SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA
REGULAR MEETING
OCTOBER 24, 2025 – 9:00 AM

HYBRID MEETING

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

Board of Supervisors Chambers
701 Ocean Street, Community Room
Santa Cruz, CA

Zoom Link
Dial In: 1-669-900-6833
Meeting ID: 861 2848 8900

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

Public comment may be submitted via email to boardinquiries@scmtd.com. Please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Directors before or during the meeting. Comments submitted after the meeting is called to order will be included in the Board's correspondence that is posted online at the Board meeting packet link. Oral public comments will also be accepted during the meeting through Zoom. Each public comment is limited to three minutes or less. Board and Committee Chairs have the discretion to manage the public comment process in a manner that achieves the purpose of public communication and 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	County of Santa Cruz
Director Jimmy Dutra	City of Watsonville
Director Shebreh Kalantari-Johnson	City of Santa Cruz
Director Manu Koenig	County of Santa Cruz
Director Fabian Leonor	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Elizabeth Madrigal**	County of Santa Cruz
Director Monica Martinez	County of Santa Cruz
Director Scott Newsome	City of Santa Cruz
Director Melinda Orbach	City of Capitola
Director Vanessa Quiroz-Carter*	City of Watsonville
Ex-Officio Director Alta Northcutt	Cabrillo College
Ex-Officio Director Edward Reiskin	UC Santa Cruz

*231 Oakes Road, Santa Cruz, CA
**800 Asilomar Avenue, Pacific Grove, CA

Corey Aldridge	METRO CEO/General Manager
Julie Sherman	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 ACKNOWLEDGE APPOINTMENT OF DIRECTOR
Board Chair Downing

4 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.

5 ANNOUNCEMENTS

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

6 BOARD OF DIRECTORS COMMENTS

7 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.

8 LABOR ORGANIZATION COMMUNICATIONS

9 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.

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

10.2 ACCEPT AND FILE MINUTES OF:
A. SEPTEMBER 26, 2025 BOARD OF DIRECTORS MEETING
Corey Aldridge, CEO/General Manager

10.3 ACCEPT AND FILE: THE YEAR-TO-DATE MONTHLY FINANCIAL REPORT AS OF SEPTEMBER 30, 2025
Chuck Farmer, Chief Financial Officer

10.4 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO/GENERAL MANAGER TO EXECUTE A 3RD AMENDMENT EXTENDING THE CONTRACT FOR TWO YEARS WITH CELTIS VENTURES, INC. FOR GENERAL MARKETING SERVICES, INCREASING THE CONTRACT TOTAL BY $500,000
Danielle Frost, Chief Communications and Marketing Officer

10.5 APPROVE: CONSIDERATION OF APPOINTMENTS TO THE METRO ADVISORY COMMITTEE (MAC)
Corey Aldridge, CEO/General Manager

10.6 APPROVE: AUTHORIZE THE CEO/GENERAL MANAGER TO PURCHASE MIGRATION TO HASTUS-BY-CSCHED IN AN AMOUNT NOT TO EXCEED $500,000, INCLUDING PROJECT CONTINGENCY
Margo Ross, Chief Operations Officer

10.7 APPROVE: CONSIDERATION OF A RESOLUTION APPROVING THE FY26 REVISED CAPITAL BUDGET/PORTFOLIO
Chuck Farmer, Chief Financial Officer

10.8 ACCEPT AND FILE: FACILITIES MASTER PLAN FINAL REPORT
John Urgo, Chief Planning and Innovation Officer

10.9 ACCEPT AND FILE: SANTA CRUZ METRO FACILITIES MASTER PLAN TITLE VI SITE EQUITY ANALYSIS REPORT
John Urgo, Chief Planning and Innovation Officer

10.10 APPROVE: 2026 RENEWAL OF EMPLOYEE DENTAL INSURANCE AND 2026-2028 RENEWAL OF EMPLOYEE VISION CARE INSURANCE THROUGH PUBLIC RISK INNOVATION, SOLUTIONS, AND MANAGEMENT
Dawn Crummié, Chief Human Resources Officer

10.11 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO/GENERAL MANAGER TO EXECUTE CERTAIN REAL ESTATE CONVEYANCES TO PUBLIC UTILITIES IN CONNECTION WITH PACIFIC STATION NORTH PROJECT
John Urgo, Chief Planning and Innovation Officer

REGULAR AGENDA

11 CEO ORAL REPORT
Corey Aldridge, CEO/General Manager

12 APPROVE: CONSOLIDATED GRANT PROGRAM – METRO PRIORITIES AND GUIDANCE TO SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION REPRESENTATIVES
John Urgo, Chief Planning and Innovation Officer

SECTION II: CLOSED SESSION

13 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATIOIN (GOVERNMENT CODE SECTION 54956.9)
Charles Painter, Partner, Lewis Brisbois

NAME OF CASE: SALVADOR AGUIRRE JR. VS. SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

SECTION III: RECONVENE TO OPEN SESSION

14 REPORT OF CLOSED SESSION
Julie Sherman, General Counsel

15 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, NOVEMBER 21 2025, AT 9:00 AM AT THE METRO ADMIN OFFICE, 110 VERNON STREET, SANTA CRUZ, CA
Board Chair Downing

16 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.

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This document has been created with accessibility in mind. With the exception of certain 3rd party and other attachments, it passes the Adobe Acrobat XI Accessibility Full Check. If you have any questions about the accessibility of this document, please email your inquiry to accessibility@scmtd.com. Upon request, Santa Cruz METRO will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be emailed to boardinquiries@scmtd.com or submitted by phone to the 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 subject to staff's ability to post the documents before the meeting.

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Santa Cruz Metropolitan Transit District

DATE: October 24, 2025

TO: Board of Directors

FROM: Chuck Farmer, Chief Financial Officer

SUBJECT: ACCEPT AND FILE PRELIMINARY APPROVED CHECK AND ACH JOURNAL DETAIL FOR THE MONTH OF SEPTEMBER 2025

I. RECOMMENDED ACTION

That the Board of Directors accept and file the preliminary approved Check and ACH Journal Detail for the Month of September 2025

II. SUMMARY

- This staff report provides the Board of Directors (Board) with a preliminary approved Check and ACH Journal Detail for the Month of September 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 Month of September 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 September 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 Month of September 2025

Prepared by: Holly Alcorn, Accounting Specialist

IX. APPROVALS

Chuck Farmer, Chief Financial Officer _____

Corey Aldridge, CEO/General Manager _____

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Attachment A

SEPTEMBER 2025 CHECK PAYMENTS

Check Number	Payment Date	Payee	Line Item Description	Sum of Payment Amount
95501	9/4/2025	WEST COAST COMMUNITY BANK	INTEREST FEES	$ 1,127.75
95502	9/5/2025	AMAZON CAPITAL SERVICES, INC.	Office Supplies	$ 206.11
95503	9/5/2025	AT&T	INV 24003221 / ACCT 0726 / PT TO PT2	$ 548.05
95504	9/5/2025	B & H FOTO & ELECTRONICS CORP	APPLE MBA 13/8C GPU/M4/16GB/256GB/MIDNIGHT/REG	$ 3,787.03
95505	9/5/2025	BFS GROUP LLC	INV 63-0853745 / WO# 226403 / SBF	$ 382.09
95506	9/5/2025	CARAHSOFT TECHNOLOGY CORPORATIC	06/15/2025-06/14/2026 Annual Subscription	$ 44,365.86
95507	9/5/2025	CATTO'S GRAPHICS, INC.	Bay Federal Tail Ads- vinyl replacements	$ 645.71
95508	9/5/2025	CENTER FOR TRANSPORTATION AND	7/01-25-7/31/25 HYDROGEN BUILD PROJECT MANAGEM	$ 36,758.85
95509	9/5/2025	CINTAS CORPORATION NO.2	INV 5287815406 / FIRST AID KIT RESTOCK / OPS	$ 472.57
95510	9/5/2025	CLASSIC GRAPHICS	Vehicle Repair	$ 6,479.08
95511	9/5/2025	CLEAN ENERGY	LNG	$ 146,400.03
95512	9/5/2025	COAST PAPER & SUPPLY INC.	Cleaning Supplies	$ 216.25
95513	9/5/2025	CUMMINS,INC	oxygen sensor	$ 63,503.56
95514	9/5/2025	EAST BAY TIRE CO.	TIRES AND TUBES	$ 21,741.73
95515	9/5/2025	EMPLOYNET INC	W/E 08/03/2025 Planning	$ 5,660.40
95516	9/5/2025	FERGUSON US HOLDINGS, INC.	INV 6158501 / WO# 226239 / SBF	$ 363.52
95517	9/5/2025	FLEET MAINTENANCE CONSULTING INC	Buy America Post-Production Audits - Milestone 2	$ 9,500.00
95518	9/5/2025	GALLAGHER BENEFIT SERVICES INC	Class & Comp 15 positions	$ 3,237.50
95519	9/5/2025	GARDA CL WEST, INC.	09/2025 SERVICES ACCT#631223	$ 13,116.93
95520	9/5/2025	GILLIG LLC	DECAL,NO SMOKE,EAT,MUSIC	$ 8,188.08
95521	9/5/2025	GREENWASTE RECOVERY, INC.	INV 8359490 / ACCT 040712 / SVT	$ 1,047.13
95522	9/5/2025	HUNT & SONS, INC.	COOLANT(50-50 MIX)	$ 3,482.98
95523	9/5/2025	J.J.R ENTERPRISES,INC.	HP LASER JET TONER EQUIP#139746 ACCT#SC165	$ 4,264.90
95524	9/5/2025	KELLEY'S SERVICE INC.	Fleet repair & inventory parts as needed	$ 4,089.61
95525	9/5/2025	KIMLEY-HORN AND ASSOCIATES INC	INV 32997641 / SERVICE THRU 7/31/25 / MASTER PLAN	$ 36,858.53
95526	9/5/2025	KJRB, INC.	Towing & recovery of District revenue vehicles as directed	$ 531.00
95527	9/5/2025	WORKDAY,INC.	Enterprise Resource Planning (ERP) Software	$ 55,547.00
95528	9/8/2025	MARSH USA INC	09/01/2025-09/01/2026 EPL ANNUAL PREMIUM POLICY#(	$ 441,277.09
95529	9/9/2025	ASHLEY DONDLINGER	SUPPORT ORDER - PP18-2025	$ 160.00
95530	9/9/2025	DEPARTMENT OF TREASURY INTERNAL F	CASE#83-4074956 XXX-XX-1075	$ 770.93
95531	9/9/2025	FRANCHISE TAX BOARD	ID: 1ME37552XXXX	$ 102.77
95532	9/9/2025	HARTFORD LIFE AND ACCIDENT INS	AD&D - VOLUNTARY LIFE	$ 2,418.66
95533	9/9/2025	SANTA CRUZ COUNTY SHERIFF DEPARTI	CASE#23CV019XX	$ 183.72
95534	9/9/2025	SEIU LOCAL 521	1ST SEPTEMBER 2025	$ 4,463.87
95535	9/9/2025	SMART-TRANSPORTATION DIVISION	1ST SEPTEMBER 2025	$ 16,613.74
95536	9/10/2025	Daniela Fuentes (1389)	REIMBURSEMENT	$ 1,000.00
95537	9/10/2025	Daniel Zaragoza (764)	EXAM REIMBURSEMENT	$ 150.00
95538	9/10/2025	Howard James (918)	TRAVEL REIMBURSEMENT	$ 1,671.60
95539	9/10/2025	Joe Carranco (1096)	TRAVEL REIMBURSEMENT	$ 1,667.90
95540	9/10/2025	Joe Carranco (1096)	EXAM REIMBURSEMENT	$ 150.00
95541	9/10/2025	Johnny Lopez (1005)	DMV REIMBURSEMENT	$ 68.00
95542	9/10/2025	Justin Ward (1408)	EXAM REIMBURSEMENT	$ 150.00
95543	9/10/2025	Monik Delfin (1045)	REIMBURSEMENT	$ 3,369.76
95544	9/10/2025	Rina Solorio Gomez (1047)	REIMBURSEMENT	$ 175.89
95545	9/10/2025	Ron Bushnell (915)	EXAM REIMBURSEMENT	$ 150.00
95546	9/10/2025	Sophie Farspour (1366)	REIMBURSEMENT	$ 1,000.00
95547	9/10/2025	Suzie Mistry (1400)	REIMBURSEMENT	$ 55.44
95548	9/12/2025	4IMPRINT,INC.	Fidget Fun Block	$ 6,717.36
95549	9/12/2025	72 HOUR LLC	KEY	$ 4,439.56
95550	9/12/2025	ABC BUS INC	CHAMBER,BRK.(REAR C/S)(1594)	$ 525.41
95551	9/12/2025	ACCO-WILSON, INC	INV 20728948 / WO# 225997 / MMF	$ 2,965.75
95552	9/12/2025	AMAZON CAPITAL SERVICES, INC.	DORMAN 12FT CONTROL CABLE WITH CHROME KNOB	$ 53.47
95553	9/12/2025	AMERICAN SILVERSMITHS DBA: MOLLY'S	Shipping	$ 394.93
95554	9/12/2025	AMERICAN TRAINCO LLC DBA: TPC TRAIN	ELECTRICAL TROUBLESHOOTING & PREVENTATIVE M/	$ 9,995.00
95555	9/12/2025	ATHENS INSURANCE SERVICE INC	September 2025 Monthly Fees	$ 4,465.00
95556	9/12/2025	BFS GROUP LLC	INV 63-0854623 / WO# 226434 / SBF	$ 125.93
95557	9/12/2025	BRASS KEY LOCKSMITH INC	INV 1038 / WO# 226425 / MMF	$ 43.79
95558	9/12/2025	CASEY PRINTING, INC	Headways Bus Riders Guide (Bilingual) Fall 2025	$ 11,613.75
95559	9/12/2025	CATTO'S GRAPHICS, INC.	DECAL,EMERGENCY EXIT(PG1659-SGV)	$ 2,675.16
95560	9/12/2025	CFM STRATEGIC COMMUNICATIONS INC	Federal legislative services for August 2025	$ 6,643.00
95561	9/12/2025	CLEAN ENERGY	08/13/2025 LNG REV VEH FUEL	$ 28,288.66
95562	9/12/2025	COMPLETE COACH WORKS INC	SENSOR, COOLANT LEVEL	$ 132.14
95563	9/12/2025	CRYSTAL SPRINGS WATER CO.	INV 646515 / 13 - 5GAL JUGS DELIVERY / CEC	$ 130.85
95564	9/12/2025	CTSJPA (CALTIP)	July 2025	$ 22,424.25
95565	9/12/2025	CUMMINS,INC	CORE CREDIT	$ 12,514.06

95566	9/12/2025	D&D COMPRESSOR, INC	FILTER,AIR(SBF COMPR.)	$	134.98
95567	9/12/2025	D & G SANITATION	INV 315936 / PORTA POTTY, WASH STATION, GATES / F	$	2,874.25
95568	9/12/2025	DEPARTMENT OF FORESTRY & FIRE	LOMA PRIETA	$	2,963.00
95569	9/12/2025	DEPARTMENT OF GENERAL SERVICES	LOMA PRIETA	$	2,963.00
95570	9/12/2025	DYNAMIC SECURITY TECHNOLOGIES INC	SURCHARGE / HANDLING/SHIPPING (GROUND)	$	3,519.94
95571	9/12/2025	EMPLOYNET INC	W/E 08/17/2025 38.42HRS FLEET VSW	$	7,082.94
95572	9/12/2025	ENVIRONMENTAL LOGISTICS INC	INV 129679 / HAZARDOUS WASTE OF AEROSOLS / SBF	$	2,979.50
95573	9/12/2025	FEDEX OFFICE	Roadeo 2025 RSVP Posters	$	136.31
95574	9/12/2025	HARTFORD LIFE AND ACCIDENT INS	Long Term Disability Insurance	$	20,216.64
95575	9/12/2025	KIMBALL MIDWEST	PARTS	$	1,198.23
95576	9/12/2025	KJRB, INC.	Towing & recovery of District revenue vehicles as directed	$	1,384.50
95577	9/12/2025	LANGUAGE LINE SERVICES INC	OVER-THE-PHONE INTERPRETATION FOR AUGUST 202	$	100.00
95578	9/12/2025	LAW OFFICES OF MARIE F. SANG	CL#24020127	$	1,083.00
95579	9/12/2025	LUMINATOR TECH GROUP GLOBAL,	CAMERA,EXTERIOR 100	$	3,137.76
95580	9/12/2025	MACLEOD WATTS,INC	GASB 75 ACTUARIAL REPORT FYE 06/30/2025	$	2,800.00
95581	9/12/2025	MARK THOMAS & COMPANY, INC	INV 56440 / SBF ELECTRICAL / 23-0005B	$	375.68
95582	9/12/2025	MATERIAL CONTROL, INC.	1205R2630A6E12B4COC1P6 EASY 50 ROLLING METAL L	$	1,196.60
95583	9/12/2025	MILLER MAXFIELD INC	FAQ final edits; stakeholder meetings strategy and list finaliz	$	39,144.69
95584	9/12/2025	MISSION UNIFORM	Bi-weekly Charge service date 8/25	$	1,217.68
95585	9/12/2025	NIDAL HALABI & NADA ALGHARIB	Customer Service Representative Badge; Name: Aaliyah; Sp	$	1,684.19
95586	9/12/2025	NOREGON SYSTEMS, LLC.	JPRO with Fault Guidance & NextStep Repair Diagnostic To	$	7,871.53
95587	9/12/2025	NVB EQUIPMENT, INC.	fire suppression repair on equip 4623	$	1,985.09
95588	9/12/2025	OPPENHEIMER INVESTIGATIONS GROUP	Legal Services Rendered-07/02/25-07/03/25	$	559.00
95589	9/12/2025	PACIFIC GAS & ELECTRIC - Remit-To: PAC	ACCT 8921272971-2 / SVT, WTC, PNR	$	5,317.15
95590	9/12/2025	PACIFIC TRUCK PARTS, INC.	CORE CHARGE	$	652.52
95591	9/12/2025	PLUG POWER HYDROGEN HOLDINGS INC	Provision of a Mobile Hydrogen Fuel Solution and Hydrogen	$	12,709.13
95592	9/12/2025	POWER BUSINESS TECHNOLOGY LLC	TONER FOR PB2690 ACCT # SC24 CONTRACT # CT4236	$	404.92
95593	9/12/2025	QOVO SOLUTIONS, INC.	September 2025	$	1,800.00
95594	9/12/2025	QUEST DIAGNOSTIC INC.	08/26/25 Pre emp Quest Invoices for Client Number 150476	$	558.00
95595	9/12/2025	RICOH USA, INC CA	OPS COPIER 09/01/2025-09/30/2025	$	223.13
95596	9/12/2025	ROMAINE ELECTRIC CORP	KIT,SEAL RETAINER(ALT.)	$	11,061.53
95597	9/12/2025	SANTA CRUZ METRO TRANSIT W/C	9/4 W/C REPLENISH	$	78,499.48
95598	9/12/2025	SELF INSURED SERVICES COMPANY	9/2025 RETIREE & COBRA DENTAL	$	51,822.10
95599	9/16/2025	AMAZON CAPITAL SERVICES, INC.	Art3d 16 Sets Hook and Loop Tape Sticky Back,1 in.x 4 in. D	$	131.66
95600	9/16/2025	AT&T	INV 24040155 / ACCT 9391051148 / INTERNET FOR DIST	$	1,448.03
95601	9/16/2025	CALIFORNIA NEWSPAPERS PARTNERSHI	Purchasing Legal Notices	$	92.80
95602	9/16/2025	CITY OF SANTA CRUZ FINANCE RRF	INV 12656 / ACCT 2269 / AUG DUMPT	$	38.19
95603	9/16/2025	CLEAN AIR TECHNOLOGIES INC O/A EUR	SELF ASSESSED TAX	$	3,590.50
95604	9/16/2025	COMMUNITY TELEVISION OF	Regular Board meeting coverage on August 22, 2025	$	393.00
95605	9/16/2025	COMPLETE COACH WORKS INC	CLAMP,HOSE CONSTANT TORQUE	$	1,115.77
95606	9/16/2025	FLYERS ENERGY, LLC	Off-site Fueling Services	$	11,674.27
95607	9/16/2025	GILLIG LLC	DECAL,MAN. DISCHARGE(1014-1782)	$	18,844.05
95608	9/16/2025	HANSON BRIDGETT LLP	Retainer for August 2025	$	54,471.84
95609	9/16/2025	K&D LANDSCAPING INC	INV 18078 / MONTHLY LANDSCAPING ALL LOCATIONS	$	3,333.00
95610	9/16/2025	LINDE GAS & EQUIPMENT, INC.	07/20-08/20/2025 ACCT#71774831	$	157.93
95611	9/16/2025	MISSION UNIFORM	Cleaning Supplies	$	67.58
95612	9/16/2025	NORTH BAY FORD LINC-MERCURY	Parts, materials and supplies as directed	$	1,460.95
95613	9/16/2025	PIED PIPER EXTERMINATORS, INC.	INV 1143289 / MONTHLY PEST CONTROL / SVT	$	1,044.50
95614	9/16/2025	QUADIENT FINANCE USA INC	08/2025 Admin postage meter ACCT END 1598	$	900.00
95615	9/16/2025	TERRY S LARSON DBA: LARSON VALUATI	APPRAISAL REVIEW OF REPORT PREPARED BY ZELLE	$	4,000.00
95616	9/19/2025	AMAZON CAPITAL SERVICES, INC.	Hillban Acrylic Business Card Holder Wall Mount Clear Stick	$	338.73
95617	9/19/2025	BROWN ARMSTRONG ACCOUNTANCY	WIP 2025 AUDIT CLIENT #7404XXXX	$	10,000.00
95618	9/19/2025	MGP XI REIT,LLC	OCT 25 RENT	$	2,570.48
95619	9/19/2025	MICHAEL E BAILEY	09/2025 BUDGET DEVELOPMENT	$	316.67
95620	9/19/2025	PLUG POWER HYDROGEN HOLDINGS INC	Provision of a Mobile Hydrogen Fuel Solution and Hydrogen	$	842,242.33
95621	9/19/2025	RJMS CORPORATION DBA: TOTAL INDUS	QUARTERLY PREVENTATIVE MAINTENANCE (PM) OF F	$	2,371.26
95622	9/19/2025	RS AMERICAS, INC.	COUPLING,OCU BRACKET	$	616.35
95623	9/19/2025	SANTA CRUZ AUTO PARTS, INC.	Parts, supplies, materials, and related services as directed	$	692.39
95624	9/19/2025	SANTA CRUZ MUNICIPAL UTILITIES	ACCT 027-07557-001 / SBF IRRIGATION	$	12,229.21
95625	9/19/2025	SANTA CRUZ RECORDS MNGMT INC	INV 86761 / MONTHLY SHRED / MULTI LOC	$	350.00
95626	9/19/2025	SCARBOROUGH LBR & BLDG SUPPLY	INV 311828-3 / WO# 226240 / SBF	$	229.38
95627	9/19/2025	SCOTTS VALLEY WATER DISTRICT	ACCT 005533-000 / SVT	$	816.21
95628	9/19/2025	SHAW YODER ANTWIH	Legislative representation for September 2025	$	5,700.00
95629	9/19/2025	SLINGSHOT CONNECTIONS LLC	CSR Week Ending 8/31/25	$	3,358.95
95630	9/19/2025	SONIA MENDEZ-PACHECO	INV 1507 / WO# 226289 / VER 1ST & 2ND FLR	$	1,800.00
95631	9/19/2025	SOQUEL III ASSOCIATES	OCT 25 RENT	$	17,750.91
95632	9/19/2025	SOUTHERN COUNTIES LUBRICANTS LLC	fuel surcharge	$	5,413.64
95633	9/19/2025	SOUTHWEST COMMERCIAL PRODUCTS	Extreme Green 64oz (Formerly Mean Green) Case of 6	$	260.00
95634	9/19/2025	SPX TECHNOLOGIES,INC.	Revenue Vehicle Repair	$	4,506.91
95635	9/19/2025	TENNANT COMPANY	parts for repair	$	-
95636	9/19/2025	THE AFTERMARKET PARTS CO LLC	COVER,RADIUS ROD BRACKET	$	37,358.61
95637	9/19/2025	THE HOSE SHOP, INC	Hose, fittings (brass, plastic and steel) and parts, materials,	$	2,829.21
95638	9/19/2025	THERMO KING OF SALINAS, INC	FILTER,HVAC MERV(511-2034)	$	7,096.98
95639	9/19/2025	TOM LOPES DISTRIBUTING, INC	OIL,MOTOR(5W-20 SYNTHETIC)	$	4,967.80

95640	9/19/2025	TRANSPORTATION EQUIPMENT SALES C	STRUT,INNER BARRIER	$	121.62
95641	9/19/2025	VALLEY POWER SYSTEMS NORTH,INC	CORE CHARGE FOR RMN, KIT-CYL	$	3,305.56
95642	9/19/2025	VEHICLE MAINTENANCE PROG INC	Bus air, fuel & oil filters	$	3,761.68
95643	9/19/2025	VERIZON WIRELESS	INV 6122389119 / ACCT 34262 / FAC TABLETS	$	586.71
95644	9/19/2025	WORKDAY,INC.	Order Form 360863 payment 4 of 10	$	437,224.00
95645	9/19/2025	WORKFORCEQA, LLC	Pre emp Workforce -08/2025 - DOT/Drug Test	$	80.00
95646	9/19/2025	ZOOM COMMUNICATIONS INC	Blanket Order for Zoom Webinar	$	6,514.77
95647	9/19/2025	ZORO TOOLS, INC.	INV17191494 / STAPLERS / MMF	$	42.28
95648	9/22/2025	ASHLEY DONDLINGER	SUPPORT ORDER - PP19-2025	$	160.00
95649	9/22/2025	DEPARTMENT OF TREASURY INTERNAL F	CASE#83-407XXXX XXX-XX-1075	$	770.93
95650	9/22/2025	FRANCHISE TAX BOARD	ID: 1ME37552XXXX	$	191.20
95651	9/22/2025	HARTFORD LIFE AND ACCIDENT INS	AD&D - VOLUNTARY LIFE	$	2,516.91
95652	9/22/2025	SANTA CRUZ COUNTY SHERIFF DEPARTM	CHRISTOPHER ROBINSON CASE#23CV01909	$	183.72
95653	9/22/2025	SEIU LOCAL 521	2ND SEPTEMBER 2025	$	4,397.16
95654	9/22/2025	SMART-TRANSPORTATION DIVISION	2ND SEPTEMBER 2025	$	16,797.70
95655	9/19/2025	Carolyn Bowers (706)	DMV REIMBURSEMENT	$	68.00
95656	9/23/2025	Celine Chambers (1552)	REIMBURSEMENT	$	94.40
95657	9/25/2025	Chuck Farmer (1249)	TRAVEL REIMBURSEMENT	$	195.00
95658	9/24/2025	Corey Aldridge (1607)	TRAVEL REIMBURSEMENT	$	2,720.29
95659	9/23/2025	Eduardo Montesino (584)	EXAM REIMBURSEMENT	$	150.00
95660	9/23/2025	Edward Diaz (1160)	TOOL REIMBURSEMENT	$	500.00
95661	9/25/2025	Freddy Rocha (721)	TRAVEL REIMBURSEMENT	$	1,268.14
95662	9/23/2025	German Velasco Lopez (957)	EXAM REIMBURSEMENT	$	150.00
95663	9/18/2025	Greg Strecker (1518)	TRAVEL REIMBURSEMENT	$	481.85
95664	9/19/2025	Gustavo Guevara (1380)	EXAM REIMBURSEMENT	$	150.00
95665	9/19/2025	Joan Jeffries (980)	TRAVEL REIMBURSEMENT	$	1,160.20
95666	9/19/2025	Juan Fernandez Magana (784)	DMV REIMBURSEMENT	$	68.00
95667	9/23/2025	Lorena Calderon (963)	EXAM REIMBURSEMENT	$	125.00
95668	9/19/2025	Marco Carlos-Hernandez (1633)	TOOL REIMBURSEMENT	$	500.00
95669	9/26/2025	72 HOUR LLC	CORE DEPOSIT	$	3,923.34
95670	9/26/2025	9280-0366 QUEBEC INC DBA: TRANSIT	Monthly fee, September 2025	$	6,162.50
95671	9/26/2025	AAA BUSINESS SUPPLIES DBA: AAA WOR	Office Supplies	$	329.25
95672	9/26/2025	ADARIDE.COM LLC	08/2028 ELIGIBILITY SERVICES	$	8,022.75
95673	9/26/2025	ALL SAFETY PRODUCTS INC	TAG4 PORTABLE HAND WASH SINK	$	4,504.48
95674	9/26/2025	AMAZON CAPITAL SERVICES, INC.	Office Supplies	$	945.87
95675	9/26/2025	ANDREW J. O'KEEFE II	For media services. September 2025	$	4,000.00
95676	9/26/2025	AVAAP USA LLC	08/2025 SC METRO LIFELINE AMS SOW001	$	3,746.25
95677	9/26/2025	BALCO HOLDINGS INC	INV 22261975 / FIRE ALARM INSPECTION / VER	$	748.23
95678	9/26/2025	BATTERY SYSTEMS INC.	odx-agm31 battery and core	$	11,389.96
95679	9/26/2025	BFS GROUP LLC	INV 63-0855713 / WO# 226428 / VER	$	171.81
95680	9/26/2025	CAIG LABORATORIES INC.	CAIG LABS.DEOXIT SPRAY	$	327.02
95681	9/26/2025	CATTO'S GRAPHICS, INC.	Metro Route Stickers - Fall 3.0	$	41,658.99
95682	9/26/2025	CDW GOVERNMENT, INC.	Computer Supplies	$	470.07
95683	9/26/2025	CELTIS VENTURES, INC.	Task Order No. 1011Reimagine METRO, Services Rendere	$	33,295.00
95684	9/26/2025	CENTER FOR TRANSPORTATION AND	Technical Consulting related to the deployment of Zero-Emis	$	28,948.15
95685	9/26/2025	CINTAS CORPORATION NO.2	INV 5290575118 / FIRST AID KIT RESTOCK / VER	$	1,073.94
95686	9/26/2025	CITY OF SANTA CRUZ/PARKING	CS Parking Passes - October 2025	$	900.00
95687	9/26/2025	CITY OF SANTA CRUZ-FINANCE DEP	OCT 25 RENT	$	2,031.76
95688	9/26/2025	CITY OF WATSONVILLE UTILITIES	INV 323452 / ACCT 606138 / WTC	$	2,228.38
95689	9/26/2025	CLEAN ENERGY	LNG	$	57,139.66
95690	9/26/2025	COAST PAPER & SUPPLY INC.	PAPER TOWELS ROLL NON-PERF	$	2,574.49
95691	9/26/2025	COMCAST BUSINESS	ACCT 8155-10-034-1198392 / CEC INTERNET	$	172.32
95692	9/26/2025	COMPLETE COACH WORKS INC	ELBOW RUBBER REDUCER 5" TO 4"(1-2.5WEEKS LEAD	$	186.71
95693	9/26/2025	CROSSLINE SUPPLY, LLC	SENSOR,NOX(HYBRID)	$	1,802.50
95694	9/26/2025	CTSJPA (CALTIP)	August 2025	$	5,535.05
95695	9/26/2025	CUMMINS,INC	VALVE,COOLANT SHUT OFF(1219-1594)	$	6,009.05
95696	9/26/2025	DAVID ROBINSON DBA: THE RIDE GUIDES	Water Station for 2025 METRO Bus Roadeo	$	375.00
95697	9/26/2025	DEPARTMENT OF JUSTICE	FY26 BPO FOR FINGERPRI08/2025 Fingerprints Cust #142	$	128.00
95698	9/26/2025	DUNN-EDWARDS CORPORATION	INV 2212A09467 / WO# 225047 / PRC	$	406.27
95699	9/26/2025	EAST BAY TIRE CO.	TIRES AND TUBES	$	15,612.13
95700	9/26/2025	EMPLOYNET INC	W/E 08/31/2025 32HRS FLEET VSW	$	3,417.60
95701	9/26/2025	FERGUSON US HOLDINGS, INC.	INV 6208344 / WO# 226158 / SBF	$	246.48
95702	9/26/2025	FIRST ALARM	INV 903449 / WO# 226455 / S/C OPS	$	940.47
95703	9/26/2025	FIRST ALARM SECURITY & PATROL	Bonus for August 2025	$	84,579.46
95704	9/26/2025	FLYERS ENERGY, LLC	Off-site Fueling Services	$	3,800.60
95705	9/26/2025	GILLIG LLC	Revenue Vehicle Repair	$	7,752.10
95706	9/26/2025	GLOBAL WATER TECHNOLOGY INC	INV 159829 / WATER TREATMENT 7/30 / OPS	$	598.20
95707	9/26/2025	GRAINGER	Materials and supplies as needed for fleet repairs	$	3,485.45
95708	9/26/2025	GROUP 4 ARCHITECTURE, RESEARCH + F	SERVICES RENDERED THROUGH 05/31/2025	$	61,805.94
95709	9/26/2025	HUNT & SONS, INC.	COOLANT(50-50 MIX)	$	19,114.96
95710	9/26/2025	J.J.R ENTERPRISES,INC.	Office Supplies	$	291.95
95711	9/26/2025	JASON HAMILTON	For windshield chips & repairs	$	125.00
95712	9/26/2025	JASPER WELLER LLC	FILTER,KIT INTERNAL(GILLIG)	$	7,467.52
95713	9/26/2025	JOHNSON CONTROLS INC	INV 41721875 / WO# 226505 / WTC	$	1,794.76

95714	9/26/2025	PACIFIC GAS & ELECTRIC - Remit-To: PAC	Remit-To: PAC ACCT#8175294351-4 PARACRUZ	$	2,277.59
95715	9/26/2025	SANTA CRUZ COUNTY PARKS	Parking for the 2025 METRO Bus Roadeo	$	112.50
95716	9/26/2025	TENNANT COMPANY	parts for repair	$	2,019.15
95717	9/29/2025	ABACHERLI, ARLETTE	Retiree Reimbursement - October 25	$	99.40
95718	9/29/2025	ADAMS, ELLEN	Retiree Reimbursement - October 25	$	29.23
95719	9/29/2025	ANN, DORICE	Retiree Reimbursement - October 25	$	24.38
95720	9/29/2025	ARCHIBEQUE, ELEANOR	Retiree Reimbursement - October 25	$	20.42
95721	9/29/2025	BAN, MARK	Retiree Reimbursement - October 25	$	48.76
95722	9/29/2025	BARRY, BARTHOLOMEW	Retiree Reimbursement - October 25	$	22.11
95723	9/29/2025	BLAIR, GARY	Retiree Reimbursement - October 25	$	22.11
95724	9/29/2025	BLIGHT, KAREN	Retiree Reimbursement - October 25	$	29.23
95725	9/29/2025	BRONDSTATTER, WALLACE	Retiree Reimbursement - October 25	$	58.47
95726	9/29/2025	BROWN, ERNEST	Retiree Reimbursement - October 25	$	58.47
95727	9/29/2025	BYTHEWAY, MARY	Retiree Reimbursement - October 25	$	22.11
95728	9/29/2025	CLARKE, PATRICIA	Retiree Reimbursement - October 25	$	29.23
95729	9/29/2025	CONTRERAS-NAVARRO, FRANCISCO	Retiree Reimbursement - October 25	$	29.23
95730	9/29/2025	CRAMBLETT, LAWRENCE	Retiree Reimbursement - October 25	$	29.23
95731	9/29/2025	CRAWFORD, TERRI	Retiree Reimbursement - October 25	$	29.23
95732	9/29/2025	CUMMINS, MAJOR	Retiree Reimbursement - October 25	$	58.47
95733	9/29/2025	DEVIVO, WILLIAM	Retiree Reimbursement - October 25	$	47.43
95734	9/29/2025	DORFMAN, IRIS	Retiree Reimbursement - October 25	$	29.23
95735	9/29/2025	DRAKE, JUDITH	Retiree Reimbursement - October 25	$	22.11
95736	9/29/2025	ELIA, LARRY	Retiree Reimbursement - October 25	$	22.11
95737	9/29/2025	ESCARCEGA, MIGUEL	Retiree Reimbursement - October 25	$	58.47
95738	9/29/2025	FALLAU, NICHOLAS	Retiree Reimbursement - October 25	$	17.15
95739	9/29/2025	FLAGG, PAULA	Retiree Reimbursement - October 25	$	17.15
95740	9/29/2025	GALLOWAY, SCOTT	Retiree Reimbursement - October 25	$	22.11
95741	9/29/2025	GARBEZ, MANNY	Retiree Reimbursement - October 25	$	22.11
95742	9/29/2025	GOSE, JOHN	Retiree Reimbursement - October 25	$	22.11
95743	9/29/2025	GRANADOS-BOYCE, MARIA	Retiree Reimbursement - October 25	$	48.76
95744	9/29/2025	GROSJEAN, DOUGLAS	Retiree Reimbursement - October 25	$	44.22
95745	9/29/2025	HAMM, CAROLYN	Retiree Reimbursement - October 25	$	22.11
95746	9/29/2025	HERNANDEZ, MARGARITO	Retiree Reimbursement - October 25	$	22.11
95747	9/29/2025	HERSHEY, ANDREA	Retiree Reimbursement - October 25	$	47.43
95748	9/29/2025	HICKLIN, LUCILLE	Retiree Reimbursement - October 25	$	29.23
95749	9/29/2025	HOLCOMB, MICHAEL	Retiree Reimbursement - October 25	$	58.47
95750	9/29/2025	HYMAN, JOE	Retiree Reimbursement - October 25	$	58.47
95751	9/29/2025	JACINTO, FRANK	Retiree Reimbursement - October 25	$	48.76
95752	9/29/2025	KALE, RICKEY	Retiree Reimbursement - October 25	$	58.47
95753	9/29/2025	LEGORRETA, PETE	Retiree Reimbursement - October 25	$	40.83
95754	9/29/2025	LOGIUDICE, FRED	Retiree Reimbursement - October 25	$	29.23
95755	9/29/2025	LORENZANO, JAMES	Retiree Reimbursement - October 25	$	103.04
95756	9/29/2025	LUNA, SUZANNE	Retiree Reimbursement - October 25	$	44.83
95757	9/29/2025	MC CALMONT, DIANE	Retiree Reimbursement - October 25	$	29.23
95758	9/29/2025	MCDONALD, JANIE	Retiree Reimbursement - October 25	$	27.31
95759	9/29/2025	MCDONALD, KEVIN	Retiree Reimbursement - October 25	$	22.11
95760	9/29/2025	MESECK, MARGARITA	Retiree Reimbursement - October 25	$	22.11
95761	9/29/2025	MEYER, DIANE	Retiree Reimbursement - October 25	$	29.23
95762	9/29/2025	MILLER, FOREST	Retiree Reimbursement - October 25	$	22.11
95763	9/29/2025	MILLER, MARY	Retiree Reimbursement - October 25	$	33.60
95764	9/29/2025	MITCHELL, LISA	Retiree Reimbursement - October 25	$	16.84
95765	9/29/2025	MORGAN, JEANETTE	Retiree Reimbursement - October 25	$	29.23
95766	9/29/2025	MULLIS, MICHAEL	Retiree Reimbursement - October 25	$	91.18
95767	9/29/2025	MUNGIOLI, LARRY	Retiree Reimbursement - October 25	$	29.23
95768	9/29/2025	O'HAGIN, JUSTINA	Retiree Reimbursement - October 25	$	29.23
95769	9/29/2025	OJEDA, ROBERTO	Retiree Reimbursement - October 25	$	58.47
95770	9/29/2025	OWENS, ROLAND	Retiree Reimbursement - October 25	$	99.40
95771	9/29/2025	PARHAM, WALLACE	Retiree Reimbursement - October 25	$	58.47
95772	9/29/2025	PETERS, TERRIE	Retiree Reimbursement - October 25	$	29.23
95773	9/29/2025	PHILLIPS, TYRONE	Retiree Reimbursement - October 25	$	2.74
95774	9/29/2025	PRINCE, PETER	Retiree Reimbursement - October 25	$	48.76
95775	9/29/2025	REED, KATHY	Retiree Reimbursement - October 25	$	22.41
95776	9/29/2025	REGAN, MICHAEL	Retiree Reimbursement - October 25	$	48.76
95777	9/29/2025	ROWE, RUBY	Retiree Reimbursement - October 25	$	73.80
95778	9/29/2025	RUIZ, ESTEVAN	Retiree Reimbursement - October 25	$	48.76
95779	9/29/2025	SALGUEIRO, MICHAEL	Retiree Reimbursement - October 25	$	48.76
95780	9/29/2025	SANDOVAL, ANGEL	Retiree Reimbursement - October 25	$	29.23
95781	9/29/2025	SERRATO, JUAN	Retiree Reimbursement - October 25	$	48.76
95782	9/29/2025	SLATER, ROBYN	Retiree Reimbursement - October 25	$	87.21
95783	9/29/2025	SWART, RANDY	Retiree Reimbursement - October 25	$	44.22
95784	9/29/2025	THOMAS, RUSSELL	Retiree Reimbursement - October 25	$	58.47
95785	9/29/2025	TOVAR, SERENA	Retiree Reimbursement - October 25	$	29.23
95786	9/29/2025	WADSWORTH, RITA	Retiree Reimbursement - October 25	$	22.11
95787	9/29/2025	WHITNEY, LUCERE	Retiree Reimbursement - October 25	$	58.47

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95788	**9/29/2025**	WU, PETER	Retiree Reimbursement - October 25	$	24.38
95789	**9/29/2025**	WYANT, JUDI	Retiree Reimbursement - October 25	$	29.23
95790	**9/29/2025**	YANCY, TERRY	Retiree Reimbursement - October 25	$	29.23
95791	**9/30/2025**	AAA BUSINESS SUPPLIES DBA: AAA WOR	Office Supplies	$	528.61
95792	**9/30/2025**	AMAZON CAPITAL SERVICES, INC.	Office Supplies	$	162.59
95793	**9/30/2025**	BFS GROUP LLC	INV 63-0858202 / WO# 226520 / OPS	$	48.60
95794	**9/30/2025**	CUMMINS,INC	Revenue Vehicle Repair	$	56,818.69
95795	**9/30/2025**	DOC BAILEY CONSTRUCTION EQUIPMEN	ANNUAL PM SERVICE FOR 7 CRANES AS DETAILED ON	$	6,034.00
95796	**9/30/2025**	DOCTORS ON DUTY MEDICAL	June 2025 Random-HR	$	3,955.00
95797	**9/30/2025**	EDWARD HERD AND RODNEY HERD DBA:	INV 9877 / WO# 226394 / OPS	$	680.00
95798	**9/30/2025**	FASTENAL COMPANY INC	LOCK,MASTER BREAKAWAY	$	1,303.67
95799	**9/30/2025**	FRONTIER COMMUNICATIONS - 3025	ACCT 209-025-0541-061302-5 / SKYLINE TO RIVER	$	53.97
95800	**9/30/2025**	FRONTIER COMMUNICATIONS - 6145	09/13-10/12/2025 SKYLINE TO OCEAN	$	68.12
95801	**9/30/2025**	JUAN MARINEZ	Reimbursement for Rodeo	$	2,600.00
95802	**9/30/2025**	KELLEY'S SERVICE INC.	Fleet repair & inventory parts as needed	$	9,795.33
95803	**9/30/2025**	KIMBALL MIDWEST	PARTS	$	335.36
95804	**9/30/2025**	KIMLEY-HORN AND ASSOCIATES INC	INV 33201274 / MASTER PLAN / SERVICE THRU 8/31	$	36,642.86
95805	**9/30/2025**	KJRB, INC.	Towing & recovery of District revenue vehicles as directed	$	1,867.50
95806	**9/30/2025**	LAW OFFICES OF MARIE F. SANG	CL#20000168	$	2,053.90
95807	**9/30/2025**	MID VALLEY SUPPLY INC.	Cleaning Supplies	$	2,368.05
95808	**9/30/2025**	MISSION UNIFORM	VMU/VSW UNIFORMS, LINEN RENTAL AND LAUNDRY S	$	1,815.44
95809	**9/30/2025**	MODEL 1 COMMERCIAL VEHICLES INC	LATCH,LEFT AFTER DOOR	$	487.06
95810	**9/30/2025**	MPRESS DIGITAL,INC	METRO - Pocket Schedule Posters: Size: 7" x 25" , Color: 4/	$	3,265.61
95811	**9/30/2025**	MSDS ONLINE INC.	07/17/2024-07/16/2027 CHEMICAL MANAGEMENT SOFTV	$	5,720.72
95812	**9/30/2025**	OHANA DE WATSONVILLE DBA: POWER E	Mechanic Recruitment- Radio 104.7FM between 9/29/25-10/	$	210.00
95813	**9/30/2025**	PIED PIPER EXTERMINATORS, INC.	INV 1142294 / MONTHLY PEST CONTROL / CEC	$	95.00
95814	**9/30/2025**	POWER BUSINESS TECHNOLOGY LLC	TONER FOR PB2690 CONTRACT # CT4236-01 ACCT # S(	$	649.47
95815	**9/30/2025**	QUEST DIAGNOSTIC INC.	09/25/25 Pre emp Quest Invoices for Client Number 150476	$	502.20
95816	**9/30/2025**	RIVERSIDE LIGHTING, INC.	INV 33856 / WO# 226203 / WTC	$	4,960.18
95817	**9/30/2025**	SANTA CRUZ STAFFING, LLC	W/E 07/27/2025 10HRS PURCHASING	$	5,587.00
95818	**9/30/2025**	SANTA CRUZ VIBES MEDIA LLC	3-Page Advertisement in 4 issues of Vibes Magazine. Summ	$	4,645.00
95819	**9/30/2025**	SEA BERG METAL FABRICATORS INC	INV 20193 / WO# 226195 / MMF	$	746.56
95820	**9/30/2025**	SLINGSHOT CONNECTIONS LLC	CSR Week Ending 9/21/25	$	1,176.00
			GRAND TOTAL	**$**	**3,485,544.05**

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SEPTEMBER 2025 ACH PAYMENTS

Payment Type	Payment Date	Payee	Line Item Description	Sum of Payment Amount
EFT	9/9/2025	NABOR, GLEN	Retiree Reimbursement - March	$ 29.23
	9/15/2025	MP METRO ASSOCIATES LP	AMBAG REAP 2.0 Reimbursement Draw Request Watsonville M	$ 87,086.75
		UNITED PARCEL SERVICE	Freight	$ 215.73
		MESSER LLC	Hydrogen Fuel Storage, Compression, and Dispensing Facility De	$ 373,898.92
	9/18/2025	NEW FLYER OF AMERICA INC	Forty-four (44) 40ft Hydrogen BusesProject: 23-0001	$ 1,188,961.26
	9/24/2025	NEW FLYER OF AMERICA INC	Forty-four (44) 40ft Hydrogen BusesProject: 23-0001	$ 1,188,961.26
			Extended Warranty for Forty-four (44) 40ft Hydrogen Buses Proje	$ 647,816.40
	9/29/2025	AGUIRRE, CIRO	Retiree Reimbursement - October 25	$ 17.15
		AITKEN, ANGELA	Retiree Reimbursement - October 25	$ 117.02
		ALLEN, ROBERT	Retiree Reimbursement - October 25	$ 22.11
		ANDRADE, GERALD	Retiree Reimbursement - October 25	$ 48.76
		ARCHIBEQUE, JUANITA	Retiree Reimbursement - October 25	$ 58.47
		AVILES, PATRICIA	Retiree Reimbursement - October 25	$ 29.23
		BASS, BETTY	Retiree Reimbursement - October 25	$ 29.23
		BOYD, MICHAEL	Retiree Reimbursement - October 25	$ 58.47
		BREGANTE, BATTISTA	Retiree Reimbursement - October 25	$ 22.11
		BRONDSTATTER, CHERYL	Retiree Reimbursement - October 25	$ 29.23
		BROWN, KENNETH	Retiree Reimbursement - October 25	$ 58.47
		BURKET, JANET	Retiree Reimbursement - October 25	$ 29.23
		CANALES, DONNA	Retiree Reimbursement - October 25	$ 34.31
		CAPELLA, KATHLEEN	Retiree Reimbursement - October 25	$ 48.76
		CASANEGA, RICHARD	Retiree Reimbursement - October 25	$ 22.11
		CAVATAIO, PASQUALE	Retiree Reimbursement - October 25	$ 44.22
		CENTER, DOUGLAS	Retiree Reimbursement - October 25	$ 22.11
		CHANDLEY, PAUL	Retiree Reimbursement - October 25	$ 99.40
		CLAYTON, MICHAEL	Retiree Reimbursement - October 25	$ 22.11
		COTTER, ROBERT	Retiree Reimbursement - October 25	$ 58.47
		CRUISE, RICHARD	Retiree Reimbursement - October 25	$ 29.23
		CUMMINGS, PATRICIA	Retiree Reimbursement - October 25	$ 48.76
		DEAN, RONALD	Retiree Reimbursement - October 25	$ 29.23
		DIAZ, OLIVIA	Retiree Reimbursement - October 25	$ 80.92
		DOBBS, LILLIAN	Retiree Reimbursement - October 25	$ 22.11
		EMERSON, WILLIAM	Retiree Reimbursement - October 25	$ 58.47
		FENN, MARILYN	Retiree Reimbursement - October 25	$ 29.23
		FLORES, JUAN	Retiree Reimbursement - October 25	$ 80.92
		FLOREZ, ROSIE	Retiree Reimbursement - October 25	$ 22.11
		FORRESTER, WALBURGA	Retiree Reimbursement - October 25	$ 29.23
		FRANCIS, RUFUS	Retiree Reimbursement - October 25	$ 34.31
		GABRIEL, RICHARD	Retiree Reimbursement - October 25	$ 29.23
		GABRIELE, BERNARD	Retiree Reimbursement - October 25	$ 16.84
		GABRIELE, CATHLEEN	Retiree Reimbursement - October 25	$ 16.84
		GALE, TERRY	Retiree Reimbursement - October 25	$ 58.47
		GARCIA, DANIEL	Retiree Reimbursement - October 25	$ 29.23
		GARCIA, SAMUEL	Retiree Reimbursement - October 25	$ 29.23
		GROBMAN, BRUCE	Retiree Reimbursement - October 25	$ 22.11
		HERNANDEZ, JUAN	Retiree Reimbursement - October 25	$ 48.76
		HILL, ANDREW	Retiree Reimbursement - October 25	$ 29.23
		HILTNER, THOMAS	Retiree Reimbursement - October 25	$ 103.04
		JUSSEL, PETE	Retiree Reimbursement - October 25	$ 22.11
		KAMEDA, TERRY	Retiree Reimbursement - October 25	$ 29.23
		KELLY, ELOISE	Retiree Reimbursement - October 25	$ 22.11
		KONNO, DAVID	Retiree Reimbursement - October 25	$ 40.83
		LAWSON, LOIS	Retiree Reimbursement - October 25	$ 29.23
		LEFFLER, JEAN	Retiree Reimbursement - October 25	$ 29.23
		LONGNECKER, LLOYD	Retiree Reimbursement - October 25	$ 58.47
		LUCIER,MARILYN	Retiree Reimbursement - October 25	$ 22.11
		LYNCH, GLENN	Retiree Reimbursement - October 25	$ 58.47
		MACHADO, MARGARET	Retiree Reimbursement - October 25	$ 22.11
		MALPHRUS, BRENDA	Retiree Reimbursement - October 25	$ 24.38
		MARTIN, DAWN	Retiree Reimbursement - October 25	$ 58.47
		MARTINEZ, MANUEL	Retiree Reimbursement - October 25	$ 116.03

EFT	**9/29/2025**	MARTINEZ, MARK	Retiree Reimbursement - October 25	$	48.76
		MCFADDEN, IAN	Retiree Reimbursement - October 25	$	29.23
		MCHALE, BRIAN	Retiree Reimbursement - October 25	$	58.47
		MELLON, JOHN	Retiree Reimbursement - October 25	$	22.11
		MOREAU, DAVID	Retiree Reimbursement - October 25	$	99.40
		MORR, BONNIE	Retiree Reimbursement - October 25	$	48.76
		MUNGUIA, GUSTAVO	Retiree Reimbursement - October 25	$	44.22
		NAUKKARINEN, JUKKA	Retiree Reimbursement - October 25	$	29.23
		NELSON, EDWARD	Retiree Reimbursement - October 25	$	22.11
		NELSON, RICHARD	Retiree Reimbursement - October 25	$	58.47
		NIETO, MANUEL	Retiree Reimbursement - October 25	$	44.22
		NORTH, JEFFREY	Retiree Reimbursement - October 25	$	99.40
		NORTHON, M	Retiree Reimbursement - October 25	$	142.23
		O'DONNELL, SHAWN	Retiree Reimbursement - October 25	$	58.47
		OROZCO, RICHARD	Retiree Reimbursement - October 25	$	116.03
		PAULSON, STEVEN	Retiree Reimbursement - October 25	$	91.46
		PEREZ, ANTONIO	Retiree Reimbursement - October 25	$	44.22
		PHILLIPS, THOMAS	Retiree Reimbursement - October 25	$	22.11
		PICARELLA, FRANCIS	Retiree Reimbursement - October 25	$	22.11
		POLANCO, JOSE	Retiree Reimbursement - October 25	$	58.47
		PRECIADO, MARY LOU	Retiree Reimbursement - October 25	$	22.11
		PRICE, HARRY	Retiree Reimbursement - October 25	$	58.47
		PRINCE, DEBRA	Retiree Reimbursement - October 25	$	29.23
		PRUDDEN, RICHARD	Retiree Reimbursement - October 25	$	58.47
		PYE, GINA	Retiree Reimbursement - October 25	$	58.47
		RAMIREZ, MANUEL	Retiree Reimbursement - October 25	$	17.15
		RHODES, BRUCE	Retiree Reimbursement - October 25	$	29.23
		ROCHA, SHERRI	Retiree Reimbursement - October 25	$	24.38
		ROSS, ELISABETH	Retiree Reimbursement - October 25	$	29.23
		ROSS, EMERY	Retiree Reimbursement - October 25	$	29.23
		ROY, ARLEN	Retiree Reimbursement - October 25	$	29.23
		RYLANDER, REED	Retiree Reimbursement - October 25	$	44.22
		SANCHEZ, ASCENCION	Retiree Reimbursement - October 25	$	103.04
		SCARGILL, RAYMOND	Retiree Reimbursement - October 25	$	48.76
		SCHRAEDER, PAUL	Retiree Reimbursement - October 25	$	44.22
		SCILLA, JOSEPH	Retiree Reimbursement - October 25	$	29.23
		SILVA, EDWARDO	Retiree Reimbursement - October 25	$	22.11
		STARKEY, THOMAS	Retiree Reimbursement - October 25	$	24.38
		STICKEL, THOMAS	Retiree Reimbursement - October 25	$	44.22
		TERESI, CHARMIEL	Retiree Reimbursement - October 25	$	29.23
		TOLENTINO, SALVADOR	Retiree Reimbursement - October 25	$	44.83
		TRENT, VICKI	Retiree Reimbursement - October 25	$	24.38
		TUTTLE-CALLIS, CHERI	Retiree Reimbursement - October 25	$	103.04
		VALDEZ, JOSE	Retiree Reimbursement - October 25	$	48.76
		VAN DE VEER, JOHN	Retiree Reimbursement - October 25	$	91.18
		VEST, SHELLY	Retiree Reimbursement - October 25	$	29.23
		VONWAL, YVETTE	Retiree Reimbursement - October 25	$	29.23
		WALTER, KEVIN	Retiree Reimbursement - October 25	$	44.22
		WHITE, LESLIE	Retiree Reimbursement - October 25	$	29.23
		WILLIS, GREGORY	Retiree Reimbursement - October 25	$	117.02
		WILSON, BONNIE	Retiree Reimbursement - October 25	$	58.47
		WOODBRIDGE, ELIZABETH	Retiree Reimbursement - October 25	$	99.40
		YEO, BILL	Retiree Reimbursement - October 25	$	80.92
		VANDERZANDE, ED	Retiree Reimbursement - October 25	$	58.47
		NABOR, GLEN	Retiree Reimbursement - October 25	$	29.23
	9/30/2025	NEW FLYER OF AMERICA INC	Fed Tax Rebate Prepayment	$	10,000.00
Manual	**9/3/2025**	U.S. BANK - CAL-CARD	6/22/25 & 7/22/25 Statements	$	29,566.71
	9/8/2025	OLD REPUBLIC TITLE COMPAN	SETTLEMENT FOR 809 WEST BEACH ST WATSONVILLE CA	$	2,676,370.40
	9/10/2025	CALIFORNIA DEPT OF TAX & F	DECAL RENEWAL 10/1/25-9/30/26	$	15,060.00
	9/30/2025	U.S. BANK - CAL-CARD	8/22/25 Statement	$	42,870.79
Grand Total				**$**	**6,265,910.40**

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS MEETING MINUTES*
METRO ADMIN OFFICES, 110 VERNON ST., SANTA CRUZ, CA
SEPTEMBER 26, 2025 – 9:00 AM

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) convened on Friday, September 26, 2025, as a hybrid meeting.

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

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1 CALLED TO ORDER at 9:00 AM by Board Vice Chair Koenig.

2 SAFETY DEBRIEF

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

3 ROLL CALL

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

Director Rebecca Downing* *AR 9:35 AM*	**County of Santa Cruz**
Director Jimmy Dutra	**City of Watsonville**
Director Shebreh Kalantari-Johnson	**City of Santa Cruz**
Director Manu Koenig	**County of Santa Cruz**
Director Fabian Leonor	**County of Santa Cruz**
Director Donna Lind	**City of Scotts Valley**
Director Monica Martinez	**County of Santa Cruz**
Director Scott Newsome	**City of Santa Cruz**
Director Melinda Orbach	City of Capitola
Director Vanessa Quiroz-Carter	City of Watsonville
Vacant	County of Santa Cruz
Ex-Officio Director Alta Northcutt	Cabrillo College
Ex-Officio Director Edward Reiskin*	**UC Santa Cruz**

*Attended using the "just cause" circumstance – announcements made by each Director pursuant to AB 2449.

Corey Aldridge	CEO/General Manager
Julie Sherman	General Counsel

4 ANNOUNCEMENTS

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

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4.2 Hector Guzman from Language Line Services provided Spanish interpretation services for today's meeting.

5 BOARD OF DIRECTORS COMMENTS

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

6 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

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

7 LABOR ORGANIZATION COMMUNICATIONS

Jaime Renteria, SMART Chairperson, Local 23, expressed concern about how service changes are being made after contractual timelines which has led to confusion and stress not only to the Bus Operators but to the public. Often the public will not use METRO's complaint system regarding these changes that affect them but instead air their grievances to the Bus Operator when they get on the bus. This creates an atmosphere of uncertainty and even hostility that the Bus Operators must address. Our Bus Operators are already facing high levels of stress from numerous construction projects, increasing traffic, and now every three months when the bid change happens.

Mr. Renteria thanked CEO Aldridge for keeping communication lines open and his willingness to discuss these issues.

A brief discussion followed on what led to the last-minute service changes, the purpose of SPRC (Service Planning and Review Committee), the current process in place and where improvements will be implemented moving forward.

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

8 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

There was one additional communication to the Board of Directors received on September 25, 2025 and will be added to the agenda packet.

Hearing nothing further, Board Vice Chair Koenig 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 AUGUST 2025
Chuck Farmer, Chief Financial Officer

9.2 ACCEPT AND FILE MINUTES OF:
A. AUGUST 20, 2025 METRO ADVISORY COMMITTEE MEETING
B. AUGUST 22, 2025 BOARD OF DIRECTORS MEETING
Corey Aldridge, CEO/General Manager

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9.3 ACCEPT AND FILE: THE FISCAL YEAR END MONTHLY BUDGET STATUS REPORTS FOR JUNE 30, 2025 AND ADOPTION OF THE PRELIMINARY SCHEDULE OF RESERVE ACCOUNT BALANCES
Chuck Farmer, Chief Financial Officer

9.4 ACCEPT AND FILE: THE YEAR-TO-DATE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR QUARTER FOUR AS OF JUNE 30, 2025
Chuck Farmer, Chief Financial Officer

9.5 APPROVE: RECOMMENDED ACTION ON TORT CLAIMS
Gregory Strecker, Safety, Security and Risk Management Director

9.6 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO/GENERAL MANAGER TO EXECUTE A 3RD CONTRACT AMENDMENT EXTENDING THE CONTRACT FOR TWO (2) YEARS WITH CATTO'S GRAPHICS, INC. FOR FULL BUS WRAP SERVICES, INCREASING THE CONTRACT TOTAL BY $380,001
Michael Bois, Communications and Marketing Manager

9.7 APPROVE: REVISED CLASS SPECIFICATIONS AND WAGE SCALES FOR HR ANALYST JOB SERIES WITHIN HUMAN RESOURCES DEPARTMENT
Dawn Crummié, Chief Human Resources Officer

9.8 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO RELIABLE MONITORING SERVICES D/B/A RMS LIFE SAFETY AND RMS CONSTRUCTION FOR MAINTENANCE FACILITY UPGRADE FOR HYDROGEN FUEL CELL ELECTRIC BUSES NOT TO EXCEED $238,629
Freddy Rocha, Maintenance Deputy Director

9.9 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO KRAEMER ENGINEERING INC FOR BUS OVERFLOW PARKING PROJECT AT 809 W. BEACH STREET, WATSONVILLE, CA NOT TO EXCEED $540,855
Freddy Rocha, Maintenance Deputy Director

9.10 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO FLYERS ENERGY, LLC FOR OFF-SITE FUELING SERVICES NOT TO EXCEED $2,578,331
Freddy Rocha, Maintenance Deputy Director

9.11 APPROVE: CONSIDER AUTHORIZING THE CEO/GENERAL MANAGER TO EXECUTE THE 1ST AMENDMENT TO THE CONTRACT WITH CFM ADVOCATES FOR FEDERAL LEGISLATIVE REPRESENTATIVE SERVICES TO EXTEND THE CONTRACT TERM BY AN ADDITIONAL TWO YEARS AND TO INCREASE THE CONTRACT TOTAL BY $159,434
Corey Aldridge, CEO/General Manager

There were no public comments.

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

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ACTION: MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED

MOTION: DIRECTOR MARTINEZ SECOND: DIRECTOR LIND

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

REGULAR AGENDA

10 RETIREE RESOLUTION OF APPRECIATION FOR CINDI FARRELL, BUS OPERATOR

Board Vice Chair Koenig read the resolution for Ms. Farrell and expressed that METRO is grateful for Ms. Farrell's years of service.

There were no public comments.

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

ACTION: MOTION TO APPROVE THE RETIREE RESOLUTION OF APPRECIATION FOR CINDI FARRELL, BUS OPERATOR

MOTION: DIRECTOR LIND SECOND: DIRECTOR ORBACH

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

11 HYDROGEN VEHICLE AND HYDROGEN FUELER UPDATE

Margo Ross, Chief Operations Officer, spoke to her presentation and provided an update on the hydrogen buses received, the testing involved before those buses can be placed into service, the new bus wraps, articulated buses ordered, and the status of the mobile and permanent fueling stations.

All available Bus Operators have been trained to operate the hydrogen vehicles and we are receiving positive feedback from them.

Discussion followed on:

- Silencers on the fuelers
- South County bus wraps
- Fuel costs analysis
- Challenges with the Proterra battery-electric buses and charging stations
- Survey on overflow parking and where it's distributed
- ARCHES (Alliance for Renewable Clean Hydrogen Energy Systems)
- Schedule for when the 44 buses will be in service
- Decommissioning older buses

Staff addressed all concerns.

There were no public comments.

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

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12 FACILITIES MASTER PLAN UPDATE

John Urgo, Chief Planning and Innovation Officer, provided a brief background on the process of this comprehensive review of operations and maintenance facilities capacity and the agency's long-term goals for service expansion, ridership growth, and the transition to a zero-emission fleet. METRO is currently performing surveys for the public's input, and those results will be brought back to the Board of Directors October 24, 2025. He introduced Edgar Torres, Transit Consultant at Kimley-Horn and Associates, Inc., who spoke to the presentation. Mr. Torres covered the project background, objectives, and the timeline of the process. He reviewed the long-term needs of the agency and improvements needed. In conclusion, he discussed the phasing approach needed to implement the short-term, mid-term, and long-term needs. He also covered the cost considerations and funding opportunities.

Discussion followed on:

- Funding opportunities under current Federal Administration
- Prioritizing grants and local matching requirements
- Immediate needs
- Relocation of ParaCruz facility
- Quality of life benefits to employees
- Employee retention and recruiting in establishing a Watsonville facility

There were no public comments.

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

13 CEO ORAL REPORT

Corey Aldridge, CEO/General Manager, provided an update of the purchase of 809 W. Beach Street property in Watsonville. He continued with:

METRO Events:

- Over 100 employees participated in this year's Employee Health Fair on August 27, 2025 supporting METRO's ongoing wellness initiatives.
- METRO provided free fares to this year's Santa Cruz County Fair from September 10 – 14, 2025 and provided over 1,000 trips to the Fairgrounds.
- METRO's One Ride at a Time Program was honored with the APTA AdWheel Grand Award on September 16, 2025. This prestigious recognition highlights our commitment to excellence in marketing and communications within public transportation.
- National HR Appreciation Day is today, September 26, 2025. We recognize and celebrate our Human Resources team for their vital contributions to METRO's success. From recruitment and retention to employee engagement, labor relations, and wellness programs, our HR professionals work diligently behind the scenes to ensure our workforce is supported, respected, and empowered—while also keeping METRO compliant and competitive. We sincerely appreciate their dedication.

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- METRO, the Santa Cruz County Department of Community Development & Infrastructure, and the Community Traffic Safety Coalition are hosting the inaugural Week Without Driving campaign September 29 – October 5, 2025 to encourage participants to experience life without a personal vehicle. We hope the campaign will spark long-term conversations about transportation equity, infrastructure investment, and inclusive mobility. METRO and our County partners are hosting a community celebration held at Capitola Mall on Tuesday, September 30, 2025 from 11:00 AM - 3:00 PM. The event will include an informational booth, interactive activities, and an opportunity to hear from local elected officials and county agencies. There will be two speaking slots during the event at 11:30 AM and 1:30 PM.
- Additionally, to support the Week Without Driving event, the Cities of Scotts Valley and Watsonville have organized ride alongs with local officials on board METRO routes to experience transit firsthand and interact with riders. We thank everyone for supporting this campaign and look forward to your participation next week.
- METRO has pledged to participate in California Clean Air Day by offering free fares countywide on Wednesday, October 1, 2025 to encourage the use of public transit in reducing air pollution.
- METRO will also be participating in UCSC's Sustainable Transportation Fair on October 1 from 11:00 AM – 2:00 PM to promote sustainable transit options.
- METRO will be onsite to support the Senior Resource Fair on October 3, 2025 from 3:00 - 5:00 PM in the Watsonville Community Room (275 Main Street, 6th Floor). This event brings together community organizations to share valuable resources with local seniors.
- METRO will participate in the Touch-a-Truck event on October 4, 2025 hosted by the Museum of Discovery at Capitola Mall, from 11:00 AM - 4:00 PM. The event offers children hands-on access to various trucks, engaging activities, and the annual pumpkin drop. METRO will have a bus on display for attendees to explore.
- The annual Bus Roadeo and Employee Picnic will take place on October 18, 2025. We are still seeking volunteers to serve as judges or announcers. Board Members who are available to participate are encouraged to contact Donna Bauer.
- METRO will be supporting two Trunk or Treat events on October 24th this year with decorated buses--one at the Santa Cruz County Sheriff's Office Headquarters on Soquel Ave from 5:00 – 8:00 PM and one at the Fairgrounds in Watsonville from 3:00 – 7:00 PM.
- METRO will have a Halloween themed bus on display at the Downtown Watsonville Candy Crawl on October 26, 2025.
- Three of METRO's marketing videos have been selected as finalists in the CAPIO (California Association of Public Information Officials) Star Awards. These include METRO's "How To Ride" video, "One Ride at a Time",

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and METRO's "Next Stop" video series. Final awards will be announced on October 2, 2025.

- Last week I was elected President to The Bus Coalition's Board of Directors. The Board of the Coalition remains steadfast in its commitment to elevating the presence and influence of bus transit within federal policymaking circles and the broader transit sector. Additionally, my appointment to the APTA Board of Directors was finalized. Both appointments will provide the opportunity to guide strategic direction, advocate for federal support, and foster innovation across the industry while also ensuring that METRO will have a strong voice in these conversations.

  Several Board Members said they will be supporting the Week Without Driving campaign in various ways within their jurisdictions and congratulated CEO Aldridge on his appointments. Director Dutra suggested Board Members be invited to future APTA conferences. Board Chair Downing thanked the Board Members for their participation in the Week Without Driving event as well as CEO Aldridge, Danielle Glagola, Chief Marketing and Communications Officer, and Michael Bois, Communications and Marketing Manager, for their dedication and help in bringing this event to fruition.

There were no public comments.

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

14 ANNOUNCEMENT OF NEXT MEETING: Vice Chair Koenig announced the next regular Board meeting will be held on Friday, October 24, 2025 at 9:00 AM at the Board of Supervisors' Chambers, 701 Ocean Street, Community Room, Santa Cruz, CA

15 ADJOURNMENT

Vice Chair Koenig adjourned the meeting at 10:27.

Respectfully Submitted,

Donna Bauer
Sr. Executive Assistant

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DATE: October 24, 2025

TO: Board of Directors

FROM: Chuck Farmer, Chief Financial Officer

SUBJECT: ACCEPT AND FILE THE YEAR-TO-DATE MONTHLY FINANCIAL REPORT AS OF SEPTEMBER 30, 2025

I. RECOMMENDED ACTION

That the Board of Directors accept and file the Year-to-Date Monthly Financial Report as of September 30, 2025

II. SUMMARY OF ISSUES

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

This staff report is the web-accessible companion document to the attached PowerPoint presentation titled "Year-to-Date Monthly Financial Report as of September 30, 2025."

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

III. DISCUSSION/BACKGROUND

Below are the written explanations of the various charts and graphs in the attached Year-to-Date Monthly Financial Report as of September 30, 2025. The fiscal year has elapsed 25%.

<u>Slide 1</u>

(Cover) Year-to-Date Monthly Financial Report as of September 30, 2025

<u>Slide 2</u>

September 2025 Key Financial Highlights

- Service
  - Data not available
- Financials
  - Total Operating Surplus/(Deficit) is favorable $1.8M driven by lower spend on wages of $0.2M and non-personnel of $1.8M; partially offset by higher OT of $0.1M and Fringe of $0.1M
  - Non-Operating Revenues/Expenses of $9.4M are virtually flat to the budget of $9.3M driven primarily by savings from UAL and Retiree Obligations; partially offset by lower grant drawdowns

- Capital
  - Capital spend of $2.9M primarily for Watsonville parking lot
- Personnel
  - 405 Active Personnel vs 412.5* Funded Personnel
    - 10 Vacancies at the end of September – *HR Analyst I/II, Transit Supervisor, and Communication Specialists are on hold*
  - Currently Recruiting for Sr. Customer Service Representative, Mobility Training Coordinator, Mechanic I/II (2 FTE), Contracts & Purchasing Director, and ParaCruz Van Operator

<u>Slide 3</u>

(Cover) September 30, 2025 MTD Pre-Close Financials

<u>Slide 4</u>

September FY26 Monthly Operating Surplus/(Deficit) Actual* vs. Budget

- Actuals are $1.8M favorable to budget – excludes UAL/Bond Payment, Retiree Obligations
  - Passenger Fares – unfavorable by $3K
- Labor, Regular – favorable by $213K, due to funded/vacant positions
- Labor, OT – unfavorable by $112K, increased overtime, primarily for Bus Operators
- Fringe Benefits – unfavorable by $138K due to retirement and medical insurance savings from funded/vacant positions
- Non-Personnel – favorable by $1,819K, primarily due to timing of spending

<u>Slide 5</u>

September 30, 2025 Monthly Operating Revenue and Expenses

- Operating Revenue, net unfavorable by $3K
  - Passenger Fares - favorable by $27K
  - Special Transit Fares – unfavorable by $30K
- Operating Expense, net favorable by $1,782K – Favorable wages/fringe driven by funded/vacant positions
  - Labor Regular – favorable by $213K
  - Labor OT – unfavorable by $112K
  - Fringe Benefits – unfavorable by $138K, excludes UAL and Retiree Obligations related costs

  - Non-Personnel – favorable by $1,819K, excludes Bond payment related costs
- Operating Deficit lower by $1,779K
  - Farebox Recovery – 14.8% vs 10.9% budget
- Non-Operating Revenue/(Expense), net favorable by $37K
  - Sales Tax/including Measure D – favorable by $96K
  - Federal/State Grants – favorable by $191K
  - Pension UAL/Bond Payment costs – favorable by $120K
  - Retiree Obligations – favorable by $32K
  - All Other Revenues – unfavorable by $21K
- Operating Surplus before Transfers higher by $1,816K

Slide 6

(Cover) September 2025, YTD Pre-Close Financials

Slide 7

September YTD FY26 Operating Surplus/(Deficit) Actual vs. Budget

- Actuals are $2.1M favorable to budget – excludes UAL/Bond Payment and Retiree Obligations
  - Passenger Fares – unfavorable by $31K
  - Labor, Regular – favorable by $300K, due to funded/vacant positions
  - Labor, OT – unfavorable by $384K, increased overtime primarily for Bus Operators and Fleet
  - Fringe Benefits – favorable by $552K due to retirement and medical insurance savings from funded/vacant positions
  - Non-Personnel – favorable by $1,670K, primarily due to timing of spend related to Marketing programs

Slide 8

September 30, 2025 YTD Operating Revenue and Expenses

- Operating Revenue, net unfavorable by $31K
  - Passenger Fares - favorable by $51K
  - Special Transit Fares – unfavorable by $82K
- Operating Expense, net favorable by $2,137K– Favorable wages and fringe driven by vacant positions; partially offset by increased OT
  - Labor Regular – favorable by $300K
  - Labor OT – unfavorable by $384K

  - Fringe Benefits – favorable by $552K, excludes UAL/Retiree Obligation related costs
  - Non-Personnel – favorable by $1,670K, excludes Bond payment related costs
- Operating Deficit lower by $2,106K
  - Farebox Recovery – 13.2% vs 11.9% budget
- Non-Operating Revenue/(Expense), net favorable by $266K - Sales tax of $8.4M is 1.9% higher than budget
  - Sales Tax/including Measure D – favorable by $156K
  - Federal/State Grants – unfavorable by $84K
  - Pension UAL/Bond Payment costs – favorable by $140K
  - Retiree Obligations – favorable by $82K
  - All Other Revenues – unfavorable by $29K
- Operating Deficit lower by $2,372K

Slide 9

(Cover) Capital Spending & Project Completion

Slide 10

September 30, 2025 Capital Budget Spend

Total Capital Projects spending month to date is $2,912K against full year budget of $84.2M, which was approved in June 2025; Year-to-Date spending:

- Construction Related Projects – spending of $3,509K against budget of $38,191K
- IT Projects – spending of $15K against budget of $707K
- Facilities Repair & Improvements – spending of $94K against budget of $1,300K
- Revenue Vehicle Replacement –spending of $7,984K against budget of $43,389K
- Revenue Vehicle Electrification Projects – no spending, no budget
- Non-Revenue Vehicle Replacement – spending of $190K against budget of $160K
- Fleet & Maintenance Equipment – no spending, no budget
- Office Equipment – no spending, no budget
- Miscellaneous – no spending against budget of $500K

Slide 11

(Cover) Questions

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

Favorable budget variances in Operating Revenues and Expenses contribute to favorable budget variance in Operating Balance, Year-to-Date as of September 30, 2025.

VI. CHANGES FROM COMMITTEE

None.

VII. ALTERNATIVES CONSIDERED

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

VIII. ATTACHMENTS

Attachment A: Year-to-Date Monthly Financial Report as of September 30, 2025 Presentation

Prepared by: Cathy Downes, Sr. Financial Analyst

IX. APPROVALS

Chuck Farmer, Chief Financial Officer _____

Corey Aldridge, CEO/General Manager _____

Attachment A

Year-to-Date Monthly Financial Report as of September 30, 2025

Board of Directors

October 24, 2025

Chuck Farmer, Chief Financial Officer

Attachment A

September 2025 Key Financial Highlights

Service	• Data not available
Financials	• Total Operating Surplus/(Deficit) is favorable $1.8M driven by lower spend on wages of $0.2M and non-personnel of $1.8M; partially offset by higher OT of $0.1M and Fringe of $0.1M • Non-Operating Revenues/Expenses of $9.4M are virtually flat to the budget of $9.3M driven primarily by savings from UAL and Retiree Obligations; partially offset by lower grant drawdowns
Capital	• Current month spending of $2.9M primarily for Watsonville parking lot
Personnel	• 405 Active Personnel vs 412.5* Funded Personnel • 10 Vacancies at the end of September – *HR Analyst I/II, Transit Supervisor, and Communication Specialists are on hold* • Currently Recruiting for Sr. Customer Service Representative, Mobility Training Coordinator, Mechanic I/II (2 FTE), Contracts & Purchasing Director, and ParaCruz Van Operator

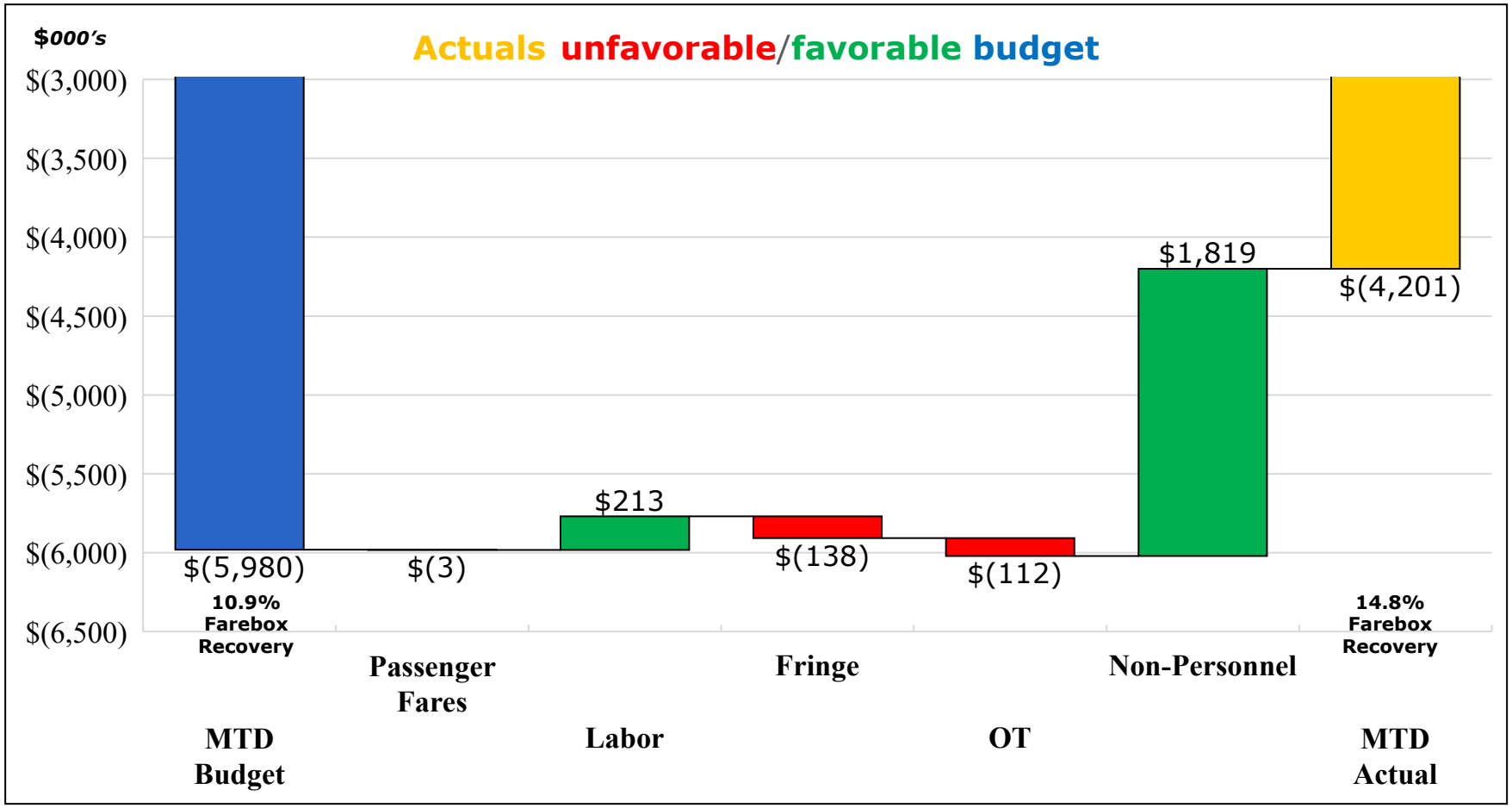
** Reflects adopted, funded personnel as of June 2025*

September 2025, MTD Pre-Close Financials

Attachment A

September FY26 Monthly Operating Surplus/(Deficit) Actual* vs. Budget

Overall $1.8M favorable



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

10.3A.4

September 30, 2025

Attachment A

Monthly Operating Revenue and Expenses

$ 000's	Actual	Budget	Fav/ (Unfav)
Operating Revenue			
Passenger Fares	$ 252	$ 224	$ 27
Special Transit Contracts	478	508	(30)
Total Operating Revenue	**$ 730**	**$ 732**	**($ 3)**
Operating Expense			
Labor - Regular	$ 1,999	$ 2,212	$ 213
Labor - OT	201	89	(112)
Fringe *(excludes UAL & Retiree costs)*	1,540	1,402	(138)
Non-Personnel *(excludes Bond costs)*	1,190	3,009	1,819
Total OpEx	**$ 4,930**	**$ 6,712**	**$ 1,782**
Operating Surplus/(Deficit)	**($ 4,200)**	**($ 5,980)**	**$ 1,779**
Farebox/Contracts Recovery	***14.8%***	***10.9%***	***3.9%***
Non-Operating Revenue/(Expense)			
Sales Tax/including Measure D	$ 2,653	$ 2,557	$ 96
Federal/State/Local Grants	7,144	7,335	(191)
Pension UAL/Bond Interest Payment	(106)	(226)	120
Retiree Obligations	(476)	(508)	32
All Other	154	176	(21)
Total Non-Operating Revenue/(Expense)	**$ 9,369**	**$ 9,333**	**$ 37**
Operating Surplus/(Deficit) before Transfers	**$ 5,169**	**$ 3,353**	**$ 1,816**

- Operating Surplus favorable by $1.8M primarily driven by delayed payment for the Line of Credit loan and Software as a Service invoice that was paid in August, but were both budgeted in September
- Non-Operating Revenues/Expenses of $9.4M virtually flat to budget of $9.3M
- Sales tax of $2.7M is 3.8% higher than budget

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

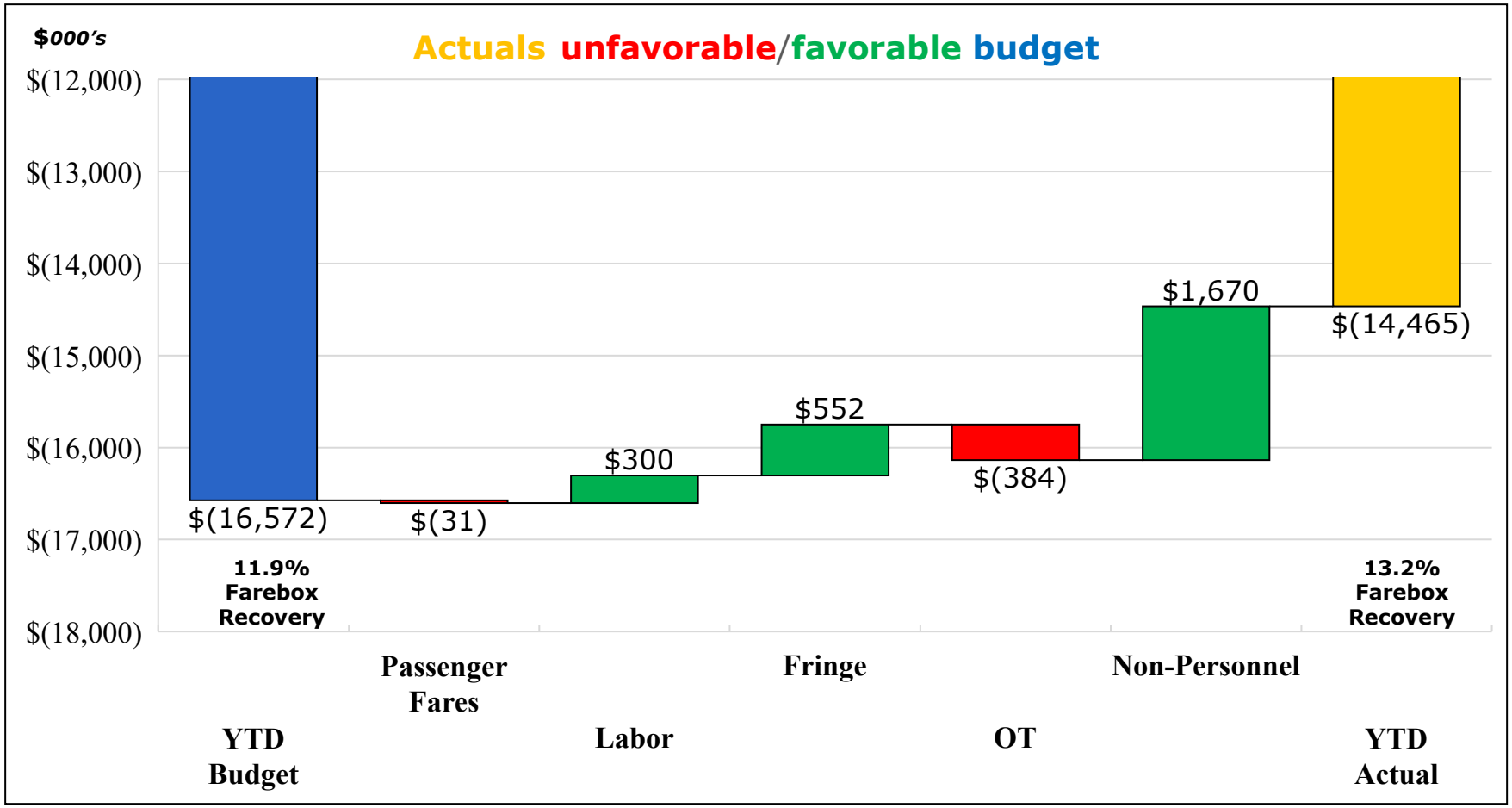
10.3A.5

September 2025, YTD Pre-Close Financials

Attachment A

September YTD FY26 Operating Surplus/(Deficit) Actual* vs. Budget

Overall $2.1M favorable



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

10.3A.7

Attachment A

September 30, 2025
YTD Operating Revenue and Expenses

$ 000's	Actual	Budget	Fav/ (Unfav)
Operating Revenue			
Passenger Fares	$ 752	$ 702	$ 51
Special Transit Contracts	1,446	1,528	(82)
Total Operating Revenue	**$ 2,198**	**$ 2,230**	**($ 31)**
Operating Expense			
Labor - Regular	$ 6,323	$ 6,622	$ 300
Labor - OT	657	273	(384)
Fringe *(excludes UAL & Retiree costs)*	4,838	5,390	552
Non-Personnel *(excludes Bond costs)*	4,846	6,517	1,670
Total OpEx	**$ 16,664**	**$ 18,801**	**$ 2,137**
Operating Surplus/(Deficit)	**($ 14,466)**	**($ 16,572)**	**$ 2,106**
Farebox/Contracts Recovery	***13.2%***	***11.9%***	***1.3%***
Non-Operating Revenue/(Expense)			
Sales Tax/including Measure D	$ 8,381	$ 8,225	$ 156
Federal/State/Local Grants	8,718	8,802	(84)
Pension UAL/Bond Interest Payment	(543)	(683)	140
Retiree Obligations	(1,429)	(1,511)	82
All Other	487	516	(29)
Total Non-Operating Revenue/(Expense)	**$ 15,615**	**$ 15,349**	**$ 266**
Operating Surplus/(Deficit) before Transfers	**$ 1,150**	**($ 1,223)**	**$ 2,372**

- Operating Surplus favorable by $2.1M primarily driven by delayed payment for the Line of Credit loan that was budgeted in Q1, along with Marketing programs that have been delayed to Q2
- Non-Operating Revenues/Expenses of $15.6M are $0.3M favorable vs budget of $15.3M
- Sales tax of $8.4M is 1.9% higher than budget

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

10.3A.8

Capital Spending

Attachment A

September 30, 2025 Capital Budget Spend

$000's Project Category:	Month to Date Actuals	Year to Date Actuals	Portfolio Total * Budget	Portfolio Total * % Spend
Construction	$ 2,829	$ 3,509	$ 38,191	9.2%
IT Projects	-	15	707	2.1%
Facilities Upgrades and Improvements	7	94	1,300	7.2%
Revenue Vehicle Replacements and Campaigns	73	7,984	43,389	18.4%
Revenue Vehicle Fleet Electrification	-	-	-	0.0%
Non-Revenue Vehicle Purchases and Replacements	2	190	160	118.6%
Fleet & Maintenance Equipment	-	-	-	0.0%
Office Equipment	-	-	-	0.0%
Miscellaneous Projects	-	-	500	0.0%
Total	**$ 2,912**	**$ 11,791**	**$ 84,247**	**14.0%**

- Construction Projects spending includes $2.8M for the Watsonville Parking Lot, $0.4M for Hydrogen Fueling Stations, $0.2M for Watsonville Station Redevelopment
- Revenue Vehicle includes the purchase of six hydrogen buses

** Pre-close financials, subject to adjustments post close*
*** Budget Adopted June 2025*

Questions?

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Santa Cruz Metropolitan Transit District

DATE: October 24, 2025

TO: Board of Directors

FROM: Danielle Frost, Chief Communications and Marketing Officer

SUBJECT: **CONSIDERATION OF AUTHORIZING THE CEO/GENERAL MANAGER TO EXECUTE A 3RD AMENDMENT EXTENDING THE CONTRACT FOR TWO YEARS WITH CELTIS VENTURES, INC. FOR GENERAL MARKETING SERVICES, INCREASING THE CONTRACT TOTAL BY $500,000**

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO/General Manager to execute a third amendment extending the contract, exercising the first 2-year option with Celtis Ventures, Inc. for General Marketing Services, increasing the contract total by $500,000 for the additional 2-year period, thereby increasing the total contract authority from $1,800,000 to $2,300,000.

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has a task order-based contract with Celtis Ventures, Inc. (Celtis) for General Marketing Services that is due to expire on November 17, 2025, but may be renewed.
- This contract was awarded by the Board of Directors (Board) following competitive procurement. After a multi-round evaluation process, Celtis Ventures was determined to be the highest-ranked proposer offering the best value to METRO.
- Celtis has not requested any price increases for the new contract period.
- Celtis has performed its duties very well under this contract, and therefore staff is recommending that the Board authorize extending the contract by two years and increasing the funding by $500,000.

III. DISCUSSION/BACKGROUND

METRO entered into a task order-based contract with Celtis for General Marketing Services on November 18, 2022 for a three-year period, with two optional two-year extensions.

METRO recommends extending its contract with Celtis for an additional two-year term, based on the firm's exemplary performance and continued strategic value to METRO's marketing and communications efforts.

Over the initial three-year engagement, Celtis significantly elevated METRO's brand visibility both within the community and among riders. Key accomplishments include:

- Development of comprehensive brand guidelines and standards
- Modernization of METRO's and ParaCruz's logo and visual identity
- Creation of a robust photo and video asset library
- Design and production of bilingual marketing collateral
- Strategic campaign development and execution
- Paid advertising and bilingual organic social media management
- Event marketing and promotional support
- Design of over 30 bus wraps and other high-visibility assets
- Website Redesign (To be launched Winter 2025)

The partnership between Celtis and METRO's internal marketing team has resulted in over 14 industry awards for campaigns such as One Ride at a Time, Reimagine METRO, and the widely celebrated Youth Cruz Free program including APTA's 2025 Grand Place AdWheel Award for Best Comprehensive Campaign, seven Hermes Creative Awards, and California Transportation Foundation's (CTF) Public Outreach Program of the Year. Additionally, METRO's social media presence has grown substantially, with a 32% increase in Facebook followers, a 450% increase in Instagram followers, and a 412% rise in earned media coverage through local and national press.

If approved, the contract extension would allow Celtis to continue supporting METRO's strategic goals through the following initiatives:

- Advancing brand development and community visibility
- Launching targeted campaigns that promote the benefits of Reimagine METRO and METRO's role as a trusted community partner
- Expanding rider-focused collateral and informational guides
- Supporting METRO's three agency-wide goals through integrated marketing efforts
- Completing METRO's website redesign and providing ongoing digital support
- Enhancing paid advertising and organic social media outreach

This continued collaboration will ensure METRO maintains a strong, consistent public presence while advancing its mission to serve the Santa Cruz community with excellence.

The current contract with Celtis is set to expire on November 17, 2025. Celtis has consistently delivered exceptional quality and volume of work throughout the past three years. The Celtis team has integrated seamlessly with METRO's internal marketing staff, functioning as a true extension of the department and enhancing capacity across all major initiatives. This close collaboration has been instrumental in elevating METRO's public presence and achieving award-winning results. Celtis has reviewed the existing contract and expressed full satisfaction with its terms, requesting no changes to scope or structure. Staff recommends that METRO

exercise the first option for a two-year contract extension with Celtis and increase the total not-to-exceed authority by $500,000 in order to fully fund the two years. Staff further recommends that the Board authorize the CEO/General Manager to sign a two-year contract extension on behalf of METRO. Danielle Frost, Chief Communications & Marketing Officer, will continue to serve as the Contract Administrator and will ensure contract compliance.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This contract aligns to the following Strategic Priorities:

- Internal and External Technology
- Service Quality and Delivery
- Strategic Alliances and Community Outreach

V. FINANCIAL CONSIDERATIONS/IMPACT

This contract has a total not to exceed of $1,800,000. Additional funds in an amount of $500,000 are requested for approval at this time. The new contract total not to exceed would be $2,300,000.

Funds to support this contract are included in the Marketing FY26 Operating budget, within the Professional & Technical Fees (503031) account, and planned for the FY27 Operating budget.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

- Do not renew this contract.
- Renew contract at a lower dollar amount: contract is task order-based as it stands and based on project volume

Staff does not recommend this option, Without the continued support of Celtis, METRO's internal marketing team—already operating at full capacity—would face significant strain. The absence of external support would likely result in:

- A pause or slowdown in ongoing and future brand development initiatives
- A reduction in the volume and frequency of strategic marketing campaigns at a time when public engagement is critical
- Decreased visibility for key programs such as *Reimagine METRO* and *Youth Cruz Free*
- Limited capacity for paid advertising and diminished reach across digital and traditional media platforms
- A delay in the launch of METRO's website redevelopment project and reduced capacity for ongoing web support

Additionally, this option would significantly limit the team's overall expertise. Celtis brings a full suite of cross-functional marketing specialists—including experts in design, strategy, digital media, web, copywriting, and public relations—that a single staff member could not replicate alone. Their integrated approach has been essential to METRO's success and would be difficult to replace without compromising quality, efficiency, and innovation.

VIII. ATTACHMENTS

Attachment A: Third Amendment to the Contract with Celtis Ventures, Inc.

Prepared by: Ian Berry, Purchasing Assistant
Danielle Frost, Chief Communications and Marketing Officer

IX. APPROVALS

Danielle Frost, Chief Communications and Marketing Officer _____

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

Corey Aldridge, CEO/General Manager _____

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
THIRD AMENDMENT TO CONTRACT NO. 23-07
FOR GENERAL MARKETING SERVICES

This Third Amendment to Contract No. 23-07 for General Marketing Services is made effective _____ between the Santa Cruz Metropolitan Transit District ("Santa Cruz METRO"), a political subdivision of the State of California, and Celtis Ventures, Inc. ("Consultant").

I. RECITALS

1.1 Santa Cruz METRO and Consultant entered into a Contract for General Marketing Services ("Contract") on November 18, 2022.

1.2 The Contract is due to expire on November 17, 2025.

1.3 The Contract allows for amendment upon mutual written consent and provides Santa Cruz METRO the option to extend the term of the Contract for two (2) additional two (2) year terms.

1.4 Santa Cruz METRO and Consultant desire to amend the Contract to extend the Contract term and to increase the Contract total not-to-exceed amount.

Therefore, Santa Cruz METRO and Consultant amend the Contract as follows:

II. TERM

Article 4.1 is amended to add the following language:

> Under the terms of the Third Amendment, the term of this Contract is extended by two years, through November 17, 2027.
>
> Santa Cruz METRO and Consultant may extend the term of this Contract at any time for any reason upon mutual written consent.

III. COMPENSATION

Article 5.1 Terms of Payment is amended to add the following language:

> Under the terms of the Third Amendment, the Contract total not-to-exceed amount is increased by $500,000. The new Contract total not-to-exceed amount is $2,300,000. Consultant understands and agrees that if it exceeds the maximum amount payable under this Contract, it does so at its own risk.

IV. REMAINING TERMS AND CONDITIONS

All other provisions of the Contract, as previously amended, that are not affected by this Third Amendment shall remain unchanged and in full force and effect.

V. AUTHORITY

Each party has full power to enter into and perform this Third Amendment to the Contract and the person signing this Third Amendment on behalf of each has been properly authorized and empowered to enter into it. Each party further acknowledges that it has read this Third Amendment to the Contract, understands it, and agrees to be bound by it.

Signed on _____

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT

Corey Aldridge, CEO/General Manager _____

Consultant –
CELTIS VENTURES, INC.

Matt Raymond, President/CEO _____

Approved as to Form:

Julie Sherman, General Counsel _____

Santa Cruz Metropolitan Transit District

DATE: October 24, 2025

TO: Board of Directors

FROM: Corey Aldridge, CEO/General Manager

SUBJECT: **CONSIDERATION OF APPOINTMENTS TO THE METRO ADVISORY COMMITTEE (MAC)**

I. RECOMMENDED ACTION

The Board of Directors:

1) **Approve the reappointments of James Cruse and Veronica Elsea to the Metro Advisory Committee (MAC) for a term ending December 31, 2029; and**
2) **Extend the nomination period through November 21, 2025 to allow additional applications to fill the remaining vacancy.**

II. SUMMARY

- There are currently three seats on the METRO Advisory Committee (MAC) expiring on December 31, 2025.
- The MAC Ad Hoc Committee recommends the reappointment of James Cruse and Veronica Elsea to fill the seats expiring on December 31, 2025 for an additional four-year term expiring on December 31, 2029.

III. DISCUSSION/BACKGROUND

Section 3.1 of the MAC Bylaws states "The MAC shall be composed of no greater than 7 members appointed by the Board of Directors." Three members' terms expire on December 31, 2025.

A 30-day nomination period opened on September 1, 2025 to solicit and accept Board nominations and citizen applications to fill the available seats. The MAC Ad Hoc Committee (Committee) met on October 14, 2025 to review all applications.

Following a thorough review, the Committee recommends the METRO Board of Directors reappoint James Cruse and Veronica Elsea to serve as members of the MAC (applications attached).

Additionally, the Committee recommends extending the nomination period through November 21, 2025 to allow for additional applications to fill the remaining vacancy.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

None.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

None. The goal is to attain a seven-member committee.

VIII. ATTACHMENTS

Attachment A: MAC Applications: James Cruse and Veronica Elsea

Attachment B: MAC Bylaws

Prepared by: Elizabeth Rocha, Administrative Specialist

IX. APPROVALS

Corey Aldridge, CEO/General Manager _____

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Attachment A

Ticket #547597

Volunteer To Serve on MAC

Status	Open	Name	James P Cruse
Priority	Normal	Email	[redacted]
Department	MAC	Phone	
Create Date	9/21/25 7:02 AM	Source	Web
Assigned To	MAC	Help Topic	Volunteer To Serve on MAC
SLA Plan	CS SLA	Last Response	
Due Date	10/2/25 4:00 PM	Last Message	

Volunteer To Serve on MAC

What is your occupation?:	disabled/ retired
Are you aware of any conflicts of interest that would prevent you from serving on MAC if appointed? :	no
Please outline your availability in terms of meeting times/dates and total time per month you can devote to MAC activities::	wed eve 4p onward
What interests and experience do you have that would make you an effective MAC member? :	stroke center, in a wheelchair, live in a retirement apartment
Contact Name :	James P Cruse
Street Address::	[redacted]
City::	santa cruz
Zip Code::	[redacted]
Do you ride Santa Cruz METRO fixed route or Paracruz Service ?:	Both

How often do you use Santa Cruz METRO Fixed Route or METRO ParaCruz Service?:	Daily
What are your particular transit interests?:	wheelchair access, communication , cabrillo student
What do you think are the biggest challenges for Santa Cruz METRO?:	communication, the state of the roads/sidewalks, usable app
What do you believe that you can contribute to Santa Cruz METRO & MAC if appointed?:	diverse viewpoint
Additional Comments::	Already a member

Attachment A

Ticket #456073

Volunteer To Serve on MAC

Status	Open	Name	Veronica Elsea
Priority	Normal	Email	[redacted]
Department	MAC	Phone	
Create Date	9/18/25 8:14 PM	Source	Web
Assigned To	MAC	Help Topic	Volunteer To Serve on MAC
SLA Plan	CS SLA	Last Response	
Due Date	10/1/25 4:00 PM	Last Message	

Volunteer To Serve on MAC

What is your occupation?:	Musician, composer (semi retired) and volunteer
Are you aware of any conflicts of interest that would prevent you from serving on MAC if appointed? :	no,
Please outline your availability in terms of meeting times/dates and total time per month you can devote to MAC activities::	I am available for every meeting, for any special meetings or projects. I've been serving since 2013.

osTicket
Support Ticket System

What interests and experience do you have that would make you an effective MAC member? :	Serving since 2013. Served 3 times as chair. Served during rewriting of bylaws, major service cuts and many changes in Metro staff. I've assisted at Metro functions and assisted with website and other administrative tasks as requested. I am a regular transit rider. I believe my communication skills have helped me to run productive meetings, keep attendance high and keep the board informed as to what the committee thinks and hears from members of the public. I also serve as chair of the E&D TAC and have been able to share information from both advisory committees to everyone's benefit. As a committee member who is blind, I have been able to call attention to ideas or challenges that may not be obvious to most riders and staff and I am honored to use my place on the committee to prevent problems and make life a bit easier for other transit users. One of my skills is asking good questions, the best way for an advisor to assist the Metro board. I have also benefitted other members of the public by helping to disseminate important released information to members of the public who may not be aware of changes. I also hope to bring humanity to the committee. I have worked with many different members of the board, different CEO's and staff, always remaining respectful, engaging, friendly and collaborative. I really want to do my part to help make Santa Cruz Metro an excellent responsive agency and to encourage residents and visitors to make use of this great resource.
Contact Name :	Veronica Elsea
Street Address::	[redacted]
City::	Santa Cruz
Zip Code::	[redacted]
Do you ride Santa Cruz METRO fixed route or Paracruz Service ?:	Santa Cruz METRO fixed route
How often do you use Santa Cruz METRO Fixed Route or METRO ParaCruz Service?:	Weekly
What are your particular transit interests?:	Understanding how the system works throughout the county; transit access for passengers with disabilities; keeping up with advances in technology for paying for, choosing and using transit; safe routes to and from transit stops; continued training of bus operators concerning passengers with disabilities; helping to ensure continued safe, reliable and predictable transit throughout the county; helping to increase public education about the benefits of public transit and how to use it;
What do you think are the biggest challenges for Santa Cruz METRO?:	Funding; balancing frequency of busses in busy corridors versus providing service to more outlying areas; updating its fleet of busses (see funding); keeping to schedules while operating in heavy traffic areas; performing up to standards people are used to seeing in more urban areas in conditions faced by smaller counties.

osTicket
Support Ticket System

What do you believe that you can contribute to Santa Cruz METRO & MAC if appointed?:	See many comments above. I bring a history of knowing the bylaws and past decisions. I bring collaboration, respect for all, thorough yet helpful questions and suggestions; willingness and availability to assist when requested. I have an excellent attendance record. I have demonstrated good leadership skills, serving as chair, and bringing connections to the RTC's E&D TAC to assist with discussing important issues. I bring different perspectives to discussions because of living with blindness and knowing much about living with other disabilities. As a regular rider, I bring a deep knowledge of the Metro system. I bring a strong commitment to helping public transit succeed in Santa Cruz County. I bring a deep understanding of what the MAC is and what it is not, advisory versus advocacy. I look forward to continuing to assist the Metro Board in maintaining high standards, friendly service for all and opportunities for appropriate public input.
Additional Comments::	I have thoroughly enjoyed my service to Metro through the MAC and sincerely hope you will allow me to continue contributing to the quality of life in Santa Cruz county.

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SANTA CRUZ METRO

BYLAWS

Metro Advisory Committee

ADOPTED JANUARY 26, 2018

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.

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.

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.

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

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

§3.2 Members' Terms

a. The term of membership of each MAC member shall be four years, commencing with the date of appointment by the METRO Board of Directors and terminating on December 31st of the year in which the seat expires. Members may be considered by the Board Ad Hoc Committee for reappointment for additional terms, as approved by the METRO Board of Directors.

b. Effective January 2018, seat term limits shall follow the following term schedule in order to ensure quorum in future election years as follows:

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

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

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

§3.3 Attendance at MAC meetings.

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

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

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"

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

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

§5.7 Impertinence; Disturbance of Meeting

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

§5.8 Access to Public Records Distributed at Meetings

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

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

Article VI
AGENDAS AND MEETING NOTICES

§6.1 Agenda Format

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

§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.scmtd.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.

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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Santa Cruz Metropolitan Transit District

DATE: October 24, 2025

TO: Board of Directors

FROM: Margo Ross, Chief Operations Officer

SUBJECT: **AUTHORIZE THE CEO/GENERAL MANAGER TO PURCHASE MIGRATION TO HASTUS-BY-CSCHED IN AN AMOUNT NOT TO EXCEED $500,000, INCLUDING PROJECT CONTINGENCY**

I. RECOMMENDED ACTION

That the Board of Directors authorize the purchase of Migration to HASTUS-By-CSched and authorize the CEO/General Manager to execute the contract in a form approved by legal counsel.

II. SUMMARY

- SCMTD requires an effective and powerful fixed-route vehicle/operator scheduling and daily operations system to tackle the challenges of future growth and to support improvements to service delivery and efficiency. GIRO's HASTUS™ software has been specifically designed to meet these needs.

- HASTUS-by-CSched is the ideal pairing for small transit agencies needing fixed route scheduling and operations software. In essence, HASTUS-by-CSched is a secure and robust SaaS ("Software as a Service") environment that eliminates the needs for clients to manage complex IT file server and database server administration, software installation, backups and acquisition of expensive infrastructure and database platforms.

- By the Board approving the HASTUS-by-CSched version this allows METRO a substantial upgrade at a lower price, then a full upgrade from Giro. The CSched version is off the shelf and does not require customization or special modules; the cost of the migration is less than a full upgrade from Giro.

- Staff are asking for the Board to approve $500,000 to cover the capital cost of the upgrade of HASTUS, including project contingency. The one-time implementation (capital) cost of the software upgrade is $481,250. This includes implementation services and license/support for one year (initial warranty period).

III. DISCUSSION/BACKGROUND

- In fiscal year 2001-2002, METRO completed conversion to HASTUS for run-cutting scheduling/dispatch hardware. The new system provided METRO with a modern way of dispatching bus operator assignments. Additionally, HASTUS offered an efficient means for run-cutting and maximum productivity of METRO services.

- In August 2009, the METRO Board of Directors approved a HASTUS upgrade. This upgrade delivered new software modules and customized components unique to METRO. In 2009, the upgrade was the latest technology for run-cutting and dispatching.

- Since 2009, METRO has not received an upgrade of the HASTUS system. The unique customizations and other cutting-edge technologies are no longer supported by Giro. METRO customizations are no longer pioneering technology; the customizations have become standard for HASTUS. METRO's current system needs an upgrade to continue to provide productive run-cutting, the ability for dispatching to ensure the maximum use of personnel.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

These contracts align to the following strategic priorities:

- Service Quality and Delivery

V. FINANCIAL CONSIDERATIONS/IMPACT

METRO secured $422,417 in FY26 STA-SGR funding and will apply interest income from prior year STA-SGR funding apportionments to cover the remainder of the capital cost of the migration to 2026 HASTUS by CSched (Project 26-0008, Account 514041-3200).

VI. ALTERNATIVES CONSIDERED

Do nothing and METRO staff will continue to struggle with outages to the HASTUS system and lack of support from Giro. In the future Giro will no longer be able to support the METRO 2009 version of HASTUS, leaving staff without the ability to dispatch assignments, integrate payroll, and produce bids for operators' annual bidding.

VII. ATTACHMENTS

Attachment A: Copy of HASTUS-by-CSched Proposal

Prepared by: Margo Ross, Chief Operations Officer

VIII. APPROVALS

(Approved as to fiscal impact)
Chuck Farmer, Chief Financial Officer _____

Corey Aldridge, CEO/General Manager _____

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Attachment A

COST ESTIMATE FOR

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (SCMTD) FOR THE MIGRATION TO HASTUS-By-CSched

JULY 23, 2025

GIRO HASTUS

10.6A.1

This proposal is submitted in confidence and contains proprietary and confidential information of GIRO Inc./Le Groupe en Informatique et Recherche Opérationnelle, which may include trade secrets, scientific information, financial information, technical information, commercial information, and labour relations information. The content of this proposal shall not be disclosed to any other party and shall not be duplicated, used, or disclosed in whole or in part for any purpose other than to evaluate the proposal.

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1 EXECUTIVE SUMMARY

SCMTD requires an effective and powerful fixed-route vehicle/operator scheduling and daily operations system to tackle the challenges of future growth and to support improvements to service delivery and efficiency. GIRO's HASTUS™ software has been specifically designed to meet these needs.

GIRO is recognized as a world leader in the field of public transport software and related services. HASTUS is a field-proven and mature product based on Windows. It is currently in use at more than 300 sites around the world. The software is modular and all modules are seamlessly integrated through an open relational database running on either Oracle® or Microsoft SQL Server®.

Through our partner, CSched, we propose the turn-key hosted solution "HASTUS By CSched".

HASTUS by CSched combines the powerful HASTUS scheduling software developed by Montreal-based GIRO Inc., with the training, support, experience and consulting services of Montréal-based scheduling consultants CSched.

HASTUS *by CSched* is the ideal pairing for small transit agencies needing a fixed-route scheduling and operations software. In essence, **HASTUS** *by CSched* is a secure and robust SaaS environment ("Software as a Service") that eliminates the needs for clients to manage complex IT file server and database server administration, software installation, backups and acquisition of expensive infrastructure and database platforms.

The *HASTUS By CSched* solution will include the following modules:

- Vehicle to help build efficient timetables and vehicle schedules.
- MinBus to optimize multi-depot trip and block assignments.
- Crew with the CrewOpt optimizer to build efficient operator shifts to cover vehicle schedules.
- Roster with Optimize to build weekly operator shifts that consider work rules and regulations.
- Geo to generate map displays and manage geographical data that you can integrate seamlessly into other HASTUS modules. Count on Geo to calculate the distances between your various network entities and give you detailed route and deadhead itineraries.
- Bid to efficiently organize and carry out different processes for employees to pick work and vacations. BidWeb reduces bidding costs by letting employees submit their choices remotely.
- DailyCrew for daily driver dispatching, spare-board and overtime management, automated timekeeping, attendance management, payroll interface, making daily service-level adjustments, as well as providing flexible reporting options.
- SelfService to allow operators to access their current information, view and print assignments and payroll reports, and also to enter overtime preferences and absences, or days-off requests.

The solution also includes our Connect module. Connect's integration tools facilitate seamless data exchange and interoperability between HASTUS and other applications and systems.

Further HASTUS modules, not included in this quote, are available to meet your evolving needs. They could be added as options as and when required.

Beyond the software itself, we are also proposing GIRO and CSched's expertise to SCMTD.

GIRO, through our CSched partner, will configure the proposed system to your specific operating environment, and provide training and support in the use and administration of the system. Expert staff will guide SCMTD through the tasks required to bring the system into production, from the selection and installation of the required hardware to connect to the Cloud hosting solution, to data entry and conversion, and finally to a system test and cutover.

2 GIRO INC. OVERVIEW

GIRO Inc. creates and implements integrated software solutions for planning and managing transport-related operations in the public transit/transport and postal industries. Our products bring tangible benefits by combining advanced optimization techniques derived from operations research with powerful data-management tools.

Established in Montréal in 1979, we serve clients in the Americas, Europe, Australia, and Asia.

GIRO employs more than 600 full-time staff, of whom more than 80% hold bachelors' or advanced degrees in information technology, engineering, or operations research. Many are former academic researchers with proven R&D experience.

Close ties with Montréal's research institutes and universities ensure the continued superiority of our optimization tools. In addition, GIRO has earned an excellent reputation for timely delivery of proven software and the quality of our post-sales support.

The company is privately owned, with all shares held by senior management, and it has always financed growth from revenues.

GIRO is proud to partner with CSched.

Since 2010, CSched provides consulting services to public transit agencies, private providers of public transit services, and consultants engaged in planning for public transit agencies. The international experience of CSched senior staff team represents fifty years of innovative solutions applied to the transportation industry including airline, passenger rail, and bus transit operations.

2.1 Products

GIRO's three software products are HASTUS™ for fixed-route public transport, HASTUS-OnDemand™ for paratransit and on-demand transport services, and GeoRoute™ for postal distribution:

- HASTUS provides a modular solution for planning, scheduling, daily operations, and customer information. It is designed for bus, tram, metro, light rail, and commuter rail operations. Using a common set of tools and database, HASTUS makes possible improved synchronization between transit modes. It is used in 29 countries by over 250 companies at more than 300 sites, for fleets ranging in size from 15 to over 6,500 vehicles/rail cars. It is deployed in cities such as Paris, Vienna, Los Angeles, Montréal, Brussels, Munich, Hamburg, Stockholm, Singapore, and Sydney, as well as with private operators.
- HASTUS-OnDemand enables agencies providing between 500 and 12,000 trips per day to deliver high-quality service while controlling operating costs, by optimizing their on-demand services to better adjust resources to demand and improve performance and efficiency.
- GeoRoute is designed to plan and optimize the collection and delivery of mail and parcels. It is the most widely used route-optimization software in the postal industry. Installations include, among others, Canada Post, Deutsche Post, Royal Mail (United Kingdom), and Swiss Post.

2.2 Corporate values

Our corporate values guide us in our work for our clients:

Expertise
Leverage our unique industry know-how to provide quality products and expert services.

Commitment
Take your goals to heart and engage ourselves fully in the success of your projects.

Collaboration
Share our knowledge, skills, and experience with you to implement the best solution for your needs

Long-term vision
Build long-term business relationships based on integrity and sustainable solutions.

2.3 Research & Development

Our position of industry leadership is supported by the level of resources that we devote to R&D. Over the last 10 years, we have assigned 30% of our resources to R&D and we expect to maintain the same level for the foreseeable future.

Each year, our five-year development roadmap is reviewed to ensure that the priorities continue to match our clients' and the market's requirements. We also improve our modules continually with advancements and added functionalities based on suggestions provided by our clients and on our observations of market trends.

Each new HASTUS version incorporates enhancements made in recent client projects, as well as those resulting from GIRO's R&D efforts. New versions also serve to accommodate new underlying technologies (e.g. new Windows® or Oracle® versions).

Our R&D efforts ensure that HASTUS will continue to evolve according to our clients' needs.

3 SCOPE OF WORK

This **cost estimate** is based on high-level discussions with SCMTD. It includes access and configuration of the Geo, Vehicle, Minbus Crew, CrewOpt, Roster, DailyCrew, Bid, BidWeb, SelfService, and WebServices modules of the *HASTUS By CSched* solution.

To fully benefit from the *HASTUS By CSched* solution, SCMTD will be required to use the generic features of *HASTUS By CSched*. Unless stated otherwise, customizations of the current HASTUS v2009 will not be available in the proposed HASTUS By CSched.

The use of Geo modules assumes that map data will be provided by the client in a HASTUS-compatible format. Changes to software configuration will be covered through the bank of hours under CSched-Services.

User training includes 324 hours, up to 5 visits totaling 39 staff-days, and up to 2 staff members per visit.

IT management, infrastructure, and hosting include 10 logins and periodic software upgrades.

Unused hours for CSched-Services will roll over to subsequent years.

Additional hours for CSched-Services can be purchased on an as-needed basis.

Further discussion will be necessary to confirm the final scope of work.

4 COST ESTIMATE

4.1 Cost summary

The costs estimate for the proposed HASTUS modules (Geo, Vehicle, Minbus Crew, CrewOpt, Roster, DailyCrew, Bid, BidWeb, SelfService, and WebServices) are outlined below:

DESCRIPTION	2026	2027	2028	2029	2020
Implementation Services	$427 260				
License[1], hosting, maintenance and support	$238 020	$238 020	$249 920	$262 420	$275 540
Bank of hours	$27 960 *(120 hours)*	$18 970 *(80 hours)*	$9 960 *(40 hours)*	$10 460 *(40 hours)*	$10 980 *(40 hours)*
TOTAL	**$693 240**	**$256 990**	**$259 880**	**$272 880**	**$286 520**

Table 1 – Estimated cost.

Notes:

1. License for 80 peak vehcles for the Geo, Vehicle, Minbus Crew, CrewOpt, Roster, DailyCrew, Bid, BidWeb, SelfService, and WebServices modules of the HASTUS By CSched solution .

4.2 Notes and conditions

1. This is a **estimate** in American dollars based on our 2026 price list. All prices quoted herein are exclusive of any taxes that may apply. Calculating and remitting any applicable taxes would be the responsibility of SCMTD.
2. This cost estimate is valid until September 30th 2025.
3. This document is not a binding formal proposal. Further discussions are necessary to provide a formal proposal to SCMTD.
3. Prices are based on the number of peak vehicles and an upper limit of 80 peak vehicles is proposed here for licensing purposes.
5. Any required hardware or system software upgrade, such as Oracle®/Microsoft SQL Server® is not included.

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Santa Cruz Metropolitan Transit District

DATE: October 24, 2025

TO: Board of Directors

FROM: Kristina Mihaylova, Finance Deputy Director

SUBJECT: **CONSIDERATION OF A RESOLUTION APPROVING THE FY26 REVISED CAPITAL BUDGET/PORTFOLIO**

I. RECOMMENDED ACTION

That the Board of Directors adopt a resolution approving the FY26 Revised Capital Budget/Portfolio, as presented in Attachment B

II. SUMMARY

- The Board of Directors (Board) adopted the FY26 Capital Budget/Portfolio on June 27, 2025.
- Periodic capital budget revisions may be required due to new grant awards, new projects, changes to the scope of existing projects, spending adjustments and removal of projects that are no longer active.
- Revisions to an adopted capital budget require Board approval and the adoption of a resolution.

III. DISCUSSION/BACKGROUND

The Board must adopt an Operating and Capital Budget by June 30th each year. The Board adopted the FY26 & FY27 Operating and FY26 Capital Budget/Portfolio on June 27, 2025.

Periodically, capital budget revisions are required to add new projects, revise project balances and funding sources, update project descriptions, etc. This will be the first revision to the FY26 Capital Budget/Portfolio since adoption.

Staff requests that the Board adopt a resolution (Attachment A) to approve the FY26 Revised Capital Budget/Portfolio (Attachment B).

A Reconciliation by Project as of October 24, 2025 (Attachment C) is provided; this reconciles the (current) FY26 Revised Capital Budget/Portfolio against the (original) Final FY26 Capital Budget/Portfolio adopted on June 27, 2025.

This revision impacts multiple projects.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

The original FY26 Capital Budget/Portfolio adopted June 27, 2025, totals $84,246,785.

- Revision 1 – October 24, 2025 – This revision revised the available budget balances for twenty-two (22) projects and added four (4) new projects. This revision resulted in a net increase of $5,293,812 for a Revised FY26 Capital Budget/Portfolio balance of $89,540,597.

The Reconciliation by Project as of October 24, 2025 (Attachment C) lists the details of all changes by project since adoption on June 27, 2025, and includes an explanation for the action. The year-to-date change is a net increase of $5,293,812.

VI. ALTERNATIVES CONSIDERED

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

VII. ATTACHMENTS

Attachment A: FY26 Capital Budget/Portfolio Resolution

Attachment B: FY26 Revised Capital Budget/Portfolio as of October 24, 2025

Attachment C: FY26 Revised Capital Budget/Portfolio – Reconciliation by Project as of October 24, 2025

Prepared by: Kristina Mihaylova, Deputy Finance Director

VIII. APPROVALS

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

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:

A RESOLUTION OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AUTHORIZING A REVISION TO THE FY26 CAPITAL BUDGET/PORTFOLIO

WHEREAS, the Board of Directors approved the FY26 Capital Budget/Portfolio on October 24, 2025 with a total budget of $89,540,597; and

WHEREAS, it is necessary to revise the adopted FY26 Capital Budget/Portfolio by $5,293,812;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District hereby amends the FY26 Capital Budget/Portfolio per Attachment B to this resolution for a total FY26 Revised Capital Budget/Portfolio of $89,540,597.

PASSED AND ADOPTED this 24th day of October 2025, by the following vote:

AYES: Directors -

NOES: Directors -

ABSENT: Directors -

ABSTAIN: Directors -

APPROVED

_____
REBECCA DOWNING, Board Chair

ATTEST

_____
COREY ALDRIDGE
CEO, General Manager

APPROVED AS TO FORM

_____
JULIE A. SHERMAN
General Counsel

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Attachment B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY26 REVISED CAPITAL BUDGET/PORTFOLIO - ANTICIPATED SPENDING
AS OF OCTOBER 24, 2025

		PROJECT/ACTIVITY	FEDERAL FUNDS	TIRCP	REAP 2.0	LCTOP	LPP	VW GRANT	MBARD	Federal Tax Rebate	CEC EnergIIZE	AHSC STI	STIP	STA-SGR (SB 1)	MEASURE D (XFR FROM OPER BUDGET)	OPERATING & CAPITAL RESERVE FUND	TOTAL
			RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED		BUS REPLACEMENT FUND $3M PER YEAR (MEASURE D + SB1 STA&SGR)			
														RESTRICTED	RESTRICTED		
Construction Related Projects																	
1	19-0001	New METRO Owned Paracruz Facility-FY20 LPP (Grant Match for 5339(b))	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 50,000	$ 50,000
2	19-0002	Pacific Station/Metro Center Redevelopment w/ City of SC	$ 51,067	$ 500,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 14,728	$ -	$ 565,795
3	23-0010	Rapid Bus Enhancements - Soquel Drive & Main Street Corridor	$ -	$ 1,071,400	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 873,227	$ 1,944,627
4	24-0009	Watsonville Parking Lot (Land & Construction & Buildings)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 150,000	$ 307,833	$ -	$ 3,719,360	$ 4,177,193
5	24-0014	Watsonville Station Redevelopment	$ -	$ 1,335,690	$ 235,022	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,570,713
6	23-0005b	New Hydrogen Fueling Station + Project Management	$ 241,775	$ 7,308,935	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 48,355	$ -	$ 2,850,083	$ 10,449,149
7	25-0002	Temporary Fueling Station	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 554,020	$ -	$ -	$ -	$ -	$ 1,387,596	$ 1,941,616
		Subtotal	$ 292,842	$ 10,216,026	$ 235,022	$ -	$ -	$ -	$ -	$ -	$ 554,020	$ -	$ 150,000	$ 356,188	$ 14,728	$ 8,880,266	$ 20,699,093
IT Projects																	
8	24-0002	Web Site Upgrade	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 70,000	$ 70,000
9	26-0005	Contactless Fare Payment Systems (Payment Acceptance Devices and Fare Calculation Software)	$ -	$ 622,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 622,000
10	26-0008	Hastus Upgrade by Cshed	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 500,000	$ -	$ -	$ 500,000
		Subtotal	$ -	$ 622,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 500,000	$ -	$ 70,000	$ 1,192,000
Facilities Upgrades & Improvements																	
11	19-0013	JKS Facility - Upper Security Gates (Reserves)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 525,817	$ 525,817
12	19-0020	Admin Bldg. Engineering & Renovations	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 147,000	$ 147,000
13	23-0005c	Maintenance Facility Upgrades	$ -	$ 1,374,510	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,374,510
		Subtotal	$ -	$ 1,374,510	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 672,817	$ 2,047,327
Revenue Vehicle Purchases, Replacements & Campaigns																	
14	23-0001	44 HFCBs: $1.44M/Bus (TIRCP,LPP,BRF,VW,FTA 5339 a & b + HVIP: $258K/Bus) *FY25: 22 Buses; FY26: 22 Buses*)	$ 1,802,202	$ 6,689,613	$ -	$ 2,390,810	$ 918,000	$ 11,040,000	$ -	$ 960,000	$ -	$ 3,319,997	$ -	$ 436,823	$ 977,626	$ -	$ 28,535,070
15	24-0015	9 HFCBs: $2.13M/Bus (FTA FY23 5339b , FTA FY22-24 5339a, VW Grant, BRF: SGR, **HVIP:$258K/Bus)**	$ 12,552,882	$ -	$ -	$ -	$ -	$ 4,320,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 774,003	$ -	$ 17,646,885
16	26-0001	Bus Wrap for New Flyer FCEBs	$ -	$ 387,846	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 187,154	$ -	$ 575,000
17	26-0002	7 Paracruz Vans	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,000,000	$ -	$ 1,000,000
		Subtotal	$ 14,355,084	$ 7,077,459	$ -	$ 2,390,810	$ 918,000	$ 15,360,000	$ -	$ 960,000	$ -	$ 3,319,997	$ -	$ 436,823	$ 2,938,783	$ -	$ 47,756,955
Revenue Vehicle Purchases, Replacements & Campaigns-Fleet Electrification Projects																	
		Subtotal	$ -	$ -	$ -	$ -	$ -	$ -				$ -	$ -	$ -	$ -	$ -	$ -
Non-Revenue Vehicle Purchases & Replacements																	
18	25-0003	Fleet Cars (2) - 2 Chevy Equinox	$ 47,000	$ -	$ -	$ -	$ -	$ -	$ 40,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,000	$ 92,000
19	25-0004	Fleet Truck (1)	$ 65,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 65,000
20	26-0004	Fleet Truck (1) - 12 Passenger Van	$ 52,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 52,000
		Subtotal	$ 164,000	$ -	$ -	$ -	$ -	$ -	$ 40,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,000	$ 209,000
Fleet & Maint Equipment																	
21	24-0019	Training Aids, Simulators, Components & Equipment	$ 444,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 111,000	$ -	$ -	$ 555,000
22	25-0001	Natural Gas Hot Water Pressure Washer & Industrial Water Clarification System	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 200,000	$ 200,000
23	26-0006	Upgrade of Repeater Network	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 110,000	$ 110,000
24	26-0007	Real-time Passenger Information Display Pilot - 4 RTPIs (FTA 5309, SGR)	$ 54,100	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 13,703	$ -	$ -	$ 67,803
		Subtotal	$ 498,100	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 124,703	$ -	$ 310,000	$ 932,803
Office Equipment																	
																$ -	$ -
		Subtotal	$ -	$ -	$ -	$ -	$ -	$ -				$ -	$ -	$ -	$ -	$ -	$ -
Misc.																	
25	23-0004	Misc Capital Contingency	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 485,000	$ 485,000
26	23-0004k	Fence and Card Reader - Tool Cage ACS Install	$ -	$ -	$ -	$ -	$ -	$ -		$ -	$ -	$ -	$ -	$ -	$ -	$ 15,000	$ 15,000
		Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 500,000	$ 500,000
TOTAL CAPITAL PROJECTS			**$ 15,310,026**	**$ 19,289,994**	**$ 235,022**	**$ 2,390,810**	**$ 918,000**	**$ 15,360,000**	**$ 40,000**	**$ 960,000**	**$ 554,020**	**$ 3,319,997**	**$ 150,000**	**$ 1,417,714**	**$ 2,953,511**	**$ 10,438,083**	**$ 73,337,178**

10.7B.1

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY26 REVISED CAPITAL BUDGET/PORTFOLIO - ANTICIPATED SPENDING
AS OF OCTOBER 24, 2025

PROJECT/ACTIVITY	FEDERAL FUNDS (RESTRICTED)	TIRCP (RESTRICTED)	REAP 2.0 (RESTRICTED)	LCTOP (RESTRICTED)	LPP (RESTRICTED)	VW GRANT (RESTRICTED)	MBARD (RESTRICTED)	Federal Tax Rebate (RESTRICTED)	CEC EnergIIZE (RESTRICTED)	AHSC STI (RESTRICTED)	STIP	STA-SGR (SB 1) (BUS REPLACEMENT FUND $3M PER YEAR (MEASURE D + SB1 STA&SGR) RESTRICTED)	MEASURE D (XFR FROM OPER BUDGET) (RESTRICTED)	OPERATING & CAPITAL RESERVE FUND	TOTAL
CAPITAL PROGRAM FUNDING															
Federal Sources of Funds:															
Federal Grants (FTA)	$ 15,310,026														$ 15,310,026
															$ -
Federal Tax Rebate	$ 960,000														$ 960,000
															$ -
State /Other Sources of Funds:															$ -
															$ -
MBARD							$ 40,000								$ 40,000
															$ -
REAP 2.0			$ 235,022												$ 235,022
															$ -
Low Carbon Transit Operations Program (LCTOP)				$ 2,390,810											$ 2,390,810
															$ -
Local Partnership Program (LPP)					$ 918,000										$ 918,000
															$ -
STIP											$ 150,000				$ 150,000
															$ -
Transfers from Operating Budget (STA-SB1)															$ -
															$ -
STA-SGR (SB1)												$ 1,417,714			$ 1,417,714
															$ -
Transfers from Operating Budget (Measure D)													$ 2,953,511		$ 2,953,511
															$ -
TIRCP		$ 19,289,994													$ 19,289,994
															$ -
VW GRANT						$ 15,360,000									$ 15,360,000
															$ -
									$ 554,020						$ 554,020
															$ -
AHSC STI										$ 3,319,997					$ 3,319,997
															$ -
Local Sources of Funds:															$ -
															$ -
Operating and Capital Reserve Fund														$ 10,438,083	$ 10,438,083
TOTAL CAPITAL FUNDING BY FUNDING SOURCE	**$ 16,270,026**	**$ 19,289,994**	**$ 235,022**	**$ 2,390,810**	**$ 918,000**	**$ 15,360,000**	**$ 40,000**	**$ -**	**$ 554,020**	**$ 3,319,997**	**$ 150,000**	**$ 1,417,714**	**$ 2,953,511**	**$ 10,438,083**	**$ 73,337,178**
Restricted Funds	$ 16,270,026	$ 19,289,994	$ 235,022	$ 2,390,810	$ 918,000	$ 15,360,000	$ 40,000	$ -	$ 554,020	$ 3,319,997	$ 150,000	$ 1,417,714	$ 2,953,511		$ 62,899,095
Unrestricted Funds														$ 10,438,083	$ 10,438,083
TOTAL CAPITAL FUNDING	**$ 16,270,026**	**$ 19,289,994**	**$ 235,022**	**$ 2,390,810**	**$ 918,000**	**$ 15,360,000**	**$ 40,000**	**$ -**	**$ 554,020**	**$ 3,319,997**	**$ 150,000**	**$ 1,417,714**	**$ 2,953,511**	**$ 10,438,083**	**$ 73,337,178**

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

Attachment B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY26 REVISED CAPITAL BUDGET/PORTFOLIO
AS OF OCTOBER 24, 2025

		PROJECT/ACTIVITY	FEDERAL FUNDS (RESTRICTED)	TIRCP (RESTRICTED)	REAP 2.0 (RESTRICTED)	LCTOP (RESTRICTED)	LPP (RESTRICTED)	VW GRANT (RESTRICTED)	MBARD (RESTRICTED)	Federal Tax Rebate (RESTRICTED)	CEC EnergIIZE (RESTRICTED)	AHSC STI (RESTRICTED)	STIP	STA-SGR (SB 1) (BUS REPLACEMENT FUND $3M PER YEAR (MEASURE D + SB1 STA&SGR) RESTRICTED)	MEASURE D (XFR FROM OPER BUDGET) (BUS REPLACEMENT FUND $3M PER YEAR (MEASURE D + SB1 STA&SGR) RESTRICTED)	OPERATING & CAPITAL RESERVE FUND	TOTAL
Construction Related Projects																	$ (368,232)
1	19-0001	New METRO Owned Paracruz Facility-FY20 LPP (Grant Match for 5339(b))	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 50,000	$ 50,000
2	19-0002	Pacific Station/Metro Center Redevelopment w/ City of SC	$ 51,067	$ 500,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 14,728	$ -	$ 565,795
3	23-0010	Rapid Bus Enhancements - Soquel Drive & Main Street Corridd	$ -	$ 5,357,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,366,137	$ 9,723,137
4	24-0009	Watsonville Parking Lot (Land & Construction & Buildings)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 150,000	$ 307,833	$ -	$ 3,719,360	$ 4,177,193
5	24-0014	Watsonville Station Redevelopment	$ -	$ 8,500,000	$ 1,495,622	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 9,995,622
6	23-0005b	New Hydrogen Fueling Station + Project Management	$ 241,775	$ 7,308,935	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 48,355	$ -	$ 2,850,083	$ 10,449,149
7	25-0002	Temporary Fueling Station	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 554,020	$ -	$ -	$ -	$ -	$ 1,387,596	$ 1,941,616
		Subtotal	$ 292,842	$ 21,665,935	$ 1,495,622	$ -	$ -	$ -	$ -	$ -	$ 554,020	$ -	$ 150,000	$ 356,188	$ 14,728	$ 12,373,175	$ 36,902,512
IT Projects																	
8	24-0002	Web Site Upgrade	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 70,000	$ 70,000
9	26-0005	Contactless Fare Payment Systems (Payment Acceptance Devices and Fare Calculation Software)	$ -	$ 622,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 622,000
10	26-0008	Hastus Upgrade by Cshed	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 500,000	$ -	$ -	$ 500,000
		Subtotal	$ -	$ 622,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 500,000	$ -	$ 70,000	$ 1,192,000
Facilities Upgrades & Improvements																	
11	19-0013	JKS Facility - Upper Security Gates (Reserves)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 525,817	$ 525,817
12	19-0020	Admin Bldg. Engineering & Renovations	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 147,000	$ 147,000
13	23-0005c	Maintenance Facility Upgrades	$ -	$ 1,374,510	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,374,510
		Subtotal	$ -	$ 1,374,510	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 672,817	$ 2,047,327
Revenue Vehicle Purchases, Replacements & Campaigns																	
14	23-0001	44 HFCBs: $1.44M/Bus (TIRCP,LPP,BRF,VW,FTA 5339 a & b + HVIP: $258K/Bus) *FY25: 22 Buses; FY26: 22 Buses*)	$ 1,802,202	$ 6,689,613	$ -	$ 2,390,810	$ 918,000	$ 11,040,000	$ -	$ 960,000	$ -	$ 3,319,997	$ -	$ 436,823	$ 977,626	$ -	$ 28,535,070
15	24-0015	9 HFCBs: $2.13M/Bus (FTA FY23 5339b , FTA FY22-24 5339a, VW Grant, BRF: SGR, **HVIP:$258K/Bus)**	$ 12,552,882	$ -	$ -	$ -	$ -	$ 4,320,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 774,003	$ -	$ 17,646,885
16	26-0001	Bus Wrap for New Flyer FCEBs	$ -	$ 387,846	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 187,154	$ -	$ 575,000
17	26-0002	7 Paracruz Vans	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,000,000	$ -	$ 1,000,000
		Subtotal	$ 14,355,084	$ 7,077,459	$ -	$ 2,390,810	$ 918,000	$ 15,360,000	$ -	$ 960,000	$ -	$ 3,319,997	$ -	$ 436,823	$ 2,938,783	$ -	$ 47,756,955
Revenue Vehicle Purchases, Replacements & Campaigns-Fleet Electrification Projects																	
		Subtotal	$ -	$ -	$ -	$ -	$ -	$ -				$ -	$ -	$ -	$ -	$ -	$ -
Non-Revenue Vehicle Purchases & Replacements																	
18	25-0003	Fleet Cars (2) - 2 Chevy Equinox	$ 47,000	$ -	$ -	$ -	$ -	$ -	$ 40,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,000	$ 92,000
19	25-0004	Fleet Truck (1)	$ 65,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 65,000
20	26-0004	Fleet Truck (1) - 12 Passenger Van	$ 52,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 52,000
		Subtotal	$ 164,000	$ -	$ -	$ -	$ -	$ -	$ 40,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,000	$ 209,000
Fleet & Maint Equipment																	
21	24-0019	Training Aids, Simulators, Components & Equipment	$ 444,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 111,000	$ -	$ -	$ 555,000
22	25-0001	Natural Gas Hot Water Pressure Washer & Industrial Water Clarification System	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 200,000	$ 200,000
23	26-0006	Upgrade of Repeater Network	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 110,000	$ 110,000
24	26-0007	Real-time Passenger Information Display Pilot - 4 RTPIs (FTA 5309, SGR)	$ 54,100	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 13,703	$ -	$ -	$ 67,803
		Subtotal	$ 498,100	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 124,703	$ -	$ 310,000	$ 932,803
Office Equipment																	
																$ -	$ -
		Subtotal	$ -	$ -	$ -	$ -	$ -	$ -				$ -	$ -	$ -	$ -	$ -	$ -
Misc.																	
25	23-0004	Misc Capital Contingency	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 485,000	$ 485,000
26	23-0004k	Fence and Card Reader - Tool Cage ACS Install	$ -	$ -	$ -	$ -	$ -	$ -		$ -	$ -	$ -	$ -	$ -	$ -	$ 15,000	$ 15,000
		Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 500,000	$ 500,000
TOTAL CAPITAL PROJECTS			**$ 15,310,026**	**$ 30,739,904**	**$ 1,495,622**	**$ 2,390,810**	**$ 918,000**	**$ 15,360,000**	**$ 40,000**	**$ 960,000**	**$ 554,020**	**$ 3,319,997**	**$ 150,000**	**$ 1,417,714**	**$ 2,953,511**	**$ 13,930,992**	**$ 89,540,597**

10.7B.3

Attachment B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY26 REVISED CAPITAL BUDGET/PORTFOLIO
AS OF OCTOBER 24, 2025

PROJECT/ACTIVITY	FEDERAL FUNDS (RESTRICTED)	TIRCP (RESTRICTED)	REAP 2.0 (RESTRICTED)	LCTOP (RESTRICTED)	LPP (RESTRICTED)	VW GRANT (RESTRICTED)	MBARD (RESTRICTED)	Federal Tax Rebate (RESTRICTED)	CEC EnergIIZE (RESTRICTED)	AHSC STI (RESTRICTED)	STIP	STA-SGR (SB 1) (BUS REPLACEMENT FUND $3M PER YEAR (MEASURE D + SB1 STA&SGR) RESTRICTED)	MEASURE D (XFR FROM OPER BUDGET) (RESTRICTED)	OPERATING & CAPITAL RESERVE FUND	TOTAL
CAPITAL PROGRAM FUNDING															
Federal Sources of Funds:															
Federal Grants (FTA)	$ 15,310,026														$ 15,310,026
															$ -
Federal Tax Rebate	$ 960,000														$ 960,000
															$ -
State /Other Sources of Funds:															$ -
															$ -
MBARD							$ 40,000								$ 40,000
															$ -
REAP 2.0			$ 1,495,622												$ 1,495,622
															$ -
Low Carbon Transit Operations Program (LCTOP)				$ 2,390,810											$ 2,390,810
															$ -
Local Partnership Program (LPP)					$ 918,000										$ 918,000
															$ -
STIP											$ 150,000				$ 150,000
Transfers from Operating Budget (STA-SB1)															$ -
															$ -
STA-SGR (SB1)												$ 1,417,714			$ 1,417,714
															$ -
Transfers from Operating Budget (Measure D)													$ 2,953,511		$ 2,953,511
															$ -
TIRCP		$ 30,739,904													$ 30,739,904
															$ -
VW GRANT						$ 15,360,000									$ 15,360,000
															$ -
									$ 554,020						$ 554,020
															$ -
AHSC STI										$ 3,319,997					$ 3,319,997
															$ -
Local Sources of Funds:															$ -
															$ -
Operating and Capital Reserve Fund														$ 13,930,992	$ 13,930,992
TOTAL CAPITAL FUNDING BY FUNDING SOURCE	**$ 16,270,026**	**$ 30,739,904**	**$ 1,495,622**	**$ 2,390,810**	**$ 918,000**	**$ 15,360,000**	**$ 40,000**	**$ -**	**$ 554,020**	**$ 3,319,997**	**$ 150,000**	**$ 1,417,714**	**$ 2,953,511**	**$ 13,930,992**	**$ 89,540,597**
Restricted Funds	$ 16,270,026	$ 30,739,904	$ 1,495,622	$ 2,390,810	$ 918,000	$ 15,360,000	$ 40,000	$ -	$ 554,020	$ 3,319,997	$ 150,000	$ 1,417,714	$ 2,953,511		$ 75,609,604
Unrestricted Funds														$ 13,930,992	$ 13,930,992
TOTAL CAPITAL FUNDING	**$ 16,270,026**	**$ 30,739,904**	**$ 1,495,622**	**$ 2,390,810**	**$ 918,000**	**$ 15,360,000**	**$ 40,000**	**$ -**	**$ 554,020**	**$ 3,319,997**	**$ 150,000**	**$ 1,417,714**	**$ 2,953,511**	**$ 13,930,992**	**$ 89,540,597**

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

10.7B.4

Attachment C

FY26 CAPITAL BUDGET/PORTFOLIO
RECONCILIATION BY PROJECT
AS OF OCTOBER 24, 2025- 1st REVISION

FY26 FINAL CAPITAL BUDGET/PORTFOLIO ADOPTED JUNE 27, 2025: **$ 84,246,785**

CAPITAL PROJECT	PJT#	SOURCE	AMOUNT	TOTAL
Revise Project Budget Balance: Multiple Projects				
	19-0002	BRF: MEASURE D	$ 14,728	
		FTA	$ 51,067	
	19-0004	OP & CAPITAL RESERVE	$ (200,000)	
	19-0013	OP & CAPITAL RESERVE	$ 525,817	
	19-0020	OP & CAPITAL RESERVE	$ 147,000	
	23-0004	OP & CAPITAL RESERVE	$ (15,000)	
	24-0004k	OP & CAPITAL RESERVE	$ 15,000	
	23-0001	FTA	$ 1,002,202	
		TIRCP	$ 2,287,999	
		VW GRANT	$ 1,920,000	
		FEDERAL TAX REBATE	$ 960,000	
		BRF: SGR	$ 436,823	
		BRF: MEASURE D	$ (2,239,025)	
	23-0005b	FTA	$ 163,375	
		TIRCP	$ (1,483,065)	
		BRF: SGR	$ 48,355	
		OP & CAPITAL RESERVE	$ (125,517)	
	23-0005c	TIRCP	$ 74,510	
	23-0010	OP & CAPITAL RESERVE	$ (33,863)	
	24-0002	OP & CAPITAL RESERVE	$ 70,000	
	24-0009	OP & CAPITAL RESERVE	$ (380,640)	
		STIP	$ 150,000	
		BRF: SGR	$ 307,833	
	24-0013	TIRCP	$ (507,000)	
	24-0014	REAP 2.0	$ (186,378)	
	24-0019	FTA	$ 444,000	
		BRF: SGR	$ 111,000	
	25-0001	OP & CAPITAL RESERVE	$ 200,000	
	25-0002	OP & CAPITAL RESERVE	$ (368,232)	
		CEC EnergIIZE	$ 554,020	
	25-0003	MBARD	$ 40,000	
		FTA	$ 47,000	
		OP & CAPITAL RESERVE	$ 5,000	
	25-0004	FTA	$ 65,000	
	26-0001	TIRCP	$ 387,846	
		OP & CAPITAL RESERVE	$ (387,846)	
	26-0003	OP & CAPITAL RESERVE	$ (80,000)	
	26-0004	FTA	$ (28,000)	
Reason: Adjust available budget based on prior year spending + new requests funding sources (REAP 2.0 & CEC EnergIIZE)				
Add project: 26-0005 Contactless Fare Payment Systems (Payment Acceptance Devices and Fare Calculation Software)	26-0005	TIRCP	$ 622,000	
Reason: Improve the ease of paying for transit across all rider communities				
Add project: 26-0006 Upgrade of Repeater Network	26-0006	OP & CAPITAL RESERVE	$ 110,000	
Reason: Emergency Radio System Repairs				
Add project: 26-0007 Real-time Passenger Information Display Pilot - 4 RTPIs	26-0007	FTA	$ 54,100	
		BRF: SGR	$ 13,703	
Reason: Improve customer experience				

Attachment C

FY26 CAPITAL BUDGET/PORTFOLIO
RECONCILIATION BY PROJECT
AS OF OCTOBER 24, 2025- 1st REVISION

CAPITAL PROJECT	PJT#	SOURCE	AMOUNT	TOTAL
Add project: 26-0008 Hastus Upgrade by Cshed	26-0008	BRF: SGR	$ 500,000	
Reason: · Provide effective and powerful fixed-route vehicle/operator scheduling and daily operations system				
			$ 5,293,812	
FUNDING SUMMARY:				
		OP & CAPITAL RESERVE	**$ (518,281)**	
		FTA	**$ 1,798,744**	
		LCTOP	**$ -**	
		LPP	**$ -**	
		MEASURE D	**$ (2,224,297)**	
		VW GRANT	**$ 1,920,000**	
		Federal Tax Rebate	**$ 960,000**	
		TIRCP	**$ 1,382,290**	
		STA-SGR	**$ 1,417,714**	
		CEC EnergIIZE	**$ 554,020**	
		REAP 2.0	**$ (186,378)**	
		MBARD	**$ 40,000**	
TOTAL CAPITAL BUDGET REVISIONS THROUGH 10/24/25:		**STIP**	**$ 150,000**	**$ 5,293,812**
FY26 REVISED CAPITAL BUDGET/PORTFOLIO AS OF OCTOBER 24, 2025:				**$ 89,540,597**

Santa Cruz Metropolitan Transit District

DATE: October 24, 2025

TO: Board of Directors

FROM: John Urgo, Chief Planning and Innovation Officer

SUBJECT: **FACILITIES MASTER PLAN FINAL REPORT**

I. RECOMMENDED ACTION

That the Board of Directors receive the Facilities Master Plan Final Report

- In June 2021, the Santa Cruz Metropolitan Transit District (METRO) initiated a comprehensive review of its operations and maintenance (O&M) facilities as part of a broader Facilities Master Planning process. This effort was driven by the agency's long-term goals for service expansion, ridership growth, and the transition to a zero-emissions bus (ZEB) fleet, including the integration of 53 hydrogen fuel cell electric buses through 2026. As METRO's service needs have grown, existing facilities have reached their functional limits, making further expansion within current sites infeasible.
- This study recommends ways to plan for growth of METRO's fixed-route bus and paratransit (ParaCruz) fleet operations by aligning facility investments with service expansion and the ZEB transition to hydrogen and battery-electric buses and infrastructure. The Master Plan Final Report evaluates existing O&M facility conditions, identifies capacity and resiliency gaps, and outlines a phased program to meet near- and long-term needs.
- Staff recommend that the Board accept and file the attached Facilities Master Plan Final Report.

II. DISCUSSION/BACKGROUND

The Facilities Master Plan evaluates METRO's existing O&M facilities and recommends a strategic path to support service growth and the ZEB fleet transition (including hydrogen fuel cell and battery electric buses and supporting infrastructure) over the next decade. The study recommends ways to plan for growth of METRO's fixed-route bus and ParaCruz fleet operations.

High-Level Findings:

- METRO's existing O&M facilities already exceed their original design capacity and are currently unable to meet the storage and maintenance needs of the METRO fleet.
- Existing site constraints including property availability make expansion at current METRO facilities infeasible.

- A new facility in the South County area near Watsonville would relieve capacity constraints and enhance the operational efficiency of METRO's operations.
- Strategic improvements can be made to existing METRO facilities to enhance circulation, modernize operations, provide new fueling technology, and maximize storage capacity.
- Relocating ParaCruz operations to a new facility at the Soquel Park & Ride would provide for improved operations and long-term stability over the current leased operations facility.
- Facility improvements can be phased over time as funding becomes available.

A copy of the Facilities Master Plan Final Report is attached to this report.

III. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

IV. FINANCIAL CONSIDERATIONS/IMPACT

There is no financial impact to receiving this report.

V. CHANGES FROM COMMITTEE

N/A

VI. ALTERNATIVES CONSIDERED

N/A

VII. ATTACHMENTS

Attachment A: Facilities Master Plan Final Report

Prepared by: Derek Toups, Planning and Innovation Deputy Director

VIII. APPROVALS

John Urgo, Chief Planning and Innovation Officer

Approved as to fiscal impact:
Chuck Farmer, CFO

Corey Aldridge,
CEO/General Manager

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Attachment A

Santa Cruz METRO Facility Master Plan

October 24, 2025

Kimley»Horn

10.8A.1

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INTRODUCTION

Santa Cruz Metropolitan Transit District (Santa Cruz METRO) evaluated existing operations and maintenance (O&M) facilities to develop a Facilities Master Plan (Plan) aligned with the agency's long-term goals for passenger service growth and transition to a zero-emission vehicle (ZEV) fleet over the next decade—including the integration of 53 hydrogen fuel cell buses through 2027. The Plan utilizes Reimagine METRO, METRO's post-pandemic service initiative, to define the potential future service conditions and the necessary supporting fleet, infrastructure, and staff to deliver the envisioned service. Based on the anticipated service growth, Santa Cruz METRO would need to increase the fleet to approximately 145 buses and utilize up to 250 additional operators.

One of Santa Cruz METRO's challenges are the current facilities and their ability to meet future service growth. METRO management and staff have maximined the utility of current O&M facilities—effectively operating each facility beyond their designed capacity. Further expansion within existing space has been considered infeasible (due existing physical constraints and operating requirements) and would require acquisition of adjacent property or additional site(s). This report assesses a) existing METRO facilities, b) projected operational needs of the agency, and c) the timing and implementation of facility improvements to meet METRO's needs; identifies potential fundings sources; and outlines an implementation approach to addressing the identified needs.

Four key actions are recommended based on the finding of the Plan:

1. Develop a new O&M facility in Watsonville (Watsonville Facility).
2. Retrofit of the Judy K. Souza (JKS) operations facility to accommodate ZEB fueling and maximize transit vehicle storage.
3. Reconfigure the Bus Maintenance Facility (Golf) site to maximize vehicle parking and enhance site circulation.
4. Relocate ParaCruz operations to the Soquel Park-and-Ride.

The improvements above would facilitate operational efficiency, enhance service reliability, and promote environmental sustainability while accommodating the long-term service expansion goals.

The Plan is organized in the following sections:

- Existing Conditions
- New Site Analysis
- Needs Assessment
- Space Programming
- Funding and Implementation Plan

Process

The Plan was guided by a Steering Committee comprised of Executive and Operations Management staff to ensure the document being grounded in the practical day-to-day challenges experienced by Santa Cruz METRO staff. The Steering Committee oversaw the developed of the plan data-driven approach assessing the state of METRO facilities through input of agency stakeholders via site walks, workshops, and regular Steering Committee meetings. Throughout the process, the Steering Committee supported data/information gathering, discussed potential alternatives, and provided informed feedback on concepts.

The Steering committee established the following objectives to guide the development of the Plan:

- Optimize Efficiency and Service Quality
- Support the Integration of New Hydrogen Fuel Cell Fleet
- Maintain New and Contingency Fleet
- Leverage Existing Infrastructure
- Support Staff Training for a Safe Transition to Zero Emissions
- Enable Fleet Resiliency and Flexibility
- Maximize Grant Funding Opportunities

EXISTING CONDITIONS

METRO currently owns and/or operates facilities for operations, maintenance, administration, and passenger service. This section provide a description of each major facility and any notable challenges identified by the Steering Committee. An inventory of facilities, including transit centers and park-and-rides, is shown in **Table 1**.

Table 1: Existing Facilities

Facility	Parcel Acreage (AC)	Function Area (SF)	Staff (EA)	Staff Parking (EA)	Bus Parking/ Bays (EA)	Customer Parking (EA)
Administration Building	0.9	22,400	39 Management and Administration	50	N/A	N/A
JKS Operations Facility	3.3	54,200 *Ops Building* 9,800 *Service Building*	230 *Operators* 17 *Operations*	95	83 *(Designed for)*	N/A
Bus Maintenance Facility (Golf)	2.7	35,400	39 Total	70	Up 15	N/A
ParaCruz Facilities	1.4	9,318	49 Total *36 operators* *7 dispatcher* *3 supervisors* *3 managers*	~21	N/A	N/A
Pacific Station	2.2	TBD	TBD	TBD	TBD	TBD
Watsonville Transit Center	0.9	41,606	N/A	~5	7 - 8	N/A
Cavallaro Transit Center	2.8	2,400 Building	N/A	N/A	~ 4	200
Capitola Mall Transit Center	8.4	13,000	N/A	N/A	6	N/A
Soquel Park-and-Ride Lot	2.9	54,400	N/A	N/A	N/A	119
Watsonville Leased Industrial Land	3.5	TBD	N/A	N/A	TBD	N/A

Administration Building - 110 Vernon Street, Santa Cruz

METRO's administrative offices and host of Board/committee meetings. Serves as the primary site for administrative, planning, and management staff—except those in direct management of fixed route operations, vehicle maintenance, and paratransit operations. Built in 1992, the administrative building was acquired by METRO in 2007 to serve as the agency's administrative center.

Figure 1: Administrative Building

The site has several accessibility challenges due to the physical separation from other nearby METRO facilities. Staff from JKS and Golf are required to cross River Street or Vernon Street which lack adequate pedestrian crossing infrastructure. Additionally, people face similar access challenges when accessing the Administrative Building via METRO's bus stop located to the south within the Golf drive aisle.

Judy K. Souza (JKS) Operations Facility - 1200 River Street, Santa Cruz

The Judy K. Souza (JKS) operations facility was renovated in 2016 to support operations for 83 buses and 150 operators over the 3.3 acres site adjacent to the San Lorenzo River. Since 2023 the site supports the following:

- 250 operators for 75-80 peak period pullouts
- Bus parking/storage – 83 buses parking stalls including electric charging stalls (10) for battery electric buses (BEB)
- Operations management and administrative building with integrated parking structure - constructed in 2016
- Service building with adjacent fuel storage/fuel compression, fuel dispensing, bus wash, and lubricant room

Figure 2: JKS Operations

The facility reached its design capacity limits for bus parking and operator facilities in June 2023. At the time, METRO introduced additional service (e.g., increased midday frequency) requiring additional operators and buses exceeded the site's designed capacity. Therefore, the operations building now supports more functions than originally designed—such as mailboxes, lockers, and yard parking. By exceeding the design capacity, JKS cannot accommodate new functions (e.g., hydrogen fueling) without removing existing functions or modifying nearby off-site infrastructure, including power lines and trees adjacent to existing fueling assets. Additionally, on-site dispatchers and supervisors rely on antiquated (but functional) analog boards for route planning and assignments—limiting METRO's potential operational efficiency.

The emergency security and operations center (ESOC) is housed within the JKS operations building and shares its infrastructure. If the building experiences a failure in communications, power, or access, the ESOC can become compromised. To ensure continuity during emergencies, METRO should consider relocating the ESOC to the administrative building, which has independent backup power and communications systems.

The site lies within the San Lorenzo River flood plain and typically floods every one to two years. Flooding affects the eastern third of the site, including the first floor of the parking structure. During these events, METRO must relocate buses to other sites and clean stormwater best management practices (BMPs), such as silt vaults under storm drains, using a vac-truck.

Bus Maintenance Facility (Golf) - 138 Golf Club Drive, Santa Cruz

Golf was constructed in 2009 after the acquisition of the property by METRO in 2004. Golf is comprised of a maintenance building, vehicle parking, and staff parking on 2.7 acres of the 3.5-acre city block. The maintenance facility's bus parking also serves as the overflow bus storage/parking with 8-15 buses needing to store overnight. The site is neighbored by an existing water conditioning business to the northeast and two residences to the southeast.

Figure 3: Golf Bus Maintenance Facility

The site is currently undergoing site improvements for access, circulation, and security fencing.

The site now manages maintenance for both fixed-route and paratransit vehicles. METRO has fully utilized the available space, but further expansion would require civil improvements and reconfiguration of access and circulation. To improve efficiency, METRO continues to implement upgrades to maintenance operations. However, the existing site and maintenance bays were not originally designed to accommodate 60-foot articulated buses, which makes accessing the western-most bays—such as the chassis wash and service bay—challenging and requires careful maneuvering. Introducing additional vertical storage solutions, such as large parts racks and a tire carousel, would enhance support for current maintenance activities. Additionally, maintenance staff prefer using hydraulic lifts over bay pits for vehicle servicing.

ParaCruz Facility – 2880 Research Park Drive, Soquel

The ParaCruz facility at Soquel Drive has been in use since 2004 and serves dispatch, administration, and vehicle storage functions for METRO's paratransit services. The facility is leased by the agency and has not had tenant improvements since the initial lease.

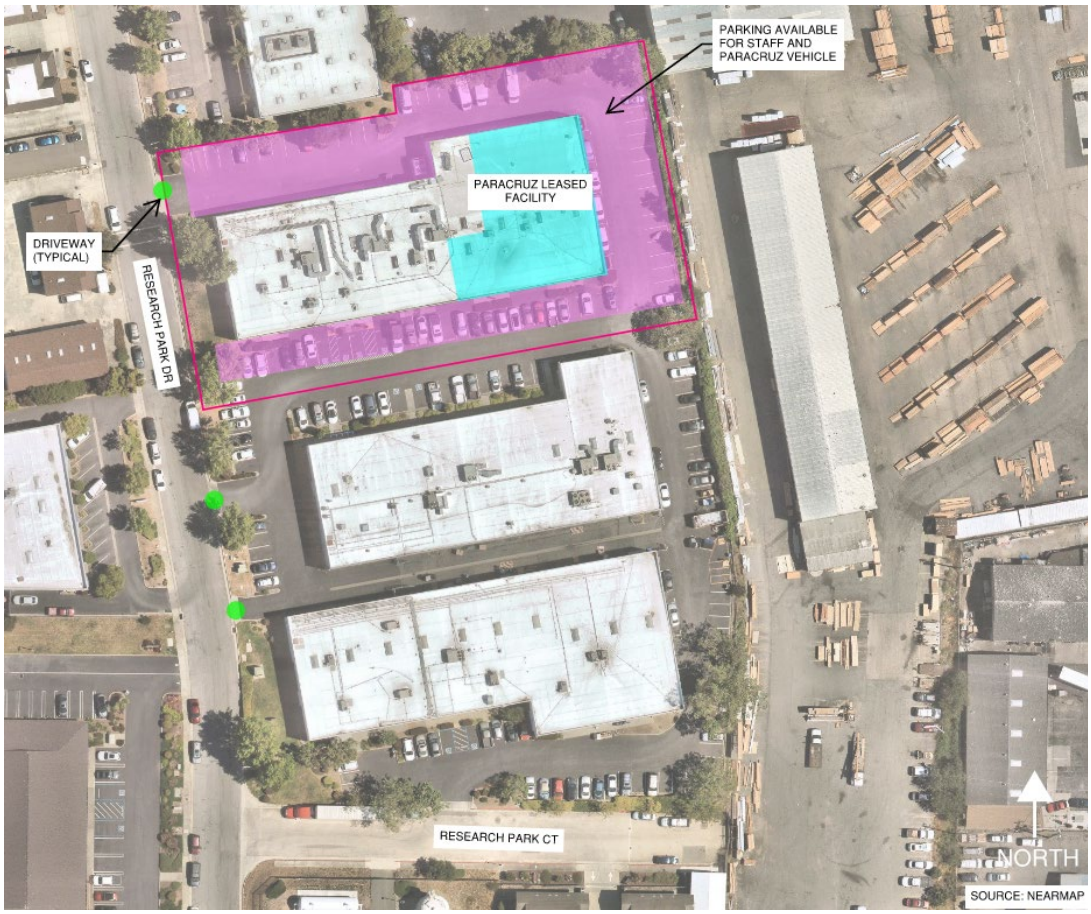

Figure *4: ParaCruz Leased Facility*

The available space for operators—including lockers, mailboxes, and common areas (e.g., breakroom)—is limited due to the landlord's ability to provide expansion space and tenant improvements. Existing common areas and workspaces are outdated and have not received recent improvements from either the landlord or METRO. These constraints affect both operational efficiency and comfort for staff.

The site does not have a dedicated backup to the existing facility communications system. In the event of communications system failure, ParaCruz uses tablets to manage previously scheduled pick-ups and drop-offs; the lack of communication redundancy limits METRO's ability to meet on-demand requests.

Previously, some paratransit maintenance activities took place at the ParaCruz building. However, METRO discontinued these operations during the COVID-19 pandemic as part of a lease extension, prompted by the expansion of a neighboring biomedical facility.

Key Takeaways

METRO's facilities have historically been adequate for providing service; however, there are capacity and operational challenges that need to be addressed by the Plan as METRO proceeds with deploying higher frequencies across the agency's service area,. These include:

Capacity & Infrastructure Challenges

- **JKS Operations Facility** reached staff and bus capacity in June 2023 due to increased service demands, exceeding the intended design for operators and bus storage. The procurement of new hydrogen buses has required METRO to find temporary storage solutions within the constrained site.
- **Golf Maintenance Facility** is fully utilized and was not originally designed for 60-foot articulated buses, requiring cautious maneuvering when maintaining articulated buses. Expansion of the facility is limited without substantive site improvement and acquisition of adjacent properties.
- **ParaCruz Facility** suffers from limited operator space and outdated infrastructure, with no recent tenant improvements due to lease constraints.
- METRO has an immediate need for facility expansion that existing facilities are unable to accommodate.

Operational Limitations

- Facilities like JKS and Golf are being used beyond their original design capacity—supporting more staff, vehicles, and functions than previously planned.
- Dispatch and route planning at JKS rely on analog boards, which are not industry standard and limit operational efficiency.

Environmental & Operational Risks

- JKS is located in a flood plain and experiences regular flooding, affecting bus parking and requiring emergency relocation and stormwater system cleanup.
- Co-locating the ESOC at JKS (the main operations facility) creates a resiliency concern for systems/communications failures.

Communications & Technology Gaps

- ParaCruz lacks a dedicated backup communications system, limiting its ability to handle on-demand paratransit requests during comms outages.
- Tablets are used to manage scheduled trips, but redundancy is needed for real-time scheduling and service responses.

NEW SITES ANALYSIS

The Existing Conditions findings reveal the capacity challenges at METRO facilities that will worsen as alternative fuel vehicles are delivered and service expands. The conditions at existing facilities also do not allow for cost-effective expansion due to site constraints. To address these capacity constraints, an analysis was conducted to identify potential locations for a new O&M facility with a focus on: enhancing operational efficiency, reducing environmental impacts, and improving service delivery. The search utilized the findings from an operations analysis and ideal site considerations to recommend an area in Watsonville for further consideration.

Operations Analysis

Existing operations for fixed route services were analyzed to understand the need and potential benefits for additional O&M facilities. Specifically, the project team assessed the daily deadhead[1] of fixed route vehicles. This analysis helped identify the number of vehicles that could be staged at a new O&M facility outside of Santa Cruz and the potential operational benefits.

Santa Cruz METRO proposed expanded weekday fixed route services divided into 83 blocks for scheduling. All 83 blocks are currently operated out of the existing JKS operations facility. Each block starts and ends revenue service at one of the following eight locations:

- Big Basin Way and China Grade Road (Boulder Creek)
- Big Basin Way and Highway 9 (Boulder Creek)
- Cabrillo College (Aptos)
- Capitola Mall
- Mountain Store (Boulder Creek)
- Riverfront Transit Center (Santa Cruz)
- Scotts Valley Transit Center
- Watsonville Transit Center

Methodology

The analysis of fixed route operations was based on the proposed expanded weekday vehicle block schedule developed by METRO in the Winter of 2024. The schedule identified pull-in and pull-out times for each vehicle block, route assignments, and the beginning and end points for revenue services.

One vehicle serves each block and each vehicle begins and returns to the O&M facility for each block. This analysis identified the number of blocks (vehicles) that could be moved to a new facility outside of Santa Cruz and the operational efficiencies that could be achieved by relocating blocks.

The project team used Network Analyst in ArcGIS Pro to calculate the driving distance from Santa Cruz METRO's existing O&M facility to each of the terminus locations (listed above) for weekday blocks. The total weekday deadhead was

[1] **Deadhead**: Non-revenue travel time that occurs when a transit vehicle is in operation without passengers. Because transit vehicles are still incurring expenses when in operation without passengers, minimizing daily deadhead results in a more efficient usage of drivers and vehicles.

calculated for each of the locations—the one-way distance (from the O&M facility to the terminus locations) multiplied by the number of pull-in/pull-out movements for each location.

Findings

*The operational analysis of Santa Cruz METRO's fixed route services is summarized in **Table 2**, which shows the total amount of weekday deadhead between block termini and Santa Cruz METRO's existing O&M facility.*

Table 2: Total Weekday Deadhead by METRO Pull-in/Pull-out Location, Winter 2024

Stop	Total Weekday Deadhead	Total Weekday Pull-in/Pullout
Watsonville Transit Center	850 miles	49
Riverfront Transit Center	119 miles	93
Big Basin Way & Hwy 9	57 miles	4
Capitola Mall	45 miles	10
Big Basin Way & China Grade Rd	37 miles	2
Cabrillo College	26 miles	4
Mountain Store	17 miles	1
Scotts Valley Transit Center	17 miles	3

Figure 5 shows the results of the analysis geographically, where the size of the circle around each block terminus corresponds to the total weekday deadhead to and from that location.

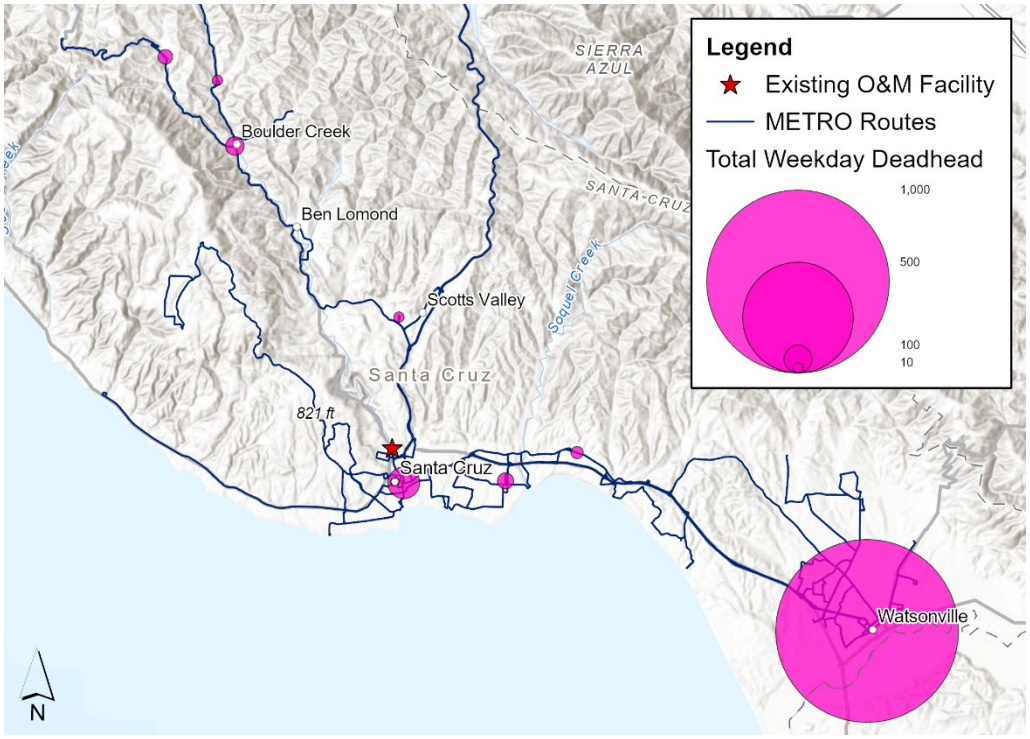

Figure 5: Total Weekday Deadhead by Metro Pull-in/Pullout Location, Proposed METRO Service Plan

Blocks that pull in and/or out of the Watsonville Transit Center account for the majority of Santa Cruz METRO's daily deadhead—due to the distance from the existing O&M facility. Of the 83 blocks in the dataset, 12 begin and end at the Watsonville Transit Center. Relocating the 12 vehicles (assigned to the blocks) to a new O&M facility in the south-eastern half of Santa Cruz METRO's service area (in or near Watsonville) would significantly reduce daily deadhead mileage. Additionally, seven (7) vehicle blocks having one terminus at the Watsonville Transit Center (the other terminus at Capitola Mall), these blocks are candidates for relocation to a new O&M facility. Relocating vehicles that serve these blocks would further reduce the total amount of daily deadhead miles.

Lastly, there are 18 blocks with one terminus at the Watsonville Transit Center and the other terminus at the Riverfront Transit Center in Santa Cruz. Moving the 18 blocks to a new O&M facility outside of Santa Cruz is likely to have a net neutral impact on daily deadhead miles.

The result of this analysis indicates that relocating 19 blocks (those that begin and end at the Watsonville Transit Center and those with termini at the Watsonville Transit Center and Capitola Mall) to a new facility in the eastern half of Santa Cruz METRO's service area would significantly reduce deadhead mileage. Assuming a 20% spare ratio for these blocks, the new O&M facility would need to accommodate at least 25 buses—and up to 45 buses if a 37 blocks are served from a new O&M facility.

Strategic Siting Criteria Considerations

Criteria was developed to identify viable locations for a future Watsonville Facility. The following criteria guided site evaluations and focused exclusively on factors essential to long-term operational success: 1) proximity to major arterials, location within industrial zones, 2) avoidance of proximity to sensitive uses and receptors, and 3) a minimum of three (3) contiguous acres.

Each criterion directly supports key goals—reducing operating costs, improving service reliability, and minimizing community impacts—enabling the selected site deliver a more efficient transit system and positive outcomes for both METRO and the surrounding community.

Proximity to Major Arterials

Direct access to high-capacity roadways provides easier circulation of large transit vehicles without complicated maneuvers. The proximity also reduces “deadhead” time—non-revenue-generating miles buses travel between the facility and the start of their routes. Fuel consumption, wear and tear on vehicles, and operator time spent off-route are minimized and directly contribute to increased operational efficiency and cost savings. Direct access also improves METRO’s ability to respond to service disruptions or emergencies in a timely manner.

Located Away from Sensitive Residential Uses and in an Industrial Zone

Bus maintenance and operations facilities can generate noise, light, and emissions due to all-day activity, fueling, maintenance work, and vehicle circulation. To minimize potential land use conflicts, the facility should be located away from sensitive residential areas. Placement of a facility on property zoned for industrial uses provides appropriate separation from homes, schools, and other sensitive receptors—minimizing potential community impacts. Industrial zones are typically planned and regulated for uses that are more intensive in nature, with existing infrastructure and land use compatibility that align with METRO’s operational needs. Environmental permitting and development approvals are streamlined (or more efficient to achieve) if the selecting site is zoned for industrial uses.

A Single Parcel of at Least 3 Acres

A single parcel site of at least 3 acres is ideal to efficiently accommodate METRO’s growing fleet and support infrastructure. A single, contiguous parcel reduces the complexity and cost associated with building layout, internal circulation, and utility infrastructure. A site of 3 acres (depending on shape and orientation to the road) allows for optimized site planning for key components such as bus storage, maintenance bays, administrative offices, and employee parking. By avoiding a fragmented site configuration, METRO ensures operational cohesion, improved safety, and improved resiliency for long-term adaptability.

Potential Locations for the Watsonville Facility

Using the siting criteria, the Steering Committee identified several sites within the City of Watsonville. Each site was assessed based on size, zoning, adjacent land uses, access, and overall suitability for transit operations. Below are three potentially viable site alternatives.

Site Alternative 1: 809 W Beach St

Site Alternative 1 (Site 1) encompasses 3.36 acres within the City of Watsonville. Site 1 is bordered by West Beach Street to the north and Industrial Road to the east. The surrounding area features light industrial and manufacturing uses, consistent with the site's zoning designation. The parcel is currently vacant and fully paved, offering direct access from West Beach Street. Its location within an established industrial zone and proximity to major roadways make Site 1 a viable candidate for METRO’s proposed Watsonville Facility.

Site Alternative 2: 850 W Beach St

Site Alternative 2 (Site 2) spans 3.54 acres within the City of Watsonville. Site 2 is bordered by West Beach Street to the south, with light industrial and manufacturing uses to the west and east, and warehouse storage directly south. The site is currently vacant, with no existing buildings, and is adjacent to railroad tracks to the north. Transit vehicles would access the site via one or more driveways along West Beach Street.

Site Alternative 3: 275 Pine St

Site Alternative 3 (Site 3) is a 3.88-acre vacant parcel zoned for industrial use within the City of Watsonville. Site 3 is bounded by Pine Street to the east, 2nd Street to the south, and West Beach Street to the north. While the site itself has no existing structures, residential homes are located immediately to the north and south. Transit vehicles are expected to access the site via one or more driveways on Pine Street.

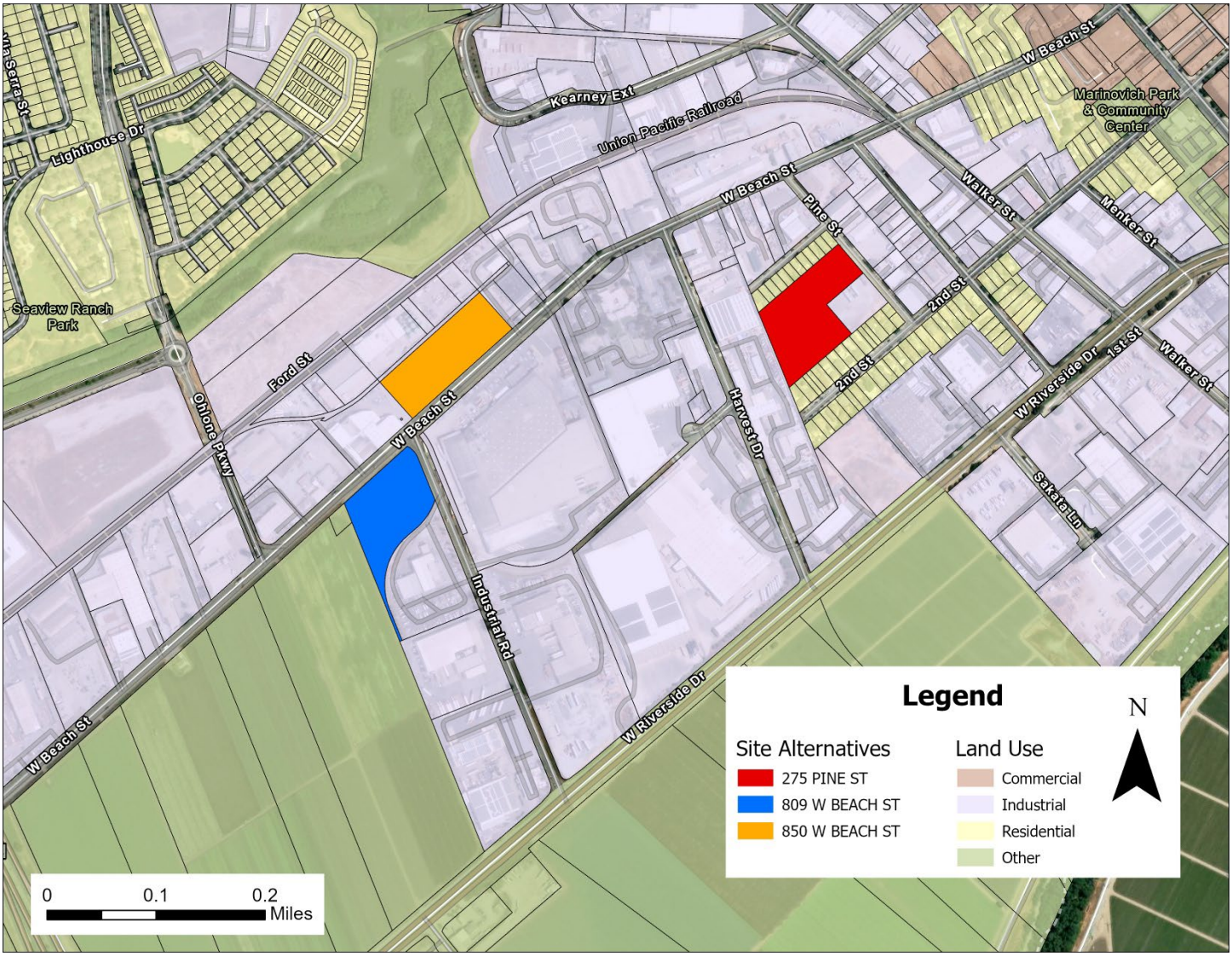

Figure 6: Potential Site Alternatives

NEEDS ASSESSMENT

Using the findings from Existing Conditions and New Sites Analysis, an assessment into METRO's needs was conducted. Needs were based of current facility deficiencies, increased service assumptions, and the need for the Watsonville Facility. This section documents Santa Cruz METRO's anticipated future program including anticipated vehicle type and fleet size, existing and future O&M facilities/sites, parking, storage, fueling needs, and staff. Santa Cruz METRO utilized the Steering Committee meetings to refine the needs associated with each site and METRO's goals.

Fleet Size

Santa Cruz METRO's anticipated total fleet size is 156 vehicles of various size and fuel types, as shown in **Table 3**, including articulated buses, non-articulated buses, and paratransit vehicles. The projected fleet size cannot be accommodated with Santa Cruz METRO's existing O&M facilities and required off-site parking.

Table 3: Anticipated Fleet for Santa Cruz METRO

Vehicle Type	Anticipated Amount
40 feet Buses	Total: 109 • 45 to 56 CNG Buses • 44 to be Hydrogen Fuel Cell Buses • 9-20 to be Battey Electric Buses
60 feet Articulated Buses	13
Paratransit	34

Buildings

As noted above, Santa Cruz METRO's existing O&M facilities are utilized beyond the designed capacity. There are too few workspaces, locker storage, and parking spaces for staff at the JKS facility on the Santa Cruz METRO Campus. The planned fleet expansion necessitates additional O&M space to support the anticipated fleet size and supporting functions. A satellite facility in or near Watsonville will relieve congestion at Santa Cruz METRO's existing facilities and provide an opportunity to develop resilient Zero Emissions Bus (ZEB) facilities, aligning with METRO's long-term goals.

Parking

Santa Cruz METRO's total parking stall count will need to accommodate an estimated 156 METRO bus/paratransit fleet and 371 staff and non-revenue vehicles. **Table 4** shows the anticipated parking stalls by type. Santa Cruz METRO will encourage alternative commuting options for staff to their facilities while they aim to have a 1:1 parking ratio of staff to available stalls.

Table 4: Anticipated Parking Stalls by Type

Parking Stall Type	Anticipated Amount
Bus Stalls (40 feet)	109
Articulated Bus Stalls (60 feet)	13
Paratransit Stalls (Optional)	34
Employee Parking Stalls	324
Support/Other Vehicles	47

Storage

Equipment/part storage is fully utilized and more storage capacity is required within METRO's existing facilities. Future facility expansions should include additional storage space while providing options (including multi-story vertical storage systems) to optimizing storage options across sites.

Fueling

Santa Cruz METRO's Zero Emission Bus Rollout plans two phase delivery of hydrogen fuel cell buses over 2025 and 2026 and phasing out of Compressed Natural Gas (CNG) buses after METRO establishes a consistent service record with the new fleet (i.e., CNG buses would be utilized as a contingency fleet to ensure service is dispatched to meet service schedules). A future expansion would contain hydrogen fueling (including supporting infrastructure such as cooling systems) and electric charging capabilities to accommodate the new fleet and support options to charge or fuel clean energy non-revenue vehicles.

Staff

The expected staff count to support Santa Cruz METRO service is 324 people, including drivers, admin, managers, operators, technicians, security, and janitorial staff. JKS is currently over capacity with not enough desks, lockers, or parking stalls to support the anticipated staffing levels. Additionally, the lack of pedestrian facilities (e.g., sidewalks/street crossings) between METRO facilities along River Street make it difficult for staff or bus riders (from the stop onsite at Golf) to comfortably cross streets or access the facilities.

ParaCruz

Santa Cruz METRO's paratransit operations currently operate from a leased facility in Soquel. If a new facility is added to Santa Cruz METRO's facilities, it should have the operational flexibility to accommodate the operational and maintenance needs of the paratransit fleet (i.e., 34 service vehicles).

SPACE PROGRAMMING

A planning-level program was developed to estimate the types and sizes of infrastructure required to support a satellite facility in or near Watsonville. The resulting program includes dedicated areas for maintenance, servicing, operations, employee support, and vehicle parking, each designed to meet METRO's long-term operational needs. A detailed programming exercise and concept design task should be completed as the first step in advancing the design of the new facility. Each space's technical requirements should be reviewed and documented in a basis-of-design (BOD) report to outline the final requirements. A detailed list of space program components can be found in **Appendix A**.

The following is a program summary:

1. 81,000 square feet (sf) surface parking
    - 50 40-foot buses
    - 10 small revenue vehicles
    - 5 non-revenue vehicles (i.e., administrative, maintenance, or support vehicles)
    - 90 employee vehicles
2. 9,300 sf of maintenance space and functional spaces designed to support day-to-day fleet operations and repairs.
    - 4,800 square feet of large vehicle repair bays equipped with bus hoists (preferred) for service and inspection, including tire changes
    - 360 sf of private and open office suites for staff
    - 200 sf of office supply storage room
    - 200 sf of technician workstations with three seats and two terminals for parts ordering and inputting work order data into the computerized maintenance software system.
    - Additional maintenance spaces would include:
        - 200-square-foot common work area for minor fabrications
        - 600-square-foot tire shop with multi-tier tire storage racks
        - 100-square-foot enclosed battery room for storage of up to 20 batteries (10 new and 10 used)
        - 200-square-foot electronics shop for onboard electrical equipment repair
        - 400-square-foot lube and compressor room to house bulk fluid tanks
        - 150-square-foot area for parts cleaning equipment
        - 500-square-foot parts storage area for various large and small vehicle components and maintenance supplies
3. 4,900 sf for vehicle servicing area designed to support daily cleaning, fueling, and fare collection operations
    - 1,900 sf automated, covered, drive-through bus wash bay
    - 1,200 sf for exterior covered space for vehicle fueling activities.
4. 2,000 sf designed to support day-to-day transit operations, staff coordination, and operator needs.
    - 180-square-foot private office for the Operations Manager
    - 120-square-foot Lead Supervisor's office, positioned to maintain direct line of sight to both dispatchers and bus operators
    - Dispatch Suite, located to offer clear visibility of the bus yard and operator entry/exit points. The suite would include a visitor workstation, conference room, lost and found storage, general storage room, and a dedicated dispatch vestibule. The dispatch vestibule would be adjacent to the dispatch counter and designed to accommodate two stand-up workstations and one printer, with rear-loaded mailboxes for operator communications.
5. To support transit operator needs, the facility would include a dedicated Bus Operator Lounge and locker area equipped with 60 individual lockers. Additionally, a Trainer's Office would be provided to support ongoing operator education, safety briefings, and daily personnel oversight.

Additional support spaces would include:

- 400-square-foot wash equipment room to house systems serving both the wash and steam clean bays, and a 100-square-foot fare/revenue room equipped with secure fare vault and associated IT equipment. A 200-square-foot cleaning storage room would be provided for janitorial supplies and maintenance products, and a 100-square-foot electrical room would serve the fueling system infrastructure.
- Covered seating area for utility workers to support operations and breaks during shifts.
- Shared spaces designed to support employee well-being, training, and daily comfort. These spaces would be accessible to all staff and strategically located to connect with multiple departments.
- A secure, 80-square-foot lactation room or “wellness room” would provide a private, comfortable space for nursing employees. Central to the facility would be a 400-square-foot break room/lounge area connected directly to an exterior patio, designed for shared use by all staff. Integrated with this space would be a 100-square-foot open kitchen offering a mix of seating options for informal gatherings and meals.
- The facility would include a 150-square-foot exercise room for employee fitness activities, as well as a 100-square-foot quiet room to provide a tranquil space separate from the larger break room environment. Restroom facilities would include a 400-square-foot men’s restroom with toilets, lockers, and showers, and a 250-square-foot women’s restroom with similar amenities.

Hydrogen Fueling and Operations

A key component of the proposed Watsonville Facility is its capacity to support Santa Cruz METRO’s transition to a zero-emission bus fleet, specifically by integrating hydrogen fuel cell technology. This facility is planned to include on-site hydrogen fueling infrastructure to service METRO’s growing fleet of hydrogen-powered buses.

The hydrogen fueling area is anticipated to consist of above-ground storage tanks, fueling dispensers, and associated safety and monitoring systems. Design specifications will follow applicable safety codes and industry best practices, ensuring that hydrogen is stored and dispensed safely. Safety measures include leak detection systems, automated shutoff valves, designated safety zones, and staff training for handling and emergency response. The fueling area may also accommodate public hydrogen fueling which would include a pull-out area off of an adjacent street and a fueling pump.

FUNDING AND IMPLEMENTATION PLAN

Based on the Needs Assessment of the Santa Cruz METRO Facilities Master Plan, the Funding and Implementation Plan leverages existing facilities at the JKS operations facility and the Bus Maintenance Facility (Golf) through targeted retrofits and circulation improvements, while advancing the development of a new Watsonville Facility to relieve capacity constraints at existing sites and support METRO's transition to a ZEB fleet. The following recommendations were developed for each facility:

Watsonville Facility:

- Utilize a temporary bus yard for immediate storage needs.
- Pursue competitive funding for infrastructure development from sources like the RAISE Grant.
- Begin design and environmental work for a permanent facility.
- Construct a facility to operate and maintain over 40 buses (40' buses only).
- Install fueling infrastructure including hydrogen fueler and battery-electric bus (BEB) charging systems.

JKS Operations Facility:

- Install permanent hydrogen fueling station and additional BEB chargers.
- Upgrade office infrastructure with modern technology for operations management.
- Enhance pedestrian circulation with midblock crossings and new bus stop.
- Implement targeted transportation demand management strategies to reduce single-occupancy vehicle use among staff.

Bus Maintenance Facility (Golf):

- Construct concrete paving and curbs for bus lanes and vehicle staging areas.
- Reconfigure circulation to improve ingress/egress and operator access.
- Expand maintenance bays and shop clearances to accommodate 60' articulated buses and fleet growth.

ParaCruz Operations Facility:

- Complete design engineering, permitting, early procurement of critical equipment and materials, and construction; finalize the Basis of Design (BOD).
- Commission building, yard, utilities, IT/network/security.
- Execute relocation from the existing ParaCruz site.
- Activate full ParaCruz operations including staffing, dispatch, and standard operating procedures (SOPs) and transition the facility into full service.

Capital Cost OPCC Summary

The final capital cost OPCC (Opinion of Probable Construction Cost) is approximately $98 million across all project sites and includes scope for zero-emission readiness, operational resilience, and regional equity.

DESCRIPTION	ESTIMATED COST (APPROXIMATE) ($2025)	SCOPE SUMMARY
WATSONVILLE FACILITY	$48 million	New O&M facility, hydrogen and BEB fueling, solar canopies, buildings
JKS OPERATIONS FACILITY	$1.5 million	Permanent hydrogen fueler, additional BEB and staff EV chargers
BUS MAINTENANCE FACILITY (GOLF)	$2 million	Site upgrades, fueling canopy, paving, and utility improvements
PEDESTRIAN CIRCULATION IMPROVEMENTS	$300k	Sidewalks, pedestrian lighting, RRFBs, safety striping
PARACRUZ OPERATIONS FACILITY	$5 million	Operations building (dispatch/call center), paratransit fleet parking and circulation, fleet and staff EV charging, and site utilities.
CONTINGENCY	$33 million	Allowance for unknowns and quantity/price variability within the current design level
TOTAL SOFT COSTS (A/E FEES)	$8 million	Owner's non-construction project delivery costs
TOTAL	**~$98 million**	

Operations and Maintenance Cost

Locating facilities near high-demand areas shortens non-revenue travel. This reduces fuel use, maintenance costs, and fleet wear. This would contribute to a reduction in greenhouse gas emissions, improve service reliability, and enhance scheduling flexibility for both operators and maintenance staff, in addition to lowering operating costs.

Deadhead Reduction and Cost Savings

The deadhead analysis identified approximately 37 weekday fixed-route blocks that originate or terminate near Watsonville, accounting for the largest share of daily non-revenue mileage to an existing route terminal. Relocating operations for the identified routes to a new Watsonville Facility would reduce non-revenue bus miles traveled without passengers, lower fuel and maintenance costs, and decrease greenhouse gas emissions on local roadways.

Estimated Annual Weekday Savings

The estimated annual savings from reduced deadhead is approximately $550,000 annually, Using Santa Cruz METRO's local bus non-labor cost of $4.84 per revenue mile as an approximation of potential savings for deadhead elimination and 250 weekday service days.

Workforce Strategy

Operating two O&M facilities, JKS & Golf and the proposed Watsonville Facility, will require a phased staffing approach that scales with service expansion milestones to maintain service quality and operational efficiency.

- **Short-Term:** O&M staff to continue to work from JKS & Golf.
- **Mid-Term:** Select O&M staff anticipated to relocate to the Watsonville Facility to support Watsonville related service.
- **Long-Term:** The Watsonville Facility to accommodate service increases and associated fleet maintenance, dispatch, and administrative needs.

Funding Opportunities

Implementing the infrastructure improvements outlined in Santa Cruz METRO's Facilities Master Plan will require a comprehensive, phased funding strategy. There are a variety of state and federal programs to support O&M facility infrastructure. Funding can be pursued through a mix of competitive federal grants, formula programs, and local/state contributions. The following sources could assist in advancing the recommendations of this project.

Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant

The RAISE Grant Program, administered by the U.S. Department of Transportation, presents a strong opportunity to fund the Watsonville Facility—the largest and most transformational element of the Plan. The project's inclusion of hydrogen fueling, electric infrastructure, and Watsonville service aligns well with federal climate, safety, and environmental justice goals.

Federal Transit Administration (FTA) Capital and Formula Programs

- **Bus and Bus Facilities Competitive Program (Bus Program):** Primary source for major facility construction, such as the Watsonville Facility and supporting buildings at Golf.
- **Low or No Emission Vehicle Program (Low-No):** For installation of hydrogen fuelers, BEB charging stations, and supporting infrastructure at JKS and Watsonville.
- **5307 Urbanized Area Formula Program:** Formula funds will be allocated for eligible design, environmental review, and preventive maintenance work, including early phases at JKS and Golf.

State and Local Contributions

- **State Transit Assistance (STA)/SB 1 State of Good Repair (SGR):** STA may support capital and, where allowed, operating uses; SGR is limited to maintenance, rehabilitation, and capital projects. Where federal rules permit, METRO may program STA as part of the non-federal match.
- **Transit and Intercity Rail Capital Program (TIRCP):** Opportunity to pursue competitive TIRCP funding for zero-emission bus (ZEB) infrastructure and facility integration that demonstrate Greenhouse Gas (GHG) reduction and ridership benefits, consistent with program objectives.
- **City of Watsonville Coordination:** Coordinate cost-sharing for off-site pedestrian and multimodal connections within city right-of-way that improve community access to the facility; potential sources include local Measure D allocations.

Phasing and Implementation

Three phases are detailed below to capture the short-term, mid-term, and long-term improvements. Key components, responsible parties, and schedule are also identified.

Watsonville Facility

Short-Term

Continue use of temporary bus yard site selection, early design work for Watsonville Facility, and pursuit of competitive funding.

W -1 Utilize Watsonville Site as Secure Overflow and Secondary Hydrogen Fueling Site

METRO to utilize the leased property in Watsonville to address immediate bus storage needs. The site will serve as a secure overflow yard for bus parking and provide a temporary base for hydrogen fueling operations in Watsonville.

Key implementation actions:

- Bus parking will be supported through temporary striping to maximize capacity while maintaining clear circulation paths. Installation of security infrastructure (e.g. fencing, lighting) to secure the yard.
- METRO to relocate the temporary hydrogen fueler to the Watsonville Facility.

W -2 Complete Design and Environmental Review for New Watsonville Facility

METRO to begin design and environmental work for a new permanent Watsonville Facility. This facility will be developed on a yet-to-be-acquired parcel in Watsonville and is envisioned to support fleet storage, service functions, and workforce operations.

Key implementation actions:

- METRO to identify and acquire a suitable site in Watsonville capable of supporting operations, fueling infrastructure, and administrative functions.
- A schematic site plan will be prepared to define site layout, facility functions, and utility needs
- METRO to conduct California Environmental Quality Act (CEQA)/ California Environmental Quality Act (NEPA) documentation as required.

W-3 Secure Grant Funding for Infrastructure Development

Santa Cruz METRO to pursue competitive funding opportunities. The estimated cost of facility development, along with required infrastructure (e.g., fueling, utilities, bus wash), will require a coordinated funding strategy combining federal, state, and local sources.

Key implementation actions:

- METRO to target FTA's Low or No Emission Grant Program and Bus Facilities Competitive Program (5339(c)) as primary funding sources for facility construction.
- Staff to evaluate other discretionary programs such as the Rebuilding American Infrastructure with Sustainability and Equity (RAISE/BUILD) grant, and local transportation improvement programs.
- The ongoing environmental and design efforts will ensure METRO is positioned to submit a shovel-ready or near-ready project with competitive scoring potential.

Mid-Term

METRO to prepare construction documents, permitting, and funding for proposed Watsonville Facility. METRO to complete site construction, install hydrogen fueling infrastructure.

W-4 Construct Site Civil Improvements at the Watsonville Facility

METRO to grade, pave, and install dry and wet utilities for O&M buildings, fueling, and power.

Key Implementation Actions:

- Prepare site to accommodate buildings, bus circulation zones, and site drainage infrastructure.
- Install all wet and dry utilities, including water, sewer, storm drainage, electrical, communications, and gas. Utilities designed to support future operational buildings, BEB chargers, hydrogen fueling, and microgrid battery storage.
- Develop a construction staging and phasing approach to allow interim bus storage and site access throughout the construction period.
- Complete concrete paving and curbs for bus lanes, staff and maintenance vehicle circulation, and staging areas.

W-5 Install Fueling Infrastructure

METRO to install hydrogen fueling system.

Key Implementation Actions:

- Install a permanent hydrogen fueler system with compression, storage, and a fueling canopy designed for up to four fueling positions. Equipment will comply with federal/state safety and environmental requirements and support the long-term hydrogen fleet transition.
- Install 10 BEB chargers, sized to meet early electric fleet operations. Chargers will be strategically sited with conduit and trenching to allow future expansion to accommodate full electrification goals.
- Install solar PV canopies over designated areas to generate renewable energy and reduce facility energy costs. The system will be designed to integrate with future microgrid battery storage systems.

W-6 Initiate "Start-up" Operations

METRO to begin initial service operations out of the Watsonville site.

Key Implementation Actions:

- Begin bus storage, dispatch, and fueling for select Watsonville-area routes to reduce deadhead mileage and alleviate pressure on the JKS facility.
- Deploy operators and supervisors to support the initial operating service level, develop operational protocols, and coordinate with scheduling software and maintenance teams.

Long-Term

The Watsonville Facility to transition to full O&M capacity. Santa Cruz METRO to complete the buildout necessary to centralize the Watsonville Facility operations, accommodate increased fleet and staffing needs, and relieve pressure on the constrained JKS site. This phase will include full-scale fleet deployment, staffing expansion, facility occupancy, and a broader operational shift.

W-7 Increase Operations to Full Capacity

METRO will activate full operations by increasing service frequencies, expanding Watsonville coverage, and operating a 100-percent zero-emission fleet. The Watsonville Facility is designed and sized to support this capacity and future growth.

Key Implementation Actions:

- Deploy fleet to planned service levels using mid-term BEB and hydrogen infrastructure.
- Increase daily pullouts, fueling, and maintenance throughput to match new Watsonville coverage and frequencies.
- Set and document core operating systems: fleet scheduling/run-cutting, dispatch and yard control, supervisor coverage, and safety/emergency procedures.
- Complete facility work needed for full operations: expand BEB charging, add parking, and finish building build-outs.

W-8 Relocate Staff from JKS and Golf as Needed

METRO to realign staff between facilities; management to determine staffing levels based on the planned service levels.

Key Implementation Actions:

- Coordinate to evaluate relocation of key back-office functions (e.g., training, operations management) from JKS to reduce crowding and improve efficiency.
- Prepare administrative and support spaces within the Watsonville Facility to accommodate relocated staff.

Watsonville Facility Roles and Responsibilities

- **Santa Cruz METRO:** Project sponsor/operator, scope, design, funding, procurement, construction, commissioning, operations.
- **City of Watsonville (Planning/Building/Fire/Public Works):** Entitlements, permits, inspections, Right-of-Way(ROW)/circulation.
- **State of California:** Code/safety guidance, grant terms, utility frameworks.

JKS & Golf

Short-Term

This three-year plan prioritizes infrastructure upgrades and employee support at the JKS operations facility to maintain operations and advance METRO's sustainability and service goals.

J-1 Install Permanent Hydrogen Fueler

Santa Cruz METRO plans to install a permanent hydrogen fueling station to support future zero-emission fleet expansion. Spatial constraints at the JKS site, require planning to avoid displacing essential bus parking or interfering with service operations.

Key Implementation Actions:

- Reconfigure service lanes as needed; remove or relocate diesel fueling assets; relocate auxiliary equipment off-site if required and coordinate with utilities and the Fire Marshal for capacity, code compliance, and safety requirements.

J-2 Install Additional BEB Chargers

The current JKS facility supports 10 BEB charging bays. Service expansion will require significantly more BEB infrastructure in the near term. Installation of 5–10 additional BEB chargers is targeted for completion within three years, with preliminary design and power assessments completed within the first year.

Key Implementation Actions:

- The existing electrical infrastructure will require upgrades to support higher voltage simultaneous multi-bay usage.
- Additional chargers may be added in phases, initial focus on dual-port installations in underutilized tandem stalls or in coordination with aisle-parked buses.
- Charger installation to align with METRO's BEB procurement schedule.

J-3 Add Employee Electric Vehicle (EV) Chargers

A preliminary plan to be developed within Year 1, with installation of at least 16 Level 2 chargers targeted for completion by the end of Year 3.

Key Implementation Actions:

- Chargers to be accessible to staff.

J-4 Identify and Advance Employee Transportation Demand Management (TDM) Strategies

METRO to explore strategies to reduce single-occupancy vehicle use among staff. Initial strategies will need to be piloted within 18 months, with a full TDM program framework in place by the end of Year 3.

Key Implementation Actions:

- METRO to launch employee commute survey to identify barriers and preferences related to transit, biking, carpooling, and shuttle options.
- Evaluation of potential partnerships with nearby parking facilities or underutilized city lots.
- A TDM strategy to be developed to support staff access via policies and incentives (e.g., pre-tax transit benefits, vanpool support, bike storage upgrades).

Mid-Term

Santa Cruz METRO to implement targeted capital upgrades at the JKS operations facility to improve operational efficiency, staff functionality, and multimodal access. These improvements follow earlier short-term zero-emission infrastructure upgrades and are designed to extend the facility's useful life while supporting current service levels. The adjacent Golf maintenance facility will also undergo minor site modifications during this phase, primarily focused on enhancing circulation and consolidating access points in coordination with JKS upgrades.

J-5 Finalize JKS Surface Lot Retrofit Improvements

Santa Cruz METRO to complete surface lot enhancements initiated during the short-term phase to better accommodate bus parking, site drainage, and operator circulation. This includes adjusting paving and striping layouts, improving signage, and upgrading stormwater features.

Key Implementation Actions:

- Reconfigure the existing surface lot layout to improve tandem and angled bus parking efficiency.
- Replace or enhance pavement, striping, curbs, and ADA-accessible paths.
- Install lighting upgrades and replace any damaged signage, fencing, or gate infrastructure.
- Improve surface water drainage and evaluate any necessary flood resilience features along the flood-prone eastern edge of the lot.

J-6 Construct JKS In-Office Facility Improvements

Santa Cruz METRO to modernize office infrastructure within the JKS operations building to improve real-time operations management, dispatch coordination, and staff functionality.

Key Implementation Actions:

- Install digital display boards for real-time bus assignments, route planning, and internal communications.
- Upgrade operations software and dispatch terminals to better integrate with METRO's scheduling and communications platforms.
- Implement technology improvements in shared spaces such as driver breakrooms, supervisor offices, and training areas.

J-7 Improve Site Circulation Enhancements

METRO to construct new River Street circulation elements to improve pedestrian and multimodal connections between the JKS and Golf facilities and consolidate boarding by relocating the on-site Golf bus stop to River Street.

- *Key Implementation Actions:*
- Install a new midblock crossing across River Street to provide a safe, signalized pedestrian connection between the JKS and Golf facilities.
- Relocate bus stop from Golf to River Street, adjacent to the midblock crossing.
- Evaluate curbs, sidewalk, and ADA-compliant upgrades to improve walkability and operator circulation between facilities.

J-8 Demolish Existing On-Site Bus Stop at Golf

METRO to remove the existing on-site bus stop located at the Golf maintenance facility. This action supports a consolidated and more accessible boarding location for staff and visitors while reducing redundant or underutilized infrastructure.

Key Implementation Actions:

- Coordinate internal operations to transition rider usage from the existing on-site stop to the new River Street stop near the midblock crossing.
- Safely demolish existing stop infrastructure, including shelter, signage, and boarding pad, and restore the site with concrete or landscaping.
- Update system maps, staff materials, and signage to reflect the relocated stop location.

Long-Term

This phase is focused on increasing operational flexibility, improving site circulation, and modernizing core infrastructure at Golf to support a broader range of maintenance functions. Santa Cruz METRO to complete civil improvements at the Golf maintenance facility and evaluate the future use of the JKS operations facility. Operations shift to the Watsonville Facility.

J-9 Underground Overhead Utilities for JKS Site Flexibility

METRO will underground overhead utilities at JKS to enable safe fueler placement, preserve flexibility for future fleet infrastructure, and improve site resiliency

Key Implementation Actions:

- Coordinate with PG&E and other utility providers to develop a detailed plan for relocating overhead utilities underground along the eastern and southern edges of the JKS site.
- Design and construct trenching and conduit infrastructure to support power, data, and other critical services while avoiding existing storm drains and flood-prone areas.
- Ensure utility relocation aligns with siting needs for hydrogen fueling equipment and allows for safe clearance, access, and future expansion.

J-10 Construct Civil Improvements for the Golf Maintenance Facility

Modernize Golf with civil upgrades to circulation, connectivity, and core operations to support safe, efficient fleet movements and better accommodate articulated buses.
Key Implementation Actions:

- Grade the lot and construct retaining walls to stabilize slopes, optimize space, and support bus parking and maneuvering needs.
- Construct pedestrian circulation elements from the Golf Facility to the River Street mid-block crossing to ensure safe operator access between JKS and Golf.
- Rebuild the Golf Drive entrance to improve bus ingress/egress geometry, support two-way movements, and integrate access control systems.
- Add 2-4 maintenance bays sized for 60-foot articulated buses, and reconfigure access to minimize backing.
- Evaluate parcel acquisition opportunities for adjacent properties to the northeast and southeast of the site.

JKS & Golf Roles and Responsibilities

- **Santa Cruz METRO:** Project sponsor & operator — scope, design, procurement, construction, commissioning, funding compliance (A/R across most actions).
- **City of Santa Cruz:** Permits, right-of-way approvals, inspections, ADA, signal/crossing control (A for work in City ROW).
- **State of California:** Grant compliance, code guidance (hydrogen), utility coordination frameworks
- **FTA (as applicable):** Grant/NEPA/Title VI/Buy America oversight and approvals

ParaCruz Operations Facility

Short-Term

METRO to continue evaluating the potential relocation of the ParaCruz Operations facility. As part of this effort, METRO will conduct a planning study to finalize relocation plans, ensuring alignment with operational needs and community considerations.

P-1 Planning Study and Finalize Relocation Strategy

METRO to conduct a planning study to evaluate the potential relocation of ParaCruz Operations and use findings to finalize relocation plans.

Key Implementation Actions:

- Develop scope and objectives for the planning study, including operational, financial, and community impact assessments.
- Engage internal stakeholders and external consultants to support study execution.
- Conduct a comparative analysis of relocation options, including:
    - Dispersed site model utilizing the Judy K. Souza (JKS) Operations Facility and the Watsonville Facility.

  - Continued use or phased transition from the existing site.
  - Alternative locations that support paratransit operations and regional service coverage including the Soquel Park & Ride lot.

- Review site suitability, access, infrastructure readiness, and regulatory considerations.
- Document findings and recommendations from the study.
- Use study outcomes to finalize relocation plans, including timeline, budget, and transition strategy.

Mid-Term

METRO to execute the relocation from the current ParaCruz Operations site to a new facility, aligning staff, systems, and schedules.

P-3 Evaluate and Execute Relocation Strategy

METRO to execute a phased relocation from the existing site to the new ParaCruz site, transferring fleet, staff, dispatch/IT systems, and support functions.

Key Implementation Actions:

- Engage stakeholders to assess operational, financial, and community impacts of each option.
- Finalize relocation plans based on findings and prepare for phased implementation, including fleet transfer, staff reassignment, and system integration.

ParaCruz Operations Facility Roles and Responsibilities:

- **Santa Cruz METRO**: Sponsor/operator—scope, design, procurement, construction, commissioning, cutover, operations
- **City of Soquel** Entitlements, permits, inspections, ROW/traffic control

Next Steps

The following next steps are anticipated for near-term implementation:

Title VI Analysis

A Title VI Social Equity Analysis, which evaluates potential impacts on minority and low-income populations and informs future facility siting decisions, was completed concurrently with the Facility Master Plan. Future grant applications or service changes tied to these facilities may trigger updated Title VI assessments.

Secure Funding

Santa Cruz METRO to evaluate and pursue stable funding sources for both capital improvements and operations. Budgeting strategies will remain dynamic to account for cost escalation, workforce availability, and future legislative or funding shifts. This includes:

- Leveraging local sources such as Measure D and regional partnerships,
- Maximizing federal formula funding opportunities (e.g., Section 5339 for Bus and Bus Facilities),
- Phasing project delivery based on available financial capacity and strategic priorities,
- Preparing to meet federal match requirements where applicable.

Pursue Grants

Target grant funding to fully fund the projects outlined in this Facilities Master Plan.

Santa Cruz METRO to:

- Apply for discretionary programs such as the RAISE Grant, FTA Low or No Emission Program (5339(c)), and the Bus and Bus Facilities Competitive Program,
- Prepare competitive applications by aligning project benefits with federal and state evaluation criteria (e.g., equity, emissions reduction, resiliency),
- Coordinate internal and consultant resources to meet grant timelines and documentation requirements,
- Monitor legislative developments (e.g., SB 125 allocations or new federal infrastructure programs) for emerging funding opportunities.

Conduct Stakeholder Outreach

Santa Cruz METRO to conduct outreach engaging both internal and external stakeholders including:

- Engaging the public, community-based organizations, and workforce partners during project development phases to ensure equitable access and transparency,
- Communicating updates to staff at impacted facilities regarding site changes and relocation timelines,
- Coordinating with city agencies (e.g., City of Watsonville, City of Santa Cruz) for permitting, planning, and land use support,
- Collaborating with regulatory and funding partners, including Caltrans and FTA, during environmental review and grant development.

APPENDIX A

Stantec

Santa Cruz Metro - New South County Bus Operations & Maintenance Facility

Space Needs Program

Stantec Project Number: 2014343300

Updated: 5/2/2025

SPACE CATEGORY	SPACE NAME	FUNCTION	SPACE STANDARD W	x	L	x	H	MIN SIZE SQFT	PROGRAM QUANTITY TOTAL STAFF	PROGRAM QUANTITY SPACE	PROGRAM AREA SQFT	ADJACENCY PRIMARY	ADJACENCY SECONDARY	Equipment / Furniture	Special Requirements	NOTES
MAINTENANCE	Maintenance Manager	Admin for Maintenance; private office						120	1	1	120	View of Shop	Shop Foreman	File Cabinets, Workstation (TYP)		
	Shop Foreman / Supervisor	Admin for Maintenance; private office						120	1	1	120	Direct view of Shop floor		File Cabinets; Security Monitor (TBD), Workstation (TYP)		
	Shop / Accounting Clerk	Receive parts, invoicing; open office suite w/ access to exterior						120	1	1	120	adjacent to OH receivnging door		File Cabinets, Workstation w/ receiving counter		
	File / Office Storage	General office/supply storage room						200		1	200	Maint Offices, Clerk		File cabinets, open shelves		
	Mechanics / Utility Workers	*Program Line for staffing only; see Restrooms/Lockers in Shared Department for*						0	13	0	0	-				number of staff to be verified by SC Metro
	Uniform Storage	Alcove for clean uniform rack and dirty bin						50		1	50	ADJ to Locker Rooms		Closet Rod and Shelves		
	Techician Counter, Library	Technicians counter/workstation: Parts ordering; entering work order data into computerized						200		1	200	open to shop, adjacent to maint offices and parts storage		Storage Shelves, file cabinets, (3) small workstations		
	Repair Bays - Large Vehicles (25' - 45')	service bays w/ bus hoists (preferred) to perform S&I / tire change	25	x	60	x	20	1,500		4	6,000	Battery Room; Parts Storage		Work bench w/ vice at each bay, other mobile equipment and tool boxes	min of one bay with roof top work requiring fall protection	
	Common Work Area	Space to perform minor fabrications						200		1	200	Repair Bays		grinder, drill press, work bench, weld table, welding equip., etc.		
	Tire Shop and Storage	Space to store new and used tires on multi-tier (currently in 3-level) racks.	24	x	25			600		1	600			Multi-tier racks for new tiers; old tires; tire carousel(s)		
	Battery Room	Enclosed room for battery storage (10 new + 10 old)	10	x	10			100		1	100	Repair Shop		non-corrosive charging rack/bench	Double doors, acid resist. floor finish; emergency wash. Non-corrosive exhaust system.	Accessed by Pallet Jack
	Electronics Shop	Maintenance/Repair of onboard eletrical equipment	10	x	25			250		1	250	Adjacent to spaces with cleaner environment, away from repair bays		Work bench, task lighting, storage racks/shelving	Does NOT require special clean-room requirements	Repair functions include multiplex wiring; electronic fareboxes, GPS-based automatic vehicle location system; Destination signs
	Lube / Compressor Room	Enclosed room to house bulk fluid tanks	10	x	25			250		1	250	Close to Service Bay if possible		Fluid tanks for: engine oils, Coolant, Transmission oils, Gear oil, Waste Oil; Air Compressor	Fire Rating (TBD), exhausted	
	Parts Cleaning	Area for parts cleaning equipment	10	x	15			150		1	150	May be combined with or located within the Common Work Area		Mobile Ozzi tanks; Enclosed sand/bead blaster; Parts Washer (TBD)		12ft x 4ft for tanks; sand blaster, parts washer 12ft x 12ft clearance for mobile eqiupment
	Parts Storage	Space to store parts (engine/transmission blocks, windshields, seats/covers, wheel-rims, misc parts, cleaners, flam cabinets, etc.)						1,000		1	1,000	Adjacent to Repair Shop, access through exterior receiving OH Door; Shop Clerk office		Storage rack quantity and height (TBD); High-density storage equipment (TBD)		Space for receiving table or counter
	Tool Crib (Shop Tools Storage)	Secure Cabinet or Cage for tool storage	10	x	10			100		1	100	Shop Foreman, Repair Bays				
	Mobile Equipment Storage	Storage of mobile equipment	15	x	25			200		1	200	Repair Bays		Mobile lifts, ladders, platforms, (1) manual pallet manual		
	Tool Box Storage	Designated space for tool boxes and carts to be parked. NOT REQUIRED (TBD)	4	x	5			20		0	0	Tool boxes are planned to be stored in the bays.			power receptacles	(1) full-size tool box + (1) cart per mechanic
								MAINTENANCE SUMMARY:	**16**	**19**	**9,660**					
								Grossing Factor (Circ, Elec, Mech, Struct):		**15%**	**1,449**					
								MAINTENANCE TOTAL:			**11,109**					

Attachment A

SPACE CATEGORY	SPACE NAME	FUNCTION	SPACE STANDARD W	x	L	x	H	MIN SIZE SQFT	PROGRAM QUANTITY TOTAL STAFF	PROGRAM QUANTITY SPACE	PROGRAM AREA SQFT	ADJACENCY PRIMARY	ADJACENCY SECONDARY	Equipment / Furniture	Special Requirements	NOTES
FACI	FM Shop		10	x	15			150		0	0					
	FM Storage		10	x	15			150		0	0					
	Custodial		10	x	10			100	1	1	100					
	Main Electrical Room	TBD						250		1	250					
	Main IT/Data Room	Central IT room for entire facility.						200		1	200	Centrally located Ops area		IT racks, etc. as required	dedicated spilit unit system	
	Main Plumb/Mech Room	TBD						100		1	100					
	Sprinkler Room	TBD						0		1	0					
								FM/UTILITY SUMMARY:	**1**	**39**	**650**					
								Grossing Factor (Circ, Elec, Mech, Struct):			**130**					
								SERVICE TOTAL:			**780**					
VE UTILITY	Wash Bay	Automated, covered, drive-through Bus Wash operation	25	x	75			1875	-	1	1,875	Service Lane(s)				
	Deep Cleaning Bay	Exterior covered space for detailed inteior/exterior clean functions	20	x	60			1200	-	0	0	Service Lane(s)				
	Chassis Wash / Steam Bay	Exterior covered space for pre-inspection/repair under-carriage bus-wash	20	x	60			1200	-	0	0					
	Fueling	Ext. covered space. (2) dispensers TBD	20	x	60			1200	-	1	1,200	Service Lane(s)				
	Wash Equip Room	Equip Rm for Wash and Steam Clean bays						400	-	1	400	Wash Bay		washer + dryer for wash cloth; rags.		
	Fare / Revenue Room	Fare Vault room, include fare vault IT equip						100	-	1	100	TBD		fare vault, safe, counter w/cabinets	conditioned space, access control	
	Cleaning Storage Room	Cleaning supplies, etc.						200	-	1	200	Service Lane(s)				
	Electrical Room	Elec for fueling equipment						100	-	1	100	Service Lane(s)			conditioned as req'd	
	Covered Seating Area	Utility worker area						50	-	1	50	Service Lane(s)			conditioned as req'd	
								VEHICLE SERVICING SUMMARY:	**-**	**70**	**3,925**					
								Grossing Factor (Circ, Elec, Mech, Struct):			**393**					
								SERVICE TOTAL:			**4,318**					

Attachment A

SPACE CATEGORY	SPACE NAME	FUNCTION	SPACE STANDARD W	x	L	x	H	MIN SIZE SQFT	PROGRAM QUANTITY TOTAL STAFF	PROGRAM QUANTITY SPACE	PROGRAM AREA SQFT	ADJACENCY PRIMARY	ADJACENCY SECONDARY	Equipment / Furniture	Special Requirements	NOTES
OPERATIONS	Ops Manager's Office	Requires space for counseling						180	1	1	180	Dispatch suite and Lead Super		Workstation (TYP), file storage		
	Lead Supervisor's Office	In Dispatch Suite; need privacy; needs direct line of sight to dispatchers and operators						120	1	1	120	Direct access to Disptach suite		Workstation (TYP), file storage		
	Dispatch Suite (Fixed Route & Dial-a-Ride)	Office space for 3 FR + 2 DAR (5 total); space for 2 at counter/window with direct access to operators, workstations for Road Supervisors						500	5	1	500	Direct view of bus yard and Operator Entry/Exit	Break Room	Adjustable Height Workstations, file storage; IT equip: large security monitors mounted high on wall	receptacles for large monitors, IT closet closeby	DAR w/ taller glass furniture partitions for acoustics. IT closet. Security Monitors visible to Dispatchers but not to Operators. Coffee Bar + refridgerator within Suite. Operator mailboxes - rear load from within suite.
	Union Rep Office	Private Office					9	120	1	1	120	Ops Offices		Workstation (TYP), file storage		
	Visitor workstation	Open Workstations (not a current position)					9	100		1	100	Ops Offices		Open Workstations w/ partial height partitions		
	Conference Room	Sized for 8 to 10, w/ coffee bar if not close to admin coffee bar					9	250		1	250	Ops Offices		tables/chairs, Typical AV		
	Lost & Found Storage	Space to store lost and found items. Items locked for 90 days typ. Lost bikes may be stored outside.						50		1	50	Dispatch		Open storage shelves	Increased ventilation due to potential for soiled items being stored in room.	
	Storage Room	Uniform Storage, open Shelving						100		1	100	Dispatch Suite		File cabinets, open shelving		
	Dispatch Vestibule	Adjacent to Dispatch Counter, space for (2) Standup Workstations + (1) printer; rear-loaded mailboxes						150		1	150	Dispatch Suite	Break Room	Counter w/ storage for paperwork, tackboards, notice boards		
	Bus Operator's Lounge	See Shared Department									0	-				
	Operators' Lockers	(60) Lockers 3-tier configuration	1	x	2			0.75	60	60	45	Break Room	Restrooms	3-tier Lockers: 12W x 12D x 24H EA		
	Trainer Office	Typical office						120	1	1	120	Near Training Room	other Ops staff	Workstation (TYP), file storage		
	Training Room	See Shared Department									0	-				
	Restrooms	See Shared Department						0			0	-				
	Quiet Room	See Shared Department									0	-				
	Exercise Room	See Shared Department									0	-				
								OPERATIONS SUMMARY:	69	70	1,735					
								Grossing Factor (Circ, Elec, Mech, Struct): 25%			434					
								OPERATIONS TOTAL:			2,169					
SHARED SPACES	Unisex RR/Shower	Centrally located and for use by all staff					-	0		0	0					
	Lactation Room	Secure Room, 'Wellness Room'					-	80		1	80			Sink, counter, mini-refrigerator, chair		Space required by CA labor code
	Break Room	Central break room/lounge space to be used by all staff. Connected to all dept., direct connection to patio/exterior.					9+	500		1	500	Dispatch Suite, Operator lockers	Restrooms	Lounge furniture, tables and chairs, drinking fountain w/ bottle filler, notice/bulletin boards, TV		
	Kitchen	Open kitchen space integrated with Break Room, mix of seating options					-	100		1	100	Connected to Break Room		refridgerator, vending machines, oven/range, microwaves, Garb. Disp.		Cabinets w/ locks
	Exercise Room	Space to accommodate employee exercise and fitness					9	150		1	150	view to exterior	locker rooms, shower room	Treadmill, cardio equipment, TV	Connections for TV, cable	Space to be for exercise equipment, floor exercise space; but nothing with tripping hazard or free weights
	Quiet Room	Separate quiet break room away from larger Break Room					-	100		1	100	Away from Break Room		lounge furniture		
	Training Room	Flexible, large room with dividable partition.					10+	600		1	600	Break Room	Training Offices	movable training tables/chairs; monitors on multiple walls	Connections for AV and Monitors	Potentially used as extension of Break Room for large events. Room should have 'buffet' cabinets/counter within room.
	Chair/Table Training Storage	Storage specifically for training storage					-	100		1	100	Access through Training Room				
	Mens RR/Lockers	Toilet room, lockers, and shower					9	400		1	400			Full-hgt locker 18x24 w/ boot drawer, integral bench		Lockers for Maintenance
	Womens RR/Lockers	Toilet room, lockers, and shower					9	250		1	250			Full-hgt locker 18x24 w/ boot drawer, integral bench		Lockers for Maintenance
								SHARED SUMMARY:	-	9	2,280					
								Grossing Factor (Circ, Elec, Mech, Struct): 25%			570					
								SHARED TOTAL:			2,850					

Attachment A

SPACE CATEGORY	SPACE NAME	FUNCTION	SPACE STANDARD W	x	L	x	H	MIN SIZE SQFT	PROGRAM QUANTITY TOTAL STAFF	PROGRAM QUANTITY SPACE	PROGRAM AREA SQFT	ADJACENCY PRIMARY	ADJACENCY SECONDARY	Equipment / Furniture	Special Requirements	NOTES
EXTERIOR SPACES	Employee Patio	Partially covered space connected directly to Break Room; BBQ area (size dependent of space configuration), landscaping					-	1000		1	1,000	Break Room	Employee Entry	Exterior tables/chairs; patio furniture; BBQ		Space should be close to where employees will enter and should be visually separate and secured from visitor/public entry
	Designated Smoking Area	Covered space at least 25 feet from building openings for smoking						100		1	100					
	Trash Enclosure	City/County standard enclosure	10	x	25			250		1	250					
	Misc Ext Storage	FM, Utility, Bus Stops	10	x	50			500		0	0					
	Electrical Utility	XMFR, Switchgear, etc.						250		1	250					
								EXTERIOR SPACE SUMMARY:	**-**	**4**	**1,600**					
								Grossing Factor (Circulation):		**10%**	**160**					
								EXTERIOR SPACE TOTAL:			**1,760**					
PARKING	**PARKING WITHIN MAINTENANCE YARD:**															
	Large Bus Parking		12	x	45			540		44	23,760					
	Cutaway Parking		12	x	30			360		12	4,320					
	Non-Revenue Vehicle		10	x	20			200		13	2,600					
	Down Bus Parking		12	x	50			600		0	0					
	PARKING WITHIN EMPLOYEE / VISITOR LOT:															
	Employee Parking		9	x	18			162		85	13,770					
	Visitor Parking		9	x	18			162		0	0	As close as possible to main visitor and employee entries				
								PARKING SUMMARY:	**-**	**154**	**44,450**					
								Grossing Factor (Circulation):		**75%**	**33,338**					
								PARKING SPACE TOTAL:			**77,788**					

PROGRAM TOTALS				
	GRAND TOTALS:	95	98	AREA
	TOTAL BUILDING & SPACE AREA:			21,225
	TOTAL SITE AREA:			79,548
	SITE FACTOR: 50%			39,774
	TOTAL PROGRAM AREA:		**3.23**	**140,547**
			ACRES	SQFT

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Santa Cruz Metropolitan Transit District

DATE: October 24, 2025

TO: Board of Directors

FROM: John Urgo, Chief Planning and Innovation Officer

SUBJECT: **SANTA CRUZ METRO FACILITIES MASTER PLAN TITLE VI SITE EQUITY ANALYSIS REPORT**

I. RECOMMENDED ACTION

That the Board of Directors receive Facilities Master Plan Title VI Site Equity Analysis Report

- In June 2021, METRO initiated a comprehensive review of its operations and maintenance (O&M) facilities as part of a broader Facilities Master Planning process. This effort was driven by the agency's long-term goals for service expansion, ridership growth, and the transition to a zero-emissions bus (ZEB) fleet, including the integration of 53 hydrogen fuel cell electric buses through 2026. As METRO's service needs have grown, existing facilities have reached their functional limits, making further expansion within current sites infeasible.
- Based on current and future potential operational needs, METRO has identified the Watsonville area as a desirable location for new O&M facilities.
- A Title VI Site Equity Analysis, including public engagement to solicit feedback from the community, is required by the Federal Transit Administration (FTA) in the planning phases for new O&M facilities.
- The required analysis and public engagement activities conducted by METRO to assist in the site selection process for a new Watsonville O&M facility are described in the attached Site Equity Analysis Report.
- Staff recommends that the Board accept and file the attached Title VI Site Equity Analysis Report.

II. DISCUSSION/BACKGROUND

METRO completed a Facilities Master Plan ("Plan"), including a Title VI Site Equity Analysis, to guide future investments in O&M facilities. The Plan supports METRO's long-term goals for service expansion, ridership growth, and ZEB transition, including the integration of hydrogen fuel cell buses. The Plan also supports the future development of a new O&M facility in Watsonville, to improve operational efficiency, reduce non-revenue service miles, and enhance service reliability, especially for routes originating in Watsonville. This will reduce fuel consumption, emissions, and operating costs, while supporting more equitable transit service. The Plan also includes a discussion of the criteria that METRO should apply when considering potential new O&M sites in Watsonville.

METRO identified three sites in Watsonville that generally meet the criteria. The attached Site Equity Analysis (Analysis) evaluates the three sites and was conducted in accordance with Title VI of the Civil Rights Act of 1964 and FTA guidance to ensure that facility siting decisions do not result in disparate impacts on minority populations or disproportionate burdens on low-income populations. In this case, the Analysis concluded that construction and operations of the new O&M facility would not create any significant adverse effects at two of the three potential sites.

The Analysis also found that all three potential Watsonville sites are located in census block groups with higher minority concentrations than METRO's service area average (97% vs. 48%), which would exceed METRO's 20% threshold for potential disparate impacts in the case of significant adverse effects. There is no disproportionate distribution of low-income populations with site area percentages of low-income households at 13–18% versus 12% in the overall service area. Accordingly, there is no potential for disproportionate burdens at any of the proposed sites.

Based on the Analysis, Site 3 (275 Pine St.), which is located adjacent to residential buildings, may have greater potential for localized impacts (noise, traffic, air quality) and thus may present disparate impacts on minority populations. As a result, the Analysis concludes that Sites 1 and 2 should be prioritized to avoid these impacts.

The planning process conducted with the analysis included robust public outreach, with engagement of Watsonville communities, and incorporated feedback into project alternatives and mitigation measures.

No cumulative adverse impacts on minority or low-income populations are anticipated from other planned projects in the vicinity. The proposed O&M facility would be consistent with local planning efforts and environmental justice requirements.

The analysis concluded that a proposed O&M facility in Watsonville at Site 1 or Site 2 will deliver system and community benefits, including reduced operating costs, lower emissions, and improved service reliability, without creating disparate impacts or disproportionate burdens under Title VI.

III. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

IV. FINANCIAL CONSIDERATIONS/IMPACT

There is no financial impact to receiving the report.

V. CHANGES FROM COMMITTEE

N/A

VI. ALTERNATIVES CONSIDERED

N/A

VII. ATTACHMENTS

Attachment A: Facilities Master Plan Title VI Site Equity Analysis Report

Prepared by: Derek Toups, Planning and Innovation Deputy Director

VIII. APPROVALS

John Urgo, Chief Planning and Innovation Officer

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

Corey Aldridge,
CEO/General Manager

Attachment A

Santa Cruz METRO Operations & Maintenance Facility Equity Analysis

10/24/2025

Kimley»Horn

10.9A.1

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Introduction

Santa Cruz Metropolitan Transit District (Santa Cruz METRO) is evaluating its existing operations and maintenance facilities to develop a comprehensive Facilities Master Plan aligned with the agency's long-term goals for service expansion, ridership growth, and zero-emission vehicle (ZEV) adoption. A central component of this transition is the integration of 53 hydrogen fuel cell buses through 2026.

To support these service objectives—particularly those outlined in Reimagine METRO, METRO's post-pandemic service initiative—an increase of up to 145 buses and 250 additional operators may be needed. However, current facilities are operating beyond their functional capacity, and further expansion within existing space is not feasible given the existing physical infrastructure and support amenities.

The Facilities Master Plan identified a specific need for a new Operations and Maintenance (O&M) facility in the Watsonville area, and defined criteria to use in site selection. Proceeding to site selection requires METRO to conduct a site equity analysis to evaluate whether the benefits and burdens of a proposed new facility would be equitably distributed, without creating disparate impacts on minority populations or disproportionate burdens on low-income populations, in accordance with Title VI of the Civil Rights Act of 1964 and implementing guidance under FTA Circular 4702.1B.

The analysis also includes an overview of the public engagement process conducted to ensure that impacted communities had a meaningful opportunity to provide input into the facility planning and site selection process. These efforts are essential to advancing a facility strategy that is not only operationally sound but socially equitable.

Need for a South County Facility

Santa Cruz METRO is evaluating the development of a new O&M facility in South County, with a focus on improving operational efficiency, enhancing service reliability, and promoting environmental sustainability. Currently, the absence of a local facility requires buses to travel significant distances from existing sites, resulting in increased fuel consumption, traffic congestion, emissions, cost inefficiencies, and service delays. Since many METRO routes originate in Watsonville at the Watsonville Transit Center, a strategically located O&M facility in that specific area would enable faster bus deployment, reduce operating costs, and support more reliable and equitable transit service. By minimizing non-service travel miles, building such a project also would contribute to METRO's goals for a cleaner, more sustainable transit system.

Project Objectives

These objectives were developed by the project development team and approved by the Steering Committee to guide the planning of the proposed Watsonville Facility O&M facility. They reflect METRO's commitment to improving efficiency, expanding service, and strengthening system resilience to better serve the evolving transit needs of Santa Cruz County.

Optimize Efficiency and Service Quality

The proposed South County O&M facility would significantly reduce the distance buses must travel to begin and end their routes, particularly for those originating in Watsonville and surrounding communities. This reduction in "deadhead" mileage translates to faster deployment times, lower fuel usage, and decreased wear-and-tear on vehicles. These operational improvements will allow METRO to deliver more reliable and responsive transit service, align with rider demand, and support more efficient scheduling, particularly during peak hours.

Accommodate Expanded Bus Fleet

As Santa Cruz METRO plans for future service expansion to meet growing transit needs—especially in historically underserved areas, additional capacity will be required to house and maintain a larger fleet. The new facility would provide

the necessary space, infrastructure, and operational support to accommodate new buses, including zero-emission vehicles. This ensures that METRO is prepared for long-term growth and changing mobility patterns across South County.

Enhance Bus Fleet Resiliency and Flexibility

A geographically balanced O&M footprint increases the resiliency of METRO's transit system by allowing for more flexible fleet management. In the event of emergencies, service disruptions, or facility outages in other parts of the county, a Watsonville Facility would serve as a vital backup, enabling continued operations and faster system recovery. It also allows for more responsive service adjustments based on real-time demand and shifting conditions, ensuring the system can adapt quickly while maintaining equitable access to transit.

Title VI Legal Foundations and Guidance

A Title VI analysis is a federally required process to ensure that public services funded by federal dollars do not discriminate based on race, color, or national origin. It is both a legal obligation and a critical equity tool—used to identify and address disproportionate impacts on Title VI-protected and other vulnerable populations. This requirement is rooted in the following key statutes and guidance:

Title VI of the Civil Rights Act of 1964

Prohibits discrimination in any program receiving federal funds or other assistance. Agencies must demonstrate that their actions do not result in disparate impacts. A Title VI analysis provides the framework for that assessment.

FTA Title VI Circular 4702.1B

Directs transit agencies on compliance with Title VI, including how to conduct service and fare equity analyses, engage the public, and document findings. It ensures decisions are data-driven and equitable.

Understanding Adverse Impacts and the Equity Analysis Framework

Federal Title VI guidance establishes that the first step in any equity analysis is to determine whether a proposed project is expected to cause adverse impacts such as significant environmental, operational, or social harms to surrounding communities.

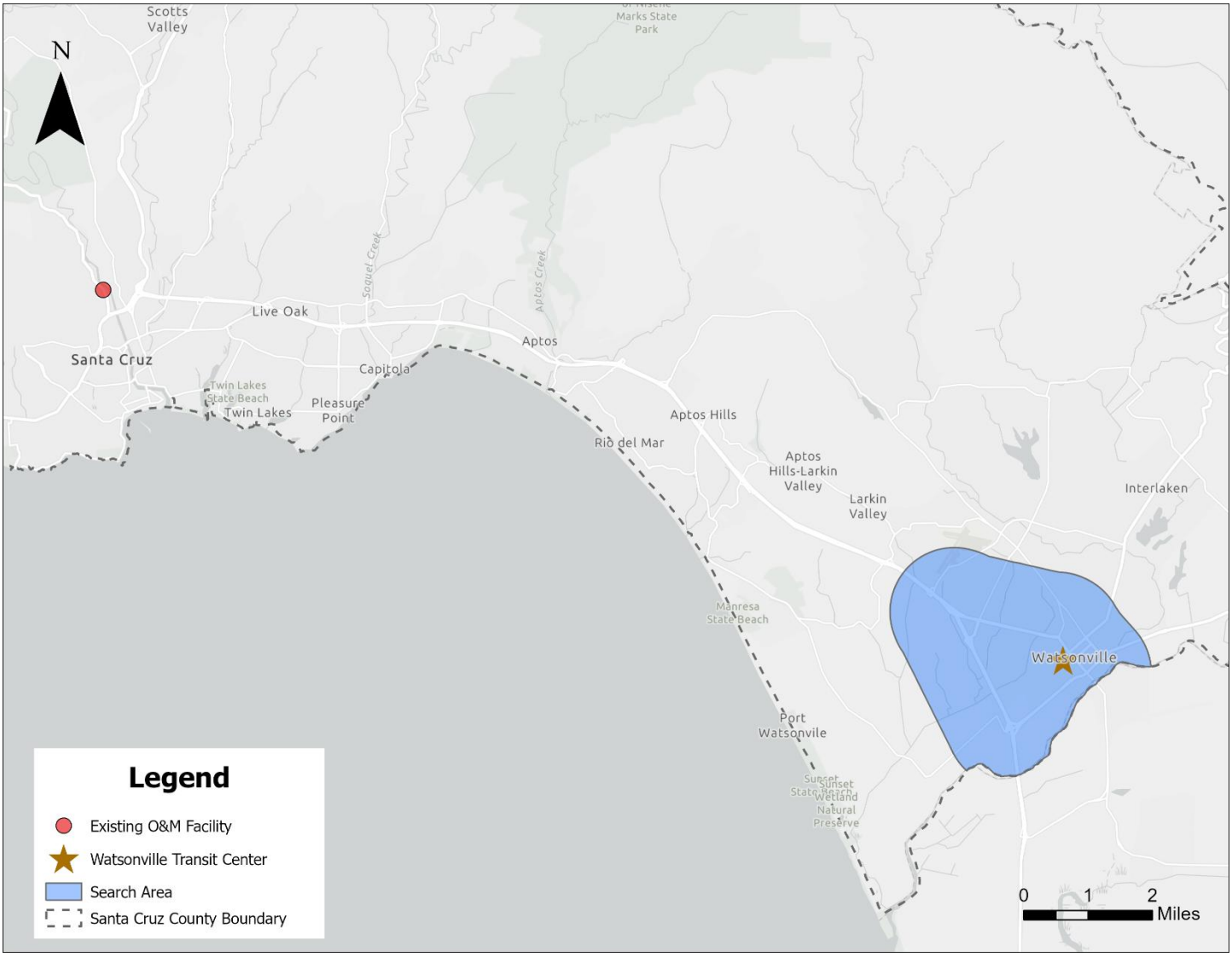
Under FTA Circular 4702.1B, findings of disparate impact (on the basis of race, color, or national origin) or disproportionate burden (on the basis of low-income status) are only relevant if adverse impacts are present. Adverse impacts are the key condition that triggers the need for further demographic disparity analysis. If no adverse effects are expected, differences in the demographic composition of the project area do not in themselves create a Title VI violation or require mitigation.

Based on the technical findings documented in this report, no significant adverse impacts are anticipated by the construction and use of a new O&M facility in Watsonville. Under FTA Circular 4702.1B, because adverse impacts are absent, a disparate impact (on the basis of race, color, or national origin) or disproportionate burden (on low-income populations) analysis is not triggered, and mitigation requirements are not required. Differences in the demographics of the surrounding communities, standing alone, do not constitute a Title VI violation. A demographic profile is included for transparency and completeness to support an equitable and compliant facility planning process by Santa Cruz METRO.

Deadhead Analysis and Siting Rationale

Santa Cruz METRO is actively exploring potential locations for a new O&M facility in South County, with a focus on enhancing operational efficiency, reducing environmental impacts, and improving service delivery in the Watsonville area.

This location search is being driven primarily by findings from detailed deadhead analysis and long-term service planning needs.



Minimizing Deadhead Miles

Currently, a substantial number of pull-outs and pull-ins—referred to as "deadhead" trips—originate from Watsonville and other parts of South County. Because there is no nearby O&M facility to support these routes, buses must travel long distances from central and northern facilities before beginning service. This inefficiency not only increases vehicle miles traveled (VMT), fuel use, and emissions but also results in significant operating costs. Establishing a Division in Watsonville would generate meaningful O&M savings and operational benefits.

Our deadhead analysis found that relocating 12 to 19 weekday service blocks to a Watsonville Facility would eliminate considerable deadhead mileage. Specifically, staging 15 to 23 buses—potentially up to 45—at a new Watsonville Facility could yield annual weekday non-labor cost savings of $550,000 (for 19 blocks), based on 250 annual service days.

Additionally, up to 18 more weekday blocks could be reassigned to the new facility with a net neutral impact on overall deadhead miles, offering further flexibility and efficiency gains.

To support these goals, the Facility Master Plan calls for identifying a site capable of hosting at least 19 blocks of existing service. The ideal location will be centrally situated near major transit routes in South County—particularly within or adjacent to Watsonville—to further minimize deadhead trips and better serve METRO's ridership base in the region.

Strategic Siting Criteria Considerations

METRO applied a targeted set of siting criteria to identify viable locations for the future Watsonville Facility O&M facility. These criteria guided all site evaluations and focused exclusively on factors essential to long-term operational success: proximity to major arterials, location within industrial zones, and avoidance of proximity to sensitive uses and receptors, and a minimum of 3 contiguous acres.

Sensitive uses and receptors include residences, schools, parks, hospitals, and other healthcare facilities—places where people, particularly children, older adults, and those with health conditions, may be more susceptible to environmental and operational effects. Avoiding these locations is a key siting principle to minimize potential exposure to noise, localized air emissions, lighting, and increased traffic associated with transit O&M activities. For example, because one site (the 275 Pine Street alternative) is immediately adjacent to homes—a sensitive receptor—it is not the best alternative under related criteria and is not land-use friendly, presenting a higher relative risk of nuisance-level effects and reduced community compatibility compared with sites buffered from residential areas.

Each criterion directly supports key goals—reducing operating costs, improving service reliability, and minimizing community impacts—ensuring that the selected site contributes to a more efficient transit system and delivers positive outcomes for both METRO and the surrounding community.

Proximity to Major Arterials

As Santa Cruz METRO prepares for the expansion of its bus fleet and enhanced service frequency, locating the facility near major arterials is essential. Direct access to high-capacity roadways allows for the easy movement of large transit vehicles without complicated maneuvers. It also reduces "deadhead" time—non-revenue-generating miles buses travel between the facility and the start of their routes. This proximity minimizes fuel consumption, wear and tear on vehicles, and operator time spent off-route, all of which contribute to cost savings and increased operational efficiency. It also enhances METRO's ability to respond to service disruptions or emergencies in a timely manner. A well-connected arterial network supports regional mobility and positions METRO to scale service efficiently as ridership demand grows.

Located Away from Sensitive Residential Uses and in an Industrial Zone

Bus maintenance and operations facilities can generate noise, light, and emissions due to all-day activity, fueling, maintenance work, and vehicle circulation. To minimize potential land use conflicts, the facility should be located away from sensitive residential areas. Placement within an established industrial zone provides appropriate separation from homes, schools, and other sensitive receptors, minimizing community impacts and potential opposition. Industrial zones are typically planned and regulated for uses that are more intensive in nature, with existing infrastructure and land use compatibility that align with METRO's operational needs. Selecting a site in such a zone also facilitates streamlined environmental permitting and development approvals.

A Consolidated Parcel of at Least 3 Acres

To efficiently accommodate METRO's growing fleet and support infrastructure, a consolidated site of at least 3 acres is ideal. A single, contiguous parcel reduces the complexity and cost associated with building layout, internal circulation, and utility infrastructure. It enables optimized site planning for key components such as bus storage, maintenance bays, administrative offices, and employee parking. By avoiding a fragmented site configuration, METRO ensures operational cohesion, improved safety, and greater long-term adaptability.

Facility Layout and Key Operational Features

A planning-level analysis was completed to estimate the types and sizes of infrastructure required to support a new South County O&M Division. The resulting facility layout includes dedicated areas for maintenance, servicing, operations, employee support, and vehicle parking, each designed to meet METRO's long-term operational needs.

The new facility would include a dedicated maintenance area totaling approximately 9,300 square feet. The maintenance area would consist of several functional spaces designed to support day-to-day fleet operations and repairs. These include private and open office suites for staff (360 square feet). An office supply storage room would occupy approximately 200 square feet.

Operational workstations would include a workstation for technicians (200 square feet) with three seats and two terminals for parts ordering and inputting work order data into the computerized maintenance software system. The facility would also feature approximately 4,800 square feet of large vehicle repair bays equipped with bus hoists (preferred) for service and inspection, including tire changes. Additional maintenance spaces would include:

- 200-square-foot common work area for minor fabrications,
- 600-square-foot tire shop with multi-tier tire storage racks,
- 100-square-foot enclosed battery room for storage of up to 20 batteries (10 new and 10 used),
- 200-square-foot electronics shop for onboard electrical equipment repair,
- 400-square-foot lube and compressor room to house bulk fluid tanks,
- 150-square-foot area for parts cleaning equipment,
- 500-square-foot parts storage area for various large and small vehicle components and maintenance supplies.

The facility would include a vehicle servicing area totaling approximately 4,900 square feet, designed to support daily cleaning, fueling, and fare collection operations. This area would feature an automated, covered, drive-through bus wash bay occupying approximately 1,900 square feet, along with a 1,200-square-foot exterior covered space for vehicle fueling activities.

The facility would include an operations area totaling approximately 2,000 square feet, designed to support day-to-day transit operations, staff coordination, and operator needs. This area would be supported by a 180-square-foot private office for the Operations Manager and a 120-square-foot Lead Supervisor's office, positioned to maintain direct line of sight to both dispatchers and bus operators.

A central component of the operations area would be the Dispatch Suite, located to offer clear visibility of the bus yard and operator entry/exit points. The suite would include a visitor workstation, conference room, lost and found storage, general storage room, and a dedicated dispatch vestibule. The dispatch vestibule would be adjacent to the dispatch counter and designed to accommodate two stand-up workstations and one printer, with rear-loaded mailboxes for operator communications.

To support transit operator needs, the facility would include a dedicated Bus Operator Lounge and locker area equipped with 60 individual lockers. Additionally, a Trainer's Office would be provided to support ongoing operator education, safety briefings, and daily personnel oversight.

Additional support spaces would include a 400-square-foot wash equipment room to house systems serving both the wash and steam clean bays, and a 100-square-foot fare/revenue room equipped with secure fare vault and associated IT equipment. A 200-square-foot cleaning storage room would be provided for janitorial supplies and maintenance products, and a 100-square-foot electrical room would serve the fueling system infrastructure.

The vehicle servicing area would also include a covered seating area for utility workers to support operations and breaks during shifts.

The facility would include a variety of shared spaces designed to support employee well-being, training, and daily comfort. These spaces would be accessible to all staff and strategically located to connect with multiple departments.

A secure, 80-square-foot lactation room or “wellness room” would provide a private, comfortable space for nursing employees. Central to the facility would be a 400-square-foot break room/lounge area connected directly to an exterior patio, designed for shared use by all staff. Integrated with this space would be a 100-square-foot open kitchen offering a mix of seating options for informal gatherings and meals.

To promote health and wellness, the facility would include a 150-square-foot exercise room for employee fitness activities, as well as a 100-square-foot quiet room to provide a tranquil space separate from the larger break room environment. Restroom facilities would include a 400-square-foot men’s restroom with toilets, lockers, and showers, and a 250-square-foot women’s restroom with similar amenities.

The new facility would also include asphalt or concrete surface and/or structured parking for approximately 50 large buses, 10 small revenue vehicles, 5 non-revenue vehicles (i.e., administrative, maintenance, or support vehicles), and 90 employee vehicles. Parking facilities would encompass a total of approximately 81,000 square feet.

Bus Operations

The proposed Watsonville Facility Operations and Maintenance Facility is expected to support daily transit service for up to approximately 44 buses, with maximum typical daily operations including 35 to 36 buses in active service. Under normal conditions, each vehicle will enter the site once at the start of its service day and exit once at the end, resulting in approximately 88 daily vehicle trips (44 inbound and 44 outbound).

The facility is not expected to accommodate mid-day layovers, meaning that once buses depart the site for morning service, they remain in circulation throughout the day until returning for evening storage and maintenance. This two-trip-per-vehicle pattern minimizes mid-day circulation and associated impacts.

These assumptions provide the operational baseline for evaluating potential environmental and equity impacts—particularly related to traffic, air quality, and noise. Understanding the volume and timing of bus movements is essential in assessing whether any nearby low-income or minority communities may experience disproportionately high and adverse effects due to facility operations. The analysis will also consider whether the proposed design and operational schedule help mitigate cumulative impacts on surrounding sensitive land uses.

Hydrogen Fueling and Operations

A key component of the proposed Watsonville O&M facility is its capacity to support Santa Cruz METRO’s transition to a zero-emission bus fleet, specifically by integrating hydrogen fuel cell technology. This facility is planned to include on-site hydrogen fueling infrastructure to service METRO’s growing fleet of hydrogen-powered buses.

The hydrogen fueling area is anticipated to consist of above-ground storage tanks, fueling dispensers, and associated safety and monitoring systems. Design specifications will follow applicable safety codes and industry best practices, ensuring that hydrogen is stored and dispensed safely. Safety measures include leak detection systems, automated shutoff valves, designated safety zones, and staff training for handling and emergency response. The fueling area may also accommodate public hydrogen fueling which would include a pull-out area off of an adjacent street and a fueling pump.

While the hydrogen fuel cell buses themselves produce no tailpipe emissions, supporting the region's air quality and sustainability goals, the facility's fueling operations will introduce new truck delivery activity to the site. Hydrogen fuel is typically delivered by specialized tanker trucks from production or distribution centers. Although delivery frequency will depend on fleet size and consumption patterns, regular deliveries—potentially multiple times per week—should be anticipated. These deliveries will add minimally to the total truck traffic entering and exiting the facility.

As part of the equity analysis, it is important to acknowledge that while hydrogen fuel use reduces operational emissions across the METRO service area, the local increase in truck deliveries may slightly increase traffic and associated emissions in the immediate vicinity of the facility. These impacts will be considered alongside other operational traffic associated with bus pull-in and pull-out movements, employee commuting, and site maintenance activities.

The facility design will incorporate measures to manage truck circulation, ensure safe loading and unloading, and minimize disruption to surrounding roadways and land uses. By locating the facility within industrial zones with direct access to major arterials, Santa Cruz METRO aims to mitigate potential neighborhood traffic impacts while supporting its long-term zero-emission vehicle transition.

Public Engagement

Public outreach is a key component of the planning process to ensure community voices are integrated into the development of the Santa Cruz METRO Master Facilities Plan Project. Outreach efforts have been conducted in alignment with Metro's adopted Public Participation Plan (PPP) and Language Assistance Plan (LAP), which serve as the foundation for engaging with residents, stakeholders, and underserved populations in a transparent and inclusive manner.

Public Involvement Plan

A Public Involvement Plan was developed to ensure that the planning process for siting a potential new facility meaningfully engaged and engages populations protected under Title VI of the Civil Rights Act and related regulations. The plan was designed to proactively identify and reach out to minority and low-income communities potentially affected by the project, providing opportunities for early and continuous public input.

Outreach activities included the placement of project information boards at the Watsonville Transit Center to allow community members to view and engage with project materials, as well as an online survey that remained open for a full month to gather input from a broader audience. Translation services were provided in accordance with the agency's Language Assistance Plan to reduce language barriers and promote equitable access to project information.

The Public Involvement Plan outlined procedures to document and incorporate feedback into project decision-making, including the siting of the facility, design considerations, and potential impacts. Feedback collected through these outreach efforts helped shape project alternatives, mitigation measures, and operational plans, ensuring that community concerns—particularly from traditionally underserved or disproportionately impacted groups—were addressed early in the process.

All outreach activities were conducted in accordance with federal Title VI requirements and applicable METRO policies, affirming the agency's commitment to nondiscrimination, transparency, and inclusive public participation.

Santa Cruz METRO Facility Public Engagement Efforts

The public survey collected 80 responses in English and Spanish over a one-month period, in which respondents gave opinions on the benefits and concerns of the new facility. The most frequently selected benefits were improved reliability, job creation, and sustainability. Concerns centered on traffic, safety, aesthetics, and environmental impacts. When considering location, respondents wanted to prioritize minimizing impact on nearby homes and neighborhoods, support for local jobs and businesses, and building in industrial areas over residential or farmland. This feedback was used when considering potential locations for a new O&M Facility in Watsonville.

Less than half of the respondents use public transit frequently, and over 85% either live, work, or both in South County.

Potential Locations for O&M Facility

As part of the planning process for the proposed Watsonville O&M facility, METRO evaluated multiple potential sites within the City of Watsonville. Each site was assessed based on size, zoning, adjacent land uses, access, and overall suitability for transit operations. Below are the three viable site alternatives under active consideration.

Site Alternative 1: 809 W Beach St.

Site Alternative 1 (Site 1) encompasses 3.36 acres within the City of Watsonville. It is bordered by West Beach Street to the north and Industrial Road to the east. The surrounding area features light industrial and manufacturing uses, consistent with the site's zoning designation. The parcel is currently vacant and fully paved, offering direct access from West Beach Street. Its location within an established industrial zone and proximity to major roadways make it a viable candidate for METRO's proposed Watsonville O&M Facility.

Site Alternative 2: 850 W Beach St.

Site Alternative 2 (Site 2) spans 3.54 acres within the City of Watsonville. It is bordered by West Beach Street to the south, with light industrial and manufacturing uses to the west and east, and warehouse storage directly south. The site is currently vacant, with no existing buildings, and is adjacent to railroad tracks to the north. Transit vehicles would access the site via one or more driveways along West Beach Street.

Site Alternative 3: 275 Pine St.

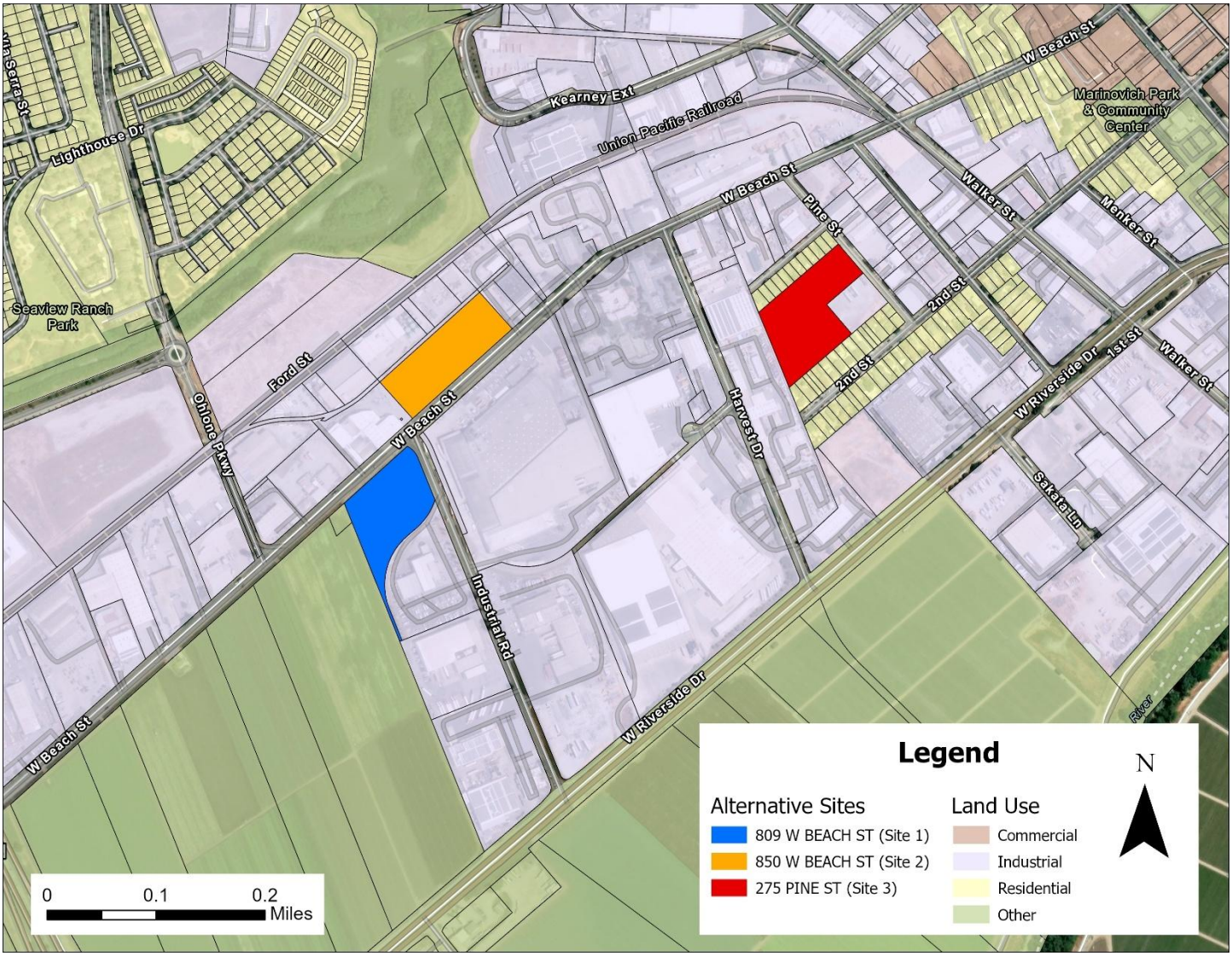
Site Alternative 3 (Site 3) is a 3.88-acre vacant parcel zoned for industrial use within the City of Watsonville. It is bounded by Pine Street to the east, 2nd Street to the south, and West Beach Street to the north. While the site itself has no existing structures, residences are located immediately to the north and south. Transit vehicles would be expected to access the site via one or more driveways on Pine Street.

Current Site Use

As part of this Title VI analysis, it is important to describe the existing land use context around the potential Watsonville O&M facility sites. This helps clarify the compatibility of the project with surrounding uses and assess the potential for adverse impacts on nearby communities.

All three analyzed candidate sites are in the City of Watsonville and nearby unincorporated areas of Santa Cruz County, in zones characterized by industrial uses with limited adjacent residential development. They are largely vacant or underutilized parcels within established industrial corridors that are suitable for transit operations and maintenance activities. The key surrounding land uses include:

- Commercial Agriculture: Includes crop production and supporting facilities on lands designated for farming activities. While these uses are typically low-intensity, they can involve worker travel and goods movement that align with existing industrial transportation corridors.
- General Industrial: Encompasses manufacturing, warehousing, logistics, and other industrial operations. These zones are planned for uses that can generate truck traffic, noise, lighting, and other operational impacts similar to those expected from a transit facility, making them generally compatible.
- Single Family Residential: Limited residential areas are present near some of the proposed sites. The analysis considers these as sensitive receptors and includes buffers in mapping and site selection criteria to minimize potential conflicts or nuisance impacts.
- Industrial Park: Designated industrial parks in unincorporated areas support clustered light to heavy industrial uses, offering existing infrastructure and zoning compatibility for vehicle storage, maintenance, and fueling activities.
- Open Space: Includes lands designated for conservation, recreation, or limited development. These areas are not immediately adjacent to the proposed sites but are considered in the broader planning context to avoid conflicts with protected or sensitive open space resources.



Disparate Impact and Disproportionate Burden Analysis

The Title VI site equity analysis for this report is based on federal guidance outlined in FTA Circular 4702.1B. METRO used Geographic Information System (GIS) mapping and American Community Survey (ACS) data to assess the potential equity implications of the proposed site alternatives. The analysis evaluates whether any of the alternatives would result in disparate impacts on minority populations or disproportionately high and adverse effects on low-income populations, in accordance with Title VI of the Civil Rights Act of 1964.

Disparate Impact and Disproportionate Burden Threshold

To determine whether a proposed site may cause a disparate impact on minority populations or a disproportionate burden on low-income populations, Santa Cruz METRO applies a 20-percentage-point differential threshold. While FTA Circular 4702.1B does not prescribe a specific threshold for identifying disparate impacts or disproportionate burdens, industry practice commonly uses a range between 10 and 20 percentage points. The 20% threshold selected for this analysis is consistent with the upper end of this range and provides a clear, conservative basis for evaluating equity impacts. This approach ensures a reasonable and transparent standard for identifying potential disparities in the distribution of project benefits and burdens. Under this methodology, an impact is considered potentially significant—and indicative of a disparate impact or disproportionate burden—if:

- The burden on minority or low-income populations exceeds that on non-minority or non-low-income populations by 20 percentage points or more.

This threshold provides a consistent, data-driven standard for determining when further investigation, mitigation, or justification is necessary.

Minority Population Definition

Per guidance from the U.S. Department of Transportation (DOT) and the Federal Transit Administration (FTA), a “minority person” includes individuals who identify as:

- **Black or African American** – Origins in any of the Black racial groups of Africa
- **Hispanic or Latino** – Of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race
- **Asian** – Origins in the Far East, Southeast Asia, or the Indian subcontinent
- **American Indian or Alaska Native** – Origins in the original peoples of North and South America (including Central America) with tribal affiliation or community attachment
- **Native Hawaiian or Other Pacific Islander** – Origins in Hawaii, Guam, Samoa, or other Pacific Islands

Santa Cruz METRO calculated minority populations at the census block group level using 2023 ACS 5-Year Estimates. For each block group, minority population was derived by subtracting the number of individuals identifying as “White alone, not Hispanic or Latino” from the total population. This approach reflects FTA’s definition of minority persons.

This analysis included all block groups intersecting the Santa Cruz METRO core service area, covering portions of Santa Cruz, Santa Clara, and Monterey Counties. All calculations were performed using GIS.

Low-Income Household Definition

In alignment with FTA guidance and the U.S. Department of Health and Human Services (HHS) poverty guidelines, METRO defined low-income households using a local threshold of $25,000 in annual income. This threshold represents approximately 150 percent of the 2025 HHS poverty guideline for a household of 2.6 persons (based on ACS 2023 Table S1101 for Santa Cruz County).

Data Sources and Analytical Framework

Santa Cruz METRO obtained 2023 ACS 5-Year Estimates at the census block group level and analyzed the data using GIS. Each block group was categorized as:

- Minority / Non-Minority
- Low-Income / Non-Low-Income

These categories were then used to compare the demographics of the block groups containing the proposed facility sites with those of the broader METRO service area. This comparison helped identify potential disparate impacts on minority populations or disproportionate burdens on low-income populations that could result from the construction or operation of the proposed facilities.

Impact Analysis Methodology

Santa Cruz METRO evaluated three proposed sites for the operations and maintenance facility by comparing each site's demographics to those of the overall service area. The following metrics were analyzed for each site:

- Percent minority population in the block group containing the proposed site
- Percent low-income households (defined as households earning less than $25,000 annually)
- Difference in demographic percentages between each site and the service area
- Application of the 20-percentage-point threshold to identify potential disparate impacts or disproportionate burdens

Minority Population Analysis

The minority population within the Santa Cruz METRO service area is **48%**. Table 1 presents the percentage distribution across all three proposed facility sites located in census block groups with higher minority concentrations:

- **Site 1**: 97% minority (49 percentage points higher)
- **Site 2**: 99% minority (51 percentage points higher)
- **Site 3**: 97% minority (49 percentage points higher)

All sites exceed the 20-point threshold and therefore present potential disparate impacts on minority populations.

Table 1: Disparate Impact (Minority Population)

Alternative Site	Percent Minority in Metro Service area	Percent Minority in Block Group	Difference	Threshold	Potential Disparate Impact (Minority Population)
1	48%	97%	49%	20%	Yes
2	48%	99%	51%	20%	Yes
3	48%	97%	49%	20%	Yes

Low-Income Population Analysis

The percentage of low-income households in the Santa Cruz METRO service area is **12%**. As shown in Table 2, the proposed site locations show the following percentages:

- **Site 1**: 18% low-income
- **Site 2**: 13% low-income
- **Site 3**: 18% low-income

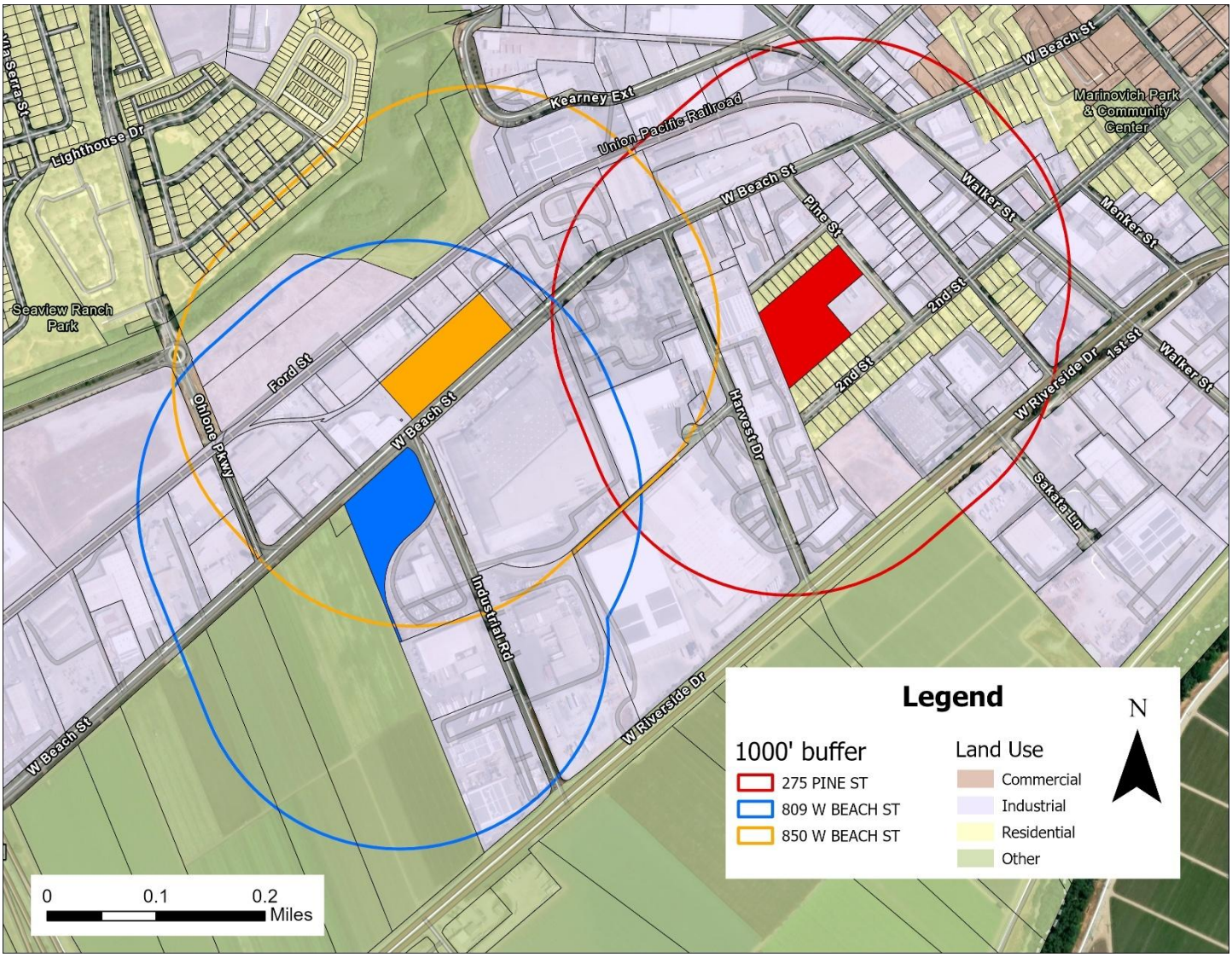
None of these differences exceed the 20-percentage-point threshold. As a result, the analysis does not identify any disproportionate burden on low-income populations at any of the proposed sites.

Table 2: Disproportionate Burden (Low-Income Population)

Alternative Site	Percent Low-income in METRO Service Area	Percent Low-income in Block Group	Difference	Threshold	Potential Disproportionate Burden (Low-Income Population)
1	12%	18%	6%	20%	No
2	12%	13%	1%	20%	No
3	12%	18%	6%	20%	No

Potential Impacts

All three proposed sites for the operations and maintenance facility are located in areas with proportionately higher minority populations compared to the METRO service area. Therefore, the siting of these facilities may result in potential disparate impacts. However, no potential for disproportionate burdens on low-income populations was found. While the demographic pattern indicates a *potential* for disparate impacts on the basis of race or national origin, pursuant to the guidance in FTA Circular 4702.1B. Rather, disparate impacts occur only if (a) the project results in adverse effects, and (b) those effects are experienced unequally on protected populations and (c) there are less-discriminatory alternatives available. This section describes the potential human and environmental impacts of the project that may affect minority populations and assesses whether there are any anticipated adverse impacts.



Construction and Operational Impacts

The Project is a new O&M facility, which consists of bus parking, paratransit parking, employee parking, a bus maintenance building, an operations building, and hydrogen fueling. Once operational, the site will be used for storing, maintaining, fueling, and dispatching transit vehicles as well as offering employees a place to park. During construction, materials, equipment, and workers will be entering and exiting the site. Construction will likely involve grading, site preparation, demolition of existing hard surfaces, provision of utilities to the site, excavation for new structure foundations, paving and geotechnical work, and on-site lay down zones.

All three potential sites have been previously disturbed and are located within a general industrial land use area per the City of Watsonville's 2023 Zoning Map.[1] Given its urbanized, brownfield condition and the nature of the proposed project several environmental topics are not applicable. Specifically:

- **Biological resources, geology, and soils**: The potential sites are already graded and developed, with minimal to no presence of natural habitat, sensitive species, or unique geological features.
- **Agriculture and forestry resources**: The potential sites are not zoned for agricultural or forest land use.
- **Cultural, tribal cultural, and historical resources**: Prior ground disturbance reduces the likelihood of resources being present.
- **Recreation and population/housing**: The project does not induce population growth or displace housing or public recreation areas.
- **Wildfire**: The potential project sites are not located in or near a State Responsibility Area or a Very High Fire Hazard Severity Zone.
- **Mineral resources**: The area is not known to contain significant mineral deposits per state or local resource maps.
- **Energy and mandatory findings of significance**: The project does not propose new development that would significantly increase energy consumption or result in impacts that are cumulatively considerable.

Table 3: Potential Impact Summary provides an overview of the remaining potential impacts. All impacts within the service area and project vicinity would be equally experienced by low-income, non-low-income, minority, non-minority, protected, and non-protected populations.

Table 3: Potential Impact Summary

		Operational (Long-Term)
Aesthetics	There will be visible impacts of construction (equipment, workers, scaffolding, lighting, etc.). However, large trucks and construction equipment are already present on the adjacent industrial parcels. The Project will adhere to all best practices related to construction to minimize any possible impacts.	Facilities on the site may be more than one story, while many of the adjacent buildings are single-story. However, there will likely be minimal aesthetic height impacts due to the large scale of the nearby industrial buildings. Aesthetic impacts would be minimized to the extent feasible with the incorporation of avoidance and minimization measures.
Hydrology/Water Quality	The Project will adhere to all best practices related to hydrology and water quality to minimize any possible impacts.	The Project will adhere to all best practices related to hydrology and water quality to minimize any possible impacts.
Noise	Project construction will create noise related to trucks, grading, excavation, fabrication, and other construction activities. The project will adhere to all best practices related to construction to minimize any possible impacts.	The Project will create noise due to bus maintenance, bus circulation, and bus fueling. Noise impacts would be minimized to the extent feasible with the incorporation of avoidance and minimization measures. Noise levels would be consistent with typical industrial and logistics land uses. However, Alternative Site 3 (275 Pine St.) is adjacent to homes (sensitive receptors) and may have a larger noise effects at the nearest

[1] City of Watsonville. (2023). *Zoning Map*. https://www.watsonville.gov/DocumentCenter/View/2561/Zoning-Map

		residences than at more buffered sites. Alternative Site 3 is less preferred from a noise-compatibility standpoint; if it is advanced, the Project should include enhanced mitigation and operating restrictions.
Utilities/Service Systems	Project construction will require water supply, wastewater conveyance and treatment, stormwater management, solid waste disposal, or electrical/natural gas service. When connections or relocations are required, there may be slight interruptions to utilities or service systems. The Project will adhere to all best practices related to construction, utilities, and service systems to minimize any possible impacts.	The Project will require water supply, wastewater conveyance and treatment, stormwater management, solid waste disposal, and electrical/natural gas service. The Project will adhere to all best practices related to utilities and service systems to minimize any possible impacts.
Greenhouse Gas Emissions	The Project may increase greenhouse gas emissions during construction due to material deliveries, operating construction equipment, and worker commutes. The Project will adhere to all best practices related to construction to minimize any possible impacts.	The Project will decrease greenhouse gas emissions within the service area as the buses based there will be using hydrogen fuel instead of gas and the project location will reduce the amount of fuel used by reducing deadhead. The project vicinity may see an increase in greenhouse gas emissions due to employees commuting to the Project instead of the existing facilities. Greenhouse gas impacts would be minimized to the extent feasible with the incorporation of avoidance and minimization measures.
Land Use/Planning	The Project will not create an impact, as the site is already zoned for general industrial uses.	The Project will not create an impact, as the site is already zoned for general industrial uses.
Transportation	The Project may increase traffic congestion during construction due to material deliveries and worker commutes. The Project will adhere to all best practices related to construction to minimize any possible impacts.	The Project will decrease regional VMT by reducing deadhead for buses. The project vicinity may see an increase in traffic congestion due to employees commuting to the Project instead of the existing facilities. Transportation impacts would be minimized to the extent feasible with the incorporation of avoidance and minimization measures. Alternative Site 3 (275 Pine St), which is adjacent to homes, is less preferred from a transportation-compatibility standpoint, as it may increase cut-through traffic, on-street parking pressure, and pedestrian–vehicle conflict risk on nearby residential streets; if advanced, it should include enhanced neighborhood protection measures (routing, traffic calming, and parking management).

Air Quality	The Project may impact air quality due to diesel emissions and dust generation during construction. The Project will adhere to all best practices related to construction to minimize any possible impacts.	The Project will improve air quality within the service area as buses operated from the O&M facility will be using hydrogen fuel instead of gas and the project location will reduce the amount of fuel used, overall, by reducing deadhead. The Project vicinity may see a decrease in air quality due to employees commuting to the Project instead of the existing facilities. Air quality impacts would be minimized to the extent feasible with the incorporation of avoidance and minimization measures. However, Alternative Site 3 (275 Pine St,), which is adjacent to homes (sensitive receptors), is less preferred from an air-quality compatibility standpoint, as proximity to residences increases the potential for localized exposure from employee vehicles and episodic delivery activity; if this site is advanced, the Project should include enhanced neighborhood protection measures and monitoring.
Hazards & Hazardous Materials	Project construction includes hydrogen fueling facilities which could have an impact. METRO will adhere to all applicable standard procedures for storing and dispensing hydrogen, starting during construction/testing.	The Project includes bus maintenance and hydrogen fueling facilities which could have an impact. Hydrogen deliveries are expected to occur several times per week and will follow all applicable safety regulations and protocols. Standard procedures for transporting, handling, and storing hydrogen—classified as a hazardous material—will be strictly followed to minimize risks to workers, the public, and the surrounding community. While hydrogen fueling operations produce no tailpipe emissions, the increase in truck traffic associated with fuel deliveries may contribute to localized impacts such as noise and emissions, which will be evaluated as part of the environmental review process.
Public Services	The Project is not expected to have an impact on public services during construction.	The Project will enhance public services in the vicinity and service area by delivering more reliable transit service.

Based on this assessment, none of the analyzed potential impacts are likely to have an adverse impact on minority populations in the vicinity of the alternative sites that require mitigation under Title VI. Additionally, there were no disproportionate burdens found for low-income populations. The proposed development is consistent with existing land use and zoning. Each of the three viable sites would result in similar general impacts and none would be able to significantly reduce disparate impacts more than the others. Although the sites are located in areas with higher concentrations of minority populations, the site selection process did not result in disparate impacts because: (1) no significant adverse effects are anticipated; and (2) the project is consistent with surrounding industrial land use. While Site 3 meets the project's operational objectives, preliminary analysis have identified potential concerns due to the proximity to housing. As such, further evaluation and potential mitigation measures should be considered if Site 3 advances to the next stage of the planning process to ensure compliance with Title VI and environmental justice principles.

Cumulative Environmental Effects

Cumulative impacts as defined in 40 CFR 1508.1(g)(3) include, “effects on the environment that result from the incremental effects of the action when added to the effects of other past, present, and reasonably foreseeable actions regardless of what agency (Federal or non-Federal) or person undertakes such other actions. Cumulative effects can result from individually minor but collectively significant actions taking place over a period of time.”

As part of the Title VI analysis, occurring and proposed projects in the vicinity of the Project that may be constructed and operational in the near-term future, approximately three years, have been analyzed for cumulative impacts. None of the expected cumulative effects in the project area present adverse impacts on minority or low-income populations that would require mitigation or alter the findings of this analysis.

Project / Action	Location / Status	Potential overlap	Relevance to cumulative effects near the O&M site
Passenger Rail Line and Station (Notice of Preparation, Jan 24, 2025)	Route 1 undercrossing; West Beach St/Walker St corridor; NOP phase	Construction traffic, temporary noise; long-term rail activity and station access trips	Early scoping only; no design details to quantify site-specific overlap. If advanced, it would likely shift some auto trips to rail, a net mobility and air-quality benefit regionally. No identifiable adverse co-location effects at this stage.
Proposed Multimodal Transportation Station	Co-located or adjacent to the rail concept above	Increased transit access and mode shift	Synergistic with an O&M facility: improves service reliability and connectivity; no evidence of additional localized adverse effects at receptors near the industrial site.
“Highway 1 Gateway” Growth Area (south of Beach St, west of Industrial Rd)	Conceptual growth area; would require citywide referendum and annexation; up to ~1.5M sf non-residential per high-level concepts	Background traffic and regional activity if entitled and built	Not entitled; uncertain timing and scale. At present, not a reasonably foreseeable source of localized cumulative air/noise at the O&M fence line. Track for future NEPA/CEQA if it advances.
Measure Q – Area F (Manabe-Burgstrom)	Industrial/jobs focus over next ~20 years; Beach St/Industrial Rd corridor remains Industrial zoning	Sustained industrial context; background goods movement	Consistent with existing industrial setting. Does not introduce new sensitive receptors adjacent to the O&M site; no additive O&M-specific burdens identified.
Measure Q – Area G (west of Hwy 1)	Preserved/undevelopable per agreement (City/County/Coastal Commission)	None	No change anticipated; no cumulative pathway.

None of the reviewed actions introduces new sensitive receptors within the Project’s air/noise/vibration screening limits or a defined, near-term construction schedule that would coincide at the O&M fence line. At this planning stage, there is no evidence that the O&M facility would combine with the above actions to create adverse cumulative effects on minority or low-income populations proximate to the site.

As part of the cumulative impacts analysis, planning staff reached out to the City of Watsonville’s planning department to review findings and discuss both short-term and long-term projects in the vicinity of the proposed O&M facility. Based on this coordination, no cumulative impacts beyond those already identified in this report are anticipated. Watsonville

planning staff confirmed that the proposed project is consistent with both current and future general plan updates, and no additional impacts would be added as a result of the facility. This ongoing coordination aligns with local planning efforts and that cumulative effects are fully considered in accordance with Title VI and environmental justice requirements.

Equity Conclusion Under Cumulative Conditions

Because (1) no reasonably foreseeable project places new sensitive receptors within the O&M facility's screening buffers, (2) the O&M facility incorporates design and operational mitigations that avoid adverse air/noise/vibration effects at existing receptors, and (3) the benefits accrue to South County communities that are disproportionately minority and/or low-income, the Project does not create disparate impacts or disproportionate burdens when considered cumulatively. If any of the reviewed projects advances to entitlement with site-specific designs within the screening area, METRO will (a) re-check cumulative air/noise/vibration at that time and (b) adjust mitigation or layout as warranted to maintain a no-adverse-effect outcome.

Anticipated Community and Operational Benefits

Independent of other actions, the Project delivers system and community benefits that accumulate at the South County level and within the study area:

- **Reduced deadhead miles** by relocating South County operations closer to service: fewer non-revenue miles on local streets and highways, with corresponding reductions in localized PM and NOx and GHG emissions.
- **Zero-emission fleet enablement** (BEB/FCEB): siting and yard design sized for ZEB charging/fueling and no-idle yard operations, reducing toxic air contaminant exposure relative to status quo operations.
- **Improved service reliability and span** for Watsonville riders, who are predominantly minority and/or low-income relative to the service-area average equitable access benefits via more consistent pull-outs and reduced late pull-ins.
- **On-site job opportunities** and trades partnerships in an industrially zoned area, aligned with Measure Q's job-creation objectives.
- **Traffic management by design**: on-site queueing (no spillback), designated bus/truck routes, and employee parking management, which avoid cut-through and minimize neighborhood exposure.
- **Noise and vibration controls** embedded in concept design (perimeter walling, enclosure of noisy functions, smooth PCC pavement, low yard speeds) that prevent adverse effects at nearby receptors and, therefore, prevent Title VI concerns.

Conclusions

Building a new O&M facility in Watsonville is a necessary step toward a more reliable, equitable, and sustainable future for Santa Cruz METRO. The Facilities Master Plan, and this associated Site Equity Analysis are grounded in detailed analysis and federal equity standards, responds to urgent capacity limits, aging infrastructure, and the agency's transition to a zero-emission fleet.

Based on the evaluation conducted consistent with FTA Circular 4702.1B requirements, the proposed O&M facility does not result in a disparate impact on the basis of race, color, or national origin, as there are no significant adverse effects identified that would trigger a requirement for mitigation. Although the sites being considered for this project are located in minority-concentrated areas, the siting is justified by legitimate operational needs and supported by environmental review demonstrating that there will be no significant adverse impacts..

However, this analysis concludes that Site 3 presents unique land use concerns due to its immediate proximity to residences, which may elevate the risk of nuisance-level effects such as noise, lighting, and traffic. These concerns warrant further consideration during final site selection and facility design if Site 3 progresses to the next phase of consideration to ensure community compatibility and minimize localized disruption.

The findings show that siting a facility in Watsonville will lower operating costs, cut emissions, and improve speed and reliability where the need for service is highest. The deadhead analysis confirms significant savings and environmental benefits by relocating key service blocks closer to where riders live and board.

Of the three sites evaluated, two do not present any land use compatibility concerns and are not adjacent to sensitive receptors. These sites are therefore not expected to result in adverse impacts requiring mitigation under Title VI.

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Santa Cruz Metropolitan Transit District

DATE: October 24, 2025

TO: Board of Directors

FROM: Dawn Crummié, Chief Human Resources Officer

SUBJECT: **2026 RENEWAL OF EMPLOYEE DENTAL INSURANCE AND 2026-2028 RENEWAL OF EMPLOYEE VISION CARE INSURANCE THROUGH PUBLIC RISK INNOVATION, SOLUTIONS, AND MANAGEMENT**

I. RECOMMENDED ACTION

That the Board of Directors authorize the 2026 renewal of employee dental insurance (with Delta Dental) and 2026-2028 renewal of employee vision care insurance (with Vision Service Plan) administered by Public Risk Innovation, Solutions, and Management

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) provides dental insurance and vision care insurance for its employees through Public Risk Innovation, Solutions, and Management (PRISM).
- Delta Dental, METRO's dental insurance provider, is proposing a per-employee rate increase of 1.7% for a one-year term, effective January 1, 2026 through December 31, 2026. Staff estimates a total cost of $540,950.33 for this 1-year period.
- Vision Service Plan (VSP), METRO's vision care insurance provider, is proposing a 0% per-employee rate increase for a three-year term, effective January 1, 2026 through December 31, 2028. Staff estimates a total cost of $396,630 for this 3-year period.
- Staff recommends that the Board of Directors (Board) authorize payment to PRISM in the amount of $540,950.33 for Delta Dental insurance, and $396,630 for VSP insurance.
- Staff is also notifying the Board of a change in process for approval of these two insurance premiums going forward.

III. DISCUSSION/BACKGROUND

PRISM is a Joint Powers Authority (JPA) formed in 1979 by an assortment of California counties and public agencies for the sole purpose of finding cost-effective insurance solutions and risk management services for its members.

PRISM has a contract with Alliant for broker services, which is periodically evaluated and renewed. METRO has been a member of PRISM since 2003.

METRO has a contract with Alliant as broker for Delta Dental insurance that was established on January 1, 2016 for a two-year term, with options to extend up to a total term of ten years. This contract will expire on December 31, 2025 with no further options to renew. METRO also has a contract with Alliant as broker for VSP insurance that was established on August 1, 2019 for a term not to exceed seven years, consistent with the pool renewals offered. The current pool renewal period will end on December 31, 2025.

METRO staff are happy with the services provided by Delta Dental and VSP and wish to continue with these vendors. As PRISM has competitively sourced the vendors offered through their JPA, and both of these insurance plans are provided through PRISM, METRO has been advised by legal counsel that it may continue with both of these coverages directly through PRISM. This means that going forward, rather than execute contract amendments with Alliant as broker to incorporate the new premiums, staff will instead report to the Board whenever the new pool renewals for dental and vision care insurances are presented to METRO for consideration, on an annual or multi-year basis, with the understanding that such costs will be included in each fiscal year operating budget.

Staff recommends that the Board authorize payment to PRISM in the amount of $540,950.33 for Delta Dental insurance for 2026, and $396,630 for VSP insurance for 2026 - 2028.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report aligns with the following Strategic Priorities:

- Employee Engagement: Attract, Retain and Develop
- Financial Stability, Stewardship & Accountability

V. FINANCIAL CONSIDERATIONS/IMPACT

Funds to support the dental insurance premiums are included in each department's Dental Insurance (account #502041) Operating Budget.

Funds to support the vision care insurance premiums are included in each department's Fringe Benefit (account #502045) Operating Budget.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

METRO is contractually required to provide these benefits. Staff could choose to issue new competitive procurements for these insurances, but pricing through PRISM is more favorable than what METRO could obtain on its own due to economies of scale.

VIII. ATTACHMENTS

Attachment A: PRISM-Delta Dental 2026 Rate Proposal

Attachment B: PRISM-VSP 2026-2028 Rate Proposal

Prepared by: Joan Jeffries, Purchasing Manager

IX. APPROVALS

Dawn Crummié,
Chief Human Resources Officer

Monik Delfer for DC

Approved as to fiscal impact:
Chuck Farmer, CFO

Corey Aldridge, CEO/General Manager

Attachment A

PRISM Dental PPO Program Renewal Action

Santa Cruz Metro Transit District

January 1, 2026 to December 31, 2026

Dental Group Number	Division Number	Tier	Previous Rate	Renewal Percentage	Final Renewal Rate
Actives & Retirees - Three Tier (3 Plan Rate records)					
11027	00001, 00002, 09001	EE Only	**$45.10**	1.7%	**$45.90**
11027	00001, 00002, 09001	EE + 1	**$81.00**	1.7%	**$82.40**
11027	00001, 00002, 09001	EE + Family	**$139.40**	1.7%	**$141.80**

*Please note that all PRISM Dental Rates are rounded up to the next $0.10 in order to accommodate groups with bi-weekly contributions

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Attachment B

PRISM VSP Vision Program Renewal Action

Santa Cruz Metropolitan Transit District

January 1, 2026 to December 31, 2028

Client Name	Division Number	Tier	Effective Year Rate	Renewal Percentage	Final Renewal Rate
Actives, COBRA, Retirees - Four Tier (4 Vision Rate records)					
Santa Cruz Metropolitan Transit District	0848, 0849, 0850	EE Only	$22.50	0%	$22.50
Santa Cruz Metropolitan Transit District	0848, 0849, 0850	EE + Spouse	$22.50	0%	$22.50
Santa Cruz Metropolitan Transit District	0848, 0849, 0850	EE + Child(ren)	$22.50	0%	$22.50
Santa Cruz Metropolitan Transit District	0848, 0849, 0850	EE + Family	$22.50	0%	$22.50

*Please note that all PRISM Vision Rates are rounded up to next $0.10 in order to accommodate groups with bi-weekly contributions © 2025 Alliant Insurance Services, Inc. All rights reserved.
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Santa Cruz Metropolitan Transit District

DATE: October 24, 2025

TO: Board of Directors

FROM: John Urgo, Chief Planning and Innovation Officer

SUBJECT: **CONSIDERATION OF AUTHORIZING THE CEO/GENERAL MANAGER TO EXECUTE CERTAIN REAL ESTATE CONVEYANCES TO PUBLIC UTILITIES IN CONNECTION WITH PACIFIC STATION NORTH PROJECT**

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO/General Manager to execute certain real estate conveyances to public utilities in connection with the Pacific Station North Project

II. SUMMARY

METRO and the City of Santa Cruz ("City") agreed to cooperatively undertake the Pacific Station North Project (the "Project"), a transit-oriented redevelopment project that will include the construction of a seven-story mixed use building with 128 affordable residences, ground floor commercial and office space, as well as a new METRO transit center.

The parties involved in the Project have entered into a series of agreements to undertake the Project, and staff is now seeking Board approval for the CEO/General Manager to convey certain real estate conveyances to public utilities in connection with the Project, with the understanding that such conveyances will be in a form approved by legal counsel.

III. DISCUSSION/BACKGROUND

METRO and the City of Santa Cruz ("City") agreed to cooperatively undertake the Pacific Station North Project (the "Project"), a transit-oriented redevelopment project that will include the construction of a seven-story mixed use building with 128 affordable residences, ground floor commercial and office space, as well as a new METRO transit center.

As has been the arrangement since the City and Metro entered into an MOU in 2018, METRO has committed to spend up to $4 million of local funds to finance the Project, under which the affordable housing developer will engage a contractor to construct both the affordable housing and the new transit center.

The parties involved in the Project have entered into a series of agreements to undertake the Project, and staff is now seeking Board approval for the

CEO/General Manager to convey certain real estate conveyances to public utilities, such as Pacific Gas & Electric Company (PG&E), in connection with the Project. Such conveyances will allow public utilities to construct and maintain utility facilities on the Project site.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This contract aligns to the following Strategic Priorities:

- Service Quality and Delivery
- Strategic Alliances and Community Outreach

V. FINANCIAL CONSIDERATIONS/IMPACT

There is no fiscal impact with the recommended action.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

There is no alternative. Conveying easements to public utilities is required as part of the overall Project.

VIII. ATTACHMENTS

None.

Prepared by: John Urgo, Chief Planning and Innovation Officer

IX. APPROVALS

John Urgo, Chief Planning and Innovation Officer _____

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

Corey Aldridge, CEO/General Manager _____

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VERBAL PRESENTATION

CEO ORAL REPORT

Corey Aldridge

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Santa Cruz Metropolitan Transit District

DATE: October 24, 2025

TO: Board of Directors

FROM: John Urgo, Chief Planning and Innovation Officer

SUBJECT: **CONSOLIDATED GRANT PROGRAM – METRO PRIORITIES AND GUIDANCE TO SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION REPRESENTATIVES**

I. RECOMMENDED ACTION

That the Board of Directors make recommendations to the Santa Cruz County Regional Transportation Commission (RTC) on which projects to prioritize for funding in the 2025 Consolidated Grants program.

II. SUMMARY

- The RTC's 2025 Consolidated Grants Program will allocate approximately $15 million in regional, state, and federal transportation funds, including $1.55 million specifically for transit projects.
- Santa Cruz METRO submitted four project requests totaling $1,988,000, covering fleet modernization, facility improvements, service restoration, and service delivery upgrades.
- RTC staff recommended full funding for three METRO projects and a reduced allocation of $200,000 (from $900,000) for the HASTUS Scheduling Software Upgrade, leaving a $700,000 shortfall.
- RTC advisory committees are reviewing funding proposals in October 2025, and their input—along with public feedback—will inform the final recommendations to be considered by the RTC Board in November 2025.
- Staff recommends that the METRO Board direct its RTC representatives to prioritize METRO and partner projects that enhance service reliability, safety, and zero-emission transition – including full funding for METRO projects – ensuring alignment with METRO's strategic and financial goals.

III. DISCUSSION/BACKGROUND

The Santa Cruz County Regional Transportation Commission (RTC) administers a Consolidated Grants Program to allocate regional shares of state and federal transportation funds across multiple programs, including the Surface Transportation Block Grant (STBG/RSTPX), State Transportation Improvement Program (STIP), SB1 Local Partnership Program (LPP), and transit-specific funds such as the State Transit Assistance (STA) and Low Carbon Transit Operations Program (LCTOP). As the Regional Transportation Planning Agency, the RTC is

responsible for selecting projects that best advance local, state, and federal performance metrics related to safety, infrastructure condition, system efficiency, sustainability, and equity.

The 2025 cycle provides approximately $15 million, with the possibility of an additional $2.8 million pending California Transportation Commission (CTC) approval. Collectively these funds can be used on a wide range of highway, local road, bridge, transit, rail, bicycle, and pedestrian transportation projects and programs, apart from the $1.55 million in transit funds (LCTOP and STA), which can only be used for transit projects.

The RTC's Consolidated Grant Program evaluates projects through a performance-based framework emphasizing safety, equity, and sustainability. Projects are scored on how well they improve multimodal access, reduce collisions, maintain existing infrastructure, and enhance overall system efficiency and reliability. Additional criteria include contributions to public health, benefits to disadvantaged communities, and resilience to climate change impacts such as flooding and wildfires. Applicants must demonstrate strong funding plans, readiness to deliver, incorporation of Complete Streets principles, and meaningful public engagement. Projects that align with the Regional Transportation Plan and related local or state policies, while providing measurable benefits to a broad number of users, receive the highest priority for funding. Regions are prohibited from distributing these funds on a formula basis to cities and counties.

For this funding cycle, the RTC received 26 applications requesting over $66 million. Santa Cruz METRO anticipated that the program would be oversubscribed and submitted four requests that staff believed best aligned with the program's goals and evaluation criteria:

- **90X Bus-on-Shoulder Operations ($650,000 - LCTOP):** Reestablish Highway 1 commuter express service between Watsonville and Santa Cruz with 30-minute peak frequency, improving regional transit reliability and reducing congestion.
- **West Beach Street Lot Improvements ($150,000 - STIP):** Install new lighting, security fencing, and pavement upgrades to enhance operator safety, reduce deadhead mileage, and improve overall operational efficiency.
- **HASTUS 2026 Upgrade ($900,000 - STA):** Implement next-generation scheduling software to improve service reliability, on-time performance, and operational efficiency systemwide.
- **ParaCruz Vehicle Replacement ($288,000 - LPP):** Replace six paratransit vans well past useful life and add two new vehicles, expanding accessible mobility options for seniors and riders with disabilities.

In total, METRO requested $1,988,000 in program funds, including 100% of the transit funds ($1.55 million) and 3% of the remaining regional funds.

Recommendations

After evaluating the proposed projects based on criteria that the RTC approved in June 2025, RTC staff developed two scenarios of recommendations for consideration:

- Scenario 1: Includes $6 million for the Coastal Rail Trail Segments 8-11, programming a maximum of $18 million, with $2.8 million of the recommended programming contingent upon the CTC allowing the RTC to advance projected FY31/32 revenues. This scenario does not include any funding for environmental analysis of the Zero Emission Passenger Rail & Trail (ZEPRT) project.
- Scenario 2: Includes $2.25 million for Coastal Rail Trail Segments 8-11 and $5 million for the ZEPRT project environmental analysis, programming a maximum of $18 million, with $2.8 million contingent on the CTC advance.

RTC staff recommendations for METRO projects were consistent across both funding scenarios: full funding for three of METRO's four requests and a significant reduction for the HASTUS Scheduling Software Upgrade—from $900,000 requested to $200,000 recommended. While METRO appreciates RTC staff's support for the other projects, the $700,000 shortfall for the HASTUS upgrade represents a major funding gap. METRO relies on this platform to produce bus schedules and operator assignments yet remains the only agency worldwide still operating on the 2009 version. Though largely unseen by the public, upgrading HASTUS will yield broad benefits by improving schedule accuracy, on-time performance, and overall service reliability for riders.

The RTC's Interagency Technical Advisory Committee (ITAC) met on October 16, 2025, and advanced an alternative set of recommendations to the RTC. Representatives from the County of Santa Cruz initially moved to allocate funding based on population and road miles rather than the evaluation criteria previously approved by the RTC—an approach that would have substantially reduced funding for project requests from the City of Watsonville. RTC staff reminded the committee that, under California Transportation Commission (CTC) and Federal Highway Administration (FHWA) guidance, regions are prohibited from distributing these funds on a formula basis. A substitute motion was subsequently approved recommending full funding for all of METRO's projects, including the HASTUS Upgrade, as well as an additional $1.7 million for county road projects, a transfer of $4 million in rail trail funding from the City of Santa Cruz to the RTC, and minor reductions to other programs.

Next Steps

The RTC board is scheduled to consider final staff recommendations, committee recommendations, and public input at its November 2025 meeting.

Staff recommends that the Santa Cruz METRO Board of Directors provide recommendations to the RTC on which projects should be prioritized for funding under the 2025 Consolidated Grants Program.

Pursuant to METRO's bylaws (1.2.1402.B), the "Board of Directors may provide its RTC representatives with guidance on issues coming before the Commission to assist the director/commissioner in serving the best interests of METRO."

Staff recommends that the Board of Directors, pursuant to its bylaws authorizing guidance to its RTC representatives, direct METRO's RTC appointees and alternates to prioritize in the 2025 RTC Consolidated Grant allocations:

1. METRO projects that preserve and enhance fixed-route and paratransit service, safety, and zero-emission transition.
2. Partner projects that deliver direct transit performance benefits, such as signal coordination, queue jumps, and stop or corridor improvements.

In alignment with this direction, staff has provided a list of recommended projects for funding (Attachment A).

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This item aligns with the following Strategic Priorities:

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

V. FINANCIAL CONSIDERATIONS/IMPACT

The Consolidated Grants Program represents one of the few local opportunities to secure discretionary funding for fleet replacement, facility modernization, service enhancements, and zero-emission infrastructure. Failure to secure the full $1,988,000 in requested funding—which includes 100% of the program's transit-specific funds and approximately 3% of all other regional funds—could significantly hinder METRO's ability to advance these critical programs and maintain progress toward its service reliability and zero-emission goals.

VI. ALTERNATIVES CONSIDERED

The Board could choose not to provide direction to the RTC or its representatives; however, this is not recommended. The Consolidated Grants Program is both financially and strategically critical to Santa Cruz METRO, offering one of the few local opportunities to secure discretionary funding for fleet replacement, facility modernization, service enhancements, and zero-emission infrastructure. Active engagement in this process ensures that METRO's priorities are represented and

that regional transportation investments remain aligned with the agency's long-term goals for reliable, sustainable, and zero-emission transit service.

VII. ATTACHMENTS

Attachment A: Summary of 2025 RTC Consolidated Grants Applications and Staff Recommendations

Prepared by: John Urgo, Chief Planning and Innovation Officer

VIII. APPROVALS

John Urgo,
Chief Planning and Innovation Officer _____

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

Corey Aldridge, CEO/General Manager _____

Attachment A

Applicant	Project Title	Requested	RTC Staff Recommendation Scenario 1	RTC Staff Recommendation Scenario 2	ITAC/METRO Staff Recommendation
City of Capitola	Bay Avenue Corridor - Final Design	$ 700,000	**$ 700,000**	**$ 700,000**	**$ 500,000**
City of Capitola	Capitola Complete Streets Sidewalk Infill	$ 1,276,000	**$ 800,000**	**$ 500,000**	**$ 500,000**
City of Santa Cruz	Coastal Rail Trail Segments 8 and 9 Construction	$ 10,000,000	**$ 4,000,000**	**$ 1,250,000**	**shift to pre-con**
City of Santa Cruz	Prospect Heights Paving	$ 4,003,482	**$-**	**$-**	**$ -**
City of Santa Cruz	Bay Street Paving	$ 2,191,806	**$-**	**$-**	**$ -**
City of Scotts Valley	Granite Creek Overcrossing	$ 1,000,000	**$ 600,000**	**$ 500,000**	**$ 500,000**
City of Watsonville	Freedom Blvd Road Rehabilitation and Traffic Calming	$ 1,800,000	**$ 1,800,000**	**$ 1,800,000**	**$ 1,800,000**
City of Watsonville	Clifford Ave Road Rehabilitation and Traffic Calming	$ 1,675,000	**$ 950,000**	**$ 850,000**	**$ 850,000**
City of Watsonville	Pennsylvania Dr Trail Rehabilitation Project	$ 1,000,000	**$ 850,000**	**$ 750,000**	**$ 750,000**
County of Santa Cruz	Soquel Drive Multimodal Project	$ 5,800,000	**$ 3,800,000**	**$ 3,250,000**	**$ 3,800,000**
County of Santa Cruz	Interlaken Routes Resurfacing Phase 1	$ 800,000	**$-**	**$-**	**$ 500,000**
County of Santa Cruz	Emergency Routes Resurfacing Phase 2	$ 3,400,000	**$-**	**$-**	**$ 1,200,000**
County of Santa Cruz	Brommer Yard Electric Vehicle Supply Equipment (EVSE)	$ 1,220,070	**$-**	**$-**	**$ -**
County of Santa Cruz	Felton Yard Electric Vehicle Supply Equipment (EVSE)	$ 896,575	**$-**	**$-**	**$ -**

Attachment A

County of Santa Cruz	Lode Street Yard Electric Vehicle Supply Equipment (EVSE)	$ 806,306	$-	$-	$ -
County of Santa Cruz	Roy Wilson Yard Electric Vehicle Supply Equipment (EVSE)	$ 838,973	$-	$-	$ -
Ecology Action	Bike Safe/ Walk Safe	$ 295,940	$ 150,000	$ 100,000	$ 100,000
Santa Cruz METRO	90X Operations/ BOS Service	$ 650,000	$ 650,000	$ 650,000	$ 650,000
Santa Cruz METRO	ParaCruz Vans	$ 288,000	$ 288,000	$ 288,000	$ 288,000
Santa Cruz METRO	Beach St Parking Lot	$ 150,000	$ 150,000	$ 150,000	$ 150,000
Santa Cruz METRO	HASTUS 2026 Upgrade	$ 900,000	$ 200,000	$ 200,000	$ 900,000
SCCRTC	Felton/SLV Schools Complete Streets Enhancement	$ 679,000	$ 550,000	$ 500,000	$ -
SCCRTC	Zero Emission Passenger Rail and Trail (ZEPRT)	$ 15,006,611	$-	$ 5,000,000	$ -
SCCRTC	Coastal Rail Trail Segments 8-9 and 10-11	$ 8,260,000	$ 2,000,000	$ 1,000,000	$ 5,000,000
UCSC	Electric Bus #3 Purchase for Campus Transit ZEV Transition	$ 1,328,000	$ 262,000	$ 262,000	$ 262,000
UCSC	Lower Campus High-Speed Public EV Chargers	$ 1,243,800	$-	$-	$ -
	requests	$ 66,209,563	$ 17,750,000	$ 17,750,000	$ 17,750,000