 2025 ACH PAYMENTS



Payment Type	Payment Date	Payee	Line Item Description	Sum of Payment Amount
EFT	7/3/2025	NEW FLYER OF AMERICA INC	Forty-four (44) 40ft Hydrogen BusesProject: 23-0001	\$ 2,377,922.52
	7/14/2025	KRUEGER TRANSPORT LLC	Task Order No. 1 for Plug Power Mobile Hydrogen F	\$ 45,078.37
		PRICE, HARRY	Retiree Reimbursement - May	\$ 58.47
		SPECIALTY FIELD SERVICE INC	A123 ESS hardware and communication harness	\$ 209,091.74
		UNITED PARCEL SERVICE	FREIGHT OUT PICK UPS 6/9, 6/12	\$ 208.40
	7/17/2025	NEW FLYER OF AMERICA INC	Forty-four (44) 40ft Hydrogen BusesProject: 23-0001	\$ 1,188,961.26
	7/22/2025	AGUIRRE, CIRO	Retiree Reimbursement - August 25	\$ 17.15
		AITKEN, ANGELA	Retiree Reimbursement - August 25	\$ 117.02
		ALLEN, ROBERT	Retiree Reimbursement - August 25	\$ 22.11
		ANDRADE, GERALD	Retiree Reimbursement - August 25	\$ 48.76
		ARCHIBEQUE, JUANITA	Retiree Reimbursement - August 25	\$ 58.47
		AVILES, PATRICIA	Retiree Reimbursement - August 25	\$ 29.23
		BASS, BETTY	Retiree Reimbursement - August 25	\$ 29.23
		BOYD, MICHAEL	Retiree Reimbursement - August 25	\$ 58.47
		BREGANTE, BATTISTA	Retiree Reimbursement - August 25	\$ 22.11
		BRONDSTATTER, CHERYL	Retiree Reimbursement - August 25	\$ 29.23
		BROWN, KENNETH	Retiree Reimbursement - August 25	\$ 58.47
		BURKET, JANET	Retiree Reimbursement - August 25	\$ 29.23
		CANALES, DONNA	Retiree Reimbursement - August 25	\$ 34.31
		CAPELLA, KATHLEEN	Retiree Reimbursement - August 25	\$ 48.76
		CASANEGA, RICHARD	Retiree Reimbursement - August 25	\$ 22.11
		CAVATAIO, PASQUALE	Retiree Reimbursement - August 25	\$ 44.22
		CENTER, DOUGLAS	Retiree Reimbursement - August 25	\$ 22.11
		CHANDLEY, PAUL	Retiree Reimbursement - August 25	\$ 99.40
		CLAYTON, MICHAEL	Retiree Reimbursement - August 25	\$ 22.11
		COTTER, ROBERT	Retiree Reimbursement - August 25	\$ 58.47
		CRUISE, RICHARD	Retiree Reimbursement - August 25	\$ 29.23
		CUMMINGS, PATRICIA	Retiree Reimbursement - August 25	\$ 48.76
		DEAN, RONALD	Retiree Reimbursement - August 25	\$ 29.23
		DIAZ, OLIVIA	Retiree Reimbursement - August 25	\$ 80.92
		DOBBS, LILLIAN	Retiree Reimbursement - August 25	\$ 22.11
		EMERSON, WILLIAM	Retiree Reimbursement - August 25	\$ 58.47
		FENN, MARILYN	Retiree Reimbursement - August 25	\$ 29.23
		FLORES, JUAN	Retiree Reimbursement - August 25	\$ 80.92
		FLOREZ, ROSIE	Retiree Reimbursement - August 25	\$ 22.11
		FORRESTER, WALBURGA	Retiree Reimbursement - August 25	\$ 29.23
		FRANCIS, RUFUS	Retiree Reimbursement - August 25	\$ 34.31
		GABRIEL, RICHARD	Retiree Reimbursement - August 25	\$ 29.23
		GABRIELE, BERNARD	Retiree Reimbursement - August 25	\$ 16.84
		GABRIELE, CATHLEEN	Retiree Reimbursement - August 25	\$ 16.84
		GALE, TERRY	Retiree Reimbursement - August 25	\$ 58.47
		GARCIA, DANIEL	Retiree Reimbursement - August 25	\$ 29.23
		GARCIA, SAMUEL	Retiree Reimbursement - August 25	\$ 29.23
		GROBMAN, BRUCE	Retiree Reimbursement - August 25	\$ 22.11
		HERNANDEZ, JUAN	Retiree Reimbursement - August 25	\$ 48.76
		HILL, ANDREW	Retiree Reimbursement - August 25	\$ 29.23
		HILTNER, THOMAS	Retiree Reimbursement - August 25	\$ 103.04
		JUSSEL, PETE	Retiree Reimbursement - August 25	\$ 22.11
		KAMEDA, TERRY	Retiree Reimbursement - August 25	\$ 29.23
		KELLY, ELOISE	Retiree Reimbursement - August 25	\$ 22.11
		KONNO, DAVID	Retiree Reimbursement - August 25	\$ 40.83
		LAWSON, LOIS	Retiree Reimbursement - August 25	\$ 29.23
		LEFFLER, JEAN	Retiree Reimbursement - August 25	\$ 29.23
		LONGNECKER, LLOYD	Retiree Reimbursement - August 25	\$ 58.47
		LUCIER, MARILYN	Retiree Reimbursement - August 25	\$ 22.11
		LYNCH, GLENN	Retiree Reimbursement - August 25	\$ 58.47
		MACHADO, MARGARET	Retiree Reimbursement - August 25	\$ 22.11
		MALPHRUS, BRENDA	Retiree Reimbursement - August 25	\$ 24.38
		MARTIN, DAWN	Retiree Reimbursement - August 25	\$ 58.47
		MARTINEZ, MANUEL	Retiree Reimbursement - August 25	\$ 116.03
		MARTINEZ, MARK	Retiree Reimbursement - August 25	\$ 48.76



# Attachment A

EFT	7/22/2025	MCFADDEN, IAN	Retiree Reimbursement - August 25	\$	29.23
		MCHALE, BRIAN	Retiree Reimbursement - August 25	\$	58.47
		MELLON, JOHN	Retiree Reimbursement - August 25	\$	22.11
		MOREAU, DAVID	Retiree Reimbursement - August 25	\$	99.40
		MORR, BONNIE	Retiree Reimbursement - August 25	\$	48.76
		MUNGUIA, GUSTAVO	Retiree Reimbursement - August 25	\$	44.22
		NAUKKARINEN, JUKKA	Retiree Reimbursement - August 25	\$	29.23
		NELSON, EDWARD	Retiree Reimbursement - August 25	\$	22.11
		NELSON, RICHARD	Retiree Reimbursement - August 25	\$	58.47
		NIETO, MANUEL	Retiree Reimbursement - August 25	\$	44.22
		NORTH, JEFFREY	Retiree Reimbursement - August 25	\$	99.40
		NORTHON, M	Retiree Reimbursement - August 25	\$	142.23
		O'DONNELL, SHAWN	Retiree Reimbursement - August 25	\$	58.47
		OROZCO, RICHARD	Retiree Reimbursement - August 25	\$	116.03
		ORTEGA, MANUELA	Retiree Reimbursement - August 25	\$	29.23
		PAULSON, STEVEN	Retiree Reimbursement - August 25	\$	91.46
		PEREZ, ANTONIO	Retiree Reimbursement - August 25	\$	44.22
		PHILLIPS, THOMAS	Retiree Reimbursement - August 25	\$	22.11
		PICARELLA, FRANCIS	Retiree Reimbursement - August 25	\$	22.11
		POLANCO, JOSE	Retiree Reimbursement - August 25	\$	58.47
		PRECIADO, MARY LOU	Retiree Reimbursement - August 25	\$	22.11
		PRICE, HARRY	Retiree Reimbursement - August 25	\$	58.47
		PRINCE, DEBRA	Retiree Reimbursement - August 25	\$	29.23
		PRUDDEN, RICHARD	Retiree Reimbursement - August 25	\$	58.47
		PYE, GINA	Retiree Reimbursement - August 25	\$	58.47
		RAMIREZ, MANUEL	Retiree Reimbursement - August 25	\$	17.15
		RHODES, BRUCE	Retiree Reimbursement - August 25	\$	29.23
		ROCHA, SHERRI	Retiree Reimbursement - August 25	\$	24.38
		ROSS, ELISABETH	Retiree Reimbursement - August 25	\$	29.23
		ROSS, EMERY	Retiree Reimbursement - August 25	\$	29.23
		ROY, ARLEN	Retiree Reimbursement - August 25	\$	29.23
		RYLANDER, REED	Retiree Reimbursement - August 25	\$	44.22
		SANCHEZ, ASCENCION	Retiree Reimbursement - August 25	\$	103.04
		SCARGILL, RAYMOND	Retiree Reimbursement - August 25	\$	48.76
		SCHRAEDER, PAUL	Retiree Reimbursement - August 25	\$	44.22
		SCILLA, JOSEPH	Retiree Reimbursement - August 25	\$	29.23
		SILVA, EDUARDO	Retiree Reimbursement - August 25	\$	22.11
		STARKEY, THOMAS	Retiree Reimbursement - August 25	\$	24.38
		STICKEL, THOMAS	Retiree Reimbursement - August 25	\$	44.22
		TERESI, CHARMIEL	Retiree Reimbursement - August 25	\$	29.23
		TOLENTINO, SALVADOR	Retiree Reimbursement - August 25	\$	44.83
		TRENT, VICKI	Retiree Reimbursement - August 25	\$	24.38
		TUTTLE-CALLIS, CHERI	Retiree Reimbursement - August 25	\$	103.04
		VALDEZ, JOSE	Retiree Reimbursement - August 25	\$	48.76
		VAN DE VEER, JOHN	Retiree Reimbursement - August 25	\$	91.18
		VEST, SHELLY	Retiree Reimbursement - August 25	\$	29.23
		VONWAL, YVETTE	Retiree Reimbursement - August 25	\$	29.23
		WALTER, KEVIN	Retiree Reimbursement - August 25	\$	44.22
		WHITE, LESLIE	Retiree Reimbursement - August 25	\$	29.23
		WILLIS, GREGORY	Retiree Reimbursement - August 25	\$	117.02
		WILSON, BONNIE	Retiree Reimbursement - August 25	\$	58.47
		WOODBIDGE, ELIZABETH	Retiree Reimbursement - August 25	\$	99.40
		YEO, BILL	Retiree Reimbursement - August 25	\$	80.92
Manual	7/28/2025	AMS.NET LLC	Firewall payment	\$	1,737.18
		MP METRO ASSOCIATES LP	AMBAG REAP 2.0 Reimbursement Draw Request V	\$	82,010.00
		NEW FLYER OF AMERICA INC	Technical Training for New Flyer Hydrogen Buses	\$	255,088.00
		UNITED PARCEL SERVICE	P/U 07/02 ACCT#W896X0	\$	92.58
Grand Total	7/17/2025	U.S. BANK - CAL-CARD	05-22-2025 STATEMENT	\$	18,216.80
				\$	4,183,479.80

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)  
BOARD OF DIRECTORS MEETING MINUTES\*  
JUNE 27, 2025 – 9:00 AM**

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) convened on Friday, June 27, 2025, 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 9:00 AM by Board Chair Downing.

**2 SAFETY DEBRIEF**

Gregory Strecker, Safety, Security & Risk Management Director, provided a debriefing on safety, emphasizing the evacuation routes in response to an emergency.

**3 ROLL CALL**

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

<b>Director Rebecca Downing</b>	<b>County of Santa Cruz</b>
<b>Director Jimmy Dutra</b>	<b>City of Watsonville</b>
<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 Fabian Leonor</b>	<b>County of Santa Cruz</b>
<b>Director Donna Lind</b>	<b>City of Scotts Valley</b>
Director Martinez	County of Santa Cruz
<b>Director Scott Newsome</b>	<b>City of Santa Cruz</b>
<b>Director Melinda Orbach</b>	<b>City of Capitola</b>
<b>Director Quiroz-Carter*</b> AR 9:26 AM	<b>City of Watsonville</b>
Vacant	County of Santa Cruz
Ex-Officio Director Alta Northcutt	Cabrillo College
<b>Ex-Officio Director Edward Reiskin</b>	<b>UC Santa Cruz</b>

\*Attended via teleconference at 231 Oakes Road, Santa Cruz, CA

Corey Aldridge  
Julie Sherman

CEO/General Manager  
General Counsel

**4 ANNOUNCEMENTS**

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

4.2 Maria Avila of Language Line Services provided Spanish interpretation services.

**5 BOARD OF DIRECTORS COMMENTS**

Board Chair Downing invited Board Members and staff to march in the Aptos 4<sup>th</sup> of July Parade. In addition to promoting METRO with one of its ParaCruz vehicles, she will promote a Week Without Driving with the County that is happening later this year. Please contact her for more details.

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

**6 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS**

Brett Garrett, member of the public, spoke to RTC's study regarding the cost of the trains and suggested reviewing transportation alternatives (e.g., personal rapid transit) in addition to METRO's services.

Tim, member of the public, spoke about the increased frequency of Route 79 on Bridge Street and suggested the current frequency is too much for that area and to consider using smaller buses. He also suggested rerouting this service to another street and requested Bus Operators to slow down on this route, claiming the buses were causing damages to his property.

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

**7 LABOR ORGANIZATION COMMUNICATIONS**

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

**8 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

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

**CONSENT AGENDA**

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

9.1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK AND ACH JOURNAL  
DETAIL FOR THE MONTH OF MAY 2025  
Chuck Farmer, Chief Financial Officer

9.2 ACCEPT AND FILE:  
A. MINUTES OF APRIL 16, 2025 METRO ADVISORY COMMITTEE MEETING  
B. MAY 16, 2025 BOARD OF DIRECTORS MEETING  
Corey Aldridge, CEO/General Manager

9.3 ACCEPT AND FILE: THE YEAR-TO-DATE MONTHLY FINANCIAL REPORT AS  
OF MAY 31, 2025  
Chuck Farmer, Chief Financial Officer

9.4 APPROVE: FY26 RENEWAL OF EXCESS WORKERS' COMPENSATION  
INSURANCE THROUGH PUBLIC RISK INNOVATION, SOLUTIONS, AND  
MANAGEMENT (PRISM)  
Dawn Crummié, Chief Human Resources Officer



- 9.5 APPROVE: RECOMMENDED ACTION ON TORT CLAIMS  
Gregory Strecker, Safety, Security and Risk Management Director
- 9.6 ACCEPT AND FILE: RENEWAL OF LIABILITY AND VEHICLE PHYSICAL DAMAGE INSURANCE PROGRAM COVERAGE WITH CALTIP FOR FY26  
Gregory Strecker, Safety, Security and Risk Management Director
- 9.7 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO/GENERAL MANAGER TO EXECUTE A 5-YEAR LEASE FOR THE PROPERTY LOCATED AT 2880 RESEARCH PARK IN SOQUEL, CA  
Rina Solorio Gomez, Assistant Operations Manager, ParaCruz
- 9.8 APPROVE: REVISED CLASS SPECIFICATIONS AND WAGE SCALES FOR POSITIONS WITHIN THE CUSTOMER SERVICE DEPARTMENT  
Dawn Crummié, Chief Human Resources Officer
- 9.9 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A FIVE-YEAR EXTENSION AMENDMENT (EIGHTH AMENDMENT) TO THE CONTRACT FOR TRANSIT SERVICES WITH THE UNIVERSITY OF CALIFORNIA, SANTA CRUZ (UCSC)  
John Urgo, Chief Planning and Innovation Officer
- 9.10 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO MANSFIELD OIL COMPANY OF GAINESVILLE, INC. FOR BULK FUEL AND FUELING SERVICES NOT TO EXCEED \$1,175,760  
Freddy Rocha, Maintenance Deputy Director
- 9.11 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO T&J LEWIS INC. D/B/A CLASSIC GRAPHICS FOR BUS BODY REPAIR AND PAINT SERVICES NOT TO EXCEED \$1,150,000  
Freddy Rocha, Maintenance Deputy Director
- 9.12 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO/GENERAL MANAGER TO EXECUTE A 3<sup>RD</sup> CONTRACT AMENDMENT WITH NEW FLYER OF AMERICA TO INCREASE THE CONTRACT TOTAL BY \$647,816.40 FOR AN EXTENDED PROPULSION SYSTEM WARRANTY FOR METRO'S FORTY-FOUR NEW FLYER BUSES  
Margo Ross, Chief Operations Officer
- 9.13 APPROVE: CONSIDERATION OF AWARD OF CONTRACTS TO KUBA, INC., LITTLEPAY, INC., AND WORLDPAY, LLC FOR CONTACTLESS CREDIT AND DEBIT CARD TRANSIT FARE PAYMENT SYSTEM FOR AN AGGREGATE AMOUNT NOT TO EXCEED \$2,100,000  
Derek Toups, Planning and Innovation Deputy Director
- 9.14 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO/GENERAL MANAGER TO EXECUTE A 4<sup>TH</sup> AMENDMENT EXTENDING THE CONTRACT FOR TWO YEARS WITH EAST BAY TIRE CO. FOR PURCHASE, DELIVERY AND SERVICING OF METRO'S REVENUE AND NON-REVENUE TIRES, INCREASING THE CONTRACT TOTAL BY \$685,100  
Freddy Rocha, Maintenance Deputy Director

There were no public comments.

Hearing nothing further, Board Chair Downing called for a voice vote.

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

**MOTION: DIRECTOR KALANTARI-JOHNSON                      SECOND: DIRECTOR KOENIG**

**MOTION PASSED WITH 8 AYES (Directors Downing, Dutra, Kalantari-Johnson, Koenig, Leonor, Lind, Newsome, and Orbach). Directors Martinez and Quiroz-Carter were absent.**

**REGULAR AGENDA**

- 10      PRESENTATION OF EMPLOYEE LONGEVITY AWARDS FOR:  
(10 YEARS) ARASELI CAMPOS, TRANSIT SUPERVISOR  
(10 YEARS) JUAN CASTILLO, TRANSIT SUPERVISOR  
(10 YEARS) FRANCISCA FERNANDES, BUS OPERATOR  
(10 YEARS) JUAN GARCIA, BUS OPERATOR  
(10 YEARS) LANEA HIGHTOWER, TRANSIT SUPERVISOR  
(10 YEARS) AMY LONA, BUS OPERATOR**

\*Signifies those present to receive their certificates in person.

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

There were no public comments.

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

- 11      RESOLUTION OF APPRECIATION FOR THE SERVICE OF MIKE ROTKIN AS  
A MEMBER OF THE BOARD OF DIRECTORS**

Board Chair Downing and other Board Members read the resolution of Mr. Rotkin's accomplishments over the past 46 years.

Several Board Members expressed tribute to his contributions to METRO, and his commitment to serving all the jurisdictions in Santa Cruz County by supporting several nonprofits, generously giving of his time, welcoming fellow Board Members when joining the METRO Board of Directors, providing guidance and sharing his wisdom in reaching across the aisle on many issues that the community faced and a willingness to work collaboratively. Board Members expressed how deeply Mr. Rotkin would be missed.

Ben Finke, Bus Operator, also expressed appreciation for Mr. Rotkin's honesty and communication skills.

Hearing nothing further, Board Chair Downing called for a roll call vote.

**ACTION: MOTION TO APPROVE THE RESOLUTION OF APPRECIATION FOR THE  
SERVICE OF MIKE ROTKIN AS A MEMBER OF THE BOARD OF DIRECTORS**

**MOTION: DIRECTOR LIND    SECOND: DIRECTOR KOENIG**

**MOTION PASSED WITH 9 AYES (Directors Downing, Dutra, Kalantari-Johnson, Koenig, Leonor, Lind, Newsome, Orbach and Quiroz-Carter). Director Martinez was absent.**

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

Veronica Elsea, MAC Chair, praised Mr. Rotkin for his service and offered condolences to his family, friends, loved ones, and colleagues on behalf of MAC.

She continued with her semi-annual report and thanked METRO staff, CEO Aldridge and Board Chair Downing for their attendance at MAC's meetings. Some of the issues MAC is working on are Braille signage at bus stops, changes at METRO's transit centers, restrooms for the Bus Operators, smoking at some of the transit centers, ParaCruz eligibility forms, and expressed appreciation for increased security at the River/Front Transit Center. MAC is also helping to test the new website and the Transit Royale app and hopes they will be accessible to everyone. She expressed safety concerns with putting future bus stops on islands. In addition, she spoke about the vacancy of the Mobility Training Coordinator and hoped the position would be filled soon. In closing, she invited the Board Members to attend the next MAC meeting on August 20, 2025 at 6:00 PM at METRO's Admin Office.

Discussion followed on:

- Timeline for filling the position of Mobility Training Coordinator
- ADA Ride Program and its challenges for the disabled community
- Seniors with assisted devices being passed up

Staff addressed all concerns.

Board Chair Downing added her appreciation for MAC's efforts and recognized the challenges Ms. Elsea and other MAC Members face in attending these meetings.

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

**13 PUBLIC HEARING TO COMMENCE AT 9:00 AM OR AS SOON THEREAFTER AS THE MATTER CAN BE HEARD FOR:**

**A. STATUS OF JOB VACANCIES, RECRUITMENT, AND RETENTION EFFORTS AT SANTA CRUZ METRO PURSUANT TO ASSEMBLY BILL (AB) 2561; AND**

**B. FINAL ADOPTION OF THE SANTA CRUZ METRO'S FY26 AND FY27 BUDGET**

**PUBLIC HEARING OPENED AT 9:47 AM.**

Dawn Crummié, Chief Human Resources Officer, spoke to her staff report on AB 2561 providing an informational update. She reported that METRO is under the 20% vacancy threshold and some of the vacancies are currently being recruited for.

Board Chair Downing invited the labor unions to provide presentations or comments on this item. There were none.

There were no public comments.

Hearing nothing further, Board Chair Downing moved to Item 13B.

Chuck Farmer, Chief Financial Officer, spoke to his presentation and requested the Board of Directors adopt the FY26 and FY27 budget. He focused the discussion on the adjustments that have occurred since the May 16, 2025 meeting. He reviewed the budget summary and walkdown, budget drivers, income funding sources, transfers, full-time equivalents, explained the changes to the operating reserves for FY25 and FY26 and concluded with the capital budget projects and its funding.

Discussion followed on:

- Operating and Capital Reserve Fund
- Hydrogen fuel costs
- Fuel tax credit
- Acquiring smaller buses to reduce fuel costs
- Discuss hydrogen processes with other transit agencies and ARCHES (Alliance for Renewable Clean Hydrogen Energy Systems)
- Managing budget shortfalls
- Backup plan if sales tax measure does not pass
- Cost of running an electric bus versus a hydrogen-fueled bus
- Reduction in the number of Bus Operators and the impacts to the service

Staff addressed all concerns.

There were no public comments.

**PUBLIC HEARING CLOSED AT 10:30 AM.**

Board Chair Downing called for a roll call vote.

**ACTION: MOTION TO ADOPT METRO'S FY26 AND FY27 BUDGET AS PRESENTED**

**MOTION: DIRECTOR LIND**

**SECOND: DIRECTOR ORBACH**

**MOTION PASSED WITH 9 AYES (Directors Downing, Dutra, Kalantari-Johnson, Koenig, Leonor, Lind, Newsome, Orbach and Quiroz-Carter). Director Martinez was absent.**

#### **14 CEO ORAL REPORT**

Corey Aldridge, CEO/General Manager, spoke to the following items:

- Attended the ribbon cutting ceremony for the *Coastal Rail Trail Segment 7 Phase II* at La Barranca Park on May 21, 2025.
- *Leadership Santa Cruz County* celebrated its graduation on June 18. CEO Aldridge was proud to graduate as part of the Class of 38, alongside Danielle Glagola, Chief Communications & Marketing Officer, and Juan Serrano, Paratransit Supervisor. The upcoming Class of 39 will include Kristina Mihaylova (Finance Deputy Director), Monik Delfin (HR Deputy Director), and Greg Nolan (Fleet Maintenance Supervisor).

- Two weeks ago, METRO staff toured the Pacific Station North currently under construction.
- Santa Cruz County Regional Transportation Commission (SCCRTC) was awarded \$128.7 million from the Senate Bill (SB) 1 funds allocated by the California Transportation Commission (CTC) for its multimodal projects. \$93.6 million of that will go to SCCRTC to complete Highway 1 and the coastal rail trail project; \$13.8 million to Santa Cruz County for Soquel Drive improvements; and \$13.8 million to METRO for the rapid corridors project.
- METRO's Summer Service began Thursday, June 19, and includes the following changes:
  - Routes 1 & 2 serving Watsonville to Santa Cruz will run every 20 minutes for most of the daytime and evening (every 60 minutes early AM and late PM).
  - Route 3 detour due to the Murray St. Bridge closure.
  - Routes 18 & 19 to run at 30-minute peak service. New route variants 18B & 19B provide additional service to the base of campus.
- Construction of the mobile fueling station is nearly complete. We expect the final component--the silencer--to be installed in August. In the meantime, we're able to fuel a limited number of buses.
- Fuel-cell bus training for our Mechanics is underway.
- Training for Supervisors, Dispatchers, Fleet staff, Vehicle Service Workers, and First Responders on the *Temporary Fueler Emergency Action Plan* has been successfully completed. Law enforcement training is scheduled for August, and driver certification for the fuel-cell buses has begun.
- On June 29, SMART and METRO will co-host a *Senior Celebration Dinner* at the Freedom VFW Hall from 11:00 AM to 2:00 PM to honor seniors in our community. Free rides will be available from the River/Front Street Transit Center, Watsonville Transit Center, and Capitola Mall.
- METRO will participate in the *Scotts Valley 4<sup>th</sup> of July Parade* where CEO Aldridge will serve as one of the judges. METRO will also have a presence in both the Watsonville and Aptos parades.
- On July 18, METRO will participate in a *Mid-Town Block Party*, displaying a bus and hosting a booth.
- METRO will join the *Family Fun Day* on July 19 at Sky Park in Scotts Valley from 10 AM – 3 PM.
- METRO has secured a weekly booth at the *Watsonville Farmers Market* throughout the summer.

- Mark your calendars for the **Bus Rodeo and Picnic** scheduled for Saturday, October 18, at METRO's 809 W. Beach Street lot in Watsonville. Please consider volunteering as a judge or announcer.
- Since the May 16 Board meeting, METRO has welcomed two new team members--one Buyer and one Mechanic I.

Director Koenig commented that it is exciting to win this Cycle 4 grant and if METRO knows where the \$10 million construction local match will come from. CEO Aldridge said he will find out.

There were no public comments.

**15 ANNOUNCEMENT OF NEXT MEETING**

Board Chair Downing announced the next regular Board meeting will be held on Friday, August 22, 2025 at 9:00 AM at the Watsonville City Council Chambers, 275 Main Street, Watsonville.

**16 ADJOURNMENT**

Board Chair Downing adjourned the meeting at 10:37 AM.

Respectfully Submitted,

Donna Bauer  
Sr. Executive Assistant

DRAFT

*Santa Cruz Metropolitan  
Transit District*



**DATE:** August 22, 2025

**TO:** Board of Directors

**FROM:** Rina Solorio Gomez, Assistant Operations Manager, Paratransit

**SUBJECT: ACCEPT AND FILE THE METRO PARACRUZ OPERATIONS STATUS  
REPORT FOR APRIL, MAY AND JUNE 2025**

**I. RECOMMENDED ACTION**

**That the Board of Directors accept and file the quarterly METRO ParaCruz Operations Status Report for April, May and June 2025**

**II. SUMMARY**

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

ParaCruz during the months of April, May, and June provided 17,684 rides. On-Time Performance for this period was 97.85%.

ParaCruz is currently funded for 36 Paratransit Operators; no positions are vacant.

**III. DISCUSSION/BACKGROUND**

- Summary review of monthly operational statistics for ParaCruz.

Comparing the monthly statistics of FY24 to the monthly statistics of FY25:

- In April, the number of ParaCruz rides decreased by: 16
- In May, the number of ParaCruz rides decreased by: 6
- In June, the number of ParaCruz rides increased by: 498

- Summary review of monthly operational information about ParaCruz for FY25:

- April number of total ParaCruz rides: 6,139
- May number of total ParaCruz rides: 6,035
- June number of total ParaCruz rides: 5,510

- Comparing March 2025 statistics to April 2025, ParaCruz rides increased by 74.
- Comparing April 2025 statistics to May 2025, ParaCruz rides decreased by 104.
- Comparing May 2025 statistics to June 2025, ParaCruz rides decreased by 525.

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

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

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

There are no financial considerations for this report.

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

N/A

#### **VII. COORDINATION**

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

#### **VIII. ATTACHMENTS**

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

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



## IX. APPROVALS

X



Rina Solerio Gomez  
Assistant Operations Manager, ParaTransit

X



Corey Aldridge  
CEO/General Manager

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# Attachment A

## ParaCruz On-time Performance Report for April 2025

	April 2024	April 2025
Total pick ups	6,155	6,139
<b>Percent in “ready window” *</b>	<b>93.16%</b>	<b>97.65%</b>
1 to 5 minutes late	2.68%	0.91%
6 to 10 minutes late	1.66%	1.05%
11 to 15 minutes late	0.75%	0.18%
16 to 20 minutes late	0.78%	0.11%
21 to 25 minutes late	0.30%	0.05%
26 to 30 minutes late	0.23%	0.05%
31 to 35 minutes late	0.16%	0.00%
36 to 40 minutes late	0.07%	0.00%
41 or more minutes late (excessively late/missed trips)	0.21%	0.00%
Total beyond “ready window”	<b>6.84%</b>	<b>2.35%</b>

\*Target: 90%

### On-time Performance

During April, ParaCruz' on time performance increased by 1.05 % from last month. Ridership increased from last month. ParaCruz had two Operator positions unfilled. Three Operator out on medical leave. The total number of available working ParaCruz Operators is 24 per weekday, not including Operators on annual leave.

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

During the month of April 2025, ParaCruz received three Customer Service Reports and two Compliments. Three complaints were not valid.

# Attachment A

## ParaCruz On-time Performance Report for May 2025

	May 2024	May 2025
Total pick ups	6,029	6,035
<b>Percent in “ready window”</b>	<b>94.14%</b>	<b>98.16%</b>
1 to 5 minutes late	2.54%	0.56%
6 to 10 minutes late	1.28%	0.92%
11 to 15 minutes late	0.95%	0.08%
16 to 20 minutes late	0.32%	0.20%
21 to 25 minutes late	0.29%	0.03%
26 to 30 minutes late	0.31%	0.00%
31 to 35 minutes late	0.09%	0.02%
36 to 40 minutes late	0.05%	0.03%
41 or more minutes late (excessively late/missed trips)	.07%	0.00%
Total beyond “ready window”	<b>5.86%</b>	<b>1.84%</b>

\*Target: 90%

### On-time Performance

During May, ParaCruz' on time performance increased by .51% from last month. May ridership decreased from last month. ParaCruz has two Operator positions unfilled. Three Operator out on medical leave. The total number of available working ParaCruz Operators is 24 per weekday, not including Operators on annual leave.

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

During the month of May 2025, ParaCruz received seven Customer Service Reports. One complaint was valid, and six were not valid.

# Attachment A

## ParaCruz On-time Performance Report for June 2025

	June 2024	June 2025
Total pick ups	5,012	5,510
<b>Percent in “ready window”</b>	<b>96.33%</b>	<b>97.57%</b>
1 to 5 minutes late	1.68%	1.56%
6 to 10 minutes late	.94%	0.44%
11 to 15 minutes late	.43%	0.25%
16 to 20 minutes late	.38%	0.05%
21 to 25 minutes late	0.18%	0.05%
26 to 30 minutes late	0.08%	0.04%
31 to 35 minutes late	0.08%	0.00%
36 to 40 minutes late	0.02%	0.00%
41 or more minutes late (excessively late/missed trips)	0.02%	0.04%
Total beyond “ready window”	<b>3.67%</b>	<b>2.43%</b>

\*Target: 90%

### On-time Performance

During June ParaCruz' on time performance decreased by 0.59% from last month. June ridership decreased from last month. ParaCruz has one Operator position unfilled. Three Operators are out on medical leave. The total number of available working ParaCruz Operators is 21 per weekday, not including Operators on annual leave.

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

During the month of June 2025, ParaCruz received one compliment and three Customer Service Reports, all three were not valid.

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# Attachment B

## Comparative Operating Statistics through April 2025

	<b>April 2024</b>	<b>April 2025</b>	<b>FY 24</b>	<b>FY 25</b>	<b>Performance Averages</b>	<b>Performance Goals</b>
Requested	6,757	7,671	84,372	70,831	<b>6,955</b>	
Performed	6,155	6,139	57,900	54,131	<b>5,411</b>	
Cancel	11.66%	18.26%	29.42%	28.51%	<b>26.23%</b>	
No Shows	6.23%	3.32%	3.71%	3.40%	<b>3.41%</b>	Less than 3%
Total miles	40,059	33,209	403,749	333,286	<b>34,177</b>	
Av trip miles	6.71	6.62	6.68	6.51	<b>6.49</b>	
Within ready window	93.16%	97.65%	91.20%	96.58%	<b>96.36%</b>	90.00% or better
Call center volume	5,683	3,490	58,393	40,566	<b>4,113</b>	
Hold times less than 2 minutes	94.60%	89.26%	95.49%	93.26%	<b>93.84%</b>	Greater than 90%
Distinct riders	543	521	1,345	1,143	<b>519</b>	
Most frequent rider	47 rides	86 rides	467 rides	708 rides	<b>66 rides</b>	
Shared rides	38.51%	32.90%	42.73%	29.64%	<b>31.70%</b>	Greater than 60%
Passengers per rev hour	1.51	1.43	2.19	1.57	<b>1.52</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	53.56%	56.05%	60.50%	62.99%	<b>63.24%</b>	
Rides > 10	46.44%	43.95%	39.50%	37.31%	<b>37.01%</b>	
Denied Rides	0	0	0	0	<b>0</b>	Zero
Missed Trips	2	2	204	3	<b>3</b>	
Excessively Long Trips	6	0	49	5	<b>1</b>	
# Trips at Base Fare	3,541	4,439	38,735	37,530	<b>3,691</b>	
# Trips > Base Fare	1,091	70	9,888	5,066	<b>587</b>	



# Attachment B

## Comparative Operating Statistics through May 2025

	May 2024	May 2025	FY 24	FY 25	Performance Averages	Performance Goals
Requested	6,759	8,336	91,131	79,167	7,086	
Performed	6,029	6,035	64,055	60,166	5,432	
Cancel	14.32%	17.51%	28.05%	27.51%	26.49%	
No Shows	2.99%	3.96%	3.64%	3.45%	3.49%	Less than 3%
Total miles	38,459	31,794	442,208	365,080	33,622	
Av trip miles	6.61	6.40	6.68	6.50	6.47	
Within ready window	94.14%	98.16%	91.47%	96.73%	96.69%	90.00% or better
Call center volume	4,768	3,604	63,161	44,170	4,016	
Hold times less than 2 minutes	97.17%	92.90%	95.64%	93.23	93.48%	Greater than 90%
Distinct riders	565	515	1,389	1,175	515	
Most frequent rider	50 rides	100 rides	500 rides	808 rides	71 rides	
Shared rides	33.02%	31.17%	41.85%	29.78%	31.55%	Greater than 60%
Passengers per rev hour	1.51	1.83	2.13	1.59	1.55	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	N/A	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	N/A	
Rides < 10 miles	63.56%	55.28	60.78%	62.29%	62.55%	
Rides > 10	36.44%	44.72	39.22%	37.98%	37.70%	
Denied Rides	0	0	0	0	0	Zero
Missed Trips	6	0	207	3	3	
Excessively Long Trips	1	0	50	5	0	
# Trips Base Fare	3,645	4,425	42,380	41,955	3,756	
# Trips > Base Fare	1,059	62	10,947	5,128	504	

ParaCruz Operations Status Report

9.3B.2

# Attachment B

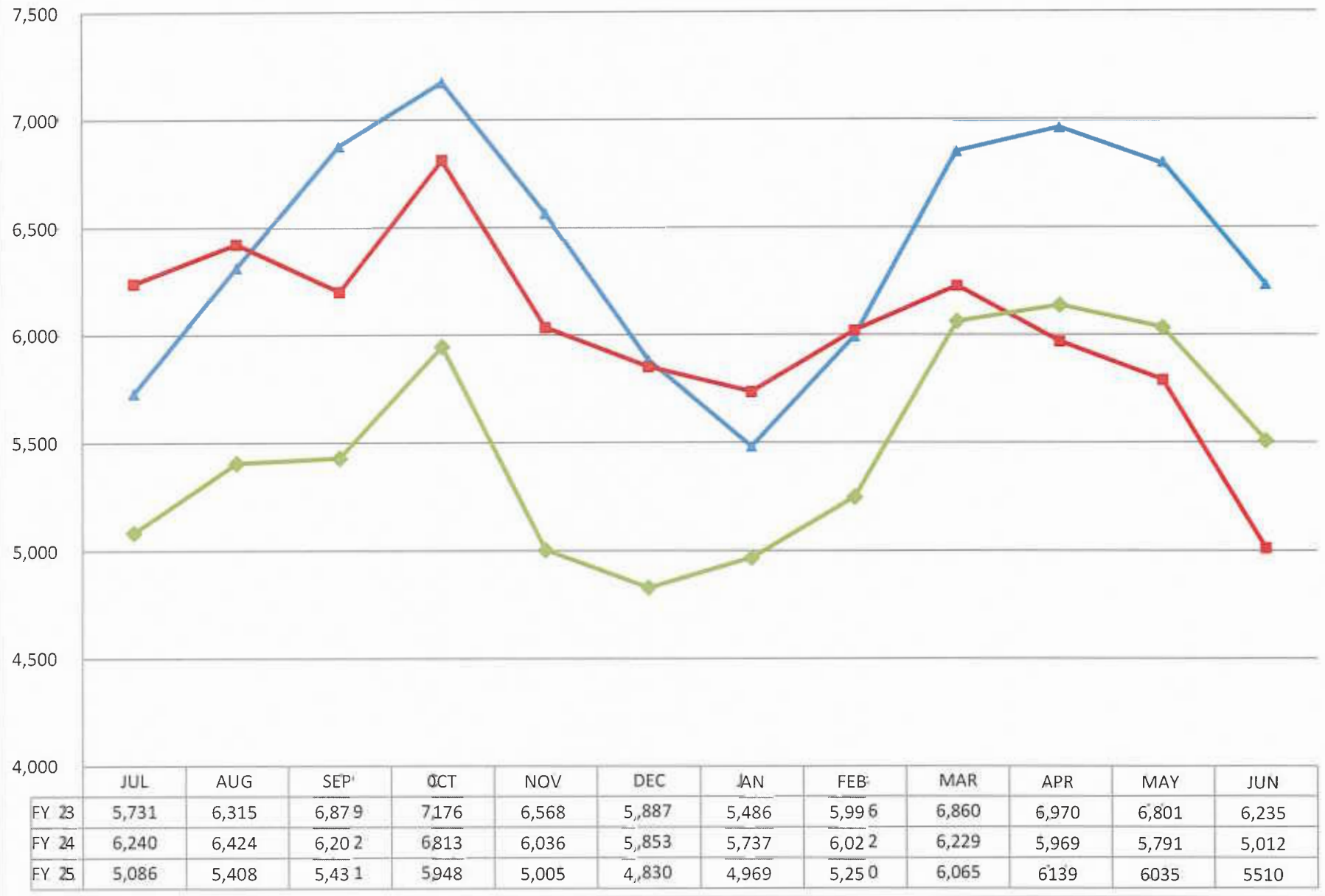
## Comparative Operating Statistics through June 2025

	June 2024	June 2025	FY 24	FY 25	Performance Averages	Performance Goals
Requested	5,864	7,786	91,131	86,953	<b>7,246</b>	
Performed	5,012	5,510	64,055	65,676	<b>5,473</b>	
Cancel	14.53%	17.42%	26.92%	26.67%	<b>26.74%</b>	
No Shows	3.43%	3.72%	3.62%	3.47%	<b>3.52%</b>	Less than 3%
Total miles	38,358	29,396	442,208	394,476	<b>32,875</b>	
Av trip miles	6.43	6.35	6.66	6.49	<b>6.47</b>	
Within ready window	96.33%	97.57%	91.88%	96.80%	<b>96.80%</b>	90.00% or better
Call center volume	4,449	3,476	63,161	47,646	<b>3,935</b>	
Hold times less than 2 minutes	96.25%	92.12%	95.69%	93.14%	<b>93.14%</b>	Greater than 90%
Distinct riders	<b>526</b>	<b>512</b>	1,429	1,223	<b>514</b>	
Most frequent rider	45 rides	53 rides	539 rides	861 rides	<b>71 rides</b>	
Shared rides	50.99%	27.66%	42.61%	29.60%	<b>29.60%</b>	Greater than 60%
Passengers per rev hour	1.43	1.75	2.07	1.61	<b>1.57%</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	65.38%	55.75%	61.16%	61.74%	<b>61.74%</b>	
Rides > 10 miles	34.84%	44.25%	38.84%	38.50%	<b>38.51%</b>	
Denied Rides	0	0	0	0	<b>0</b>	Zero
Missed Trips	2	0	207	3	<b>3</b>	N/A
Excessively Long Trips	0	0	50	5	<b>0</b>	
# Trips Base Fare	3,111	3,972	42,380	45,927	<b>3,827</b>	
# Trips > Base Fare	<b>923</b>	<b>89</b>	10,947	5,217	<b>435</b>	

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# Attachment C

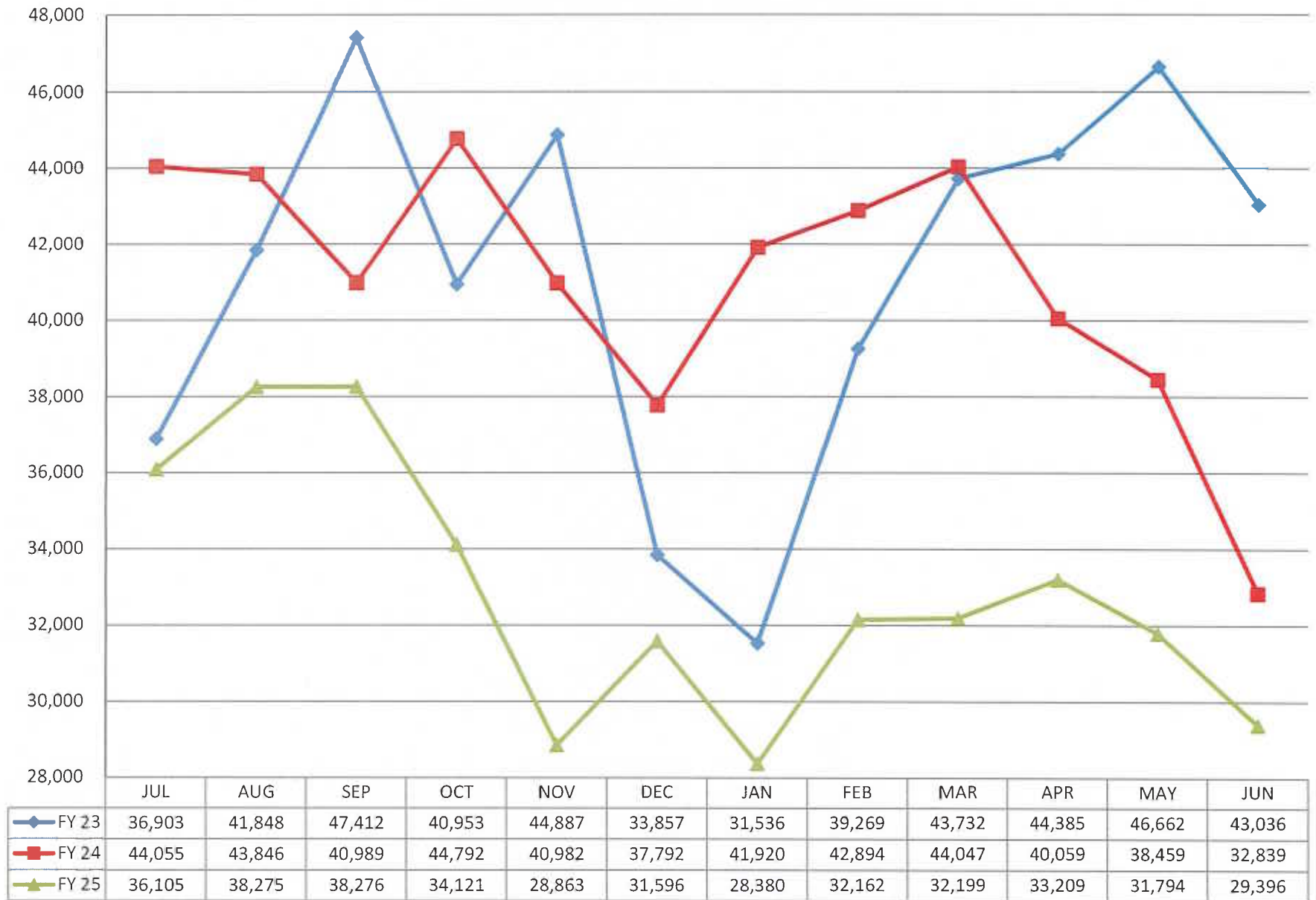
## Number of Rides Comparison



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# Attachment D

## Annual Miles Comparison



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# Attachment E

## Total Ride vs. Shared Ride Count



Total Rides	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
	5,086	5,408	5,431	5,948	5,005	4,830	4,969	5,250	6,065	6,139	6,035	5,510
Shared Rides	1762	1996	2012	1322	1630	1367	1219	1599	1936	2020	1881	1524

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# Attachment F

## Monthly Assessments

MONTHLY ASSESSMENTS						
	UNRESTRICTED	RESTRICTED CONDITIONAL	RESTRICTED TRIP BY TRIP	TEMPORARY	DENIED	TOTAL
JULY 2024	32	2	5	18	0	57
AUGUST 2024	49	0	2	28	0	79
SEPTEMBER 2024	50	1	2	22	0	75
OCTOBER 2024	68	3	1	32	2	106
NOVEMBER 2024	34	3	2	18	2	59
DECEMBER 2024	78	2	4	33	4	121
JANUARY 2025	82	6	3	40	3	134
FEBRUARY 2025	51	3	7	16	2	79
MARCH 2025	80	6	5	1	2	94
April 2025	87	3	6	3	1	100
May 2025	74	5	11	4	3	97
June 2025	56	7	5	7	3	78

Number of Eligible Riders for the month of April 2025 = 4,701

Number of Eligible Riders for the month of May 2025 = 4,688

Number of Eligible Riders for the month of June 2025 = 4,626

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

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

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

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

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**DATE:** August 22, 2025  
**TO:** Board of Directors  
**FROM:** Derek Toups, Planning and Innovation Deputy Director  
**SUBJECT:** FISCAL YEAR 2025 FOURTH QUARTER GRANTS MANAGEMENT REPORT

**I. RECOMMENDED ACTION**

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

**II. SUMMARY**

- During the fourth quarter (Q4) of Fiscal Year 2025 (FY25) (April 1 - June 30, 2025), METRO expended \$26.5M in capital grant funding on METRO's 53 hydrogen fuel cell bus purchase, as METRO accepted 16 additional buses this quarter.
- METRO closed out two years of Federal Transit Administration (FTA) Section 5339 Bus & Bus Facilities Capital Improvement Grants, for a combined amount of \$3,050,880, on METRO's hydrogen fuel bus purchase.
- In Q4, METRO applied for \$41,824,894 in new 5339 Capital grants and received award notifications for two state-funded Capital grants valued at \$14,216,284. The FTA also apportioned FFY2025 Section 5307 Operating Assistance funds valued at \$12,178,492.
- A complete list of METRO's active and pending grants (Attachment A) is attached to this report.
- No action is required - this report is for information only.

**III. DISCUSSION/BACKGROUND**

During Q4 FY25, METRO was awarded the following grants:

Formula Grants: \$274,943

- FTA Section 5311 Rural Area Operating Assistance funding from Caltrans. METRO will start to utilize this funding in FY26.

Discretionary Grants Awarded in Q4: \$14,216,284

METRO received notice of award of two competitive grants during Q4, including:

- Caltrans Sustainable Transportation Planning Grant (\$380,284) – METRO was awarded a new grant to develop a Bus Stop Master plan (BSMP) that will enhance accessibility, safety, and comfort across the fixed route bus network. This initiative will address the necessity for modernized infrastructure to better serve METRO customers, including those with disabilities, and to comply with the Americans with Disabilities Act (ADA).
- Solutions for Congested Corridors Program (SCCP) Grant (\$13,836,000) – METRO and the Santa Cruz County Regional Transportation Commission (SCCRTC) will receive a combined total of \$103 million from the competitive Senate Bill 1 SCCP program, from which METRO will be able to fully fund the balance of the Route 1 and Route 2 Rapid Corridors project that is designed to speed up bus service in the corridor that connects Santa Cruz to Watsonville. The SCCP funding will ensure METRO can fully implement this project that will introduce enhanced passenger amenities (e.g., real-time signage, improved shelter and seating) at over 80 bus stops, transit signal priority (TSP) at 60 intersections, queue jumps at seven locations, improved pedestrian access to rapid stops, through six new crosswalks and high visibility improvements at 2 intersections, and reconfigured bus access including bidirectional bus only lane and intersection changes at the Santa Cruz Pacific Station Transit Center.

Grants Closed in Q4: \$3,050,880

- METRO closed out FFY19 and FFY22 FTA Section 5339 Bus & Bus Facilities Capital Improvement Grants that were fully expended in Q4 after acceptance of five of the 53 zero-emission hydrogen fuel cell electric buses (FCEBs) METRO ordered in December 2023.

Active Grants: \$206,947,775

As of the end of Q4 FY25, METRO is actively managing a portfolio of over \$206 million in federal, state, and local operating and capital improvement grants, including:

- Operating Grants: \$84,350,400 – Includes FTA Section 5307 Urbanized Area Operating Assistance, FTA Section 5311 Rural Area Operating Assistance, Transportation Development Act State Transit Assistance (TDA-STA) and Local Transportation Funding (TDA-LTF), Low-Carbon Transit Operations Program (LCTOP) and FY2023 California Senate Bill (SB) 125 Cap-and-Invest Funding, which is helping METRO to restore pre-pandemic service and ridership levels and funding the award-winning *Youth Cruz Free* program.

Capital Improvement Program: \$122,597,375 – METRO is managing several significant capital projects, including: the Zero Emission Intercity Transit Service Expansion project that is funded by an FY2023 State Transit and

Intercity Rail Capital Program (TIRCP) grant; Watsonville Transit Center (WTC) Redevelopment Project Design, which is funded from the State's Housing and Community Development (HCD) Regional Early Action Program (REAP); and stacked funding for METRO's hydrogen fueling infrastructure and FCEB grants, which include multiple FTA Section 5339 grants, California Air Resources Board (CARB) Hybrid & Zero-Emission Bus Voucher Incentive Permits (HVIP), Volkswagen Environmental Mitigation Settlement funds, and a grant from the Council for Strategic Growth's Affordable Housing & Sustainable Communities (AHSC) program. METRO also received grants from the Monterey Bay Air Resources District's (MBARD) AB2677 Carl Moyer program and the California Energy Commission's (CEC) EnergIZE Transit Set-Aside program to modernize its non-revenue fleet with two electric vehicles and a new portable hydrogen refueling trailer. METRO will apply local partnership program (LPP), Measure D and STA State of Good Repair (STA-SGR) funding to provide the local match requirements for its state and federal grants.

Pending Grants: \$85,453,386

Applications Pending Federal Obligation: FTA Section 5307 Urbanized Area Operating Assistance – Staff began the process to obligate \$12,178,492 in FTA Section 5307, 5340 and Small Transit Intensive Cities (STIC) funds that were appropriated to METRO in FFY's 2024 and 2025. These funds will continue to provide operating assistance for METRO's fixed-route bus service in the Santa Cruz and Watsonville urbanized areas.

Applications Submitted in Q4: \$41,824,894

METRO applied for two FTA Section 5339 Capital Improvement Grants in June 2025:

- 5339 Bus & Bus Facilities / Low & No Emission Capital Grants (\$40,672,894) - METRO requested \$40,672,894 to fund the design and construction of a new Operations and Maintenance Facility (OMF) in the South County. If awarded, funding would support final design activities and construction of a new facility to store fuel, and maintain METRO's incoming hydrogen bus fleet, which will house and maintain up to 44 hydrogen buses. Construction of the project is expected to generate 219 good-paying jobs and \$183 million in economic activity. The facility is expected to improve METRO's operating efficiency by reducing the costly practice of running buses out of revenue service 17 miles from the Judy K. Souza operations facility in Santa Cruz. Addressing inefficiencies is crucial for METRO to continue to meet service demand.
- 5339 Bus and Bus Facilities (\$1,152,000) – METRO applied to replace six paratransit vehicles that are operating an average of 9.7 years past useful life and to add two expansion vehicles to meet expected demand for ParaCruz service as the population ages. If awarded, these funds will help METRO maintain its ParaCruz fleet in a state of good repair for a minimum of five years or an accumulation of at least 150,000 miles, consistent with federal and state guidance and industry standards relative to their respective asset class.



Awarded Grants Pending Contract Finalization: \$31,450,000

- Stalled State and Federal Grants – METRO has been working with the Association of Monterey Bay Area Governments (AMBAG), SCCRTC, and California’s Alliance for Renewable Clean Hydrogen Energy Systems (ARCHES) over the past year to encumber funding that was awarded to METRO but then placed on hold due to administrative actions from the United States Departments of Transportation (USDOT) and Energy (USDOE).

**IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

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

**V. FINANCIAL CONSIDERATIONS/IMPACT**

Current active grants (Attachment A) provide over \$206 million for METRO’s operations and capital improvements program. The Operating and Capital Budgets will be amended as necessary when new grants are awarded.

**VI. CHANGES FROM COMMITTEE**

N/A

**VII. ALTERNATIVES CONSIDERED**

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

**VIII. ATTACHMENTS**

**Attachment A:** Active and Pending Grants as of June 30, 2025

Prepared by: Cayla Hill, Grants Analyst

**IX. APPROVALS**

Derek Toups,  
Planning & Innovation  
Deputy Director



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Approved as to fiscal impact:  
Chuck Farmer, CFO



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Corey Aldridge, CEO/General Manager



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# Attachment A

Board of Directors  
August 22, 2025  
Attachment A

Santa Cruz Metropolitan Transit District  
Active Grants  
(Expenditure Progress through June 30, 2025)

## OPERATING GRANTS

Funding Program	Project Description	Funding Year(s)	Funding Agency	Grant Amount (\$)	Amount Expended (\$)	Funding Balance (\$)	% Expended
Low Carbon Transit Operations Program (LCTOP)	Youth Cruz Free	FY2022-FY2023	Caltrans/SCCRTC	\$ 2,317,934	\$ 988,954	\$ 1,328,980	43%
Transportation Development Act - Local Transportation Fund (TDA-LTF)	Operating Assistance (non-federal share)	FY2025	Caltrans/SCCRTC	\$ 9,330,817	\$ -	\$ 9,330,817	0%
Transportation Development Act - State Transit Assistance (TDA-STA)	Operating Assistance (non-federal share)	FY2025	Caltrans/SCCRTC	\$ 5,722,106	\$ -	\$ 5,722,106	0%
Transportation Development Act - Local Transportation Fund (TDA-LTF)	Operating Assistance (non-federal share)	FY2026	Caltrans/SCCRTC	\$ 9,330,817	\$ -	\$ 9,330,817	0%
Transportation Development Act - State Transit Assistance (TDA-STA)	Operating Assistance (non-federal share)	FY2026	Caltrans/SCCRTC	\$ 4,704,272	\$ -	\$ 4,704,272	0%
SB 125 - Transit and Intercity Rail Capital Program (TIRCP), Zero Emission Transit Capital Program (ZETCP), and Greenhouse Gas Reduction Fund (GGRF)	Operating Assistance - Re-imagine METRO (Service Expansion and Recovery/Restoration)	FY2024-FY2027	CalSTA/SCCRTC	\$ 28,339,200	\$ 3,068,324	\$ 25,270,876	11%
FTA Section 5307 Urbanized Area Operating Assistance	Operating Assistance (federal share)	FY2022-FY2023	FTA	\$ 23,181,658	\$ 11,209,834	\$ 11,971,824	48%
FTA Section 5311 Rural Area Operating Assistance	Rural operating Assistance (federal share)	FY2024	FTA/Caltrans	\$ 288,653	\$ -	\$ 288,653	0%
FTA Section 5311 Rural Area Operating Assistance	Operating Assistance (non-federal share)	FY2025	FTA/Caltrans	\$ 274,943	\$ -	\$ 274,943	0%
Affordable Housing and Sustainable Communities (AHSC)	Operating Assistance (non-federal share)	FY2023	SGC	\$ 860,000	\$ -	\$ 860,000	0%
<b>SUBTOTAL ALL ACTIVE OPERATING GRANTS:</b>				<b>\$ 84,350,400</b>	<b>\$ 15,267,112</b>	<b>\$ 69,083,288</b>	<b>18%</b>

## CAPITAL GRANTS

Funding Program	Project Description	Funding Year(s)	Funding Agency	Grant Amount (\$)	Amount Expended (\$)	Funding Balance (\$)	% Expended
Hybrid & Zero-Emission Truck/Bus Voucher Incentive Project (HVIP)	Funding incentive for zero-emission bus purchase	CY2023	CARB	\$ 12,900,000	\$ 6,192,000	\$ 6,708,000	48%
Local Partnership Program (LPP) Zero Emission Bus (ZEB) Formulaic	Funding match for purchase of fuel cell electric bus	FY2023	Caltrans	\$ 918,000	\$ -	\$ 918,000	0%
State Transit Assistance - State of Good Repair (STA-SGR)	Bus replacement or other capital projects	FY2021-FY2026	Caltrans/SCCRTC	\$ 4,090,071	\$ -	\$ 4,090,071	0%
Transit and Intercity Rail Capital Program (TIRCP)	Zero Emission Intercity Transit Service Expansion	FY2023 (Cycle 6)	CalSTA	\$ 38,589,000	\$ 6,145,912	\$ 32,443,088	16%
Low Carbon Transit Operations Program (LCTOP)	Funding match for purchase of fuel cell electric bus	FY2024-FY2025	Caltrans/SCCRTC	\$ 2,390,813	\$ 668,961	\$ 1,721,852	28%
SB 125 - Transit and Intercity Rail Capital Program (TIRCP) Capital	Rapid Corridors Capital Improvements	FY2025	CalSTA	\$ 4,000,000	\$ -	\$ 4,000,000	0%
EnergIZE Commercial Vehicles Project Transit Set Aside Funding	Mobile Hydrogen Fueling Solution	FY2025	CA Energy Comm.	\$ 2,800,000	\$ 701,869	\$ 2,098,131	25%
Regional Early Action Planning (REAP) Grant	Watsonville Transit Center redevelopment design	FY2023 (REAP2.0)	AMBAG	\$ 1,882,000	\$ 396,615	\$ 1,485,385	21%
AB2677 Clean Vehicle Incentive Program	Purchase incentive for non-revenue EV fleet cars	FY2025	MBARD	\$ 40,000	\$ -	\$ 40,000	0%
Volkswagen (VW) Environmental Mitigation Settlement Trust Fund	Funding incentive for diesel/CNG engine dismantling	FY2024-FY2025	San Joaquin APCD	\$ 24,960,000	\$ 11,520,000	\$ 13,440,000	46%
FTA Section 5309 Capital Investment Grants	Pacific Station transit center improvements	FY2006, FY2008	FTA	\$ 886,000	\$ 777,088	\$ 108,913	88%
FTA Section 5339 Bus & Bus Facilities Capital Improvements Grants	Zero emission bus and infrastructure improvements	FY2019-FY2024	FTA	\$ 25,821,491	\$ 6,539,548	\$ 19,281,943	25%
Affordable Housing and Sustainable Communities (AHSC)	Funding match for purchase of fuel cell electric bus	FY2023	SGC	\$ 3,320,000	\$ -	\$ 3,320,000	0%
<b>SUBTOTAL ALL ACTIVE CAPITAL GRANTS:</b>				<b>\$ 122,597,375</b>	<b>\$ 32,941,992</b>	<b>\$ 89,655,383</b>	<b>27%</b>

## PENDING GRANTS

Funding Program	Project Description	Funding Year(s)	Funding Agency	Amount Requested (\$)
USDOT "MEGA" Multimodal Project Discretionary Grant	Santa Cruz-Watsonville Multimodal Corridor Program	FY2023	FHWA	\$ 4,800,000
Carbon Reduction Program (CRP)	Zero emission bus purchase	FY2022-FY2026	FHWA/AMBAG	\$ 2,000,000
Alliance for Renewable Clean Hydrogen Energy Systems (ARCHES)	Hydrogen bus and infrastructure improvements	FY2025-FY2032	ARCHES/DOE	\$ 24,650,000
5339 Bus and Bus Facilities / Low and No Emission Capital Grants	South County Zero-Emissions Bus Operating and Maintenance Facility Preliminary Engineering, Environmental Design and Construction	FY2025	FTA	\$ 40,672,894
5339 Bus and Bus Facilities	Paracruz Van Replacement	FY25	FTA	\$ 1,152,000
FTA Section 5307 Urbanized Area Operating Assistance	Operating Assistance (federal share)	FY2024-FY2025	FTA	\$ 12,178,492
Caltrans Sustainable Transportation Planning Grant	Bus Stop Master Plan	FY26	Caltrans	\$ 380,284
Solutions for Congested Corridors Grant	Watsonville-Santa Cruz Multimodal Corridor Program	FY26	Caltrans/SCCRTC	\$ 13,836,000
<b>TOTAL AMOUNT REQUESTED ALL PENDING GRANTS:</b>				<b>\$ 99,669,670</b>

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**DATE:** August 22, 2025

**TO:** Board of Directors

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

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

## **I. RECOMMENDED ACTION**

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

## **II. SUMMARY**

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

## **III. DISCUSSION/BACKGROUND**

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

- Heating & Cooling System: no. 005569
- Cubicles for ParaCruz 3100: no. 005508

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

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

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

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

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

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

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

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

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

N/A

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

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

#### **VIII. ATTACHMENTS**

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

**Exhibit A:** Excess Vehicle & Equipment Listing – as of August 22, 2025



**IX: APPROVALS:**

Approved as to fiscal impact:  
Chuck Farmer, CFO



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Corey Aldridge, CEO/General Manager:



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# Attachment A



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

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

### RESOLUTION TO APPROVE THE DISPOSAL OR AUCTION OF EXCESS ASSETS

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

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

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

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

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

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

1. The following assets are declared excess property on the Excess Vehicle & Equipment Listing as of 08/22/2025, "Exhibit A" and may be disposed of or auctioned as such:

- Heating & Cooling System: no. 005569
- Cubicles for Paracruz 3100: no. 005508

**PASSED AND ADOPTED** this 22<sup>nd</sup> Day of August 2025 by the following vote:

**AYES:** Directors –

**NOES:** Directors –

# Attachment A

Resolution No. \_\_\_\_\_  
Page 2 of 3

**ABSENT:** Directors –

**ABSTAIN:** Directors –

**APPROVED:**

\_\_\_\_\_  
Rebecca Downing, Board Chair

**ATTEST:**

\_\_\_\_\_  
Corey Aldridge, CEO/General Manager

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Julie Sherman, General Counsel

# Attachment A


Resolution No. \_\_\_\_\_  
Page 3 of 3

## **EXHIBIT A, SANTA CRUZ METROPOLITAN TRANSIT DISTRICT RESOLUTION NO. \_\_\_\_\_**

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
EXCESS VEHICLE & EQUIPMENT LISTING AS OF 08/22/2025

(Attached)

Asset #	Description	Department Number	Reason for Disposal	Entered in Database	Acquisition Date	Original Cost	Current Book Value	Model	Manufacturer	Market Value	Source <small>Required only for FTA-funded assets (highlighted in beige)</small>
5509.DPA	CAMERA/RECORDER SYST	3100	obsolete and no longer meets operational needs		07/26/2005	\$4,944.05	\$0.00				
5568.DXF	HEATING & COOLING SYSTEM	3100	obsolete and no longer meets operational needs		05/01/2008	\$24,655.00	\$0.00	FIVE TON	GOODMAN		
5603.DXF	LMR-UPGRADE PC RADIOS - CHARGE GUARD	3100	obsolete and no longer meets operational needs		11/01/2016	\$4,318.48	\$0.00	N/A	MOTOROLA		
5508.DXF	CUBICLES FOR PARACRUZ-WAS 3100	3100	obsolete and no longer meets operational needs		06/01/2008	\$11,531.36	\$0.00		STEELECASE		


Signed by:  
  
 Department Manager Signature

8/14/2025  
 Date

hereby certify that the items have been disposed of according to District Policy AR-2020:

Signed by:  
  
 Facilities Manager Signature  
 (Freddy Rocha)

8/14/2025  
 Date

  
 CEO SIGNATURE  
(only for items with acquisition cost <= \$5,000)

8/15/25  
 Date



**DATE:** August 22, 2025  
**TO:** Board of Directors  
**FROM:** Corey Aldridge, CEO/General Manager  
**SUBJECT: METRO ADVISORY COMMITTEE (MAC) VACANCIES**

**I. RECOMMENDED ACTION**

- 1) The Board Chair appoint a MAC Ad Hoc Committee of four (4) METRO Board Members.**
- 2) Open a 30-day nomination period beginning September 1, 2025 to solicit and accept Board nominees and citizen applications.**
- 3) Allow the MAC Ad Hoc Committee to convene upon conclusion of the nomination period to review and recommend candidates to the full Board.**

**II. SUMMARY**

- The METRO Advisory Committee (MAC) is to be comprised of seven members. There are three seats with terms expiring December 31, 2025.
- The MAC Bylaws state, “Annually, the METRO Board Chair shall appoint an Ad Hoc Committee composed of four members of the Board and who shall meet as needed to review the list of Board nominees and other citizen applications and make appointment recommendations to the full Board.”

**III. DISCUSSION/BACKGROUND**

The MAC Bylaws Section 3.5 states, “When a vacancy is created or a MAC member’s term expires, the METRO Board shall be solicited for nominations.” There are three seats on MAC with terms expiring December 31, 2025.

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

Staff also requests the METRO Board of Directors open a 30-day nomination period beginning September 1, 2025. Once this nomination period has concluded, the MAC Ad Hoc Committee will meet to review and recommend candidates to the full Board of Directors at their October 24, 2025 meeting.



**IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This request aligns with the following strategic priorities:

Strategic Alliances and Community Outreach

**V. FINANCIAL CONSIDERATIONS/IMPACT**

None.

**VI. CHANGES FROM COMMITTEE**

N/A

**VII. ALTERNATIVES CONSIDERED**

None.

**VIII. ATTACHMENTS**

**Attachment A:** MAC Bylaws Adopted January 26, 2018

Prepared by: Elizabeth Rocha, Administrative Specialist

**IX. APPROVALS**

Corey Aldridge, CEO/General Manager



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# **BYLAWS**

## **Metro Advisory Committee**

**ADOPTED JANUARY 26, 2018**

# Attachment A

## BYLAWS FOR THE SANTA CRUZ METRO ADVISORY COMMITTEE

### Article I GENERAL PROVISIONS

#### **§1.1 Purpose - Bylaws**

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

##### **§1.1.1 Purpose – METRO Advisory Committee (MAC)**

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

#### **§1.2 Construction of Bylaws**

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

##### **§1.2.1 Orderly Administration of MAC Meetings**

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

#### **§1.3 Definitions: As used in these Bylaws:**

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

# Attachment A

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

## **Article II DUTIES AND AUTHORITY**

### **§2.1 Duties**

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

### **§2.2 Limitations on Authority**

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

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

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

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

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

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## Article III MEMBERSHIP

### §3.1 Membership

#### a. Appointment to the MAC.

The MAC shall be composed of no greater than 7 members appointed by the Board of Directors. All MAC members shall serve for a term of 4 years and will serve at the pleasure of the Board of Directors.

Members wishing to resign from an appointment may submit such resignation to the CEO/General Manager.

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

#### b. Composition of Membership on MAC.

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

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

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

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

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

## **§3.2 Members' Terms**

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

Seat 1: December 31, 2021  
Seat 2: December 31, 2021  
Seat 3: December 31, 2021  
Seat 4: December 31, 2019  
Seat 5: December 31, 2020  
Seat 6: December 31, 2020  
Seat 7: December 31, 2019

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

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

## **§3.3 Attendance at MAC meetings.**

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



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

## **§3.4 Compensation of MAC members**

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

## **§3.5 Vacancies**

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

## **Article IV OFFICERS**

### **§4.1 Chair and Vice Chair**

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

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

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

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

## **§4.2 Staff Support**

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

## **Article V MEETINGS**

### **§5.1 Regular Meetings**

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

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

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

## **§5.2 Calling and Noticing of Meetings**

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

## **§5.3 Quorum; Vote**

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

## **§5.4 Thirty Minute Rule**

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

## **§5.5 Matters Not Listed On the Agenda Requiring Committee Action**

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

## **§5.6 Time Limits for Speakers**

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

# Attachment A

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

## **§5.7 Impertinence; Disturbance of Meeting**

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

## **§5.8 Access to Public Records Distributed at Meetings**

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

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

## **Article VI AGENDAS AND MEETING NOTICES**

### **§6.1 Agenda Format**

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

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## **§6.2 Public Communications**

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

## **§6.3 Agenda Preparation**

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

## **§6.4 Agenda Posting and Delivery**

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

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

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## **Article VII MISCELLANEOUS**

### **§7.1 Adoption and Amendment of Bylaws**

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

### **§7.2 MAC Process**

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

Approved by Board of Directors:

September 26, 2003

**Revised for 10/24/03**

**Revised for 12/19/03**

**Amended/Adopted 12/19/03**

**Amended/ Adopted 7/23/04**

**Amended/Adopted 6/23/06**

**Amended/Adopted 4/27/07**

**Amended/Adopted 5/25/07**

**Amended/Adopted 12/16/11**

**Revised 01/22/16 – Effective 01/01/16**

**Amended/Adopted 1/26/18**

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**DATE:** August 22, 2025

**TO:** Board of Directors

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

**SUBJECT: FY26 RENEWAL OF PROPERTY INSURANCE COVERAGE AND  
EMPLOYMENT PRACTICES LIABILITY COVERAGE**

**I. RECOMMENDED ACTION**

**That the Board of Directors authorize the renewal of property insurance coverage and the renewal of employment practices liability coverage for FY26.**

**II. SUMMARY**

- Santa Cruz Metropolitan Transit District (METRO) maintains property insurance on all its owned facilities and on leased facilities in accordance with lease agreements, as well as on building contents. In addition, METRO maintains employment practices liability (EPL) insurance that protects the District from financial consequences associated with a variety of employment-related lawsuits.
- Staff recommends that the Board of Directors authorize the renewal of property insurance coverage and the renewal of the employment practices liability (EPL) insurance coverage, as current coverage expires at the end of August 2025.
- Staff is currently reviewing renewal quotes and options from insurance carriers to determine the best coverage and premium rates for METRO.

**III. DISCUSSION/BACKGROUND**

Marsh & McLennan, METRO's insurance broker, has arranged for renewal of property insurance coverage and employment practices liability (EPL) coverage and provided quotes from Sompco, Lexington Insurance Company, and CrossCover for property insurance and Lexington Insurance Company for EPL coverage.

The property insurance coverage is all risk coverage; excluding earthquake, flood, and motor vehicles licensed for road use, and includes buildings and contents, and other equipment.

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

METRO does not carry earthquake insurance.

Staff recommends that the Board of Directors authorize the renewal of property insurance coverage with one of the providers listed above for an amount not to exceed \$350,000. The quotes for property insurance premium increased by



approximately 180% from prior years due to wildfire concerns and the very limited number of carriers providing coverage in the area.

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

Staff recommends that the Board of Directors authorize the renewal of employment practices liability (EPL) for an amount not to exceed \$89,000. Provided quotes are approximately 10% higher from prior years.

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

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

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

The following outlines the elements of the above recommendation:

1. AMOUNT OF RECOMMENDATION: \$439,000 (\$350,000 – Property insurance and \$89,000 – EPL insurance). The premiums quoted will be finalized before the end of the month, subject to final commission adjustments and applicable fees)
2. SOURCE OF FUNDING: FY26 Operating Budget
3. EXPENSE ACCOUNTS TO CHARGE: Ins. Property – 506011; EPL - 506021

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

N/A

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

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

#### **VIII. ATTACHMENTS**

None.

Prepared By: Kristina Mihaylova, Finance Deputy Director

**IX. APPROVALS:**

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

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Corey Aldridge, CEO/General Manager

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**DATE:** August 22, 2025

**TO:** Board of Directors

**FROM:** Dawn Crummié, Chief Human Resources Officer

**SUBJECT: REVISED CLASS SPECIFICATIONS AND WAGE SCALES FOR  
POSITIONS WITHIN THE PARTS DEPARTMENT**

**I. RECOMMENDED ACTION**

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

**II. SUMMARY**

- On December 3, 2024, Service Employees International Union (SEIU) requested a classification and compensation study for several positions as outlined in Article 8.2.3 and article 8.2.4 of the Side Letter Agreement Between Santa Cruz METRO and SEIU Local 521 dated March 25, 2024.
- On November 5, 2024, the Chief of Human Resources Officer agreed to include an additional position (only in this one instance) in the study for December due to the deadline to request June 2024 being missed by the SEIU.
- METRO contracted with an outside agency, Gallagher, to conduct a total classification and compensation study.
- Human Resources staff collaborated with each department head, SEIU and Gallagher to review the classifications submitted by SEIU. METRO and SEIU agree with the findings and recommendations.
- Staff recommends adoption of the attached wage scales and job descriptions.

**III. DISCUSSION/BACKGROUND**

On December 3, 2024, SEIU exercised its options under Article 8.2.3 – Classification and Compensation Study and Article 8.2.4 Reclassification.

In Accordance with the Side agreement of Article 8.2.3, METRO needed to conduct two (2) studies on standalone classifications not listed in Article 8.5.1 or one (1) job series defined as the class specifications used to determine a career ladder grouping as listed in Article 8.51.

Under the Side Agreement of Article 8.2.4, METRO would evaluate reclassification for 3 employees, chosen by the Union, whose class specification was not included in any career ladder and one group in a class, that.

The positions selected by SEIU were the following:

### **Classification and Compensation Studies**

- Parts Series (Parts and Materials Clerk, Lead Parts and Materials Clerk, Parts and Materials Supervisor)

### **Additional position added to the study**

- Schedule Analyst

### **Reclassification Requests**

- Paralegal II
- Payroll Specialist
- Transportation Planner II

Incumbents completed the necessary position description questionnaires (PDQ) or reclassification form as part of the initial process. Human Resources staff reviewed and processed the request from SEIU for only the positions that PDQ's were received on. Forms were not received for Paralegal II, Payroll Specialist and Transportation Planner II. SEIU withdrew the study of Schedule Analyst on March 11, 2025.

Human Resources staff worked with Gallagher, to perform a total classification and compensation study. Gallagher presented a Total Compensation Study that reflected the comparison between agency salaries and benefits. The ten established labor market comparable agencies were:

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

METRO and SEIU agreed to accept the median of comparators from the total compensation study. This resulted in an increase for the Parts Series.

Staff requests that the Board of Directors approve these recommendations.

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

This item aligns with the following Strategic Plan Priorities:

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

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

If the recommendations contained in this report are adopted, the total Labor and Fringe Benefits cost increase will be \$31K FY26 and \$33K in FY27 respectively.

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

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

#### **VII. ATTACHMENTS**

- Attachment A:** Parts and Materials Clerk Job Description  
**Attachment B:** Lead Parts and Materials Job Description  
**Attachment C:** Parts and Materials Supervisor Job Description  
**Attachment D:** Wage Scales

Prepared by: Dawn Crummié, Chief Human Resources Officer  
Monik Delfin, HR Deputy Director.

## VIII. APPROVALS

Dawn Crummié,  
Chief Human Resources Officer

Dawn Crummié

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

Chuck Farmer

Corey Aldridge, CEO/General Manager

Corey Aldridge



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

*Class Code: AS105*  
*FLSA Status: Non-exempt*

#### **Parts and Materials Clerk** **Bargaining Unit: VMU**

##### **DEFINITION:**

Under general supervision, a Parts and Materials Clerk performs skilled maintenance and clerical support duties related to requisitions identifies, researches, receives, inspects, verifies, stocks, and issues a variety of parts, equipment, tools, materials, and supplies including highly specialized items for vehicle maintenance and repairs, facilities maintenance and repairs, and custodial activities; assists departments in identifying the correct items to be purchased; performs daily checks and balances as well as weekly group inventories; may perform general office work, and performs related duties as required.

##### **DISTINGUISHING CHARACTERISTICS:**

Parts and Materials Clerk is the journey-level class in the series. An incumbent in this class performs tasks of various difficulty that require a moderate knowledge of heavy and light duty vehicles, storekeeping and purchasing methods, and related departmental policies, practices, and procedures. This class may be distinguished from the higher level class of Lead Parts and Materials Clerk because an incumbent in the latter class serves as an advanced-lead worker over subordinate Parts and Materials Clerks.

##### **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.*

- Requisitions, receives, inspects, verifies, scans invoices and related documents, stocks, and issues a variety of materials and supplies requested by multiple departments, including specialized parts, equipment, and tools for vehicle maintenance and repairs, facilities maintenance and repairs, and custodial activities.
- Looks up purchase order, counts and verifies items received to confirm the completeness of delivery, , uploads receipt, and processes for payment; delivers items to ordering departments.
- Assists departments in gathering quotes and identifying the correct items to be purchased by researching catalogs, parts manuals, the Internet, and other sources; contacts vendor and orders parts with vendors online, over the phone, or by submitting purchase requisitions according to Santa Cruz METRO policies; issues items to departments.
- Compares actual items received against orders to confirm the completeness of delivery; delivers items to ordering departments; ses a forklift to unload/load large deliveries, handle and transport hazardous materials, and deliver larger items; inspects forklifts and other equipment to verify safe operation.
- Maintains the parts room in a clean and orderly fashion; performs daily or regular inspections of the parts room and other locations as required; packages and ships items being returned, needing repair, or for warranty issues; maintains accurate inventory counts and keeps records using computerized inventory system; places regular orders to stock items that are frequently requested.
- Assists with workplace safety regulatory compliance such as the Material Safety Data Sheet (MSDS) program for Fleet and Facility Maintenance.





# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Monitors accumulated metal, hazardous waste, and other items and notifies superior of need for disposal; assists with disposal processes.
- Loads and unloads mobile vaults on and off armored cars as needed.
- Assists in vendor selection and monitors vendor performance.
- Performs data entry to update and maintain information in digital files; compiles and prepares data for statistical and accounting reports; may create spreadsheets and other tools to track information.
- Assist in monitoring and ensuring the functionality of parts and materials within company systems. This role will support the lead, supervisor, or manager by checking the system for troubleshooting issues and verifying that business processes work correctly.
- May type correspondence and other documents.
- Answers telephones, greet visitors, and provides information to employees and the public.
- Operates standard office equipment; utilizes computer software in performing job tasks.
- Drives a Santa Cruz METRO vehicle to perform assignments.
- Performs related duties as required.

#### **EMPLOYMENT STANDARDS:**

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

- Standard equipment, parts, tools, and supplies required for maintaining light and heavy-duty vehicle systems and a wide variety of non-vehicular equipment, and other general facilities and operational needs of a transit agency and their appropriate storage. .
- Standard equipment, parts, and supplies required to maintain a wide variety of non-vehicular equipment and facilities department needs, and their appropriate storage.
- Standard equipment, parts and supplies required for custodial work as well other general operational needs of a transit agency, and their appropriate storage.
- Principles and methods of storing and maintaining a standard inventory of items.
- Methods of researching, gathering, organizing, and determining the availability and best price for equipment, parts, tools, and supplies, and reporting data.
- Standard processes maintaining data in digital and hard copy files.
- Intermediate time management techniques and methods of prioritizing, planning, and organizing work.
- Intermediate mathematics including percentages and intermediate statistics.
- Customer service and telephone techniques and etiquette.
- Modern office practices, procedures, and equipment; and the effective use of modern office equipment, personal computers, and standard business software.

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

- Research availability and price and identify and procure a wide variety of tools, equipment, parts, supplies, and other items requested by customers.
- Read and comprehend a variety of technical parts manuals, schematics, and safety-related documentation.
- Maintain an adequate inventory of items and ensure their appropriate storage.
- Maintain a safe and organized work area.
- Ensure the safe handling of items hazardous in nature.
- Follow oral and written instructions accurately.



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Input data and maintain detailed records and control systems with accuracy and attention to detail.
- Adhere to established work schedules and timelines.
- Work independently using good judgment, tact, and discretion.
- Balance multiple assignments simultaneously and effectively.
- Utilize standard office equipment and computer software and learn to use specialized Santa Cruz METRO software if assigned.
- Drive a forklift after receiving appropriate training.
- Communicate clearly and effectively in both oral and written form.
- Establish and maintain effective working relationships within the department and with other divisions, departments, agencies, suppliers, vendors, and the public.

#### **MINIMUM QUALIFICATIONS:**

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

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

Two (2) years of progressively responsible experience receiving, stocking, issuing, and maintaining an inventory of automotive and heavy-duty transit parts and supplies.

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

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

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

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

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

#### **Physical Demands**

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

#### **Mental Demands**

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

#### **Work Environment:**

The employee works in a shop environment where the noise level may be loud and there is potential exposure to fumes, dust, grease, air contaminants, hazardous materials and chemicals.



# Attachment A

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

#### OTHER CONDITIONS OF EMPLOYMENT:

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

*Adopted:	12-11-18
*BOD Approved:	08-22-25
*Revised:	04-25-25
*Job Family:	Purchasing
*Job Series:	Parts
*Job Series Level:	Journey
*Confidential:	No



# Attachment B

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

*Class Code: AS106*  
*FLSA Status: Non-exempt*

#### **Lead Parts and Materials Clerk** **Bargaining Unit: VMU**

##### **DEFINITION:**

Under general supervision, a Lead Parts and Materials Clerk performs lead work and maintenance support work related to requisitioning, receiving, inspecting, identifying, researching, stocking and issuing of a variety of parts, equipment, tools, materials and supplies, including highly specialized items for vehicle maintenance and repairs, facilities maintenance and repairs and custodial activities; oversees the maintenance of appropriate inventory; performs daily checks and balances as weekly group inventories, performs record keeping and other administrative support work; and performs related work as required.

##### **DISTINGUISHING CHARACTERISTICS:**

Lead Parts and Materials Clerk is the advanced-lead level class in the series. An incumbent in this class serves as a lead worker over subordinate Parts and Materials Clerks and also performs tasks requiring advanced knowledge of heavy-duty transit vehicles maintenance, repairs and storekeeping and purchasing methods as well as related departmental policies, practices, and procedures. This class may be distinguished from the lower level class of Parts and Materials Clerk because an incumbent in the latter class performs the full scope of journey-level work and does not have formal lead worker responsibilities. It may also be distinguished from the higher level class of Parts and Materials Supervisor as an incumbent in the latter class supervises the work of subordinate staff.

##### **EXAMPLES OF DUTIES AND RESPONSIBILITIES:**

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

- Serves as a lead worker over subordinate Parts and Materials Clerk by prioritizing, assigning, and monitoring work and providing training as needed; may provide input on performance evaluations.
- Ensures the daily or regular inspection of the parts room and other locations, maintenance of accurate inventory counts, and placement of regular orders to stock items that are frequently requested or ordered in bulk.
- Performs researching, requisitioning, receiving, inspecting, stocking and issuing of a variety of materials and supplies requested by multiple departments, including specialized parts, equipment, and tools for vehicle maintenance and repairs, facilities maintenance and repairs, and custodial activities.
- Looks up purchase order, counts and verifies items received to confirm the completeness of delivery, uploads receipt, and processes for payment; delivers items to ordering departments.
- Monitors the “out of service” list and updates work orders to show status of orders; provides an estimated time of arrival.
- Assists Parts and Materials staff and other departments in identifying the more difficult items to be purchased; researches catalogs, parts manuals, the Internet, and other sources; orders parts with vendors online, over the phone, or by submitting purchase requisitions according to Santa Cruz METRO policies.
- Prepares budgetary estimates for parts, materials, and supplies.



# Attachment B

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Contacts vendors to obtain pricing and availability quotations.
- Reviews vendor selection and performance regarding pricing, customer service, invoicing, and returns/credits.
- Leads and participates in the receipt, inspection, and stocking of deliveries from suppliers; compares actual items received against orders to confirm completeness of delivery; delivers items to ordering departments; uses a forklift to unload/load large deliveries, handle and transport hazardous materials, and deliver larger items.
- Ensures the maintenance and currency of Fleet and Facilities Department's Safety Data Sheet (MSDS) records, ensuring that items used or purchased by Fleet and Facilities Departments are in the SDS catalog; Leads and participates in a yearly SDS inventory.
- Performs the monitoring of accumulated metal, hazardous waste, and other items and arranges pick-up for disposal.
- Performs the packaging and shipping of items needing repair or warranty work.
- Performs the inspections of forklifts and other equipment to verify safe operation.
- Performs the loading and unloading mobile vaults from an armored car containing revenue
- Participates in keeping the parts room clean and orderly.
- Assists in vendor selection and monitors vendor performance.
- Performs data entry to update and maintain information in digital files; compiles and prepares data for statistical and accounting reports; may create spreadsheets and other tools to track information.
- Responsible for monitoring and ensuring the functionality of parts and materials within company systems. This role involves regularly checking the system to troubleshoot issues, conducting system audits, assisting during system updates and collaborating with other departments to resolve any errors or process discrepancies.
- The position requires collaboration with IT or vendors to address any system issues including testing and verifying that issues are resolved. Additionally, the role entails handling and maintaining accurate inventory records within the system, ensuring the smooth day-to-day operations of inventory tracking, reconciliations, and reporting to support the business.
- May type correspondence and other documents.
- Answers telephones, greet visitors, and provides information to employees and the public.
- Operates standard office equipment; utilizes computer software in performing job tasks.
- Drives a Santa Cruz METRO vehicle to perform assignments.
- Performs lower classification tasks as required.
- Performs related work as required

#### **EMPLOYMENT STANDARDS:**

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

- Principles and practices of employee leadership, including ways to motivate staff and maximize productivity.
- Standard equipment, parts, tools and supplies required for maintaining light and heavy-duty vehicle systems, and their appropriate storage.
- Standard equipment, parts, and supplies required to maintain a wide variety of non-vehicular equipment and facilities department needs, and their appropriate storage.
- Standard equipment, parts and supplies required for custodial work as well other general operational needs of a transit agency, and their appropriate storage.
- Principles and methods of maintaining a standard inventory of high demand items.
- Methods of determining the availability and best price for equipment, parts, tools, and supplies.



# Attachment B

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Standard processes pertaining to purchasing and related data maintenance.
- Modern office practices, procedures, and equipment.
- Methods of maintaining information in digital or hard copy files.
- Clerical methods of researching, gathering, organizing and reporting data.
- Methods of prioritizing, planning and organizing work.
- Time management techniques.
- Clerical customer service techniques.
- Basic mathematics including percentages and basic statistics.
- Telephone techniques and etiquette.
- The effective use of modern office equipment, personal computers, and standard business software.

#### **Ability to:**

- Serve as a lead worker over subordinate Stock Clerks and other clerical and support staff.
- Lead and participate in the identification and procurement of a wide variety of [highly specialized] tools, equipment, parts, supplies and other items requested by customers.
- Research the availability and price of requested items.
- Read and comprehend a variety of [highly specialized] technical parts manuals, schematics, and safety-related documentation.
- Coordinates the maintenance of an adequate inventory of high-demand items and ensure their appropriate storage.
- Ensure a safe and organized work area.
- Ensure the safe handling of items hazardous in nature.
- Maintain detailed records and control systems with accuracy and attention to detail.
- Input data into a database.
- Adhere to established work schedules and timelines.
- Work independently using good judgment, tact, and discretion.
- Balance multiple assignments simultaneously and effectively.
- Utilize standard office equipment and computer software and learn to use specialized Santa Cruz METRO software if assigned.
- Drive a forklift after receiving appropriate training.
- Communicate clearly and effectively in both oral and written form.
- Establish and maintain effective working relationships within the department and with other divisions, departments, agencies, suppliers, vendors, and the public.

#### **MINIMUM QUALIFICATIONS:**

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

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

Five (5) years of progressively responsible experience receiving, stocking, issuing and maintaining inventory of automotive and heavy-duty transit parts and supplies.

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

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



# Attachment B

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

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

#### **Mental Demands**

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

#### **Work Environment:**

The employee works in a shop environment where the noise level may be loud and there is potential exposure to fumes, dust, grease, air contaminants, hazardous materials and chemicals.

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

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

*Adopted:	12-11-18
*BOD Approved:	08-22-25
*Revised:	04-25-25
*Job Family:	Purchasing
*Job Series:	Parts
*Job Series Level:	Advanced-Lead
*Confidential:	No





# Attachment C

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

Class Code: OA205  
FLSA Status: Exempt

### Parts and Materials Supervisor

#### Bargaining Unit: PSA

#### DEFINITION:

Under direction, a Parts and Materials Supervisor performs supervisory and skilled maintenance and administrative work related to requisitioning, receiving, inspecting, identifying, researching, stocking and issuing of a variety of parts, equipment, tools, materials and supplies, including highly specialized items for vehicle maintenance and repairs, facilities maintenance and repairs and custodial activities; directs and ensures inventory control; prepares specifications for the ordering of requested items; assists management in overseeing the daily operating activities of assigned functions, including required record keeping and other administrative support work; and performs related work as required.

#### DISTINGUISHING CHARACTERISTICS:

The Parts and Materials Supervisor is the supervisor level class in the series. An incumbent in this class is responsible for supervising subordinate staff that requisition, receive, inspect, identify, research, stock, and issue a variety of parts, equipment, tools, materials, and supplies for multiple Santa Cruz METRO departments. Work requires advanced knowledge of storekeeping and purchasing methods as well as related departmental policies, practices, and procedures. This class is distinguished from the lower level class of Lead Parts and Materials Clerk because an incumbent in the latter class serves as a lead worker over subordinate Parts and Materials Clerks.

#### EXAMPLES OF DUTIES AND RESPONSIBILITIES:

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

- Supervises the work of subordinate staff; schedules, assigns, directs, and monitors work; provides staff training; evaluates employee performance; may participate in staff selection; may initiate or have significant input into disciplinary actions.
- Reviews all invoices and shipping documents to ensure items received are correctly entered into inventory via computer and/or charged on a work order to the correct asset(s).
- Monitors the "out of service" list for buses that are out of service and waiting on parts; ensures that orders have been placed and timely delivery is made.
- Directs the weekly inventory of parts by groups (Perpetual Inventory); gathers data, prints out counting sheets, directs the inventory process, reconciles results of inventory physical count, and makes adjustments as required.
- Recommends the addition of new inventory items; adds new item numbers into the computerized inventory system; updates part numbers as required; prints item labels for shelving.
- Assists staff in identifying the more difficult items to be purchased; researches catalogs, parts manuals, the Internet, and other sources; orders parts with vendors online, over the phone, or by submitting purchase requisitions according to Santa Cruz METRO policies.
- Researches, schedules, and assembles training materials and conducts weekly safety training for assigned staff.
- Gathers, tracks, tabulates, and analyzes data pertaining to assigned functions; creates reports for management.





# Attachment C

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Responsible for monitoring and ensuring the functionality of parts and materials within company systems. This role involves regularly checking the system to troubleshoot issues, conducting system audits, assist with system updates and collaborating with other departments to resolve any errors or process discrepancies.
- The position requires collaboration with IT or vendors to address any system issues including testing and verifying that issues are resolved. Additionally, the role entails handling and maintaining accurate inventory records within the system, ensuring the smooth day-to-day operations of inventory tracking, reconciliations, and reporting to support the business.
- 
- Monitors the accumulation of generated hazardous waste, such as used engine oil filters, waste oils, and coolant, used fluorescent lamp bulbs and waste absorbent products, etc., and arranges for pickup and disposal of items.
- Monitors all parts core programs; arranges shipment back to vendors and follows up with vendors to get core credits.
- Administers and oversees Santa Cruz METRO's MSDS program for Fleet and Facilities departments; ensures that all chemicals received and purchased are entered into the system.
- Participates in the daily work of requisitioning, receiving, inspecting, identifying, researching, stocking and issuing materials and supplies and performing other Parts and Materials Clerk/Lead Parts and Materials Clerk duties.
- Performs data entry to update and maintain information in digital files; compiles and prepares data for statistical and accounting reports; may create spreadsheets and other tools to track information.
- May type correspondence and other documents; answers telephones, greet visitors, and provides information to employees and the public.
- Operates standard office equipment; utilizes computer software in performing job tasks.
- Drives a Santa Cruz METRO vehicle to perform assignments.
- Performs lower classifications tasks as required.
- Performs related work as required.

#### **EMPLOYMENT STANDARDS:**

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

- Principles and practices of employee supervision, including performance evaluation and progressive discipline.
- Standard and specialized equipment, parts, tools, and supplies required for maintaining light and heavy-duty vehicle systems, and their appropriate storage.
- Standard and specialized equipment, parts and supplies required to maintain a wide variety of non-vehicular equipment and facilities department needs, and their appropriate storage.
- Standard and specialized equipment, parts and supplies required for custodial work as well other general operational needs of a transit agency, and their appropriate storage.
- Laws governing assigned functions and responsibilities.
- Advanced principles and methods of maintaining a standard inventory of high demand items.
- Advanced methods of determining the availability and best price for equipment, parts, tools, and supplies.
- Standard processes pertaining to purchasing and related data maintenance.
- Modern office practices, procedures, and equipment.



# Attachment C

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

- Methods of maintaining information in digital or hard copy files.
- Methods of researching, gathering, organizing, and reporting data.
- Methods of prioritizing, planning, and organizing work.
- Time management techniques.
- Clerical customer service techniques.
- Advanced mathematics including, percentages and advanced statistics.
- Telephone techniques and etiquette.
- The effective use of modern office equipment, personal computers, and standard business software.

#### **Ability to:**

- Supervise and motivate subordinate staff effectively.
- Provide safety-related and other training to staff and ensure a safe work environment.
- Supervise and participate in the identification and procurement of a wide variety of tools, equipment, parts, supplies, and other items requested by customers.
- Research the availability and price of requested items.
- Maintain and reconcile a large and complex inventory of items.
- Read and comprehend a variety of technical parts manuals, schematics, and safety related documentation.
- Supervise the maintenance of an adequate inventory of high-demand items and ensure their appropriate storage.
- Ensure a safe and organized work area.
- Ensure the safe handling of items hazardous in nature.
- Maintain records and control systems with accuracy and attention to detail.
- Input data into a database.
- Adhere to established work schedules and timelines.
- Work independently using good judgment, tact, and discretion.
- Balance multiple assignments simultaneously and effectively.
- Utilize standard office equipment and computer software and learn to use specialized Santa Cruz METRO software if assigned.
- Drive a forklift after receiving appropriate training.
- Communicate clearly and effectively, in both oral and written form.
- Establish and maintain effective working relationships within the department and with other divisions, departments, agencies, suppliers, vendors, and the public.

#### **MINIMUM QUALIFICATIONS:**

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

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

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

**AND**

Four (4) years of progressively responsible experience receiving, stocking, issuing, and maintaining



# Attachment C

## HUMAN RESOURCES DEPARTMENT

### Santa Cruz METRO

inventory of automotive and heavy-duty transit parts and supplies.

Experience must have also included at least two (2) years of inventory control responsibility **AND** one (1) year in a lead worker capacity.

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

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

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

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

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

##### **Physical Demands**

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

##### **Mental Demands**

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

##### **Work Environment:**

The employee works in a shop environment where the noise level may be loud and there is potential exposure to fumes, dust, grease, air contaminants, hazardous materials, and chemicals.

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

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

\*Adopted: 12-11-18  
\*BOD Approved: 08-22-25  
\*Revised: 04-25-25  
\*Job Family: Purchasing  
\*Job Series: Parts  
\*Job Series Level: Supervisor  
\*Confidential: No

# Attachment D

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

UNION	Job Code	TITLE	Step 1	1L	1LL	Step 2	2L	2LL	Step 3	3L	3LL	Step 4	4L	4LL	Step 5	5L	5LL	Step 6	6L	6LL
SEP	OA200	Administrative Supervisor	35.94	37.74	39.54	37.74	39.63	41.52	39.63	41.61	43.59	41.61	43.69	45.77	43.69	45.87	48.05	45.87	48.16	50.45
SEP	PO203	Assistant Safety & Training Coordinator	39.25	41.21	43.17	41.21	43.27	45.33	43.27	45.43	47.59	45.43	47.70	49.97	47.70	50.09	52.48	50.09	52.59	55.09
SEP	OA201	Custodial Supervisor	29.49	30.96	32.43	30.96	32.51	34.06	32.51	34.14	35.77	34.14	35.85	37.56	35.85	37.64	39.43	37.64	39.52	41.40
SEP	OA202	Customer Service Supervisor	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	45.00	47.25	49.50
SEP	OA203	Facilities Maintenance Supervisor	40.34	42.36	44.38	42.36	44.48	46.60	44.48	46.70	48.92	46.70	49.04	51.38	49.04	51.49	53.94	51.49	54.06	56.63
SEP	OA204	Fleet Maintenance Supervisor	46.14	48.45	50.76	48.45	50.87	53.29	50.87	53.41	55.95	53.41	56.08	58.75	56.08	58.88	61.68	58.88	61.82	64.76
SEP	PO220	Maintenance Trainer	39.25	41.21	43.17	41.21	43.27	45.33	43.27	45.43	47.59	45.43	47.70	49.97	47.70	50.09	52.48	50.09	52.59	55.09
SEP	OA205	Parts and Materials Supervisor	40.58	42.61	44.64	42.61	44.74	46.87	44.74	46.98	49.22	46.98	49.33	51.68	49.33	51.80	54.27	51.80	54.39	56.98
SEP	OA209	Payroll Supervisor	41.77	43.86	45.95	43.86	46.05	48.24	46.05	48.35	50.65	48.35	50.77	53.19	50.77	53.31	55.85	53.31	55.98	58.65
SEP	OA206	Revenue Collection Supervisor	31.03	32.58	34.13	32.58	34.21	35.84	34.21	35.92	37.63	35.92	37.72	39.52	37.72	39.61	41.50	39.61	41.59	43.57
SEP	PO204	Safety & Training Coordinator	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46	49.12	51.58	54.04	51.58	54.16	56.74	54.16	56.87	59.58
SEP	OA207	Transit Supervisor	38.03	39.93	41.83	39.93	41.93	43.93	41.93	44.03	46.13	44.03	46.23	48.43	46.23	48.54	50.85	48.54	50.97	53.40
SEP	OA208	Transportation Planning Supervisor	55.52	58.30	61.08	58.30	61.22	64.14	61.22	64.28	67.34	64.28	67.49	70.70	67.49	70.86	74.23	70.86	74.40	77.94
SES	PO200	Accountant I	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	PO201	Accountant II	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	49.01	51.34	49.01	51.46	53.91	51.46	54.03	56.60
SES	PO219	Accountant III	43.99	46.19	48.39	46.19	48.50	50.81	48.50	50.93	53.36	50.93	53.48	56.03	53.48	56.15	58.82	56.15	58.96	61.77
SES	AS113	Accounting Clerk	24.34	25.56	26.78	25.56	26.84	28.12	26.84	28.18	29.52	28.18	29.59	31.00	29.59	31.07	32.55	31.07	32.62	34.17
SES	PP102	Accounting Specialist	35.42	37.19	38.96	37.19	39.05	40.91	39.05	41.00	42.95	41.00	43.05	45.10	43.05	45.20	47.35	45.20	47.46	49.72
SES	PP100	Accounting Technician	28.98	30.43	31.88	30.43	31.95	33.47	31.95	33.55	35.15	33.55	35.23	36.91	35.23	36.99	38.75	36.99	38.84	40.69
SES	AS103	Administrative Assistant	28.20	29.61	31.02	29.61	31.09	32.57	31.09	32.64	34.19	32.64	34.27	35.90	34.27	35.98	37.69	35.98	37.78	39.58
SES	AS102	Administrative Clerk	25.39	26.66	27.93	26.66	27.99	29.32	27.99	29.39	30.79	29.39	30.86	32.33	30.86	32.40	33.94	32.40	34.02	35.64
SES	AS104	Administrative Specialist	30.99	32.54	34.09	32.54	34.17	35.80	34.17	35.88	37.59	35.88	37.67	39.46	37.67	39.55	41.43	39.55	41.53	43.51
SES	PP103	Benefits Technician	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.53
SES	PP104	Buyer	30.27	31.78	33.29	31.78	33.37	34.96	33.37	35.04	36.71	35.04	36.79	38.54	36.79	38.63	40.47	38.63	40.56	42.49
SES	AS107	Claims Technician I	26.44	27.76	29.08	27.76	29.15	30.54	29.15	30.61	32.07	30.61	32.14	33.67	32.14	33.75	35.36	33.75	35.44	37.13
SES	AS108	Claims Technician II	29.37	30.84	32.31	30.84	32.38	33.92	32.38	34.00	35.62	34.00	35.70	37.40	35.70	37.49	39.28	37.49	39.36	41.23
SES	SM100	Custodial Service Worker	21.84	22.93	24.02	22.93	24.08	25.23	24.08	25.28	26.48	25.28	26.54	27.80	26.54	27.87	29.20	27.87	29.26	30.65
SES	AS109	Customer Service Representative	26.12	27.43	28.74	27.43	28.80	30.17	28.80	30.24	31.68	30.24	31.75	33.26	31.75	33.34	34.93	33.34	35.01	36.68
SES	AS120	Customer Service Assistant	28.20	29.61	31.02	29.61	31.09	32.57	31.09	32.64	34.19	32.64	34.27	35.90	34.27	35.98	37.69	35.98	37.78	39.58
SES	SC100	Facilities Maintenance Worker I	26.89	28.23	29.57	28.23	29.64	31.05	29.64	31.12	32.60	31.12	32.68	34.24	32.68	34.31	35.94	34.31	36.03	37.75
SES	SC101	Facilities Maintenance Worker II	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	PO205	Financial Analyst	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	PO207	Grants/Legislative Analyst	41.11	43.17	45.23	43.17	45.33	47.49	45.33	47.60	49.87	47.60	49.98	52.36	49.98	52.48	54.98	52.48	55.10	57.72
SES	PO218	HR Analyst I	34.57	36.30	38.03	36.30	38.12	39.94	38.12	40.03	41.94	40.03	42.03	44.03	42.03	44.13	46.23	44.13	46.34	48.55
SES	PO212	HR Analyst II	38.03	39.93	41.83	39.93	41.93	43.93	41.93	44.03	46.13	44.03	46.23	48.43	46.23	48.54	50.85	48.54	50.97	53.40
SES	AS111	Human Resources Clerk	25.62	26.90	28.18	26.90	28.25	29.60	28.25	29.66	31.07	29.66	31.14	32.62	31.14	32.70	34.26	32.70	34.34	35.98
SES	AS112	Human Resources Specialist	28.17	29.58	30.99	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55
SES	PP105	Human Resources Technician	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.53
SES	TO103	Information Technology Project Coordinator	36.50	38.33	40.16	38.33	40.25	42.17	40.25	42.26	44.27	42.26	44.37	46.48	44.37	46.59	48.81	46.59	48.92	51.25
SES	TO101	Information Technology Support Analyst I	29.89	31.38	32.87	31.38	32.95	34.52	32.95	34.60	36.25	34.60	36.33	38.06	36.33	38.15	39.97	38.15	40.06	41.97
SES	TO102	Information Technology Support Analyst II	33.19	34.85	36.51	34.85	36.59	38.33	36.59	38.42	40.25	38.42	40.34	42.26	40.34	42.36	44.38	42.36	44.48	46.60
SES	SM101	Lead Custodial Service Worker	26.22	27.53	28.84	27.53	28.91	30.29	28.91	30.36	31.81	30.36	31.88	33.40	31.88	33.47	35.06	33.47	35.14	36.81
SES	SC102	Lead Facilities Maintenance Worker	35.87	37.66	39.45	37.66	39.54	41.42	39.54	41.52	43.50	41.52	43.60	45.68	43.60	45.78	47.96	45.78	48.07	50.36
SES	AS114	Legal Secretary	25.62	26.90	28.18	26.90	28.25	29.60	28.25	29.66	31.07	29.66	31.14	32.62	31.14	32.70	34.26	32.70	34.34	35.98
SES	PP111	Marketing Specialist	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	AS121	Mobility Training Coordinator	32.86	34.50	36.14	34.50	36.23	37.96	36.23	38.04	39.85	38.04	39.94	41.84	39.94	41.94	43.94	41.94	44.04	46.14
SES	PP106	Paralegal I	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	PP107	Paralegal II	40.32	42.34	44.36	42.34	44.46	46.58	44.46	46.68	48.90	46.68	49.01	51.34	49.01	51.46	53.91	51.46	54.03	56.60
SES	AS115	Paratransit Eligibility Coordinator	36.66	38.49	40.32	38.49	40.41	42.33	40.41	42.43	44.45	42.43	44.55	46.67	44.55	46.78	49.01	46.78	49.12	51.46
SES	AS122	Payroll Administrator	32.77	34.41	36.05	34.41	36.13	37.85	36.13	37.94	39.75	37.94	39.84	41.74	39.84	41.83	43.82	41.83	43.92	46.01
SES	AS116	Payroll Specialist	29.58	31.06	32.54	31.06	32.61	34.16	32.61	34.24	35.87	34.24	35.95	37.66	35.95	37.75	39.55	37.75	39.64	41.53

9.8D.1

# Attachment D

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

UNION	Job Code	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	PO202	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	PO211	Planning Data Analyst	37.96	39.86	41.76	39.86	41.85	43.84	41.85	43.94	46.03	43.94	46.14	48.34	46.14	48.45	50.76	48.45	50.87	53.29
SES	PO213	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	PP108	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	AS119	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	AS118	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	PO217	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	PO214	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	PP110	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	PP101	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	AS110	Senior Customer Service Representative	31.36	32.93	34.50	32.93	34.58	36.23	34.58	36.31	38.04	36.31	38.13	39.95	38.13	40.04	41.95	40.04	42.04	44.04
SES	PO206	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	PO216	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	PO210	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	PO215	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	PO208	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	PO209	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	TO100	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	SC106	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	AS106	Lead Parts and Materials Clerk	36.08	37.88	39.68	37.88	39.77	41.66	39.77	41.76	43.75	41.76	43.85	45.94	43.85	46.04	48.23	46.04	48.34	50.64
SEV	SM105	Lead Vehicle Service Worker	29.14	30.60	32.06	30.60	32.13	33.66	32.13	33.74	35.35	33.74	35.43	37.12	35.43	37.20	38.97	37.20	39.06	40.92
SEV	SC103	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	SC104	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	SC105	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	AS105	Parts and Materials Clerk	30.06	31.56	33.06	31.56	33.14	34.72	33.14	34.80	36.46	34.80	36.54	38.28	36.54	38.37	40.20	38.37	40.29	42.21
SEV	SC107	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	SC108	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	SC109	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	SM104	Vehicle Service Detailer	26.70	28.04	29.38	28.04	29.44	30.84	29.44	30.91	32.38	30.91	32.46	34.01	32.46	34.08	35.70	34.08	35.78	37.48
SEV	SM102	Vehicle Service Worker I	21.84	22.93	24.02	22.93	24.08	25.23	24.08	25.28	26.48	25.28	26.54	27.80	26.54	27.87	29.20	27.87	29.26	30.65
SEV	SM103	Vehicle Service Worker II	24.26	25.47	26.68	25.47	26.74	28.01	26.74	28.08	29.42	28.08	29.48	30.88	29.48	30.95	32.42	30.95	32.50	34.05

Longevity Pay is based only on length of service.

**Notes:** \* Adding Customer Service Assistant to the SEA Chapter. Position and wage approved on BOD 06.26.2020. Adding HR Analyst I to the SEA Chapter. Position and wage approved on BOD 01.28.2022. Adding IT Project Coordinator to the SEA Chapter. Position and wage approved on BOD 03.25.2022. Adding Mobility Training Coordinator. Position and wage approved on BOD 06.24.2022. Adding Accountant III. Position and wage approved on BOD 09.23.2022. Adding Maintenance Trainer. Position and wage approved on BOD 02.24.2023. Adding Payroll Administrator and Payroll Supervisor. Positions and wages approved on BOD 10.27.2023. Adding Marketing Specialist Position and wages approved on BOD 12.15.2023. Updated wages scales for the Custodial, Facilities Maintenance, Vehicle Service and Planning Data Analyst Series to be approved on BOD 08.23.2024. Updated wages scales for the Customer Service Series to be approved on BOD 06.27.2025. Updated wages scales for the Parts & Materials Series to be approved on BOD 08.22.2025.

9.8D.2



**DATE:** August 22, 2025  
**TO:** Board of Directors  
**FROM:** Dawn Crummié, Chief Human Resources Officer  
**SUBJECT: APPROVAL OF A 2% WAGE INCREASE FOR PARACRUZ STAFF DUE TO REALIGNMENT OF JOB DUTIES**

**I. RECOMMENDED ACTION**

**That the Board approve a 2% wage increase for all ParaCruz staff positions, effective July 31, 2025, to reflect the increase in job duties resulting from the realignment of ParaCruz customer service booking responsibilities.**

**II. SUMMARY**

- Historically, approximately 75% of Customer Service Department calls were related to ParaCruz service and/or scheduling ParaCruz rides, leading to inefficiencies and delays.
- Effective July 31, 2025, ParaCruz related calls were realigned to be routed directly to the ParaCruz Division.
- This realignment resulted in an increase in workload and scope of responsibilities for ParaCruz staff.
- Management met with the representatives of the SMART Union to negotiate compensation adjustments.
- An agreement was reached to provide a 2% wage increase to all ParaCruz staff positions.

**III. DISCUSSION/BACKGROUND**

To streamline operations and enhance customer service delivery, METRO realigned incoming calls related to ParaCruz service and scheduling rides, which previously went to the Customer Service Department. As of July 31, 2025, all ParaCruz related calls are routed directly to the ParaCruz Division.

This operational decision improves efficiency and provides more direct access for ParaCruz riders. As a result, ParaCruz staff - particularly Dispatcher/Schedulers - have experienced a broader scope of work and increased daily responsibilities.

To ensure fair compensation, Human Resources and management held discussions with the SMART Union and agreed on a 2% wage increase for all ParaCruz staff positions to reflect these added duties.

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

This item aligns with the following Strategic Plan Priorities:

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

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

If the recommendations contained in this report are adopted, the total Labor and Fringe Benefits cost increase will be \$65K in FY26 and \$67K in FY27 respectively.

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

- Doing nothing is an alternative. Staff does not recommend this option as it fails to recognize the significant change in workload to the positions impacted.
- Reject recommendation is an alternative. Staff does not recommend it as the workload shift has already taken effect and staff are currently managing expanded responsibilities.

#### **VII. ATTACHMENTS**

**Attachment A:** Updated Wage Scale

Prepared by: Dawn Crummié, Chief Human Resources Officer

## VIII. APPROVALS

Dawn Crummié,  
Chief Human Resources Officer



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



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Corey Aldridge, CEO/General Manager



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# Attachment A

Effective July 31, 2025/*Adopted by the Board as of August 22, 2025.*

SMART Paracruz	Job Code	New Hire			Fully Qualified			After 6 Months			After 1 Year			After 2 Years			After 3 Years			After 4 Years			After 5 Years			After 6 Years		
		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 5LL	Step 6	Step 6 L	Step 6 LL	Step 7	Step 7 L	Step 7 LL	Step 8	Step 8 L	Step 8 LL	Step 9	Step 9 L	Step 9 LL
Class Title																												
CLERK I	N/A	19.41	\$ 20.38	\$ 21.35	20.38	\$ 21.40	\$ 22.42	21.40	\$ 22.47	\$ 23.54	22.47	\$ 23.59	\$ 24.71	23.59	\$ 24.77	\$ 25.95	24.77	\$ 26.01	\$ 27.25	26.01	\$ 27.31	\$ 28.61	27.31	\$ 28.68	\$ 30.05	28.68	\$ 30.11	\$ 31.54
CLERK II	N/A	19.83	\$ 20.82	\$ 21.81	20.82	\$ 21.86	\$ 22.90	21.86	\$ 22.95	\$ 24.04	22.95	\$ 24.10	\$ 25.25	24.10	\$ 25.31	\$ 26.52	25.31	\$ 26.58	\$ 27.85	26.58	\$ 27.91	\$ 29.24	27.91	\$ 29.31	\$ 30.71	29.31	\$ 30.78	\$ 32.25
CLERK III	AS202	20.51	\$ 21.54	\$ 22.57	21.54	\$ 22.62	\$ 23.70	22.62	\$ 23.75	\$ 24.88	23.75	\$ 24.94	\$ 26.13	24.94	\$ 26.19	\$ 27.44	26.19	\$ 27.50	\$ 28.81	27.50	\$ 28.88	\$ 30.26	28.88	\$ 30.32	\$ 31.76	30.32	\$ 31.84	\$ 33.36
DISPATCHER/SCHDLR	AS203	21.36	\$ 22.43	\$ 23.50	22.43	\$ 23.55	\$ 24.67	23.55	\$ 24.73	\$ 25.91	24.73	\$ 25.97	\$ 27.21	25.97	\$ 27.27	\$ 28.57	27.27	\$ 28.63	\$ 29.99	28.63	\$ 30.06	\$ 31.49	30.06	\$ 31.56	\$ 33.06	31.56	\$ 33.14	\$ 34.72
DISPATCHER	AS204	20.51	\$ 21.54	\$ 22.57	21.54	\$ 22.62	\$ 23.70	22.62	\$ 23.75	\$ 24.88	23.75	\$ 24.94	\$ 26.13	24.94	\$ 26.19	\$ 27.44	26.19	\$ 27.50	\$ 28.81	27.50	\$ 28.88	\$ 30.26	28.88	\$ 30.32	\$ 31.76	30.32	\$ 31.84	\$ 33.36
VAN OPERATOR	SM200	20.34	\$ 21.36	\$ 22.38	21.36	\$ 22.43	\$ 23.50	22.43	\$ 23.55	\$ 24.67	23.55	\$ 24.73	\$ 25.91	24.73	\$ 25.97	\$ 27.21	25.97	\$ 27.27	\$ 28.57	27.27	\$ 28.63	\$ 29.99	28.63	\$ 30.06	\$ 31.49	30.06	\$ 31.56	\$ 33.06
PARATRANSIT SUPERVISOR	PP200	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	36.70	\$ 38.54	\$ 40.38	38.54	\$ 40.47	\$ 42.40	40.47	\$ 42.49	\$ 44.51

Longevity Pay is based only on length of service.

## 9.9A.1

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**DATE:** August 22, 2025

**TO:** Board of Directors

**FROM:** Derek Toups, Planning and Innovation Deputy Director

**SUBJECT: CONSIDER A RESOLUTION DESIGNATING THE CEO/GENERAL MANAGER AS THE AUTHORIZED AGENT TO SUBMIT A PROJECT CLAIM AND EXECUTE AN AGREEMENT TO RECEIVE FISCAL YEAR 2025-2026 CALIFORNIA STATE OF GOOD REPAIR (SGR) FUNDS**

**I. RECOMMENDED ACTION**

**That the Board of Directors adopt a resolution designating the CEO/ General Manager as the Authorized Agent to submit a project request and to execute all agreements necessary to receive funds under the Fiscal Year 2025-2026 California Transit State of Good Repair (SGR) program**

**II. SUMMARY**

- The California Road Repair and Accountability Act of 2017 (Senate Bill 1) created a State of Good Repair (SGR) formula program for transit capital improvement projects.
- The State Controller's Office (SCO) apportions SGR funds to the Santa Cruz County Regional Transportation Commission (RTC) and the Santa Cruz Metropolitan Transit District (METRO) according to the formula established for apportionment of State Transit Assistance (STA) funds.
- For Fiscal Year 2025-2026 (FY26), the SCO apportioned \$460,000 to RTC and \$422,417 to METRO.
- RTC can sub-allocate its apportionment to METRO as currently shown in RTC's amended FY25 Budget.
- METRO has committed its entire apportionment of FY26 SGR funds as well 100% of the funds sub-allocated by the RTC (\$822,417 total) towards (1) the purchase of a scheduling and operations software package (Giro HASTUS) from version 2009 to a 2026 cloud-native version of HASTUS hosted by CSched and (2) civil and electrical improvements to METRO's leased industrial property located at 809 West Beach Street in the City of Watsonville.
- Staff recommend that the Board of Directors (Board) adopt a resolution designating the CEO/General Manager as the Authorized Agent to submit an application to Caltrans, and to execute all agreements and take all other actions, including executing the Certifications and Assurances necessary to receive the FY25 SGR funds.

### **III. DISCUSSION/BACKGROUND**

On April 28, 2017, Governor Brown signed Senate Bill 1 (SB1), which created new taxes and fees to fund \$50 billion in transportation improvements across all transportation modes throughout the State of California. SB1 established a new Transportation Improvement Fee on vehicle registrations to fund a new SGR transit capital improvement program. SGR funds are apportioned to counties statewide according to the existing formula in the SB1 State Transit Assistance (STA) program, which distributes 50 percent of the revenue to Regional Transportation Planning Agencies based upon county population (the §99313 share) and 50 percent to transit operators based upon their proportionate share of statewide transit revenue from fares and local taxes (the §99314 share).

The SCO apportions funds to eligible entities throughout the state based upon the revenue it anticipates collecting throughout the year from the Transportation Improvement Fee. For FY26, the SCO apportioned \$822,417 to Santa Cruz County, \$460,000 for the §99313 share to RTC and \$422,417 to METRO for the §99314 share. Both shares, however, are disbursed directly to the RTC, which is responsible for sub-allocating the §99314 SGR funds to METRO and paying the §99313 SGR funds to METRO or to any other transit operator in the county.

METRO plans to use all of its FY26 SGR funds (\$460,000) as well as 100% (\$422,417) of RTC's FY26 SGR funds for the following two (2) projects:

- 1) A HASTUS by CSched 2026 Upgrade where METRO will use its FY25 §99314 SGR apportionment toward the capital cost of upgrading METRO's scheduling and operations software package (Giro HASTUS) from version 2009 (which is years beyond its end-of-life and has been deprecated by Giro) to a 2026 cloud-native version of HASTUS hosted by CSched. The project cost for the software implementation and license/support for one year (initial warranty period) is \$481,250.
- 2) Civil and electrical improvements to METRO's leased industrial property located at 809 West Beach Street in the City of Watsonville. METRO is also seeking FTA's approval to purchase this property using other funding sources. METRO has been leasing this property for the past few years to provide a location for bus overflow parking as it undertakes one of the nation's most ambitious zero-emission bus (ZEB) transitions. The total cost of the site improvements and security camera installation is \$457,832.95.

At its September 5, 2025 meeting, the RTC will approve METRO's request to transfer METRO's entire SGR apportionment as well as 100% of population-based SGR revenue to METRO for transit capital improvements.

Staff recommends that the Board of Directors adopt a resolution (Attachment A) to designate the CEO as the Authorized Agent to submit a project request to Caltrans and to execute all agreements and take all other actions, including executing the Certifications and Assurances necessary to receive the SGR funds.

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

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

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

METRO would receive \$822,417 from Santa Cruz County's FY26 SGR apportionment to use for the HASTUS by CSched upgrade and the site improvements to the Beach Street Parking Lot. If METRO chooses not to use the funds for the aforementioned projects, METRO will reprogram the SGR funds as matching funds required for competitive grant opportunities for future bus facilities and/or bus replacement projects.

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

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

There are no alternatives. METRO has already committed the anticipated SGR funds for the 2026 HASTUS by CSched upgrade and the Beach Street Parking Lot.

#### **VII. ATTACHMENTS**

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

Prepared by: Derek Toups, Planning and Innovation Deputy Director

**VIII. APPROVALS:**

John Urgo, Planning  
and Development Director

John Urgo (for John Urgo)

Approved as to fiscal impact:  
Chuck Farmer, CFO

Chuck Farmer

Corey Aldridge, CEO/General Manager

Corey Aldridge

# Attachment A



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

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

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

**WHEREAS**, California Governor Brown enacted the Road Repair and Accountability Act of 2017 (SB 1) on 4/28/2017 to provide \$50 billion for transportation investments throughout the State of California during the next decade; and

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

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

**WHEREAS**, the Santa Cruz Metropolitan Transit District (METRO) is an eligible project sponsor and will receive its SGR funds from the Santa Cruz County Regional Transportation Commission (RTC), to which the SCO disburses all of the SGR revenue for Santa Cruz County; and

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

**WHEREAS**, METRO authorizes submittal of the following project list to Caltrans for the FY25 SGR funds:

*Total FY25 SGR apportionment: \$822,417*

- *RTC (PUC 99313) FY25 apportionment: \$460,000*
- *METRO (PUC 99314) FY25 apportionment: \$422,417*

*Project 1 Name: HASTUS by CSched 2026 Upgrade*

*Project 1 Description: METRO will use its FY25 99314 SGR apportionment toward the capital cost of upgrading METRO's scheduling and operations software package (Giro HASTUS) from version 2009 (which is years' beyond its end-of-life and has been deprecated by Giro) to a 2026 cloud-native version of HASTUS hosted by CSched.*



# Attachment A

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

Page 2

*Project 2 Name:* 809 W. Beach Street Parking Lot Improvements

*Project 2 Description:* METRO will use its FY25 99313 SGR apportionment to complete site civil and electrical improvements to METRO's leased industrial property located at 809 West Beach Street in the City of Watsonville.

*Contributing Sponsor:* RTC

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

**THEREFORE, BE IT FURTHER RESOLVED**, that the Board of Directors of METRO hereby authorizes Corey Aldridge, CEO/General Manager, to establish an agreement with the RTC to transfer a portion of the County's population-based apportionment of FY25 SGR funds to METRO to use the funds for bus replacements and/or to pay the local match for competitive grant opportunities to purchase replacement buses; and

**THEREFORE, BE IT FURTHER RESOLVED**, that the Board of Directors METRO hereby designates Corey Aldridge, CEO/General Manager, or his designee, as the Authorized Agent to execute all actions necessary to receive funds from the SGR.

**PASSED AND ADOPTED** this 22<sup>th</sup> Day of August 2025 by the following vote:

**AYES:** Directors -

**NOES:** Directors -

**ABSTAIN:** Directors -

**ABSENT:** Directors -

**APPROVED:**

\_\_\_\_\_  
REBECCA DOWNING, Board Chair

**ATTEST:**

\_\_\_\_\_  
COREY ALDRIDGE, CEO/General Manager

**APPROVED AS TO FORM:**

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

**9.10A.2**

**Division of Rail and Mass Transportation**  
**State Transit Assistance State of Good Repair Program**  
**Authorized Agent Form**

**Authorized Agent**

The following individual(s) are hereby authorized to execute for and on behalf of the named Regional Entity/Transit Operator, and to take any actions necessary for the purpose of obtaining State Transit Assistance State of Good Repair funds provided by the California Department of Transportation, Division of Rail and Mass Transportation. This form is valid at the beginning of Fiscal Year 2025-2026 until the end of the State of Good Repair Program. If there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself.

Corey Aldridge, CEO/General Manager OR  
 (Name and Title of Authorized Agent)

\_\_\_\_\_  
 (Name and Title of Authorized Agent) OR

\_\_\_\_\_  
 (Name and Title of Authorized Agent)

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

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

Corey Aldridge  
 (Print Name)

CEO/General Manager  
 (Title)

\_\_\_\_\_  
 (Signature)

Approved this 22<sup>nd</sup> day of August, 2025

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## **State Transit Assistance State of Good Repair Program**

### **Recipient Certifications and Assurances**

**Recipient:** Santa Cruz Metropolitan Transit District

**Effective Date:** August 22, 2025

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

#### **A. General**

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

#### **B. Project Administration**

- (1) The recipient certifies that required environmental documentation will be completed prior to expending SGR funds. The recipient assures that each project approved for SGR funding comply with Public Resources Code § 21100 and § 21150.
- (2) The recipient certifies that SGR funds will be used for transit purposes and SGR funded projects will be completed and remain in operation for the estimated useful lives of the assets or improvements.
- (3) The recipient certifies that it has the legal, financial, and technical capacity to deliver the projects, including the safety and security aspects of each project.
- (4) The recipient certifies that there is no pending litigation, dispute, or negative audit findings related to any SGR project at the time an SGR project is submitted in the annual list.



- (5) Recipient agrees to notify the Department immediately if litigation is filed or disputes arise after submission of the annual project list and to notify the Department of any negative audit findings related to any project using SGR funds.
- (6) The recipient must maintain satisfactory continuing control over the use of project equipment and/or facilities and will adequately maintain project equipment and/or facilities for the estimated useful life of each project.
- (7) Any and all interest the recipient earns on SGR funds must be reported to the Department and may only be used on approved SGR projects or returned to the Department.
- (8) The recipient must notify the Department of any proposed changes to the approved project list by submitting an amended project list.
- (9) Funds will be expended in a timely manner.

## **C. Reporting**

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

## **D. Cost Principles**

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



Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

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

## **E. Record Retention**

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



shall each have access to any books, records, and documents that are pertinent to a project for audits, examinations, excerpts, and transactions, and the recipient shall furnish copies thereof if requested.

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

## **F. Special Situations**

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

I certify all of these conditions will be met.

## **SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

**BY:** \_\_\_\_\_  
COREY ALDRIDGE, CEO/General Manager



**DATE:** August 22, 2025

**TO:** Board of Directors

**FROM:** Derek Toups, Planning and Innovation Deputy 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 FY2025-26 CALTRANS SUSTAINABLE TRANSPORTATION PLANNING 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 FY2025-26 Caltrans Sustainable Transportation Planning Grant Program.**

**II. SUMMARY**

- In January 2025, the Santa Cruz Metropolitan Transit District (METRO) staff submitted an application for a Caltrans Sustainable Transportation Planning Grant Program (STPG) to fund the creation of a Bus Stop Improvement Master Plan.
- The Bus Stop Master Plan (Plan) will evaluate the condition of approximately 800 active Santa Cruz METRO bus stops and identify opportunities to address the need for modernized infrastructure to enhance accessibility, safety, and comfort across the METRO bus network for all riders, including those with disabilities, and to comply with the Americans with Disabilities Act (ADA).
- In July 2025, METRO received notification from Caltrans that it was a recipient of the STPG in the amount of \$380,264.
- 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 FY2025-26 Caltrans STPG program.



### **III. DISCUSSION/BACKGROUND**

The California Legislature passed, and Governor Edmund G. Brown Jr. signed into law, Senate Bill 1 (SB 1, Beall, Chapter 5, Statutes of 2017), the Road Repair and Accountability Act of 2017, a transportation funding bill that will provide a reliable source of funds to maintain and integrate the State's multi-modal transportation system. In addition to the \$9.5 million in traditional State and federal grants, approximately \$25 million in SB 1 funds for STPG projects is available for the FY2025-26 grant cycle. The purpose of the STPG program is to fund local and regional multimodal transportation and land use planning projects that contributes to the State's greenhouse gas reduction targets and that advance transportation related GHG emission reduction project types/strategies.

Caltrans published a Notice of Funding Opportunity in October 2024. In January 2025, METRO submitted an application for STPG to fund the creation of a Bus Stop Master Plan. In July 2025, METRO received notification from Caltrans that it was a recipient of the STPG in the amount of \$380,264. METRO will use FY26 Operating and Capital Reserve Funds for the required local match of \$53,746. This brings the total project cost to \$434,010. The timeframe for this project shall commence no sooner than November 17, 2025 and all work must be completed by June 30, 2028.

Funds will be used to evaluate the current state of METRO bus stops and to update METRO's bus stop inventory and Bus Stop Guidelines. This initiative will address the necessity for modernized infrastructure to better serve customers, including those with disabilities, and to comply with ADA. The updated Guidelines will include concepts for bus stop improvements and a prioritization framework for classifying stops as having low, medium, or high need for improvements based on the condition of the stops as well as consideration of a stop's location in an under-resourced area or other underlying factors such as being part of one of METRO's proposed "Rapid" corridors (Routes 1 and 2).

Caltrans requires that agencies that are awarded a grant 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 FY2025-26 Caltrans STPG program.

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

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

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

METRO would receive \$380,264 in grants from Caltrans FY25-26 STPG program to fund the Bus Stop Master Plan project. In addition, this grant requires a local match in the amount of \$53,746. FY26 Operating and Capital Reserve Funds will be used to furnish the local match.

## **VI. ALTERNATIVES CONSIDERED**

Do not receive the FY25-26 Caltrans STPG award. Staff does not recommend this alternative because METRO would lose critically needed revenue to enhance accessibility, safety, and comfort across its bus network which will support ridership and provide a better service for the transportation disadvantaged communities in Watsonville, Santa Cruz and unincorporated urban areas of the County. Without this Plan, METRO will not be able to adequately address the need for modernized infrastructure to better serve customers, including those with disabilities, and to comply with the Americans with Disabilities Act (ADA).

## **VII. ATTACHMENTS**

**Attachment A:** Authorizing Resolution

Prepared by: Derek Toups, Planning and Innovation Deputy Director

Board of Directors  
August 22, 2025  
Page 4 of 4

### VIII. APPROVALS:

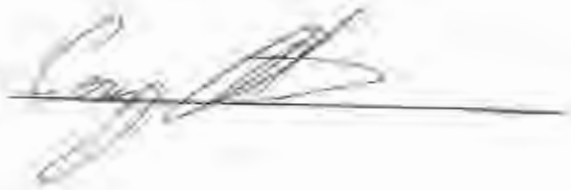
Derek Touns, Planning and  
Innovation Deputy Director

A handwritten signature in dark ink, appearing to read "Derek Touns", written over a horizontal line.

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

DocuSigned by:  
  
E1B470B2-1137-F7

Corey Aldridge, CEO/General Manager

A handwritten signature in dark ink, appearing to read "Corey Aldridge", written over a horizontal line.

# 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 DESIGNATING THE CEO/GENERAL MANAGER AS THE AUTHORIZED AGENT TO EXECUTE ALL REQUIRED DOCUMENTS TO CLAIM FUNDS AWARDED THROUGH THE FY2025-26 CALTRANS SUSTAINABLE TRANSPORTATION PLANNING GRANT PROGRAM**

**WHEREAS**, the Santa Cruz Metropolitan Transit District (METRO) is eligible to receive Federal and State Funding for certain transportation planning related plans, 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 Transportation Planning Grant Programs; and

**WHEREAS**, the California Department of Transportation has awarded METRO \$380,264 in funding for the Santa Cruz METRO Bus Stop Master Plan Project; and

**WHEREAS**, the METRO Board of Directors authorizes matching funds totaling \$53,746 as a match to the state grant; and

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Santa Cruz Metropolitan Transit District authorizes Corey Aldridge, CEO/General Manager, to execute all Restricted Grant Agreements and any amendments thereto with the California Department of Transportation.

**PASSED AND ADOPTED** this 22<sup>nd</sup> Day of August 2025 by the following vote:

**AYES:** Directors -

**NOES:** Directors -

# Attachment A

Resolution # \_\_\_\_\_  
Page 2 of 2

**ABSTAIN:** Directors -

**ABSENT:** Directors -

**APPROVED:**

\_\_\_\_\_  
Rebecca Downing, Board Chair

**ATTEST:**

\_\_\_\_\_  
Corey Aldridge, CEO/General Manager

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Julie Sherman, General Counsel



**DATE:** August 22, 2025

**TO:** Board of Directors

**FROM:** Julie A. Sherman, General Counsel

**SUBJECT: CONSIDERATION OF ADOPTION OF SANTA CRUZ METROPOLITAN TRANSIT DISTRICT'S (METRO) AMENDED CONFLICT OF INTEREST CODE AND APPROVAL OF THE RESOLUTION CONFIRMING THIS ACTION**

**I. RECOMMENDED ACTION**

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

**II. SUMMARY**

- All local agencies and special districts are required by Government Code §87300 to adopt a Conflict of Interest Code (Code).
- Government Code §87306 requires a local agency to amend its Code when a change is necessitated by changed circumstances, such as creating new positions. A local agency may, at any time, amend its Code to provide reasonable assurances that all foreseeable conflict of interest situations are disclosed or prevented.
- Santa Cruz Metropolitan Transit District (METRO) General Counsel and CEO/General Manager have reviewed the Code and are requesting that the Board of Directors (Board) adopt the amended Code and approve the attached Resolution to include new titles and positions, as well as to reflect changed duties.

**III. DISCUSSION/BACKGROUND**

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

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

Recently, METRO changed the titles of existing positions, created new positions, and adjusted the duties of existing positions. Accordingly, staff has determined that it is appropriate to revise METRO's Code. These changes are reflected in METRO's amended Conflict of Interest Code (Exhibit A).

General Counsel and the CEO/General Manager recommend that the Board adopt the amended Code and approve the Resolution Adopting the Amended Conflict of Interest Code (Attachment A).

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

There is no financial consideration for this action.

#### **V. ALTERNATIVES CONSIDERED**

METRO is required to update its Conflict of Interest Code when necessitated by changed circumstances; therefore, there are no alternatives.

#### **VI. ATTACHMENTS**

**Attachment A:** Resolution Adopting the Amended Conflict of Interest Code

**Exhibit A:** METRO's Amended Conflict of Interest Code (clean and redlined versions)

Prepared by: Julie A. Sherman, General Counsel

Board of Directors  
August 22, 2025  
Page 3 of 3

## VII. APPROVALS

Julie A. Sherman, General Counsel

Signed by:

*Julie Sherman*

3DB2341728C14FA...

Corey Aldridge, CEO/General Manager

*Corey Aldridge*



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# Attachment A



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

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

### ADOPTING AN AMENDED CONFLICT OF INTEREST CODE PURSUANT TO THE POLITICAL REFORM ACT

**WHEREAS**, California Government Code Section 87306 requires that the Santa Cruz Metropolitan Transit District (METRO) amend its Conflict of Interest Code when necessitated by changed circumstances, such as the creation of new positions; and

**WHEREAS**, the METRO Board of Directors approved adjustments to the titles of existing positions, the creation of new positions, and the adjustment of duties of existing positions; and

**WHEREAS**, General Counsel and the CEO/General Manager have reviewed the current Conflict of Interest Code and have determined that the Code should be updated to reflect current job titles and positions; and

**WHEREAS**, General Counsel and the CEO/General Manager recommend adopting the attached Conflict of Interest Code.

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

1. The revised Conflict of Interest Code attached and labeled "Exhibit A" is hereby adopted.
2. METRO staff is directed to transmit a copy of the revised Code to the Board of Supervisors of Santa Cruz County.

**PASSED AND ADOPTED** this 22<sup>nd</sup> Day of August 2025 by the following vote:

**AYES:** Directors -

**NOES:** Directors -

# Attachment A

Resolution No.  
Page 2

**ABSTAIN:** Directors -

**ABSENT:** Directors -

**Approved:**

Rebecca Downing, Board Chair

---

**Attest:**

Corey Aldridge, CEO/General Manager

---

**Approved as to form:**

Julie A. Sherman, General Counsel

---

# Exhibit A

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

### ADMINISTRATIVE CODE

#### TITLE IX – CONFLICT OF INTEREST

##### CHAPTER 1

#### CONFLICT OF INTEREST CODE FOR DESIGNATED OFFICIALS, EMPLOYEES, MEMBERS AND CONSULTANTS

(This chapter replaces AR-1025 pursuant to Resolution No. 15-03-01)

Amended on June 22, 2018 pursuant to Resolution No. 18-06-09

Amended on June 26, 2020 pursuant to Resolution No. 20-06-06

Amended on June 24, 2022 pursuant to Resolution No. 22-06-04

Amended on June 28, 2024 pursuant to Resolution No. 24-06-06

Amended on August 22, 2025 pursuant to Resolution No. 25-08-\_\_\_\_

#### Table of Contents

**Article I      Policy**

**Appendix A    Designated Positions and Assigned Disclosure Category**

**Appendix B    Disclosure Categories**

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#### Article I

##### Policy

**§9.1.101**      The Political Reform Act of 1974, Government Code Sections 81000, et seq., requires State and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation, 2 California Code of Regulations Section 18730, which contains the terms of a standard Conflict of Interest Code which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments by the Fair Political Practices Commission in the Political Reform Act after public notice and hearings. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission, along with the attached Appendices, designating positions and establishing disclosure categories, shall constitute the Conflict of Interest Code of the Santa Cruz Metropolitan Transit District (Santa Cruz METRO).

Individuals holding designated positions shall either electronically file their statements of economic interests with the County of Santa Cruz or file their statements of economic interests with Santa Cruz METRO, which will make the statements available for public inspection and reproduction. (Gov. Code Sec. 81008.) Santa Cruz METRO will retain a copy of each statement and forward original

# Exhibit A

## Appendix A

statements, which have not been electronically filed, to the Santa Cruz County Board of Supervisors, which shall be the filing officer.

# Exhibit A

## Appendix A

### Designated Positions and Assigned Disclosure Category

Position	Assigned Disclosure Category
Accountant II	Category 4b
Assistant Operations Manager – Fixed Route	Category 4b
Assistant Operations Manager - Paratransit	Category 4b
Business Systems Programs Manager	Category 1
Chief Communications & Marketing Officer	Category 1
Chief Human Resources Officer	Category 1
Chief Operations Officer	Category 1
Chief Planning & Innovation Officer	Category 1
Communications & Marketing Manager	Category 4b
Deputy Director of Planning & Innovation	Category 4b
District General Counsel	Category 1
Financial Analyst	Category 4b
Finance Deputy Director	Category 1
Full Stack Developer	Category 4b
Human Resources Deputy Director	Category 4b
Information Technology Director	Category 1
Maintenance Deputy Director	Category 1
Operations Deputy Director	Category 1
Parts & Materials Manager	Category 4a
Purchasing Agent	Category 4a

# Exhibit A

## Appendix A

<b>Position</b>	<b>Assigned Disclosure Category</b>
Safety, Security & Risk Management Director	Category 4b
Sr. Executive Assistant	Category 4b
Senior Financial Analyst	Category 4b
Senior Full Stack Developer	Category 4b
Consultants/New Positions	*

\*Pursuant to Title 2, Division 6, California Code of Regulations, section 18734, Consultants/New Positions that make or participate in the making of decisions that may foreseeably have a material effect on any financial interest are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the Code, subject to the following limitation:

The CEO/General Manager may determine in writing that a particular consultant or a new position, is hired to perform a range of duties that are limited in scope and thus not required to comply with the disclosure requirements described in this section. Such determination shall include a statement of the consultant's or a new position's duties, and, based upon that description, a statement of the extent of disclosure requirements. The determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code Section 81008.) Nothing herein excuses any such consultant from any other provision of this Conflict of Interest Code.

# Exhibit A

## Appendix A

The positions listed below are NOT covered by the Conflict of Interest Code because they must file a statement of economic interests pursuant to Government Code Section 87200 and, therefore, are listed for information purposes only:

Members of the Santa Cruz METRO Board of Directors

CEO/General Manager

Chief Finance Officer (CFO)

An individual holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe their position has been categorized incorrectly. The Fair Political Practices Commission makes the determination whether a position is covered by Section 87200.



# Exhibit A

## Appendix B

### Disclosure Categories

#### **Full Disclosure-Category 1:**

All interests in real property located within the jurisdiction, as well as investments, business positions and sources of income, including gifts, loans and travel payments.

#### **Full Disclosure (excluding interests in real property)-Category 2:**

All investments, business positions in business entities, and sources of income, including gifts, loans and travel payments.

#### **Interests in Real Property-Category 3**

All interests in real property located in the jurisdiction.

#### **General Contracting Categories-Category 4**

- a) All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the Santa Cruz METRO.
- b) All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the employee's department or area of authority.

#### **Grant/Service Providers/Agencies that Oversee Programs-Category 5**

- a) A designated employee in this category must report all investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to receive grants or other monies from or through the Santa Cruz METRO.
- b) All investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to offer or provide consulting, rehabilitative or educational services concerning the prevention, treatment or rehabilitation of persons suffering from (alcohol related problems/drug abuse).

# Exhibit A

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

### ADMINISTRATIVE CODE

#### TITLE IX – CONFLICT OF INTEREST

##### CHAPTER 1

#### CONFLICT OF INTEREST CODE FOR DESIGNATED OFFICIALS, EMPLOYEES, MEMBERS AND CONSULTANTS

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Amended on June 26, 2020 pursuant to Resolution No. 20-06-06

Amended on June 24, 2022 pursuant to Resolution No. 22-06-04

Amended on June 28, 2024 pursuant to Resolution No. 24-06-06

Amended on August 22, 2025 pursuant to Resolution No. 25-08-\_\_\_\_

#### Table of Contents

**Article I      Policy**

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**Appendix B    Disclosure Categories**

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#### Article I

##### Policy

**§9.1.101**      The Political Reform Act of 1974, Government Code Sections 81000, et seq., requires State and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation, 2 California Code of Regulations Section 18730, which contains the terms of a standard Conflict of Interest Code which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments by the Fair Political Practices Commission in the Political Reform Act after public notice and hearings. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission, along with the attached Appendices, designating positions and establishing disclosure categories, shall constitute the Conflict of Interest Code of the Santa Cruz Metropolitan Transit District (Santa Cruz METRO).

Individuals holding designated positions shall either electronically file their statements of economic interests with the County of Santa Cruz or file their statements of economic interests with Santa Cruz METRO, which will make the statements available for public inspection and reproduction. (Gov. Code Sec. 81008.) Santa Cruz METRO will retain a copy of each statement and forward original

# Exhibit A

## Appendix A

statements, which have not been electronically filed, to the Santa Cruz County Board of Supervisors, which shall be the filing officer.

# Exhibit A

## Appendix A

### Designated Positions and Assigned Disclosure Category

Position	Assigned Disclosure Category
Accountant II	Category 4b
<del>Accountant III</del>	<del>Category 4b</del> INACTIVE
Assistant Operations Manager – Fixed Route	Category 4b
Assistant Operations Manager - Paratransit	Category 4b
<del>Assistant Operations Manager</del>	<del>Category 4b</del> INACTIVE
Business Systems Programs Manager	Category 1
<del>Marketing &amp; Communications Director</del> Chief Communications & Marketing Officer	Category 1
<del>Human Resources Director</del> Chief Human Resources Officer	Category 1
Chief Operations Officer	Category 1
<del>Planning and Development Director</del> Chief Planning & Innovation Officer	Category 1
<del>Customer Experience Manager</del> Communications & Marketing Manager	Category 4b
<del>Capital Planning &amp; Grants Programs Manager</del> Deputy Director of Planning & Innovation	Category 4b
District General Counsel	Category 1
<del>Facilities Maintenance Manager</del>	<del>Category 4b</del> INACTIVE
Finance Deputy Director	Category 1
Financial Analyst	Category 4b
Full Stack Developer	Category 4b

# Exhibit A

## Appendix A

Position	Assigned Disclosure Category
Human Resources Deputy Director	Category 4b
Information Technology and Intelligent Transportation Systems Director	Category 1
<del>Maintenance Manager</del>	<del>Category 1</del> INACTIVE
Maintenance Deputy Director	Category 1
Operations Deputy Director	Category 1
Parts & Materials Manager	Category 4a
<del>Project Manager</del>	<del>Category 4a</del> INACTIVE
Purchasing Agent	Category 4a
<del>Purchasing Manager</del>	<del>Category 4a</del> INACTIVE
<del>Revenue Account Program Manager</del>	<del>Category 1</del> INACTIVE
Safety, Security & Risk Management Director	Category 4b
Sr. Executive Assistant	Category 4b
Senior Financial Analyst	Category 4b
Senior Full Stack Developer	Category 4b
<del>Special Projects Manager</del>	<del>Category 4a</del> INACTIVE
Consultants/New Positions	*

\*Pursuant to Title 2, Division 6, California Code of Regulations, section 18734, Consultants/New Positions that make or participate in the making of decisions that may foreseeably have a material effect on any financial interest are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the Code, subject to the following limitation:

# Exhibit A

## Appendix A

The CEO/General Manager may determine in writing that a particular consultant or a new position, is hired to perform a range of duties that are limited in scope and thus not required to comply with the disclosure requirements described in this section. Such determination shall include a statement of the consultant's or a new position's duties, and, based upon that description, a statement of the extent of disclosure requirements. The determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code Section 81008.) Nothing herein excuses any such consultant from any other provision of this Conflict of Interest Code.

# Exhibit A

## Appendix A

The positions listed below are NOT covered by the Conflict of Interest Code because they must file a statement of economic interests pursuant to Government Code Section 87200 and, therefore, are listed for information purposes only:

Members of the Santa Cruz METRO Board of Directors

CEO/General Manager

Chief Finance Officer (CFO)

An individual holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe their position has been categorized incorrectly. The Fair Political Practices Commission makes the determination whether a position is covered by Section 87200.

# Exhibit A

## Appendix B

### Disclosure Categories

#### **Full Disclosure-Category 1:**

All interests in real property located within the jurisdiction, as well as investments, business positions and sources of income, including gifts, loans and travel payments.

#### **Full Disclosure (excluding interests in real property)-Category 2:**

All investments, business positions in business entities, and sources of income, including gifts, loans and travel payments.

#### **Interests in Real Property-Category 3**

All interests in real property located in the jurisdiction.

#### **General Contracting Categories-Category 4**

- a) All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the Santa Cruz METRO.
- b) All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the employee's department or area of authority.

#### **Grant/Service Providers/Agencies that Oversee Programs-Category 5**

- a) A designated employee in this category must report all investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to receive grants or other monies from or through the Santa Cruz METRO.
- b) All investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to offer or provide consulting, rehabilitative or educational services concerning the prevention, treatment or rehabilitation of persons suffering from (alcohol related problems/drug abuse).



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THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

# ***CERTIFICATE OF APPRECIATION***

To

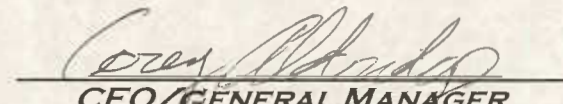
**CAYLA HILL**

**GRANTS ANALYST**

**FOR THE COMPLETION OF 10 YEARS OF SERVICE  
BETWEEN 2015 AND 2025**

**GIVEN THIS 22ND DAY OF AUGUST 2025**

  
BOARD CHAIR

  
CEO/GENERAL MANAGER

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# VERBAL PRESENTATION

## UPDATE ON CTC AWARD OF FUNDS FOR INFRASTRUCTURE PROJECTS

Sarah Christensen

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VERBAL PRESENTATION

CEO ORAL REPORT

Corey Aldridge

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**DATE:** August 22, 2025

**TO:** Board of Directors

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

**SUBJECT: CONSIDERATION OF A RESOLUTION AUTHORIZING THE CEO/  
GENERAL MANAGER TO ACQUIRE REAL PROPERTY LOCATED AT  
809 WEST BEACH STREET IN WATSONVILLE FOR THE PURPOSE OF  
STORING METRO BUSES AND APPROVING A CATEGORICAL  
EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY  
ACT**

**I. RECOMMENDED ACTION**

**That the Board of Directors authorize the Santa Cruz Metropolitan Transit District (METRO) CEO/General Manager to negotiate and sign a purchase and sale agreement for the property located at 809 West Beach Street in Watsonville, California for the sole purpose of storing METRO buses and approving a Categorical Exemption under the California Environmental Quality Act.**

**II. SUMMARY**

Board of Directors to authorize CEO/General Manager to negotiate and sign a purchase and sale agreement for the property located at 809 West Beach Street in Watsonville, California for the purpose of storing METRO buses and approving a Categorical Exemption under the California Environmental Quality Act.

**III. DISCUSSION/BACKGROUND**

Since the fall of 2023, METRO has leased the property located at 809 West Beach Street in Watsonville (the "Property") for the purpose of storing buses and equipment to support its operations. METRO has a continuing need for a facility in the South County area for bus storage. The owner of this property, Freedom Associates LLC, has communicated to METRO its intention to sell the property quickly in order to complete a real estate exchange transaction. Therefore, if METRO wants to remain at this location, it needs to acquire the property right away.

To support a potential purchase of the Property, METRO has commissioned an appraisal of the Property, the results of which will be considered by the Board in closed session in order to establish the amount of just compensation that would be offered to the owner in the event the Board approves the purchase.

METRO staff has also consulted with the Federal Transit Administration (FTA) in order to obtain approvals from that agency that would allow the property to be



eligible for future federal funding should METRO decide to undertake any future projects on the site. FTA policy requires that any real estate purchase, even if accomplished using local funds, must comply with both the National Environmental Policies Act (NEPA) and federal real estate acquisition requirements if any federal funds are to be used for any projects in the future. Towards this end, staff has requested that FTA approve a Categorical Exclusion under 23 CFR 771.118(c)(6) of the FTA NEPA regulations and review and approve of the property purchase under the federal property acquisition guidelines. Those approvals are expected imminently, and no purchase of the property will be completed until these federal requirements are satisfied.

Finally, METRO staff has determined that the purchase of this property for continued use as a bus storage facility qualifies for a Class One exemption under the California Environmental Quality Act for the operation and maintenance of an existing facility involving little or no expansion of existing use.

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

1. Service Quality and Delivery
2. Employee Engagement: Attract, Retain and Develop
3. State of Good Repair

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

This purchase will be funded through 100% Operating and Capital Reserve Funds approved in the 2026 Budget.

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

N/A

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

- There were no properties in Santa Cruz County that met the requirements for METRO when the initial lease was approved in 2023.
- Property research in Watsonville identified several comparable lots for size, location, accessibility and cost, yet none met all of METRO's criteria.
- METRO does not want to lose this site and have to initiate a search for a new location that may not meet its needs.

#### **VIII. ATTACHMENTS**

**Attachment A:** Watsonville Property Details

**Attachment B:** Resolution

Prepared by: Chuck Farmer, Chief Financial Officer

**IX. APPROVALS**

Chuck Farmer, Chief Financial Officer



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Approved as to fiscal impact:  
Kristina Mihaylova,  
Deputy Finance Director



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Corey Aldridge,  
CEO/General Manager

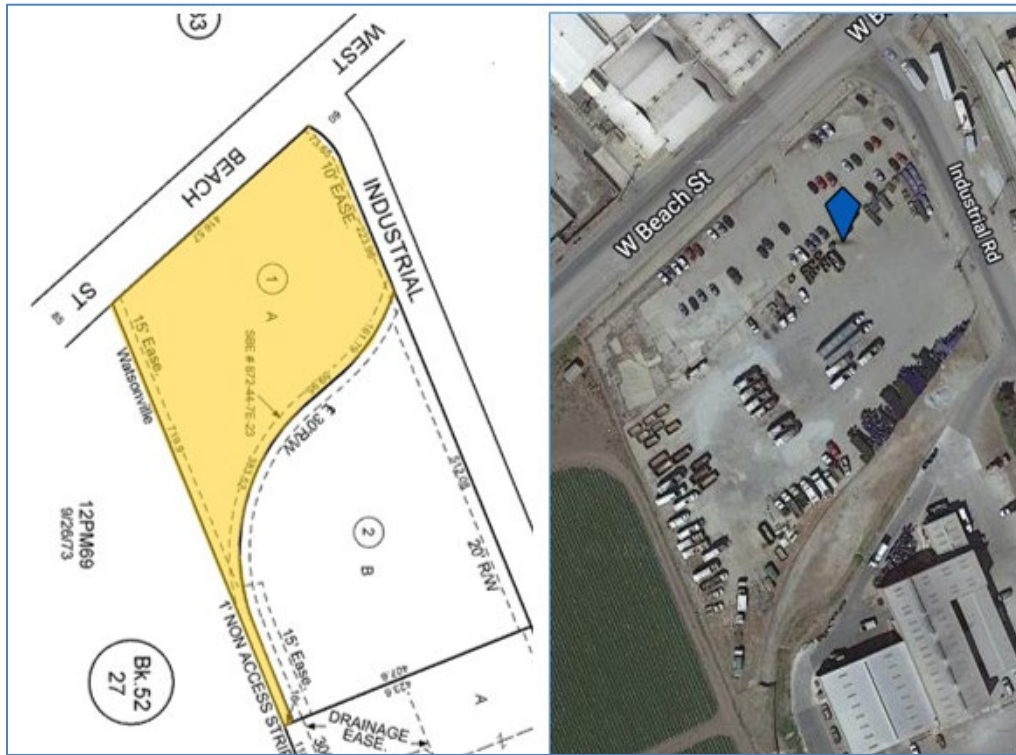


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# Attachment A

Watsonville Property Details:  
809 W Beach St, Watsonville, CA  
3.36 Acres of Industrial Land  
Monthly Lease \$15,000



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# Attachment B



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

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

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

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

The Following Resolution is Adopted: \_\_\_\_\_

### **RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO) AUTHORIZING THE CEO/GENERAL MANAGER TO ACQUIRE REAL PROPERTY LOCATED AT 809 WEST BEACH STREET IN WATSONVILLE FOR THE PURPOSE OF STORING METRO BUSES AND APPROVING A CATEGORICAL EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**

**WHEREAS**, METRO operates multiple bus routes into the City of Watsonville and requires a bus storage facility to support that service; and

**WHEREAS**, since September 2023, METRO has leased a property located at 809 West Beach Street in Watsonville (the "Property") for use as a bus storage lot; and

**WHEREAS**, the owner of the Property has informed METRO staff that it urgently wishes to sell the Property and has offered to provide METRO with the opportunity to acquire it; and

**WHEREAS**, METRO has a continuing need for a bus storage facility in the Watsonville area and does not wish to relocate its operation to a different location; and

**WHEREAS**, METRO staff has commissioned an appraisal of the Property and intends to discuss with the Board of Directors in closed session the proper amount of just compensation to offer to acquire the Property; and

**WHEREAS**, staff has concluded that the acquisition of the Property is exempt from the California Environmental Quality Act under the Class One exemption for the operation and maintenance of an existing facility involving little or no expansion of existing use; and

**WHEREAS**, staff has submitted a request to the Federal Transit Administration for the issuance of a Categorical Exclusion under the National Environmental Quality Act under 23 CFR 771.118(c)(6) and to find the acquisition of the Property to be in compliance with federal property acquisition law.

**NOW THEREFORE, BE IT RESOLVED** that the CEO/General Manager hereby is authorized to submit a purchase offer and to consummate the acquisition of the Property once the federal approvals are obtained; and

**BE IT FURTHER RESOLVED** that this delegation includes the requisite authority to incur expenses associated with the acquisition of the Property, including title and escrow costs; and

**BE IT FURTHER RESOLVED** that the Board approves a categorical exemption from the California Environmental Quality Act for the operation and maintenance of an existing facility involving little or no expansion of existing use and directs staff to file a Notice of Exemption with the County Clerk; and

**BE IT FURTHER RESOLVED** that the CEO/General Manager is authorized to sign on behalf of METRO such documents and to take such other actions as may be needed to give full effect to this resolution.

**PASSED AND ADOPTED** by the Board of Directors of the Santa Cruz Metropolitan Transit District this 22nd Day of August 2025 by the following vote:

**AYES:** Directors -

**NOES:** Directors -

**ABSTAIN:** Directors -

**ABSENT:** Directors -

**APPROVED:**

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REBECCA DOWNING, Board Chair

**ATTEST:**

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COREY ALDRIDGE  
CEO/General Manager

**APPROVED AS TO FORM:**

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JULIE SHERMAN  
General Counsel