



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS REGULAR MEETING AGENDA
OCTOBER 23, 2020 – 9:00 AM**

DUE TO COVID-19, THE OCTOBER 23, 2020 SANTA CRUZ METRO BOARD OF DIRECTORS MEETING WILL BE CONDUCTED AS A TELECONFERENCE PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT

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

The public may participate remotely via the Zoom website at this [link](#) or by calling 1-669-900-6833 Meeting ID 812 8555 6544

Public comment may be submitted via email to boardinquiries@scmttd.com. Please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Directors before or during the meeting. Comments submitted after the meeting is called to order will be included in the Board's correspondence that is posted online at the board meeting packet link.

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

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

BOARD ROSTER

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

TITLE 6 - INTERPRETATION SERVICES / TÍTULO 6 - SERVICIOS DE TRADUCCIÓN
Spanish language interpretation and Spanish language copies of the agenda packet are available on an as-needed basis. Please make advance arrangements with the Executive Assistant at 831-426-6080. Interpretación en español y traducciones en español del paquete de la agenda están disponibles sobre una base como-necesaria. Por favor, hacer arreglos por adelantado con Coordinador de Servicios Administrativos al numero 831-426-6080.

SECTION I: OPEN SESSION

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

- 1 CALL TO ORDER**
- 2 ROLL CALL**
- 3 ANNOUNCEMENTS**
3-1. Today's meeting is being broadcast by Community Television of Santa Cruz County.
- 4 BOARD OF DIRECTORS COMMENTS**
- 5 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS**
- 6 LABOR ORGANIZATION COMMUNICATIONS**
- 7 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**
- 8 WRITTEN COMMUNICATIONS FROM THE METRO ADVISORY COMMITTEE (MAC)**

CONSENT AGENDA

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

- 9-01 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF SEPTEMBER 2020**
Angela Aitken, CFO
- 9-02 ACCEPT AND FILE: MINUTES OF THE AUGUST 19, 2020 METRO ADVISORY COMMITTEE (MAC) MEETING, THE SEPTEMBER 25, 2020 BOARD OF DIRECTORS MEETING AND THE OCTOBER 9, 2020 CAPITAL PROJECTS STANDING COMMITTEE MEETING**
Alex Clifford, CEO/General Manager
- 9-03 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF JULY 31, 2020**
Angela Aitken, CFO

- 9-04 APPROVAL OF SUCCESSOR CUSTODIAN FOR DEFERRED COMPENSATION [457(B)] PLAN**
Dawn Crummié, HR Director
- 9-05 RECEIVE A REPORT ABOUT THE METRO PARACRUZ FACILITY DESIGN PLANS**
Margo Ross, Chief Operations Officer
- 9-06 ACCEPT AND FILE PROGRAM UPDATE ON DOWNTOWN SANTA CRUZ EMPLOYEE BUS PASS PROGRAM**
John Uργο, Planning and Development Director
- 9-07 APPROVE: STAFF RECOMMENDATION OF THE FY21 CAPITAL PROJECTS PROGRAM AND RECEIVE THE TEN-YEAR UNFUNDED CAPITAL LIST UPDATE**
John Uργο, Planning and Development Director
- 9-08 APPROVE: CONSIDERATION OF RESOLUTION APPROVING THE FY21 REVISED CAPITAL BUDGET**
Angela Aitken, CFO
- 9-09 CONSIDERATION OF DECLARATION OF AN EMERGENCY AND AUTHORIZATION FOR SOLE SOURCE CONTRACT WITH CLEAN ENERGY FOR INSTALLATION OF A VAPOR COMPRESSOR AT THE FUELING FACILITY FOR AN AMOUNT NOT TO EXCEED \$160,000**
Freddy Rocha, Facilities Maintenance Manager

REGULAR AGENDA

- 10 CONSIDERATION OF A RESOLUTION TO ESTABLISH THE BOARD OF DIRECTORS MEETING SCHEDULE & LOCATIONS FOR THE 2021 CALENDAR YEAR**
Alex Clifford, CEO/General Manager
- 11 COVID-19 TRANSIT FISCAL CRISIS ORAL REPORT**
Alex Clifford, CEO/General Manager
- 12 CEO ORAL REPORT**
Alex Clifford, CEO/General Manager
- 13 CONSIDERATION OF APPOINTMENTS TO THE METRO ADVISORY COMMITTEE (MAC)**
Alex Clifford, CEO/General Manager
- 14 CONSIDERATION OF AUTHORIZING THE CEO TO USE THE CALACT/MBTA PURCHASING COOPERATIVE CONTRACT FOR THE PURCHASE OF SIX BUSES FROM GILLIG, LLC**
Eddie Benson, Maintenance Manager

- 15 APPROVE: BUS STOP SIGNAGE UPGRADES**
John Urgo, Planning and Development Director
- 16 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, NOVEMBER 20, 2020 AT 9:00 AM, VENUE (TELECONFERENCE OR PHYSICAL) TO BE DETERMINED**
Mike Rotkin, Board Chair
- 17 ADJOURNMENT**
Mike Rotkin, Board Chair

Accessibility for Individuals with Disabilities

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Public Comment

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



DATE: October 23, 2020
TO: Board of Directors
FROM: Angela Aitken, Chief Financial Officer
**SUBJECT: ACCEPT AND FILE PRELIMINARY APPROVED CHECK JOURNAL
DETAIL FOR THE MONTH OF SEPTEMBER 2020**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the preliminary approved Check Journal Detail for the month of September 2020

II. SUMMARY

- This staff report provides the Board of Directors (Board) with a preliminary approved Check Journal Detail for the month of September 2020.
- The Finance Department is submitting the check journals for Board acceptance and filing.

III. DISCUSSION/BACKGROUND

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

All invoices submitted for the month of September 2020 have been processed, the checks have been issued and signed by the Chief Financial Officer.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

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

VI. ATTACHMENTS

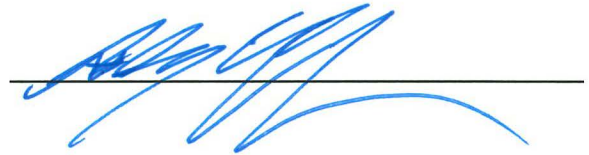
Attachment A: Check Journal Detail for the Month of September 2020

VII. APPROVALS

Angela Aitken, Chief Financial Officer



Alex Clifford, CEO/General Manager



Attachment A

DATE 10/04/20 15:35

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

PAGE 1

CHECK # START THRU 9999999 DATE: 09/01/20 THRU 09/30/20

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
68623	09/16/20	-40.00 001292	-40.00	SANTA CRUZ RECORDS MNGMT INC		100949	MAY 20 SHREDDING	-40.00	**VOID
69115	09/16/20	-110.21 003268	-110.21	TWO GO LLC DBA MONTEREY BAY		102192	VEH#PC1125 KEY FOB	-242.71	**VOID
69202	09/07/20	269.21 002941	269.21	AA SAFE & SECURITY CO		102193	CREDIT CORE CHRGR RET	132.50	
69203	09/07/20	385.98 003151	385.98	ABC BUS INC		102355	PRIVACY LEVER VERNON	269.21	
69204	09/07/20	1,500.26 003523	1,500.26	ACCO-WILSON INC		102381	INVENTORY ORDER	68.06	
69205	09/07/20	1,128.00 382	1,128.00	AIRTEC SERVICE INC.		102382	INVENTORY ORDER	317.92	
69206	09/07/20	628.46 192	628.46	ALWAYS UNDER PRESSURE		102419	BACKFLOW REPAIR MMF	878.76	
69207	09/07/20	5,221.08 001348	5,221.08	ATHENS INSURANCE SERVICE, INC.		102420	BACKFLOW REPAIR WTC	621.50	
69208	09/07/20	27.50 003393	27.50	BRASS KEY LOCKSMITH INC		102390	QTRLY MAINT	388.00	
69209	09/07/20	56.53 130	56.53	CITY OF WATSONVILLE UTILITIES		102391	SERVICE CALL OPS	740.00	
69210	09/07/20	688.50 733	688.50	CLAREMONT EAP		102453	INVENTORY ORDER	628.46	
69211	09/07/20	977.06 075	977.06	COAST PAPER & SUPPLY INC.		102532	SEPT 20 TPA FEES	5,221.08	
69212	09/07/20	263.29 163	263.29	COMMUNITY PRINTERS, INC.		102505	VEH 1722 KEY	27.50	
69213	09/07/20	21,497.78 003116	21,497.78	CUMMINS PACIFIC LLP		102356	7/13-8/10 WTC	56.53	
69214	09/07/20	4,974.92 003274	4,974.92	EAST BAY TIRE CO.		102549	SEPT 20 EAP PREMIUM	688.50	
						102357	EZ REACHERS MMF	176.98	
						102397	INVENTORY ORDER	245.81	
						102513	INVENTORY ORDER	554.27	
						102456	COVID 19 SUPPLIES	263.29	
						102385	INVENTORY ORDER	92.10	
						102386	RPR VEH#1002	66.68	
						102394	RPR VEH#2812	18,640.12	
						102395	INVENTORY ORDER	2,174.01	
						102400	INVENTORY ORDER	317.58	
						102401	RPR VEH# 1211	18.53	
						102484	RPR VEH# 4202	128.06	
						102485	RPR VEH#1211	60.70	
						102383	REVENUE TIRES	851.96	
						102384	REVENUE TIRES	1,624.83	
						102417	REVENUE TIRES	541.61	
						102482	REVENUE TIRES	487.43	
						102483	REVENUE TIRES	851.96	
						102501	NON REVENUE TIRES	105.67	
						102502	TIRES FOR VEH# 401	200.71	
						102503	REVENUE TIRES	216.01	
						102504	NON REVENUE TIRES	94.74	
						102442	TEMP W/E 8/9/20	1,020.00	
						102443	TEMP W/E 8/9/20	1,020.00	
						102472	TEMP W/E 8/16/20	1,000.88	
						102473	TEMP W/E 8/16/20	1,020.00	
						102537	TEMP W/E 8/16/20	1,080.00	
						102474	TEMP W/E 8/16/20	1,220.78	
						102481	TEMP W/E 8/9/20	1,135.60	
						102377	NON INVENTORY ORDER	799.15	
						102378	NON INVENTORY ORDER	139.22	
						102433	NON INVENTORY ORDER	13.83	
69215	09/07/20	5,140.88 003485	5,140.88	EMPLOYNET INC					
69216	09/07/20	2,356.38 432	2,356.38	EXPRESS SERVICES INC.					
69217	09/07/20	980.85 001297	980.85	FASTENAL COMPANY INC					

Attachment A

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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DATE: 09/01/20 THRU 09/30/20

CHECK # START THRU 9999999

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
69218	09/07/20	6,840.73 002952	FLYERS ENERGY LLC			102496	NON INVENTORY ORDER	4.77	
69219	09/07/20	57.26 003279	FRONTIER COMMUNICATIONS - 3025			102497	NON INVENTORY ORDER	23.88	
69220	09/07/20	322.24 001302	GARDA CL WEST, INC.			102365	8/1-8/15 FUEL	1,825.08	
69221	09/07/20	137.62 647	GENFARE A DIV OF SPX CORP			102519	8/1-8/15 FUEL PC	5,015.65	
69222	09/07/20	191.62 117	GILLIG LLC			102421	8/16-9/15 SKY-RIVER	57.26	
69223	09/07/20	56.39 M041	GOUVEIA, ROBERT			102422	AUGUST 20 SERVICE	322.24	
69224	09/07/20	1,155.82 282	GRAINGER			102374	TVM ANTENNA	137.62	
						102507	INVENTORY ORDER	191.62	
						102538	SEPT 20 RETIREE SUPP	56.39	
						102448	INVENTORY ORDER MMF	107.25	
						102454	INVENTORY ORDER MMF	107.25	
						102459	RPR BATHROOM FAN PRC	155.58	
						102461	TRASH CAN BAGS MMF	54.40	
						102486	HAZARD TAPE/CABLETIE	192.64	
						102487	FLOOR SQUEEGEE	20.71	
						102488	INVENTORY BATTERIES	91.06	
						102489	INVENTORY ORDER	426.93	
						102444	RPR VEH#PC1105	801.81	
69225	09/07/20	801.81 003327	IO, RODNEY H			102439	TEMP W/E 8/9/20	1,122.00	VOIDED
69226	09/07/20	1,122.00 003282	JAMES STEVEN CLARK DEJAVU			102439	TEMP W/E 8/9/20	-1,122.00	**VOID
69226	09/08/20	-1,122.00 003282	JAMES STEVEN CLARK DEJAVU			102493	INVENTORY ORDER	148.80	
69227	09/07/20	272.62 1117	KELLEY'S SERVICE INC.			102494	INVENTORY ORDER	85.87	
						102495	INVENTORY ORDER	37.95	
						102372	COVID 19 SUPPLIES	128.60	
69228	09/07/20	128.60 167	KEYSTON BROTHERS			102533	CLAIM#19022275	357.00	
69229	09/07/20	1,717.00 852	LAW OFFICES OF MARIE F. SANG		7	102534	CL#11000452/11001281	323.00	
						102535	CLAIM#15007787	527.00	
						102536	CLAIM#20000365	510.00	
69230	09/07/20	6,453.25 003293	MAKAI SOLUTIONS			102358	POST INSPECTION RPRS	6,453.25	
69231	09/07/20	14,416.32 003017	MANSFIELD OIL CO OF GAINSVILLE			102427	8/18 DIESEL DELIVERY	14,416.32	
69232	09/07/20	1,240.37 001052	MID VALLEY SUPPLY INC.			102416	INVENTORY ORDER	1,240.37	
69233	09/07/20	1,545.13 041	MISSION UNIFORM			102366	LAUNDRY SERVICE	25.25	
						102423	COVID/RIVER SUPPLIES	92.00	
						102424	UNIFORMS/COVID SUPPL	342.36	
						102445	COVID/RIVER SUPPLIES	92.00	
						102446	COVID/GOLF UNIFORMS	343.03	
						102451	CUSTODIAL SERVICE	10.50	
						102455	CUSTODIAL SERVICE	10.50	
						102457	LAUNDRY SERVICES	25.25	
						102458	UNIFORM/LAUNDRY SERV	25.25	
						102498	LAUNDRY SERVICE	342.90	
						102500	COVID/RIVER SUPPLIES	92.00	
						102514	LAUNDRY/CUSTODIAL	25.25	
						102520	PANTS LOSS/DAMAGE	27.00	
						102521	SHIRT LOSS/DAMAGE	23.09	
						102522	PANTS LOST/DAMAGED	27.00	

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69234	09/07/20	848.13 004		NORTH BAY FORD LINC-MERCURY		102525	CUSTODIAL SERV MMF	41.75	
						102492	RPR VEH#PC1701	23.57	
						102499	RPR VEH# PC1702	824.56	
69235	09/07/20	522.84 003504		ORR SAFETY CORPORATION		102373	N95 MASKS	522.84	
69236	09/07/20	6,025.25 009		PACIFIC GAS & ELECTRIC		102550	7/23-8/23 GOLF DR	6,025.25	
69237	09/07/20	200.97 023		PACIFIC TRUCK PARTS, INC.		102396	INVENTORY ORDER	200.97	
69238	09/07/20	446.85 043		PALACE ART & OFFICE SUPPLY		102375	OFFICE SUPPLIES	103.21	
						102428	OFFICE SUPPLIES	18.75	
						102429	OFFICE SUPPLIES	75.98	
						102512	OFFICE SUPPLIES	12.24	
						102529	OFFICE SUPPLIES	236.67	
69239	09/07/20	6,980.00 003519		PB SMITH INC.		102432	TERMITE FUMIGATE WTC	6,980.00	
69240	09/07/20	56.39 M109		PEREZ, CHERYL		102539	SEPT 20 RETIREE SUPP	56.39	
69241	09/07/20	260.50 481		PIED PIPER EXTERMINATORS, INC.		102516	PEST CONTROL VER	260.50	
69242	09/07/20	190.94 107A		PROBUILD COMPANY LLC		102354	COVID 19 SUPPLIES	43.69	
						102392	ANCHOR BOLTS	6.61	
						102393	BROOM AND BRUSH MMF	90.42	
						102515	WRENCH MMF	25.36	
						102527	LIGHTING REPAIR OPS	1.27	
69243	09/07/20	8,174.17 882		RANDY WEST		102528	CORD FOR MMF	23.59	
						102359	COVID 19 SUPPLIES	5,992.45	
69244	09/07/20	143.58 003024		RICOH USA, INC CA		102517	PRINTING SERVICES	2,181.72	
69245	09/07/20	267.66 215		RICOH USA, INC. TX		102450	8/14-9/13 PARACRUZ	66.76	
69246	09/07/20	83.32 536		RIVERSIDE LIGHTING & ELECTRIC		102526	8/12-9/11 PRINTING	76.82	
						102449	9/3-10/2 LEASE C/S	267.66	
69247	09/07/20	365.99 003154		ROMAINE ELECTRIC CORP		102510	REPAIR LIGHTS WTC	18.03	
69248	09/07/20	1,419.77 135		SANTA CRUZ AUTO PARTS, INC.		102530	REPAIR LIGHTS WTC	65.29	
						102506	INVENTORY ORDER	120.00	
						102490	RPR VEH#2224	1,200.00	
						102491	EXHAUST MANIFOLD	99.77	
						102518	PARTS INV/NON INV	1,050.60	
69249	09/07/20	10,398.07 079		SANTA CRUZ MUNICIPAL UTILITIES		102540	7/9-8/7 CEDAR WALNUT	11.83	
						102541	7/9-8/7 IRR1 GOLF	592.07	
						102542	7/9-8/7 RIVER	3,230.49	
						102543	7/9-8/7 RIVER ST	1,563.25	
						102544	7/9-8/7 GOLF CLUB	544.38	
						102545	7/9-8/7 VERNON	3,280.27	
						102546	7/9-8/7 PACIFIC	74.63	
						102547	7/9-8/7 PACIFIC	50.55	
						102548	7/9-8/7 PACIFIC	473.00	
69250	09/07/20	473.00 001292		SANTA CRUZ RECORDS MNGMT INC		102418	YEAR END SHREDDING	845.00	VOIDED
69251	09/07/20	845.00 570		SCMTD PETTY CASH - CUST SVC		102511	HOPPER/TVM/PETTYCASH	-845.00	**VOID
69251	09/23/20	-845.00 570		SCMTD PETTY CASH - CUST SVC		102511	HOPPER/TVM/PETTYCASH	-845.00	**VOID
69252	09/07/20	13,289.60 003292		SLINGSHOT CONNECTIONS LLP		102398	TEMP W/E 8/16/20	972.80	
						102399	TEMP W/E 8/9/20	1,216.00	
						102434	TEMP W/E 8/9/20	1,058.89	

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CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
69253	09/07/20	504.09 115		SNAP-ON INDUSTRIAL		102435	TEMP W/E 8/9/20	448.80	
69254	09/07/20	609.60 001008		SWAGELOK NORTHERN CALIFORNIA		102436	TEMP W/E 8/9/20	1,122.00	
69255	09/07/20	160.78 001040		TERRYBERRY CO., LLC		102437	TEMP W/E 8/9/20	1,093.95	
69257	09/07/20	15,365.39 003285		THE AFTERMARKET PARTS CO LLC		102438	TEMP W/E 8/9/20	448.80	
						102440	TEMP W/E 8/9/20	1,122.00	
						102441	TEMP W/E 8/9/20	532.95	
						102475	TEMP W/E 8/16/20	869.55	
						102476	TEMP W/E 8/16/20	448.80	
						102477	TEMP W/E 8/16/20	1,107.98	
						102478	TEMP W/E 8/16/20	1,122.00	
						102479	TEMP W/E 8/16/20	1,051.88	
						102480	TEMP W/E 8/16/20	673.20	
						102415	TOOL REPLACEMENT	504.09	
						102402	INVENTORY ORDER	609.60	
						102376	ANNIVERSARY AWARD	160.78	
						102360	RPR VEH#1304	202.12	
						102361	INVENTORY ORDER	179.07	
						102362	INVENTORY ORDER	626.40	
						102363	RPR VEH#1301	164.21	
						102364	INVENTORY ORDER	835.28	
						102367	RPR VEH#1202	1,199.16	
						102368	RPR VEH#1207	156.60	
						102369	RPR VEH#1206	313.20	
						102370	RPR VEH# 1211	1,199.16	
						102371	RPR VEH#1207	1,199.16	
						102379	INVENTORY ORDER	47.06	
						102380	INVENTORY ORDER	416.81	
						102405	CREDIT PRICE CORR	-51.94	
						102406	RPR VEH#1004	14.92	
						102407	RPR VEH# 1611	112.83	
						102408	RPR VEH# 1204	49.81	
						102409	INVENTORY ORDER	1,140.46	
						102410	RPR VEH#1211	156.60	
						102411	RPR VEH#1206	1,042.56	
						102412	RPR VEH# 1202	156.60	
						102413	INVENTORY ORDER	19.22	
						102414	INVENTORY ORDER	664.05	
						102460	INVENTORY ORDER	2,657.38	
						102462	RPR VEH# 1302	209.99	
						102463	RPR VEH#1211	258.29	
						102464	RPR VEH# 1205	3.99	
						102465	RPR VEH# 1210	24.26	
						102466	RPR VEH# 1003	24.26	
						102467	RPR VEH# 1004	24.26	
						102468	PRESS DEVICE TOOL	893.34	
						102469	INVENTORY ORDER	170.20	

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CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
69258	09/07/20	2,316.10 003242		THE JANEK CORPORATION		102470	INVENTORY ORDER	384.79	
69259	09/07/20	181.46 007		UNITED PARCEL SERVICE		102471	INVENTORY ORDER	453.64	
69260	09/07/20	2,655.93 002829		VALLEY POWER SYSTEMS, INC.		102551	INVENTORY ORDER	417.65	
						102523	ELECTRONIC REPAIR	2,316.10	
						102387	FREIGHT	181.46	
						102403	INVENTORY ORDER	5.83	
						102404	INVENTORY ORDER	1,799.56	
						102447	INVENTORY ORDER	655.13	
						102508	RPR VEH#1211	81.56	
						102509	RPR VEH#2229	113.85	
69261	09/07/20	2,066.21 221		VEHICLE MAINTENANCE PROG INC		102425	INVENTORY ORDER	1,511.26	
69262	09/07/20	912.24 434		VERIZON WIRELESS	0	102426	INVENTORY ORDER	554.95	
69263	09/07/20	667.55 001353		VISION COMMUNICATIONS		102524	7/13-8/12 WIFI BUSES	912.24	
69264	09/07/20	150.00 001165		VU, THANH DR. MD	7	102452	RADIO SUPPLIES	667.55	
69265	09/07/20	56.00 003290		WORKFORCEQA LLC		102430	DMV EXAM	75.00	
69266	09/14/20	327.17 002941		AA SAFE & SECURITY CO		102531	JUL 20 MRO SERVICES	56.00	
69267	09/14/20	1,908.00 382		AIRTEC SERVICE INC.		102577	KEYS FOR VERNON	107.15	
						102644	KEYS FOR MMF	151.05	
						102652	KEYS FOR OPS	68.97	
69268	09/14/20	32.90 002861		AMERICAN MESSAGING SVCS, LLC		102583	PREVENT MAINT SVT	257.00	
69269	09/14/20	4,908.81 001D		AT&T		102584	PREVENT MAINT PRC	262.00	
						102585	PREVENT MAINT WTC	416.00	
						102586	PREVENT MAINT MMF	973.00	
						102654	7/19-8/18 VERNON	32.90	
						102655	7/19-8/18 OPS	155.23	
						102656	7/19-8/18 OCEAN-LG	280.72	
						102657	7/19-8/18 DAVENPORT	164.68	
69270	09/14/20	997.02 003105		AT&T MOBILITY		102587	7/24-8/23 WIFI BUSES	997.02	
69271	09/14/20	1.40 002689		B & B SMALL ENGINE CORP		102605	PAN HEAD SCREW	1.40	
69272	09/14/20	1,402.23 002802		BATTERY SYSTEMS CORP		102616	BATTERIES/INVENTORY	1,402.23	
69273	09/14/20	16,031.00 588		CAL TIP		102660	AUG 20 CODE=5100	16,031.00	
69274	09/14/20	2,470.68 001230		CAPITOL CLUTCH & BRAKE, INC.		102590	BRAKE SHOE/DRUMS INV	2,470.68	
69275	09/14/20	1,360.12 130		CITY OF WATSONVILLE UTILITIES		102661	7/21-8/17 WTC	104.75	
						102662	7/21-8/18 WTC	157.46	
						102663	7/20-8/17 WTC	86.69	
69276	09/14/20	54,305.19 001124		CLEAN ENERGY		102664	8/19/20 WASTE	1,011.22	
						102553	JUL 20 MAINT	14,842.00	
						102554	AUG 20 MAINT	14,842.00	
						102631	8/19/20 LNG CHARGES	6,194.93	
						102634	8/14/20 LNG CHARGES	6,161.77	
						102648	8/10/20 LNG CHARGES	6,080.84	
						102649	8/5/20 LNG CHARGES	6,183.65	
69277	09/14/20	559.36 075		COAST PAPER & SUPPLY INC.		102559	SCOTCHGUARD BUS SEAT	498.18	
						102604	CLEANING SUPPLIES	61.18	

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69278	09/14/20	2,890.00 003034	COASTAL LANDSCAPING INC. DBA		102571	9/20 LANDSCAPING	2,890.00		
69279	09/14/20	10,500.22 003116	CUMMINS PACIFIC LLP		102565	RPR VEH#1210	99.74		
					102573	RPR VEH#1002	3,060.25		
					102580	RPR VEH# 1005	39.99		
					102628	INVENTORY ORDER	13.32		
					102629	INVENTORY ORDER	5,220.35		
					102630	INVENTORY ORDER	1,257.93		
					102636	RPR VEH# 4202	808.64		
69280	09/14/20	40,185.00 002943	DON CHAPIN COMPANY, INC.		102593	FIRE EGRESS CONSTR	40,185.00		
69281	09/14/20	4,103.13 003274	EAST BAY TIRE CO.		102568	REVENUE TIRES	567.97		
					102627	REVENUE TIRES	2,708.06		
					102632	REVENUE TIRES	421.09		
					102633	VEH#903 TIRES	406.01		
					102552	TEMP W/E 8/30/20	1,080.00		
					102607	TEMP W/E 8/23/20	1,007.25		
					102635	TEMP W/E 8/23/20	369.75		
					102639	TEMP W/E 8/23/20	1,080.00		
					102645	8/5 HAZ WASTE SBF	2,102.50		
					102646	8/5 HAZ WASTE MMF	2,520.00		
					102606	AUG 20 CLEANING WTC	800.00		
69284	09/14/20	800.00 003522	ERNESTOS CLEANING SERVICES		102666	TEMP W/E 8/23/20	1,135.60		
69285	09/14/20	1,135.60 432	EXPRESS SERVICES INC.		102621	NON INVENTORY ORDER	18.23		
69286	09/14/20	74.32 001297	FASTENAL COMPANY INC		102622	NON INVENTORY ORDER	19.62		
					102623	COVID 19 SUPPLIES	36.47		
69287	09/14/20	90.93 001189	GARY KENVILLE LOCKSMITH	7	102653	REKEY PADLOCK SMC	90.93		
69288	09/14/20	640.91 647	GENFARE A DIV OF SPX CORP		102589	INVENTORY ORDER	640.91		
69289	09/14/20	1,237.32 117	GILLIG LLC		102572	INVENTORY ORDER	864.55		
					102617	RPR VEH# 1904	372.77		
69290	09/14/20	275.00 003316	GLOBAL WATER TECHNOLOGY INC		102599	AUG 20 CHEM TEST	275.00		
69291	09/14/20	1,075.46 282	GRAINGER		102575	EMERG LIGHTS OPS/VER	55.06		
					102600	EXIT LIGHT OPS	71.62		
					102601	EXIT LIGHT VERNON	146.57		
					102602	INVENTORY ORDER	49.82		
					102603	INVENTORY ORDER	200.78		
					102637	100FT EXTENSION CORD	385.21		
					102638	TOWER FAN	82.09		
					102641	TRIGGER SPRAYERS MMF	37.71		
69292	09/14/20	76.38 166	HOSE SHOP, THE INC		102643	SAFETY VESTS	46.60		
					102578	PRESSURE WASH HOSE	56.67		
					102579	HOSE & CLAMP MMF	19.71		
69293	09/14/20	91.10 003230	JOBBERS EQUIPMENT WAREHOUSE		102651	HOSE REEL RACHET	91.10		
69294	09/14/20	2,481.25 003472	JOHN P KRUKAR		102558	FUEL AWNING THRU8/19	2,481.25		
69295	09/14/20	1,276.37 003264	KAADY CHEMICAL LLC		102557	BUS CLEANING SUPPL	1,276.37		
69296	09/14/20	42.23 1117	KELLEY'S SERVICE INC.		102625	RPR VEH# 502	19.81		
					102626	RPR VEH# FC1116	22.42		
69297	09/14/20	23,627.38 003366	KEY GOVERNMENT FINANCE INC		102594	SEPT 20 LEASE PAYMT	23,627.38		

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69298	09/14/20	94.39 002240		KLEEN-RITE PRESSURE WASHERS	7	102582	STEAM CLEANER	94.39	
69299	09/14/20	848.75 001052		MID VALLEY SUPPLY INC.		102576	INVENTORY ORDER	32.78	
						102596	COVID 19 SUPPLIES	815.97	
69300	09/14/20	52.25 041		MISSION UNIFORM		102597	TOWELS/MATS	10.50	
						102642	CUSTODIAL SVCS MMF	41.75	
69301	09/14/20	109.98 002721		NEXTEL COMMUNICATIONS/SPRINT		102555	7/26-8/25 OPS	109.98	
69302	09/14/20	8,742.97 009		PACIFIC GAS & ELECTRIC		102592	7/29-8/27 RIV CHG ST	270.11	
						102595	7/23-8/23 VERNON	8,472.86	
69303	09/14/20	8.84 107A		PROBUILD COMPANY LLC		102650	DOOR STOP PRC	8.84	
69304	09/14/20	75.54 E969		PYE, GINA		102659	EMPLOYEE REIMBURSE	75.54	
69305	09/14/20	157.62 003059		QUADIANT LEASING USA, INC.		102658	8/28-9/27 LEASE	157.62	
69306	09/14/20	650.04 003154		ROMAINE ELECTRIC CORP		102574	INVENTORY ORDER	650.04	
69307	09/14/20	124.51 135		SANTA CRUZ AUTO PARTS, INC.		102624	INVENTORY ORDER	124.51	
69308	09/14/20	185.12 002459		SCOTT'S VALLEY WATER DISTRICT		102588	6/5-8/4 246 KING VIL	185.12	
69309	09/14/20	9,112.08 003292		SLINGSHOT CONNECTIONS LLP		102569	TEMP W/E 8/9/20	1,122.00	
						102570	TEMP W/E 8/23/20	1,216.00	
						102608	TEMP W/E 8/23/20	897.60	
						102609	TEMP W/E 8/23/20	1,122.00	
						102610	TEMP W/E 8/23/20	448.80	
						102611	TEMP W/E 8/23/20	1,044.86	
						102612	TEMP W/E 8/23/20	897.60	
						102613	TEMP W/E 8/23/20	890.59	
						102614	TEMP W/E 8/23/20	448.80	
						102615	TEMP W/E 8/23/20	1,023.83	
69310	09/14/20	697.00 001976		SPORTWORKS NORTHWEST, INC.		102591	INVENTORY ORDER	697.00	
69311	09/14/20	3,546.87 003285		THE AFTERMARKET PARTS CO LLC		102560	CREDIT FOR RETURN	-198.83	
						102561	CREDIT FOR RETURN	-79.57	
						102562	INVENTORY ORDER	79.70	
						102563	INVENTORY ORDER	10.02	
						102618	RPR VEH# 1210	340.24	
						102619	INVENTORY ORDER	373.41	
						102620	INVENTORY ORDER	1,595.32	
						102647	RPR VEH# 1001	1,402.32	
						102567	RPR VEH#4202	24.26	
69312	09/14/20	491.63 003242		THE JANEK CORPORATION		102665	XXXX-XXXX-XXXX-4338	491.63	
69313	09/14/20	6,636.73 057		U.S. BANK		102598	MEDICAL SUPPLIES	6,636.73	
69314	09/14/20	109.76 147		ZEE MEDICAL SERVICE CO.		102640	COVID 19 SUPPLIES	18.32	
						102666	8/3-9/1 SVT	91.44	
69315	09/11/20	11,864.73 009		PACIFIC GAS & ELECTRIC		102667	7/28-8/26 SMC	75.93	
						102668	7/28-8/26 OPS	4,544.49	
						102669	7/23-8/23 1122 RIVER	4,681.19	
						102670	7/24-8/24 1122 RIVER	2,486.97	
						102796	INVENTORY ORDER	76.15	
69316	09/21/20	374.81 003151		ABC BUS INC		102783	COVID 19 SUPPLIES	374.81	
69317	09/21/20	998.49 003514		ACE COAST SERVICES, INC.		102784	COVID 19 SUPPLIES	332.78	
								332.93	

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69318	09/21/20	1,084.00 382	AIRTEC SERVICE INC.	102785		COVID 19 SUPPLIES		332.78	
69319	09/21/20	85.62 003295	PREVENT MAINT VER	102742		PREVENT MAINT VER		864.00	
69320	09/21/20	3,476.96 003511	PREVENT MAINT SBF	102743		PREVENT MAINT SBF		220.00	
69321	09/21/20	3,284.98 001D	INVENTORY ORDER	102795		INVENTORY ORDER		85.62	
69322	09/21/20	760.00 247	MARKETING MNGR LAPTOP	102820		MARKETING MNGR LAPTOP		3,401.58	
69323	09/21/20	2,804.43 002802	MULTIPOINT ADAPTER	102821		MULTIPOINT ADAPTER		75.38	
69324	09/21/20	905.69 914	PT TO PT 2 WTC/VER	102724		PT TO PT 2 WTC/VER		573.38	
69325	09/21/20	1,049.13 002627	INTERNET FOR DIST.	102769		INTERNET FOR DIST.		2,264.18	
69326	09/21/20	500.00 002109	INTERNET FOR DIST.	102770		INTERNET FOR DIST.		447.42	
69327	09/21/20	12,301.64 001124	AUTO DOOR INSP SVT	102735		AUTO DOOR INSP SVT		255.00	
69328	09/21/20	271.65 001501	AUTO DOOR INSP VER	102736		AUTO DOOR INSP VER		255.00	
69329	09/21/20	2,309.63 003485	AUTO DOOR INSP WTC	102737		AUTO DOOR INSP WTC		125.00	
69330	09/21/20	2,893.50 003153	AUTOMATIC DOOR SYSTEMS, INC.	102738		AUTO DOOR INSP SMC		125.00	
69331	09/21/20	3,123.62 432	BATTERY SYSTEMS CORP	102720		INVENTORY/BATTERIES		2,804.43	
69332	09/21/20	156.08 001297	CALTRONICS BUSINESS SYSTEMS	102760		OFFICE SUPPLIES		195.56	
69333	09/21/20	1,758.76 039	CDW GOVERNMENT, INC.	102761		OFFICE SUPPLIES		710.13	
69334	09/21/20	36.73 001172	CITY OF SANTA CRUZ/PARKING	102759		COVID 19 SUPPLIES		1,049.13	
69335	09/21/20	118,794.50 002295	CLEAN ENERGY	102771		SEP 20PARKINGPERMITS		500.00	
69336	09/21/20	607.15 002962	D & G SANITATION	102755		8/24/20 LNG CHARGES		6,161.77	
69337	09/21/20	7,800.28 002952	EMPLOYNET INC	102756		8/28/20 LNG CHARGES		6,139.87	
69338	09/21/20	5,139.07 001302	ENVIRONMENTAL LOGISTICS INC	102758		TOILET RENTAL WTC		271.65	
69339	09/21/20	4,256.55 117	EXPRESS SERVICES INC.	102745		TEMP W/E 8/30/20		1,013.63	
69340	09/21/20	801.87 282	FASTENAL COMPANY INC	102746		TEMP W/E 9/13/20		216.00	
			FEDEX OFFICE	102746		TEMP W/E 9/6/20		1,080.00	
			FERGUSON ENTERPRISES INC. #795	102779		4/29 HAZ WASTE MMF		2,198.50	
			FIRST ALARM SECURITY & PATROL	102780		TEMP W/E 8/30/20		695.00	
			FIS	102700		TEMP W/E 8/9/20		980.02	
			FLYERS ENERGY LLC	102791		TEMP W/E 8/30/20		1,008.00	
			GARDA CL WEST, INC.	102696		COVID 19 SUPPLIES		112.46	
			GILLIG LLC	102697		GLASS CLEANER		28.12	
			GRAINGER	102698		NON INVENTORY PARTS		15.50	
				102802		LARGE PRINT HEADWAYS		1,120.91	
				102803		TRANSIT CNTR POSTERS		637.85	
				102706		CLOSET KIT WTC		36.73	
				102792		AUG 20 SECURITY		52,286.47	
				102813		JUL 20 SECURITY SERV		66,508.03	
				102699		JUL 20 MERCHANT FEES		607.15	
				102790		8/15-8/31 FUEL		2,240.95	
				102764		NON REV FUEL PCS		5,559.33	
				102671		SEPT 20 VAULT SERV		5,139.07	
				102672		INVENTORY ORDER		1,137.75	
				102689		INVENTORY ORDER		1,410.81	
				102701		TOOL FOR FLEET		1,540.71	
				102704		RPR VEH# 4206		167.28	
						ELECTRONIC LOCK WTC		762.58	

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69341	09/21/20	1,055.00 001097		GREENWASTE RECOVERY, INC.		102711	INVENTORY ORDER MMF	39.29	
						102740	AUG 20 AIRPORT/FREED	61.28	
						102741	AUG 20 HWY 1/BOULDER	183.84	
						102804	AUG 20 2400 FREEDOM	61.28	
						102805	AUG 20 SERVICE PRC	376.84	
						102806	AUG 20 SERV GREEN VL	61.28	
						102807	AUG 20 FREEDOM/BOWKR	61.28	
						102819	AUG 20 SVT	249.20	
69342	09/21/20	15,176.08 001745		HARTFORD LIFE AND ACCIDENT INS		102824	SEPT 20 LIFE AD&D	4,330.58	
						102825	SEPT 20 LTD	10,845.50	
69343	09/21/20	506.25 003230		JOBBERS EQUIPMENT WAREHOUSE		102705	INVENTORY ORDER MMF	506.25	
69344	09/21/20	1,461.88 003442		JOHNSON CONTROLS INC		102815	10/1-12/31 ALARM SMC	385.72	
						102816	10/1-12/31 ALARM SVT	661.56	
						102817	10/1-12/31 ALARM WTC	414.60	
69345	09/21/20	562.00 003284		KEISH ENVIRONMENTAL PC CORP		102757	7/1-8/31 OUTFALL MIT	562.00	
69346	09/21/20	139.57 1117		KELLEY'S SERVICE INC.		102719	RPR VEH#003	153.93	
						102801	CREDIT RETURN	-14.36	
69347	09/21/20	100.00 003450		LANGUAGE LINE SERVICES INC		102675	TRANSLATE SERVICES	100.00	
69348	09/21/20	476.00 852		LAW OFFICES OF MARIE F. SANG	7	102810	CLAIM# 19004440	272.00	
						102811	CLAIM#1989102352	102.00	
						102812	CLAIM#2010226708	102.00	
69349	09/21/20	134.00 041		MISSION UNIFORM		102676	LAUNDRY SERVICE	25.25	
						102710	CUSTODIAL SUPPLIES	41.75	
						102725	CUSTODIAL SERVICE	41.75	
						102731	LAUNDRY SERVICE	25.25	
69350	09/21/20	1,038.41 004		NORTH BAY FORD LINC-MERCURY		102721	RPR VEH# PC1702	1,038.41	
69351	09/21/20	5,274.55 003504		ORR SAFETY CORPORATION		102773	COVID 19 SUPPLIES	188.28	
						102794	INVENTORY ORDER	5,086.27	
69352	09/21/20	2,954.26 009		PACIFIC GAS & ELECTRIC		102818	8/3-9/1 SVT PNR WTC	2,954.26	
69353	09/21/20	1,143.30 023		PACIFIC TRUCK PARTS, INC.		102674	INVENTORY ORDER	992.34	
						102674	INVENTORY ORDER	160.16	
						102799	CORE CREDIT	-4.60	
						102800	CORE CREDIT	-4.60	
69354	09/21/20	128.75 043		PALACE ART & OFFICE SUPPLY		102747	TONER FOR FINANCE	140.47	
						102748	OFFICE SUPPLIES	105.45	
						102749	OFFICE SUPPLIES	235.20	
						102750	CREDIT FOR PAPER	-357.44	
						102751	OFFICE SUPPLIES	5.07	
69355	09/21/20	1,300.00 002947		PEDX COURIER AND CARGO	7	102690	AUG 20 COURIER SERV	1,300.00	
69356	09/21/20	79.50 481		PIED PIPER EXTERMINATORS, INC.		102729	SEP 20 PEST WTC REST	79.50	
69357	09/21/20	2,041.10 003438		PLATT ELECTRIC SUPPLY		102781	RPR LT FIXTURES MMF	2,041.10	
69358	09/21/20	43,685.10 002939		PREFERRED BENEFIT		102822	SEPTEMBER 20 VISION	8,437.50	
						102823	SEPTEMBER 20 DENTAL	35,247.60	
69359	09/21/20	347.17 107A		PROBUILD COMPANY LLC		102707	HOOK FOR DOOR WTC	3.43	
						102708	MISC HARDWARE SMC	39.59	
						102709	MISC HARDWARE SMC	26.92	

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69360	09/21/20	003061	400.00	QUADIENT FINANCE USA INC		102715	RPR FLAG WTC	55.99	
69361	09/21/20	001153	639.17	REPUBLIC ELEVATOR COMPANY INC		102732	WALL BUILD WTC	25.48	
69362	09/21/20	003024	253.78	RICOH USA, INC CA		102733	WALL BUILD WTC	182.11	
69363	09/21/20	536	143.36	RIVERSIDE LIGHTING & ELECTRIC		102734	SPRAY NOZZLE SBF	13.65	
69364	09/21/20	001379	3,202.83	SAFETY-KLEEN SYSTEMS INC		102814	****-****-****-1598	400.00	
69365	09/21/20	135	13.07	SANTA CRUZ AUTO PARTS, INC.		102691	SEP 20 MAINT ALL	639.17	
69366	09/21/20	002917	56,784.52	SANTA CRUZ METRO TRANSIT W/C		102694	9/20 PRINT/COVID	253.78	
69367	09/21/20	001292	40.00	SANTA CRUZ RECORDS MNGMT INC		102722	ELECTRICAL SUPPL WTC	21.54	
69368	09/21/20	149	1,572.50	SANTA CRUZ SENTINEL	0	102723	ELECTRICAL SUPPL WTC	121.82	
69369	09/21/20	002459	390.29	SCOTT'S VALLEY WATER DISTRICT		102782	HAZMAT PARTS MMF	3,202.83	
69370	09/21/20	003292	10,098.94	SLINGSHOT CONNECTIONS LLP		102702	INVENTORY ORDER	13.07	
69371	09/21/20	001232	99.36	SPECIALIZED AUTO AND		102763	JUL 20 W/C REPLENISH	30,254.79	
69372	09/21/20	002871	1,065.74	STATE ELECTRIC GENERATOR		102829	AUG 20 REPLENISH	26,529.73	
69373	09/21/20	003425	43,666.41	SYNCRONATICS CORPORATION		102826	MAY 20 SHREDDING	40.00	
69374	09/21/20	002199	29.78	TACONY CORPORATION		102727	PUBLIC NOTICE	460.80	
69375	09/21/20	003285	3,278.53	THE AFTERMARKET PARTS CO LLC		102728	AD FOR LEASE SVT	568.50	
						102730	AD FOR LEASE WTC	543.20	
						102753	AUG 20 246 KINGS RD	390.29	
						102754	TEMP W/E 8/30/20	1,216.00	
						102766	TEMP W/E 9/6/20	972.80	
						102767	TEMP W/E 8/30/20	1,107.98	
						102768	TEMP W/E 8/30/20	448.80	
						102774	TEMP W/E 8/30/20	1,437.60	
						102775	TEMP W/E 8/30/20	1,122.00	
						102776	TEMP W/E 8/30/20	897.60	
						102777	TEMP W/E 8/30/20	1,100.96	
						102778	TEMP W/E 8/30/20	897.60	
						102788	VEH# 501 SMOG	49.68	
						102789	VEH# 802 SMOG	49.68	
						102744	GENERATOR PREV MAINT	1,065.74	
						102762	AVL PUCT THRU 7/20	40,796.41	
						102809	AVL WIFI INSTALL	2,870.00	
						102677	INVENTORY ORDER	29.78	
						102678	RPR VEH# 1211	226.83	
						102679	RPR VEH#1202	226.83	
						102680	RPR VEH# 1206	226.83	
						102681	RPR VEH# 1002	927.37	
						102682	RPR VEH# 1210	134.18	
						102683	RPR VEH# 1206	79.79	
						102684	RPR VEH# 1206	39.90	
						102685	RPR VEH# 1201	39.90	
						102686	RPR VEH#1202	134.18	
						102687	RPR VEH# 1203	39.90	
						102692	RPR VEH# 1206	3.99	
							INVENTORY ORDER	23.43	

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69376	09/21/20	56.29 007		UNITED PARCEL SERVICE		102693	RPR VEH# 1207	226.83	
69377	09/21/20	2,278.81 002829		VALLEY POWER SYSTEMS, INC.		102695	RPR VEH# 1002	1.27	
69378	09/21/20	281.48 434		VERIZON WIRELESS	0	102786	RPR VEH# 1002	390.34	
69379	09/21/20	225.00 001165		VU, THANH DR. MD	7	102787	RPR VEH#1205	556.96	
69380	09/21/20	110.21 003525		WCDJR, LLC		102797	FREIGHT	56.29	
69381	09/21/20	875.44 676		WEBER, HAYES & ASSOCIATES INC		102688	RPR VEH# 2235	368.88	
69382	09/21/20	255.63 147		ZEE MEDICAL SERVICE CO.		102798	INVENTORY ORDER	1,909.93	
69383	09/17/20	70,000.00 002917		SANTA CRUZ METRO TRANSIT W/C		102765	8/2-9/1 MMF	230.40	
69384	09/21/20	117,600.87 003351		MARSH USA INC		102772	8/2-9/1 CUSTOMER SER	51.08	
69385	09/21/20	2,206.03 003273		MGP XI REIT LLC		102716	DMV EXAM	75.00	
69386	09/21/20	17,179.11 001075		SOQUEL III ASSOCIATES		102717	DMV EXAM	75.00	
69387	09/23/20	845.00 570		SCMTD PETTY CASH - CUST SVC		102718	DMV EXAM	75.00	
69388	09/23/20	403.09 001075		SOQUEL III ASSOCIATES		102718	DMV EXAM	75.00	
69389	09/28/20	80.36 002941		AA SAFE & SECURITY CO		102827	VEH# PC1125 KEY FOB	242.71	
69390	09/28/20	2,151.46 001D		AT&T		102828	CREDIT CORE CHG RET	-132.50	
69391	09/28/20	5,221.08 001348		AUTHENS INSURANCE SERVICE, INC.		102808	SOIL SAMPLING PAC ST	875.44	
69392	09/28/20	432.00 003271		AUTO CARE TOWING		102712	RESTOCK FIRSTAID SVT	15.36	
69393	09/28/20	635.55 003248		BAY ALARM COMPANY		102713	RESTOCK FIRSTAID OPS	136.92	
69394	09/28/20	1,240.00 002035		BOWMAN & WILLIAMS INC		102714	RESTOCK FIRSTAID MMF	103.35	
69395	09/28/20	10,000.00 616		BROWN ARMSTRONG ACCOUNTANCY		102830	C&R CLAIM#2007180907	70,000.00	
69396	09/28/20	163.88 001159		CATTO'S GRAPHICS, INC.		102831	9/1-9/1/21 CYBER LIA	6,472.00	
69397	09/28/20	60,700.00 003320		CENTER FOR TRANSPORTATION AND		102832	9/1-9/1/21 COMM PROP	58,747.50	
69398	09/28/20	684.00 733		CLAREMONT EAP		102833	9/1-9/1/21 CL EPLI	52,381.37	
69399	09/28/20	546.20 075		COAST PAPER & SUPPLY INC.		102834	OCT 20 RENT CAPITOLA	2,206.03	
69400	09/28/20	100.51 019		CONNOR WATER SYSTEMS DBA RAYNE		102835	OCT 20 RENT RES PARK	16,776.02	
69401	09/28/20	3,865.77 003116		CUMMINS PACIFIC LLP		102836	SEP 20 SEC DEP INCR	403.09	
						102941	HOPPER/TVM/PETTYCASH	845.00	
						102942	9/1-9/30 RENT	403.09	
						102889	KEY FOR LACTATION RM	80.36	
						102920	8/13-9/12 VER&SMC	2,151.46	
						102964	OCT 20 TPA FEES	5,221.08	
						102887	VEH#1201 TOW	432.00	
						102989	10/1-1/1 MONITOR VER	635.55	
						102905	8/20 EGRESS CONST	1,240.00	
						102838	2020 AUDIT	10,000.00	
						102891	FAREBOX DECAL UC ID	163.88	
						102940	4/1-6/30 PHASE 1/2	28,000.00	
						102973	CREDIT	-28,000.00	
						102994	4/1-6/30 ZEB PROJECT	28,000.00	
						102995	7/1-8/31 ZEB PROJECT	32,700.00	
						102972	OCTOBER 20 EAP PREM	684.00	
						102969	COVID 19 SUPPLIES	546.20	
						102893	SALT ORDER MMF	100.51	
						102860	VEH# 1201 PARTS	460.68	
						102861	VEH#4205 PARTS	192.82	
						102876	VEH#4202 PARTS ORDER	36.38	
						102880	VEH#1001 PARTS ORDER	39.99	

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69402	09/28/20	2,570.06	003274	EAST BAY TIRE CO.		102881	INVENTORY ORDER	254.99	
69403	09/28/20	109.00	003526	EDPO DBA:DASSEL'S PETROLEUM		102882	VEH#4202 PARTS ORDER	189.68	
69404	09/28/20	1,593.76	003485	EMPLOYNET INC		103006	INVENTORY ORDER	2,691.23	
69405	09/28/20	5,624.88	432	EXPRESS SERVICES INC.		102840	REVENUE TIRES	2,166.45	
						102900	REVENUE TIRES	403.61	
						102974	TANK RENTAL FEE PCS	109.00	
						102841	TEMP W/E 9/6/20	796.88	
						103007	TEMP W/E 9/13/20	796.88	
						102944	TEMP W/E 9/13/20	294.40	
						102957	TEMP W/E 9/6/20	1,472.00	
						102958	TEMP W/E 9/6/20	1,008.00	
						102959	TEMP W/E 9/13/20	806.40	
						103008	TEMP W/E 9/13/20	908.48	
						103009	TEMP W/E 9/6/20	1,135.60	
69406	09/28/20	1,705.90	002952	FLYERS ENERGY LLC		102864	9/1-9/15 FUEL	1,705.90	
69407	09/28/20	57.26	003279	FRONTIER COMMUNICATIONS - 3025		102886	9/16-10/15 SKY/RIVER	57.26	
69408	09/28/20	57.26	003418	FRONTIER COMMUNICATIONS - 6145		102960	9/13-10/12 SKYLINE	57.26	
69409	09/28/20	2,779.43	117	GILLIG LLC		102863	RPR VEH# PC2405	251.66	
						102864	INVENTORY ORDER	115.19	
						102865	INVENTORY ORDER	230.39	
						102883	INVENTORY ORDER	1,321.95	
						102884	VEH#4207 PARTS ORDER	23.82	
						102885	INVENTORY ORDER	836.42	
69410	09/28/20	56.39	M041	GOUVEIA, ROBERT	0	102986	OCT 20 RETIREE SUPP	56.39	
69411	09/28/20	809.67	282	GRAINGER		102868	ACRYLIC SHEET	86.58	
						102869	NYLON COATED GLOVES	187.21	
						102870	ALCOHOL PADS	12.43	
						102871	FLUOR BULB	173.55	
						102872	TUBE/VALVE BRUSH	39.71	
						102873	NON INV/VEH#2050	98.36	
						102874	GORILLA TAPE	3.99	
						102875	FOAM SEAL FOR TVMS	29.50	
						102896	NON INVENTORY ORDER	178.34	
						102996	AUGUST RET/COVID 19	24,000.00	
						102997	8/20 M#032117.006001	3,519.20	
						102998	8/20 M#032117.006006	413.00	
						102999	8/20 M#032117.006007	991.20	
						103000	8/20 M#032117.006024	4,546.90	
						103001	8/20 M#032117.006026	2,147.60	
						103002	8/20 M#032117.006027	1,470.30	
						103003	8/20 M#032117.006028	2,710.80	
						103004	8/20 M#032117.006029	1,445.50	
						103005	8/20 M#032117.006030	2,837.20	
69413	09/28/20	147.26	166	HOSE SHOP, THE INC		102899	NON INVENTORY ORDER	147.26	
69414	09/28/20	11,945.49	002979	HUNT & SONS, INC.		102878	INVENTORY ORDER	11,945.49	
69415	09/28/20	410.67	003327	IO, RODNEY H		102908	RPR VEH# 401	410.67	

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69416	09/28/20	208.18 1117		KELLEY'S SERVICE INC.		102894	INVENTORY ORDER	7.44	
69417	09/28/20	320.00 002990		KISMET	7	102895	INVENTORY ORDER	118.64	
69418	09/28/20	15,544.13 001059		LNI CUSTOM MANUFACTURING, INC.		102901	INVENTORY ORDER	10.04	
69419	09/28/20	9,800.00 003401		MACLEOD WATTS INC		102910	INVENTORY ORDER	-19.67	
69420	09/28/20	335.50 003249		MAXIMUM OIL SERVICE LLC		102911	CREDIT RETURN	67.64	
69421	09/28/20	5,239.00 E1026		MAYWEATHER, ANSON		102912	INVENTORY ORDER	31.53	
69422	09/28/20	49,850.00 003508		MCDONNELL ROOFING INC		102913	INVENTORY ORDER	-7.44	
69423	09/28/20	1,031.77 041		MISSION UNIFORM		102914	CREDIT RETURN	320.00	
69424	09/28/20	1,508.74 004		NORTH BAY FORD LINC-MERCURY		102975	CPR/FIRST AID TRAIN	15,544.13	
69425	09/28/20	680.00 003218		NVB EQUIPMENT, INC.		102907	SHELTER/BENCH FLD	9,800.00	
69426	09/28/20	1,750.00 003287		PACIFIC CREST ENGINEERING INC		102909	6/20 GASB75ACTUARIAL	335.50	
69427	09/28/20	1,094.65 009		PACIFIC GAS & ELECTRIC		102892	USED OIL PICKUP MMF	5,239.00	
69428	09/28/20	166.17 023		PACIFIC TRUCK PARTS, INC.		102939	TUITION REIMBURSEMENT	49,850.00	
69429	09/28/20	3,565.36 043		PALACE ART & OFFICE SUPPLY		102906	MMF ROOF FINAL BILL	192.00	
69430	09/28/20	56.39 M109		PEREZ, CHERYL		102965	LAUNDRY SERV/COVID	373.37	
69431	09/28/20	155.50 481		PIED PIPER EXTERMINATORS, INC.		102966	LAUNDRY SERV/COVID	342.90	
69432	09/28/20	117.22 107A		PROBUILD COMPANY LLC		102967	LAUNDRY SERV/COVID	92.00	
69433	09/28/20	5,781.55 003502		RICHARD IRISH		102968	LAUNDRY SERV/COVID19	10.50	
69434	09/28/20	143.58 003024		RICOH USA, INC CA		102976	LAUNDRY SERVICE PRC	10.50	
69435	09/28/20	267.66 215		RICOH USA, INC. TX		102977	CUSTODIAL SERVICE	10.50	
69436	09/28/20	236.27 135		SANTA CRUZ AUTO PARTS, INC.		102978	LAUNDRY SERVICE	10.50	
						102909	RPR VEH#PC1710	1,230.54	
						102918	RPR VEH#PC1702	264.28	
						102919	RPR VEH#PC1702	13.92	
						102985	9/10/20 FIRE SUP SVC	680.00	
						102903	8/20 FIRE EGRESS ENG	1,750.00	
						102980	8/7-9/7 PARACRUZ	1,094.65	
						102950	INVENTORY ORDER	166.17	
						102837	OFFICE SUPPLIES	302.87	
						102888	COVID 19 SUPPLIES	2,554.88	
						102943	OFFICE SUPPLIES	63.19	
						102946	OFFICE SUPPLIES	375.62	
						102947	OFFICE SUPPLIES	169.67	
						102948	OFFICE SUPPLIES	60.04	
						102979	OFFICE SUPPLIES	39.09	
						102987	OCT 20 RETIREE SUPP	56.39	
						102915	9/20 PEST SMC KIOSK	40.00	
						102916	9/20 PEST SMC MARKET	55.50	
						102917	9/20 PEST SMC BETTYS	60.00	
						102936	MISC HARDWARE SMC	76.60	
						102937	ELECTRICAL HDW SMC	33.76	
						102938	ADHESIVE OPS	6.86	
						102902	AUG 20 MAINTYARD PR	5,781.55	
						102961	9/12-10/11 RIVER	76.82	
						102981	9/14-10/13 PARACRUZ	66.76	
						102984	10/3-11/2 CUST SVC	267.66	
						102854	INVENTORY ORDER	14.05	

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69437	09/28/20	1,467.11	SANTA CRUZ MUNICIPAL UTILITIES		102855	NON INVENTORY ORDER	9.17	
					102856	INVENTORY ORDER	50.24	
					102857	CREDIT RETURN	-15.10	
					102858	CREDIT RETURN	-21.65	
					102897	NON INVENTORY ORDER	97.44	
					102898	INVENTORY ORDER	102.12	
					102934	AUG 20 IRRIG VERNON	143.34	
					102935	AUG 20 IRRIG OPS	210.79	
					102988	8/8-9/8 SMC BETTYS	50.55	
					102991	8/8-9/8 CEDAR/WALNUT	1,050.60	
					102992	8/8-9/8 MMF	11.83	
					102945	SHREDDING MULT LOC	240.00	
					102904	SEP 20 LEGISLATE SVC	2,500.00	
					102839	TEMP W/E 9/13/20	972.80	
					102842	TEMP W/E 9/6/20	1,122.00	
					102843	TEMP W/E 9/6/20	1,416.56	
					102844	TEMP W/E 9/6/20	785.40	
					102845	TEMP W/E 9/6/20	448.80	
					102846	TEMP W/E 9/6/20	890.59	
					102847	TEMP W/E 9/6/20	1,093.95	
					102848	TEMP W/E 8/16/20	448.80	
					102849	TEMP W/E 9/6/20	1,122.00	
					102850	TEMP W/E 9/6/20	897.60	
					102851	TEMP W/E 9/6/20	1,065.90	
					102852	TEMP W/E 9/6/20	448.80	
					102853	TEMP W/E 9/6/20	897.60	
					103011	TEMP W/E 9/6/20	224.40	
					102922	VEH#PC1120 SMOG	49.68	
					102923	VEH#805 SMOG	49.68	
					102924	VEH# PC1107 SMOG	49.68	
					102925	VEH#PC1122 SMOG	49.68	
					102926	VEH# PC1106 SMOG	49.68	
					102927	VEH# 602 SMOG	49.68	
					102928	VEH# 603 SMOG	49.68	
					102929	VEH# PC1125 SMOG	49.68	
					102930	VEH# 505 SMOG	49.68	
					102931	VEH# 504 SMOG	49.68	
					102932	VEH# 717 SMOG	49.68	
					102933	VEH# 803 SMOG	49.68	
					102993		4,081.12	
					102859	CREDIT RETURN	-90.15	
					102862	INVENTORY ORDER	36.22	
					102866	INVENTORY ORDER	2,163.80	
					102867	RPR VEH# 1211	96.37	
					102877	VEH#2807 PARTS ORDER	8.68	
					102951	RPR VEH#1208	3.99	
69441	09/28/20	596.16	SPECIALIZED AUTO AND		102923	VEH#805 SMOG	49.68	
					102924	VEH# PC1107 SMOG	49.68	
					102925	VEH#PC1122 SMOG	49.68	
					102926	VEH# PC1106 SMOG	49.68	
					102927	VEH# 602 SMOG	49.68	
					102928	VEH# 603 SMOG	49.68	
					102929	VEH# PC1125 SMOG	49.68	
					102930	VEH# 505 SMOG	49.68	
					102931	VEH# 504 SMOG	49.68	
					102932	VEH# 717 SMOG	49.68	
					102933	VEH# 803 SMOG	49.68	
69442	09/28/20	4,081.12	SWIFT CONSULTING SERVICES INC		102993		4,081.12	
69443	09/28/20	2,512.71	THE AFTERMARKET PARTS CO LLC		102859	CREDIT RETURN	-90.15	
					102862	INVENTORY ORDER	36.22	
					102866	INVENTORY ORDER	2,163.80	
					102867	RPR VEH# 1211	96.37	
					102877	VEH#2807 PARTS ORDER	8.68	
					102951	RPR VEH#1208	3.99	

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CHECK # START THRU 9999999 DATE: 09/01/20 THRU 09/30/20

CHECK NUMBER	CHECK DATE	CHECK VENDOR	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
69444	09/28/20	002207	637.24	TY CUSTOM DESIGN	0	102970	OPERATOR PATCHES	637.24	
69445	09/28/20	003007	34.15	UNITED PARCEL SERVICE		102921	FREIGHT	34.15	
69446	09/28/20	003093	222.59	UPS FREIGHT		102971	UPS FREIGHT	222.59	
69447	09/28/20	002829	2,962.31	VALLEY POWER SYSTEMS, INC.		102879	INVENTORY ORDER	702.17	
						102954	INVENTORY ORDER	351.62	
						102955	INVENTORY ORDER	315.54	
						102962	VEH#2812 PARTS/PROG	1,581.31	
69448	09/28/20	434	2,536.74	VERIZON WIRELESS	0	102963	INVENTORY ORDER	11.67	
						102949	8/13-9/12 WIFI BUSES	912.24	
69449	09/28/20	003525	89.15	WCDJR, LLC		102982	8/2-9/1 PARACRUZ	308.88	
69451	09/30/20	080C	11,436.00	CALIFORNIA DEPT OF TAX & FEE		102983	8/2-9/1 PARACRUZ	1,315.62	
						102890	RPR VEH#PC1123	89.15	
						103124	FLAT RATE 10/1-9/21	11,436.00	
TOTAL			1,267,595.41	ACCOUNTS PAYABLE			TOTAL CHECKS	252	1,267,595.41

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DATE: October 23, 2020
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
SUBJECT: ACCEPT AND FILE MINUTES OF THE AUGUST 19, 2020 METRO ADVISORY COMMITTEE (MAC) MEETING, THE SEPTEMBER 25, 2020 BOARD OF DIRECTORS MEETING AND THE OCTOBER 9, 2020 CAPITAL PROJECTS STANDING COMMITTEE MEETING

I. RECOMMENDED ACTION

That the Board of Directors Accept and File the Minutes of the August 19, 2020 METRO Advisory Committee (MAC) Meeting, the September 25, 2020 Board of Directors Meeting and the October 23, 2020 Capital Projects Standing Committee Meeting

II. SUMMARY

- Staff is providing minutes from the Santa Cruz Metropolitan Transit District (METRO) August 19, 2020 METRO Advisory Committee (MAC) Meeting, the September 25, 2020 Board of Directors Meeting and the October 9, 2020 Capital Projects Standing Committee Meeting.
- Each meeting staff will provide minutes from the previous METRO Board and Committee meetings.

III. DISCUSSION/BACKGROUND

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

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

None.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

None.

VIII. ATTACHMENTS

Attachment A: Draft minutes for the METRO Advisory Committee (MAC) Meeting of August 19, 2020

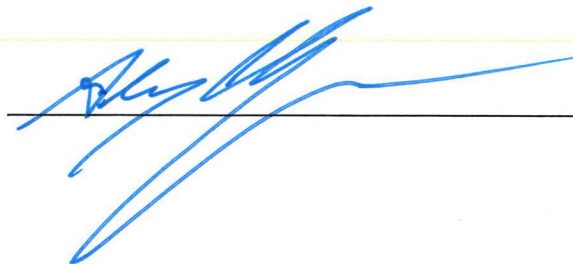
Attachment B: Draft minutes for the Board of Directors Meeting of September 25, 2020

Attachment C: Draft minutes for the Capital Projects Standing Committee Meeting of October 9, 2020

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

IX. APPROVALS

Alex Clifford, CEO/General Manager



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MINUTES*

MAC MEETING OF AUGUST 19, 2020



The METRO Advisory Committee (MAC) met on Wednesday, August 19, 2020. The meeting was held via teleconference. *Minutes are "summary" minutes, not verbatim minutes.

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

Veronica Elsea, Chair
Joseph Martinez, Vice Chair
Michael Pisano

Becky Taylor
James Von Hendy

Jessica de Wit was an excused absence.

Additional METRO staff and presenters:

Alex Clifford, CEO/General Manager
Margo Ross, Chief Operations Officer
Isaac Holly, IT and ITS Director
Danielle Glagola, Marketing, Communications,
& Customer Service Director

John Urgo, Planning & Development Director
Rina Solorio, Interim Asst. Operations Manager
Brandon Freeman, Bus Operator
Donna Bauer, Administrative Specialist

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

Mr. Pisano thanked METRO for helping San Lorenzo Valley residents evacuate from the CZU Lightning Complex Fire. Alex Clifford, CEO/General Manager, mentioned that Brandon Freeman, Bus Operator, was one of the drivers who helped with the evacuations. The Committee thanked Mr. Freeman for his dedication.

Mr. Pisano attended an Elderly and Disabled Transportation Advisory Committee (E&D TAC) meeting and asked Caltrans to improve the benches at the Pasatiempo Bus Stop. Caltrans indicated that this is not within their jurisdiction and referred him to METRO. Chair Elsea suggested this item be added to the next MAC agenda to give METRO's staff an opportunity to review the situation. CEO Clifford suggested that John Urgo, Planning and Development Director, look into this and present his findings at the next meeting.

Chair Elsea encouraged everyone to fill out their census form, reminding all that being counted has a major effect on the money METRO receives for transportation from the federal government.

Vice Chair Martinez mentioned the COVID-19 case at METRO. He expressed concern that the painter who did a mural for METRO was now circulating this story on Facebook. He suggested that METRO reach out to the painter if deemed appropriate.

- 3.a – **Resignation Letter of Jason Lopez**

Chair Elsea thanked Jason for his service.

- 3.b – **Veronica Elsea Email & METRO Response**

Chair Elsea thanked Rina Solorio, Interim Assistant Operations Manager, for responding so quickly to her email and said the turnaround was impressive.

4. **RECEIVE AND FILE MINUTES FROM THE METRO ADVISORY COMMITTEE MEETING OF JUNE 17, 2020**

MOTION: ACCEPT AND FILE THE MINUTES FROM THE METRO ADVISORY COMMITTEE MEETING OF JUNE 17, 2020

Attachment A

Minutes – METRO Advisory Committee

August 19, 2020

Page 2 of 5

MOTION: VON HENDY

SECOND: TAYLOR

MOTION PASSED WITH 5 AYES: Elsea, Martinez, Pisano, Taylor, and Von Hendy. de Wit was absent.

5. COMMUNICATIONS FROM METRO ADVISORY COMMITTEE (MAC)

Chair Elsea reported she attended the June 26, 2020 Board of Directors (Board) meeting and bragged to the Board about MAC's attendance and participation within the group. She pointed out that the only time MAC Committee Members leave is when they move out of town.

She highlighted items MAC has been working on (e.g., thanking the Bus Operators for their efforts in the COVID-19 environment; being brought up-to-date on the CARES Act money METRO received; seeking updates on the transit centers' food vendors, public restrooms, service changes; addressing capacity on METRO buses to avoid pass ups; thanking Finance for developing their budget models; receiving a demonstration on the mobile ticketing app; receiving an explanation as to why the website couldn't automatically be made adaptable to mobile devices; and discussing alternative fuels and future buses). MAC is appreciative for the introduction of the new METRO directors.

6. INTRODUCTION OF DANIELLE GLAGOLA, MARKETING, COMMUNICATIONS & CUSTOMER SERVICE DIRECTOR

CEO Clifford introduced Director Glagola as the new Marketing, Communications and Customer Service Director. She gave a synopsis of her background and current projects she is working on at METRO.

Chair Elsea briefly described MAC's involvement in the marketing process/outreach for the Code of Conduct Policy METRO has developed. She invited Director Glagola to come back to MAC with some marketing ideas after reviewing the policy.

Chair Elsea inquired if Director Glagola will train the Customer Service Representatives. Director Glagola responded that Manager Solorio has been helping with the training of the Customer Service Representatives (CSRs) while she has dedicated her time to marketing projects.

7. COVID-19 UPDATE

CEO Clifford gave a list of COVID-19 preparations taken and presented to the Board in June and will address the Board on August 28, 2020 with additional steps taken (e.g., deploying handwashing stations to both Watsonville and Scotts Valley Transit Centers; installing hand sanitizer dispensers on the buses; installing plastic sneeze barriers in between seat rows on the buses; refining the COVID-19 messaging; imposing capacity limits on the buses; hiring temporary employees to disinfect the high-touch surfaces on the buses when they arrive at the transit centers; deploying electrostatic disinfectant foggers each night when the buses come into the yard; installing windows at METRO Center and Watsonville Transit Center to service customers on the outside while the stations are closed; and working with HVAC technicians to increase the exchange of air in all METRO buildings).

James Von Hendy thanked CEO Clifford for the all-encompassing report.

Chair Elsea asked where the hand sanitizers will be installed on the buses. CEO Clifford said they are located right by the fare box on the forward bulkhead or just to the left after you board by the front door.

Chair Elsea expressed concern about the installation of the sneeze barriers and getting her guide dog in by her since the side-facing seats in the front are not available. Margo Ross, Chief Operations Officer, responded that the barriers are supported on the back of the seats and do not go to the floor, allowing space for her guide dog.

Attachment A

Minutes – METRO Advisory Committee
August 19, 2020
Page 3 of 5

7a. Customer Service Update

Manager Solorio reminded the Committee that both the METRO and Watsonville Transit Centers are currently closed and will remain so until further notice. She addressed the concern regarding public restrooms and informed the group that Director Glagola is creating flyers to let customers know where public restrooms are located. These flyers will be posted at all of METRO's transit centers. In addition, Customer Service has extended its service hours at the METRO Center and the phone system has been updated to reflect this change.

We are installing an exterior window for the Customer Service Booth at the Watsonville Transit Center. We have relocated our TVM machines at the METRO and Watsonville Transit Centers to the outside of the buildings and they are available 24 hours. All CSRs are required to wear masks at all times, especially when they are dealing with the public. We've provided gloves and hand sanitizer for cash handling. We have also installed sneeze barriers between cubicles to provide separation.

Chair Elsea asked if she and other visually impaired riders could approach the Customer Service window for guidance once the list of public restrooms is released. Manager Solorio responded yes.

Vice Chair Martinez inquired if the Santa Cruz store inside the METRO Center was closed. Manager Solorio confirmed that it is.

Ms. Taylor inquired about John Daugherty, Accessible Services Coordinator, having his position relocated to the ParaCruz office. CEO Clifford responded that METRO does not publicly discuss personnel matters.

8. UPDATE ON INFORMATION TECHNOLOGY SYSTEMS (ITS)

Isaac Holly, IT and ITS Director, informed the members that the ITS install is almost complete. Director Holly thanked Mr. Freeman for his assistance in troubleshooting technical issues.

The vendor just released the Real-Time Passenger Information (RTPI) app. Director Holly asked Chair Elsea and Mr. Pisano if they have had a chance to download the beta version for testing. Both acknowledged they have been interacting with it and sending feedback reports. Director Holly said the other element of RTPI is the station signage to display arrival/departure information.

Chair Elsea said that CEO Clifford mentioned the accelerated rollout for the mobile ticketing app. Director Holly said he is acting in a supporting role for that and Pete Rasmussen, Transportation Planner II, has been spearheading the project.

Mr. Pisano asked about passenger counting on the bus and if that is part of this project. Director Holly replied that it was not part of the original scope of the project but we do have the ability to exercise that option within the contract. Mr. Pisano asked if it would be possible to include bicycle counting as well. Director Holly said he can explore that with the vendor.

9. SERVICE PLANNING UPDATE

a. Quarterly Ridership Report

John Urgo, Planning & Development Director, said ridership is about 80% down from this time last year. He expects that number to rise in September and October due to remote learning at Cabrillo College and USCS.

a.i. COVID-19 Rider Survey Results

Director Urgo said he will bring a full rider survey report to the Board on August 28, 2020. The results indicate over 75% of customers do plan to return to METRO once the shelter-

Attachment A

Minutes – METRO Advisory Committee

August 19, 2020

Page 4 of 5

in-place order ends or is relaxed further. Two-thirds of riders also plan to ride the same as pre-COVID-19. The survey showed most riders want METRO to restore service to pre-COVID-19 levels, keep the vehicles clean, and require passengers to wear personal protective equipment (PPE). Riders who plan to ride less say they are unlikely to come back until a vaccine is developed or there is a decrease in local levels of COVID-19 cases. These factors are not within METRO's control, so staff is focusing on the first group of riders.

This Fall we are restoring nearly 100% of local service with the exception of the Hwy. 17 route having a modified, enhanced weekend schedule.

Mr. Von Hendy asked if METRO is developing a message for its ridership about the steps it has already taken to protect passengers and drivers. Director Urgo said METRO has been and will continue to work to convey this message to the ridership.

Chair Elsea asked if METRO has considered making a video showing the safety measures that METRO has taken. Director Glagola said we are considering making a video; but for now, the next Headways is a special COVID-19 edition. We have many pictures of safety measures taken along with a specialized COVID-19 FAQ section in the printed Headways and on the website. We are in the process of getting some quotes for advertising on all of our buses showing images of our Bus Operators wearing a mask, the buses being fogged and the hand straps being wiped clean, with focus on sanitizing and disinfecting.

Director Glagola said METRO has also been in the Santa Cruz Sentinel and on KSCO with interviews promoting our cleaning efforts.

b. Stops – No updates

c. Other Projects

c.i. Transit Corridor Alternatives Analysis

Director Urgo said the project team is bringing their final recommendations to the Santa Cruz County Regional Transportation Commission (SCCRTC) in September.

c.ii. Capitola Mall

No movement with the developers since the last meeting.

c.iii. ParaCruz Trips and On-Demand Microtransit Trips

We are exploring the use of our ParaCruz Operators and vehicles as general public on-demand. ParaCruz trips would still be booked as they are now—24 hours in advance and those trips are guaranteed. On the day of the booked rides, we would open up the schedule where a customer could book an on-demand trip within a specified zone, although not countywide. We think there is capacity and it may help ridership return. The idea is to connect to the transit centers and other METRO services.

Chair Elsea asked how many people are allowed to ride on a ParaCruz vehicle at a time. Vice Chair Martinez said it is now two. Director Ross added now is a good time to test this out and see what METRO can handle.

c.iv. Mobile Ticketing App

METRO is expanding the pilot program of the mobile ticketing app from the Hwy. 17 route to system wide. You'll be able to board a METRO bus with a Splash Pass mobile ticket purchased on your phone. The whole idea is to expand contactless payment, protect

Attachment A

Minutes – METRO Advisory Committee
August 19, 2020
Page 5 of 5

Operators from unnecessary exposure and speed up the boarding process. Besides the app, we will be accepting cash again at the TVMs.

Chair Elsea asked how riders will know when this app is available. Director Urgo said there will be a soft launch. It will be mentioned in the Headways and on the website. Once we are comfortable that it is working, we will do more active marketing at the transit centers and with car cards.

10. COMMUNICATIONS TO THE METRO CEO

Hearing none, Chair Elsea moved to the next item.

11. COMMUNICATIONS TO THE METRO BOARD OF DIRECTORS

Ms. Taylor suggested sending a letter in support of the Bus Operators who are going above and beyond to help with the fire evacuations. The rest of the MAC members thought this was a great suggestion and Chair Elsea said she would write a letter on behalf of MAC.

A roll call vote was taken and there were 5 Ayes: Elsea, Martinez, Pisano, Taylor and Von Hendy with de Wit absent.

12. ITEMS FOR NEXT MEETING AGENDA

- METRO COVID-19 General Update
- Pasatiempo Bus Stop
- Marketing of the Code of Conduct
- Information Technology Systems Update
- Service Planning Update

13. DISTRIBUTION OF VOUCHERS

Donna Bauer, Administrative Specialist, will mail out the vouchers to all members on Thursday, August 20, 2020.

14. ADJOURNMENT

The next MAC meeting is scheduled for October 21, 2020 at 6:00 PM. Please check the SCMTD website for venue updates, as METRO remains dependent upon the public health orders in place at this time.

Meeting adjourned at 7:18 PM.

Respectfully submitted,

Donna Bauer
Administrative Specialist

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

9-02A.5

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Attachment B



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO) BOARD OF DIRECTORS MEETING MINUTES* SEPTEMBER 25, 2020 – 9:00AM MEETING HELD VIA TELECONFERENCE

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) convened on Friday, September 25, 2020, via teleconference.

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

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

- 1 **CALL TO ORDER** at 9:02 AM by Board Chair Rotkin.
- 2 **ROLL CALL:** The following Directors were **present** via teleconference, representing a quorum:

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

Additional METRO staff:
Alex Clifford
Julie Sherman

CEO/General Manager
General Counsel

- 3 **ANNOUNCEMENTS**
Chair Rotkin announced that today’s meeting will be broadcast by Community Television of Santa Cruz County.
- 4 **BOARD OF DIRECTORS COMMENTS**
Having none, Chair Rotkin moved to the next agenda item.
- 5 **ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD**
Having none, Chair Rotkin moved to the next agenda item

Attachment B

6 LABOR ORGANIZATION COMMUNICATIONS

James Sandoval would like to ensure we continue to work together. He brought the assembly's attention to a recent Santa Cruz County Health Department article that indicates an upward trend of COVID-19 cases. He said he has not heard anything indicating METRO plans to relax our precautionary measures.

There were no public comments

7 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

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

8 WRITTEN COMMUNICATIONS FROM THE METRO ADVISORY COMMITTEE (MAC)

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

CONSENT AGENDA

- 9-01 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF AUGUST 2020
- 9-02 ACCEPT AND FILE: MINUTES OF THE AUGUST 28, 2020 BOARD OF DIRECTORS MEETING, SEPTEMBER 11, 2020 CAPITAL PROJECTS STANDING COMMITTEE MEETING AND THE SEPTEMBER 11, 2020 FINANCE, BUDGET & AUDIT STANDING COMMITTEE MEETING
- 9-03 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF JUNE 30, 2020
- 9-04 APPROVE: CONSIDERATION OF DECLARING VEHICLES AND/OR EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION
- 9-05 ACCEPT AND FILE: CONSIDERATION OF A RESOLUTION AMENDING CHAPTER 2 TO TITLE II OF THE SANTA CRUZ METRO ADMINISTRATIVE CODE: DBE PROGRAM UPDATE
- 9-06 APPROVE: REQUEST AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSALS (RFP) FOR AN ENTERPRISE RESOURCE PLANNING (ERP) SYSTEM CONSULTANT
- 9-07 ACCEPT AND FILE: QUARTERLY PROCUREMENT REPORT FOR 2ND QUARTER OF FY21
- 9-08 APPROVE: RECOMMENDED ACTION ON TORT CLAIMS
- 9-09 ACCEPT AND FILE: TRANSIT ASSET MANAGEMENT PLAN
- 9-10 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO MARK THOMAS & COMPANY, INC. FOR GENERAL ON CALL CIVIL ENGINEERING AND SURVEYING SERVICES NOT TO EXCEED \$300,000

Director Mathews requested CEO Clifford provide additional background on agenda item 9-06 during his CEO Comments.

Vice Chair Leopold expressed his surprise to discover that METRO's system was so antiquated. He appreciates the improvement and the advancement into the 21st century with our systems.

ACTION: MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED

MOTION: DIRECTOR LEOPOLD

SECOND: DIRECTOR LIND

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

9-02B.2

Attachment B

REGULAR AGENDA

10 RETIREE RESOLUTION OF APPRECIATION: VICKI TRENT

Chair Rotkin read aloud Ms. Trent's resolution and thanked her for her years of service.

There was no public comment.

ACTION: MOTION TO APPROVE THE RETIREE RESOLUTION AS PRESENTED

MOTION: DIRECTOR LEOPOLD

SECOND: DIRECTOR LIND

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

11 CEO ORAL REPORT

CEO Clifford announced the following new hire:

- Adrienne Jenkins, Sr. Accounting Tech

He also introduced Sandi Woods, Project Manager, who will be working on a number of METRO capital projects.

As discussed at the recent Finance, Budget and Audit Standing Committee meeting, CEO Clifford noted METRO seems to have enough financial stability to get us through June 2021, having been propped up in part by the funds provided through the CARES Act and reimbursement of some FEMA-qualified expenses. We developed a two-year financial model to provide insight into future financial status. After September 15, transit will no longer be able to qualify for FEMA-qualified expenses. This is unfortunate, as we anticipate continuing to incur COVID related expenses; e.g., permanent Plexiglas barriers for our Fixed Route Operators. METRO remains dependent upon UCSC and Cabrillo's ability to return to full service next year.

In response to Director Mathews' request, CEO Clifford elaborated on the proposed ERP System, referenced in agenda item 9-06 above. This process began several years ago as a standalone Financial Information System (FIS). The ERP system consultant would guide us through the entire process of identifying which systems need to be replaced, in which order we should replace systems, expand our identification of a more encompassing system, and identify the highest priority(ies) systems to be replaced.

IT and ITS Director, Isaac Holly, added that we have identified a scope of work and an initial timeline. With the approval of the ERP consultant, we hope to issue an RFP to begin the (approximate) 60-day procurement process.

There was no public comment.

12 ACCEPT AND FILE: STATE LEGISLATIVE UPDATE FROM JOSH SHAW & MICHAEL PIMENTEL OF SHAW, YODER, ANTWIH, SCHMELZER AND LANGE

Messrs. Shaw and Pimentel spoke to the presentation and emphasized the need for the state to support public transportation for all and to combat climate change.

In response to Director McPherson's question, Mr. Pimentel spoke of the State of Good Repair Program which permits METRO to repurpose some funding to preserve service that might otherwise be cut.

There was no public comment.

13 ACCEPT AND FILE: FEDERAL LEGISLATIVE UPDATE FROM CHRIS GIGLIO OF CAPITAL EDGE

Mr. Giglio spoke to the presentation. Unfortunately, as the year ends and reelection campaigns heat up, we anticipate Congress adjourning without an additional COVID -19 relief package.

Attachment B

The results of the November election are going to have a huge impact on future funding. Chair Rotkin asked if there is an online virtual effort that METRO could engage in, given that the annual trip will most likely not occur during this COVID environment.

Mr. Giglio said he and CEO Clifford have discussed this and there will be a time in the not too distant future where it would be an appropriate thing to do.

Chair Rotkin asked if METRO's Small Transit Intensive Cities (STIC) funding is at risk as a result of decreased ridership during this pandemic. Mr. Giglio replied that congress has agreed with the Federal Transit Administration's (FTA) guidance that FY20 and FY21 results will not enter into the funding calculation; agencies can use FY19 or FY22 to determine the funding formula.

There was no public comment.

14 **ACCEPT AND FILE: METRO PLANNING AND DEVELOPMENT ANNUAL STATUS REPORT**

John Urgo, Planning and Development Director, spoke to the staff report, adding mobile ticketing has increased 100% in its second week and the Automated Vehicle Locator (AVL) has been installed on all of our buses to provide reliable real time data.

Several of the Directors thanked Mr. Urgo for the clear, comprehensive report and recognized the many contributions that continue to support METRO's technology advances.

Public comment:

James Sandoval asked Mr. Urgo if he plans to meet with the Unions regarding the demand service proposal. Mr. Urgo responded that a meeting will be scheduled in the near future. The initial fee under consideration is \$4.00.

15 **ORAL PACIFIC STATION UPDATE**

John Urgo, Planning and Development Director, met recently with City of Santa Cruz (City) staff to discuss efforts specifically focused on grant applications/programs that are due in February 2021. The Memorandum of Understanding (MOU), which was approved in June, left the application question open. It appears the proposed Affordable Housing and Sustainable Communities (AHSC) guideline changes could make submittal this year favorable; e.g., a geographic set-aside for the Central Coast region and reduction of greenhouse gas emissions. There is still a lot to work out. The City has not yet committed to which site they want to commit funds. They are asking METRO to consider other types of transit projects for this funding. It's been somewhat challenging, but we are ready to support an application which is inline with the MOU and involves a turnkey 24 bus bay design. It seems unlikely we will reach agreement in time to meet the February grant deadline.

Director Mathews noted that Bonnie Lipscomb, Santa Cruz City Director of Economic Development, is committed to resolving the unknowns.

Public comment:

Heather Adamson, AMBAG Planning Director, said AMBAG has been pushing hard over the past six cycles to modify the guidelines to allow Central Coast projects to compete. It now appears the new guidelines will be approved in the next couple of months. Pacific Station is the poster child for this type of project for round 6 qualification. She would be happy to work with the City and METRO to help with the application.

For transparency purposes, CEO Clifford noted this will be a challenge; the City has thrown us a surprise curve. We spent almost two years co-funding a study to determine the location of the bus hub and the number of bus bays. The resultant study confirmed 24 bus bays would address present and future requirements. The board previously approved \$4M for a mixed-use project. The City is now proposing an unrealistic funding approach. The AHSC project needs to be refocused on funding the difference between the buildout of the tarmac and the committed \$4M.

Attachment B

Vice Chair Leopold expressed confidence that METRO and the City could work together to adhere to the agreed upon plan.

Director Meyers said the City is balancing many projects in the Front Street/Pacific Avenue area. The Economic Development staff is acutely aware of maintaining the intent of the MOU.

16 ORAL PARACRUZ UPDATE

Margo Ross, COO, introduced Ken Hart, Swift Consulting representative, to answer space and square footage questions on the potential facility. Mr. Hart said they have received proposals from several companies and can begin in earnest now that agenda item 9-10 above has been approved.

The future building is currently proposed to be 4,000 square feet to house current staff and create a mobility center to access the needs of community. The final building size will be determined through the design process based on the site layout, including parking and onsite circulation.

Vice Chair Leopold thanked the team and their ongoing efforts to maintain the site before the build is completed. He cited the public appreciation he heard expressed as he walked the Park and Ride lot neighborhood.

CEO Clifford noted the current Pacific Station plan does not include accommodations for the Customer Service Department. The interim seems to indicate a need for leased space to house them. We are trying to fast track the Customer Service relocation.

Director Bottorff inquired as to the size of the current building; he understands the new site is proposing 4,000 square feet. He wants to stay within the budget constraints. Why is 4,000 square feet being proposed if the current building is only 50% occupied? He would like further discussion.

CEO Clifford will bring this item to the next Capital Projects Standing Committee meeting with diagrams to explain the requested square footage.

Ms. Ross added the new building would be more centralized, provide more room for staff, allow for public access and training services can be provided to the community.

There was no public comment.

17 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, OCTOBER 23, 2020 AT 9:00AM

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

18 ADJOURNMENT

Chair Rotkin adjourned the meeting at 10:50AM

Respectfully submitted,

Gina Pye
Executive Assistant

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Attachment C



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO) CAPITAL PROJECTS STANDING COMMITTEE MEETING MINUTES* OCTOBER 9, 2020 – 10:30AM MEETING HELD VIA TELECONFERENCE

A regular meeting of the Capital Projects Standing Committee of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, October 9, 2020, via teleconference.

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

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- 1 **CALL TO ORDER** at 10:31AM by Director Bottorff.
- 2 **ROLL CALL:** The following Directors were **present** via teleconference, representing a quorum:

Director Ed Bottorff
Director Cynthia Mathews
Director Bruce McPherson
Director Larry Pageler

City of Capitola
City of Santa Cruz
County of Santa Cruz
County of Santa Cruz

Alex Clifford
Julie Sherman

METRO CEO/General Manager
METRO General Counsel

METRO EMPLOYEES AND MEMBERS OF THE PUBLIC WHO VOLUNTARILY INDICATED THEY WERE PRESENT (IN ALPHABETICAL ORDER) WERE:

John Urgo
Director

METRO Planning & Development

- 3 **ORAL AND WRITTEN COMMUNICATIONS TO THE CAPITAL PROJECTS STANDING COMMITTEE**
Having none, Director Bottorff moved to the next agenda item.
- 4 **ADDITIONS OR DELETIONS FROM AGENDA/ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**
Having none, Director Bottorff moved to the next agenda item.
- 5 **RECEIVE A REPORT ABOUT THE METRO PARACRUZ FACILITY DESIGN PLANS**
Margo Ross, COO, provided brief commentary to the staff report, stressing the preliminary nature of the plans.

METRO believes the facility type, with the inclusion of the mobility center and onsite Customer Service, will score high in the FTA grant application process. CEO Clifford

Attachment C

reminded the assembly that the addition of the previously approved Board matching funds also improves METRO's chances of winning a grant.

In response to Director inquiries, Wondimu Mengistu, Legislative/Grants Analyst, advised the assembly that the funding opportunity is expected to be issued in February/March 2021 with the announcement of the grantees in June/July 2021.

Discussion ensued regarding the internal configuration and safest use of space; e.g., hard walled offices versus cubicles. The Directors suggested internal and external feedback be solicited prior to finalizing the layout.

Community input will be solicited and encouraged as the mobility center and facility design advance to completion. In addition to METRO's reaching out to various stakeholders, the Directors offered to solicit letters of support from their constituents to accompany the grant application.

Public comment:

Nate Abrego expressed his excitement regarding some of the features being considered; especially the mobility center and public access. However, he did have a couple of concerns regarding the size of the square footage as presented in the preliminary plan, particularly the Supervisors' area, the restrooms and stalls and the breakroom location being disjointed from Dispatch. He suggested Customer Service not be included in the new facility to permit more space for the others. He also noted the path of travel is concerning, as it currently exists

The Directors each expressed their appreciation to METRO staff and Mr. Abrego for the overview and continued considerations taken into account in the design. They requested METRO look into any necessary improvements to the sidewalk access.

6 RECOMMEND APPROVAL TO THE FULL BOARD OF DIRECTORS OF THE FY21 CAPITAL PROJECTS AND RECEIVE THE TEN-YEAR UNFUNDED CAPITAL LIST UPDATE

John Urgo, Planning & Development Director, provided brief commentary to the staff report. CEO Clifford, Project Manager Sandi Woods and Facility Maintenance Manager Freddy Rocha provided updates regarding the status of various security issues at METRO facilities.

MOTION TO RECOMMEND APPROVAL TO THE FULL BOARD OF DIRECTORS OF THE FY21 CAPITAL PROJECTS AND RECEIVE THE TEN-YEAR UNFUNDED CAPITAL LIST UPDATE AS PRESENTED

Motion: Director Pageler
Motion was unanimous

Second: Director McPherson

There was no public comment.

7 ORAL PACIFIC STATION UPDATE

John Urgo, Planning & Development Director, advised the Committee that METRO is meeting weekly with the City of Santa Cruz (City) staff and consolidating information for grant application submittal. The City plans to issue an RFP to bring a developer on board.

Attachment C

Capital Projects Standing Committee Agenda
October 9, 2020
Page 3 of 3

Referencing her recent discussions with Bonnie Lipscomb, City of Santa Cruz Director of Economic Development, Director Mathews added the City anticipates issuing an RFP soliciting an affordable housing provider in November with the selection of a developer in December 2020.

There was no public comment.

8

ADJOURNMENT

Director Bottorff adjourned the meeting at 11:03AM.

Respectfully submitted,

Gina Pye

Executive Assistant

DRAFT

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DATE: October 23, 2020
TO: Board of Directors
FROM: Angela Aitken, Chief Financial Officer
SUBJECT: ACCEPT AND FILE THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF JULY 31, 2020

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

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

III. DISCUSSION/BACKGROUND

Below are the written explanations of the various charts and graphs in the attached Year to Date Monthly Financial Report as of July 31, 2020. The fiscal year has elapsed 8%.

Slide 1

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

Slide 2

FY21 Operating Revenue and Expenses for the Year-to-Date July 31, 2020

- Operating Revenues for the month are unfavorable by \$345K
- Operating Expenses
 - Labor Regular - favorable by \$127K
 - Labor OT - favorable by \$97K
 - Fringe Benefits – favorable by \$153K
 - Non-Personnel - favorable by \$142K

- Total Operating Expenses – favorable by \$519K
- Transfers – favorable by \$48K
- Operating Balance – favorable by \$126K

Slide 3

FY21 Operating Revenue by Major Funding Source - Year to Date as of July 31, 2020

- Passenger Fares – actual is \$321K while budget is \$909K; variance to budget is unfavorable by \$588K primarily due to reduced ridership across all categories as a result of Covid-19
- Sales Tax Revenue (including Measure D) – actual is \$2,504K while budget is \$2,229K; variance to budget is favorable by \$275K (higher than anticipated receipts).
- Other Revenue – actual is \$64K while budget is \$97K; variance to budget is favorable by \$33K primarily due to reduced advertising revenue as a result of Covid-19

Slide 4

FY21 Operating Expenses by Major Expense Category Year to Date as of July 31, 2020

- Labor – Regular – actual is \$1,436K while budget is \$1,563K; variance to budget is favorable by \$127K, primarily due to vacant funded positions along with extended unpaid leaves of absence
- Labor – OT – actual is \$33K while budget is \$130K; variance to budget is favorable by \$97K, primarily due to significant reduction of OT across the agency.
- Fringe Benefits – actual is \$6,000K (*of which \$4,618K is the total Retirement Expense YTD which includes the prepayment of the CalPERS UAL of \$4,434K in FY21, which resulted in savings of \$153K*) while budget is \$6,153K, overall variance is favorable by \$153K
- Services – actual is \$263K while budget is \$318K; variance to budget is favorable by \$55K primarily due to lower than anticipated spending for Professional & Tech fees.
- Mobile Materials & Supplies – actual is \$140K while budget is \$238K; variance to budget is favorable by \$98K primarily due to Fuels & and Lube Revenue Vehicles
- Other Expenses – actual is \$258K while budget is \$247K; variance to budget is unfavorable by \$11K, primarily due to unanticipated expenses related to COVID-19.

Slide 5

FY21 Transfers Year to Date as of July 31, 2020

- Transfer to Capital Budget (2016 Net Sales Tax Measure D) – actual is \$222K while budget is \$174K; variance to budget is favorable by \$48K.

Slide 6

FY21 Capital Budget Spending Year to Date (by Funding Source) as of July 31, 2020

- Total Capital Spending year to date is \$341K; FY21 budget is \$28.1M
 - Federal Capital Grants spending is \$259K
 - Operating and Capital Reserve Fund spending is \$47K
 - Transfers from Operating Budget (Measure D) spending is \$21K
 - State Transportation Improvement Plan (STIP) spending is \$14K

Slide 7

FY21 Capital Budget Spending Year to Date as of July 31, 2020

- Total Capital Projects spending year to date is \$341K; FY21 budget is \$28.1M
 - Facilities Repair & Improvements spending is \$271K for the following projects:
 - Maintenance facility roof replacement
 - Maintenance yard security/expanded parking
 - Bus stop improvements
 - Golf Club Drive fire egress
 - Revenue Vehicle Replacement & Campaigns spending is \$35K for the following projects:
 - Principal lease payment on three new Flyer replacement buses
 - AVL/ITS
 - Revenue Vehicle Replacement Electrification Projects spending is \$28K for the following project:
 - ZEB deployment and fleet planning
 - Construction Related Projects spending is \$2K for the following projects:
 - New METRO owned ParaCruz facility
 - Pacific Station/Metro Center redevelopment, conceptual design
 - Fleet & Maintenance Equipment spending is \$1K for the following project:
 - Maintenance Shop floor scrubber

- Miscellaneous spending is \$3K for the following project:
 - Laptop for Marketing

Slide 8

(Cover Sheet) - Additional Information

Slide 9

Additional Information for the Month of July 2020

- Unemployment Rate % in Santa Cruz County is 11.3%
- \$ Gasoline per Gallon for the San Francisco-Oakland-San Jose area is \$3.22;
\$ Diesel is \$3.25
- Ridership YTD as of July 2020 changed as follows, year-over-year (FY20 – FY21):
 - 78.2% decrease in Total ridership
 - 88.0% decrease in Highway 17 ridership
 - 77.3% decrease in Local ridership
 - 93.7% decrease in UCSC ridership - 2020 – 2021 school year is primarily online due to COVID-19
 - 98.3% decrease in Cabrillo ridership - 2020 – 2021 school year is primarily online due to COVID-19
 - 68.4% decrease in Non-Student ridership

Slide 10

FY21 Operating Revenue, Expenses, and Transfers Year to Date as of August 31, 2020: Preliminary

- Revenue – favorable by \$1,520K
- Operating Expenses:
 - Personnel Expenses - favorable by \$957K
 - Non-Personnel - favorable by \$220K
- Total Operating Expenses - favorable by \$1,177K
- Transfers – favorable by \$31K
- Operating Balance – favorable by \$2,666K

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

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

VI. CHANGES FROM COMMITTEE

Immaterial financial changes to July actuals and August year-to-date preliminaries as a result of closing the books for July 2020.

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 July 31, 2020
Presentation

Prepared by: Cathy Downes, Sr. Financial Analyst

IX. APPROVALS

IX. APPROVALS

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



Alex Clifford, CEO/General Manager





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

Santa Cruz METRO Board of Directors

October 23, 2020

Angela Aitken, Chief Financial Officer

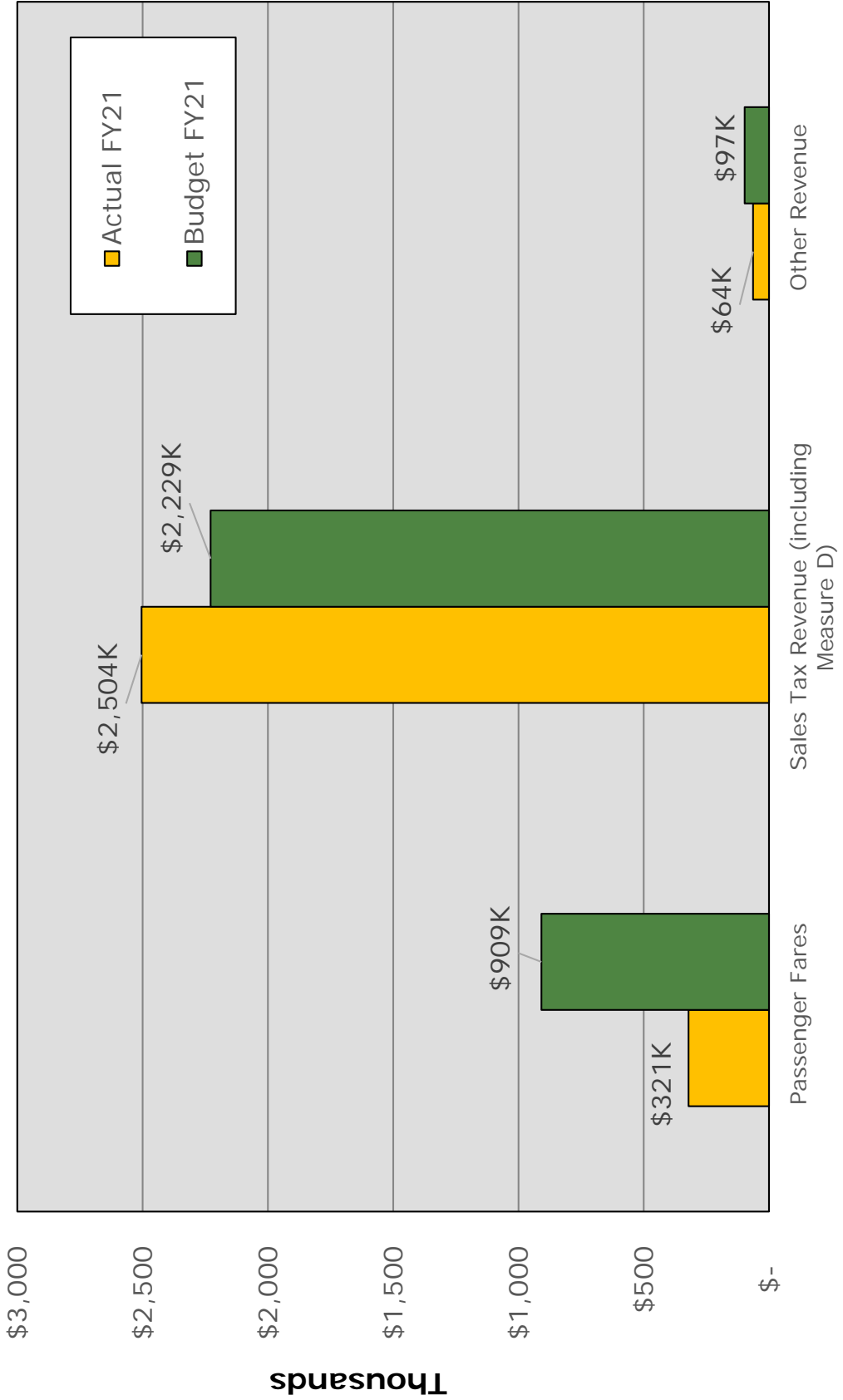
FY21 Operating Revenue and Expenses

Year to Date as of July 31, 2020

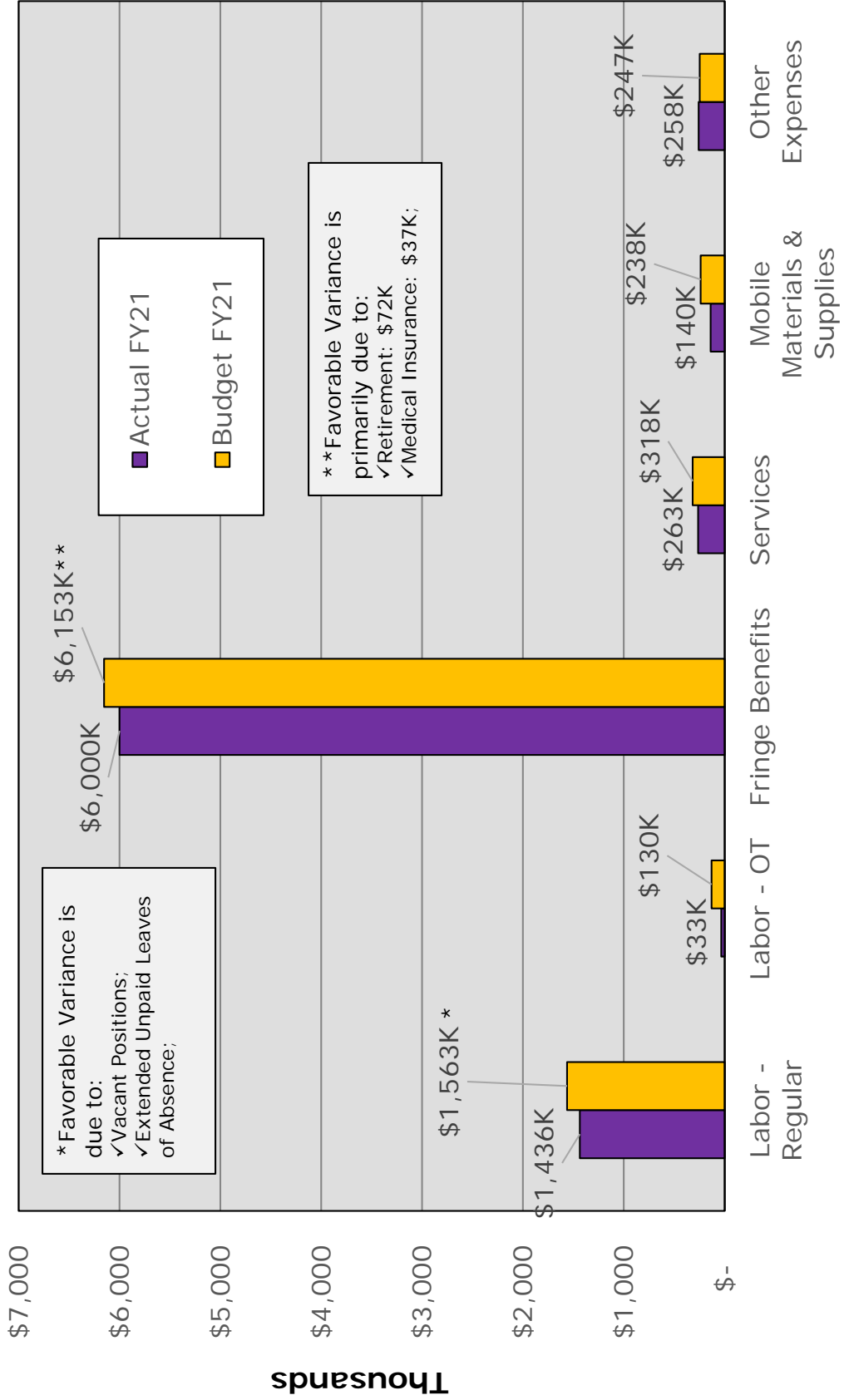
8% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual Favorable/ (Unfavorable)
Operating Revenue:	\$2,890	\$3,235	(\$345)
Operating Expenses:			
Labor - Regular	\$1,436	\$1,563	\$127
Labor - Overtime	\$33	\$130	\$97
Fringe Benefits	\$6,000	\$6,153	\$153
Non-Personnel Expenses	\$661	\$803	\$142
Total Operating Expenses:	\$8,130	\$8,649	\$519
Transfers:	(\$222)	(\$174)	\$48
Operating Balance:			\$126

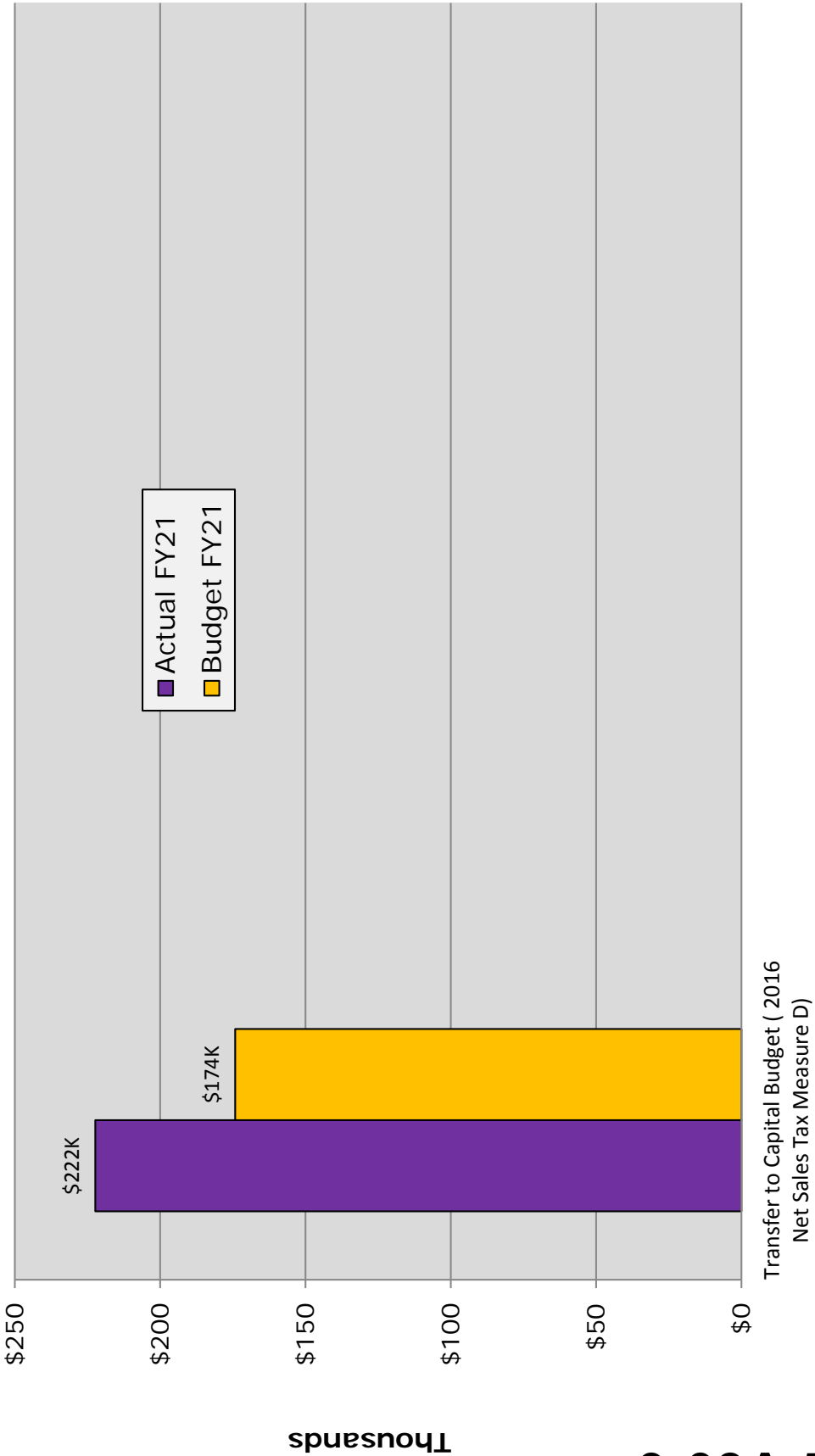
FY21 Operating Revenue by Major Funding Source
Year to Date as of July 31, 2020:
8% of Fiscal Year Elapsed



FY21 Operating Expenses by Major Expense Category Year to Date as of July 31, 2020 8% of Fiscal Year Elapsed



FY21 Transfers
Year to Date as of July 31, 2020
8% of Fiscal Year Elapsed

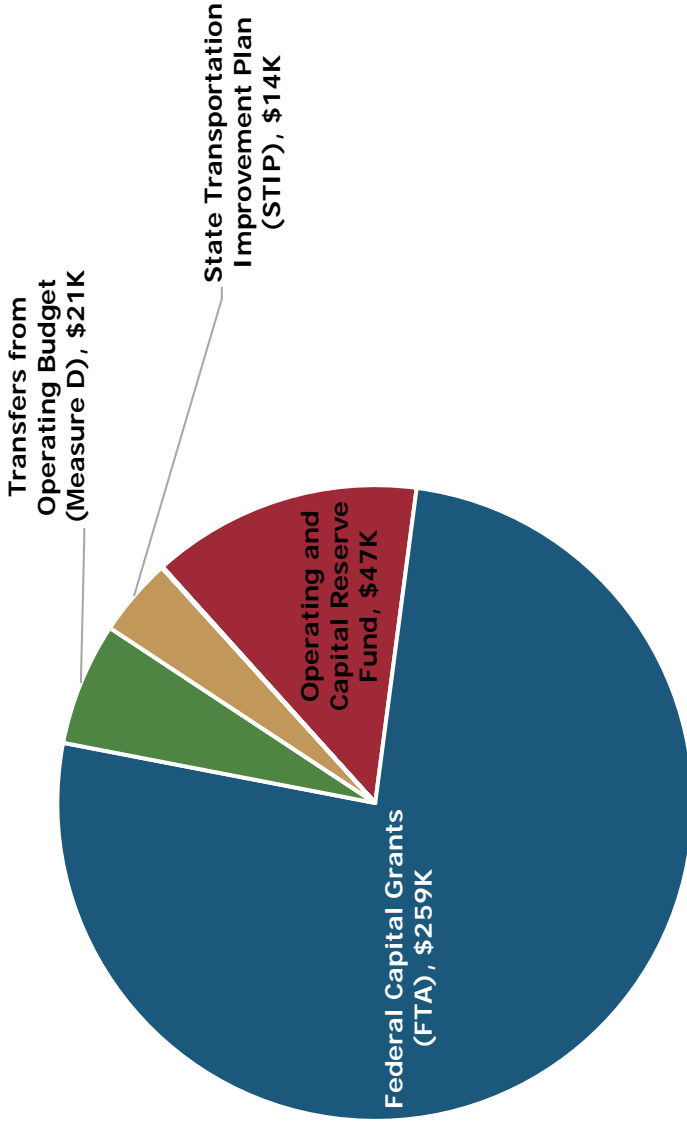


FY21 Capital Budget:

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

8% of Fiscal Year Elapsed

	Actual YTD	Total FY21 Budget	% Spent YTD
Total Capital Funding:	\$340,671	\$28,138,592	1.2%



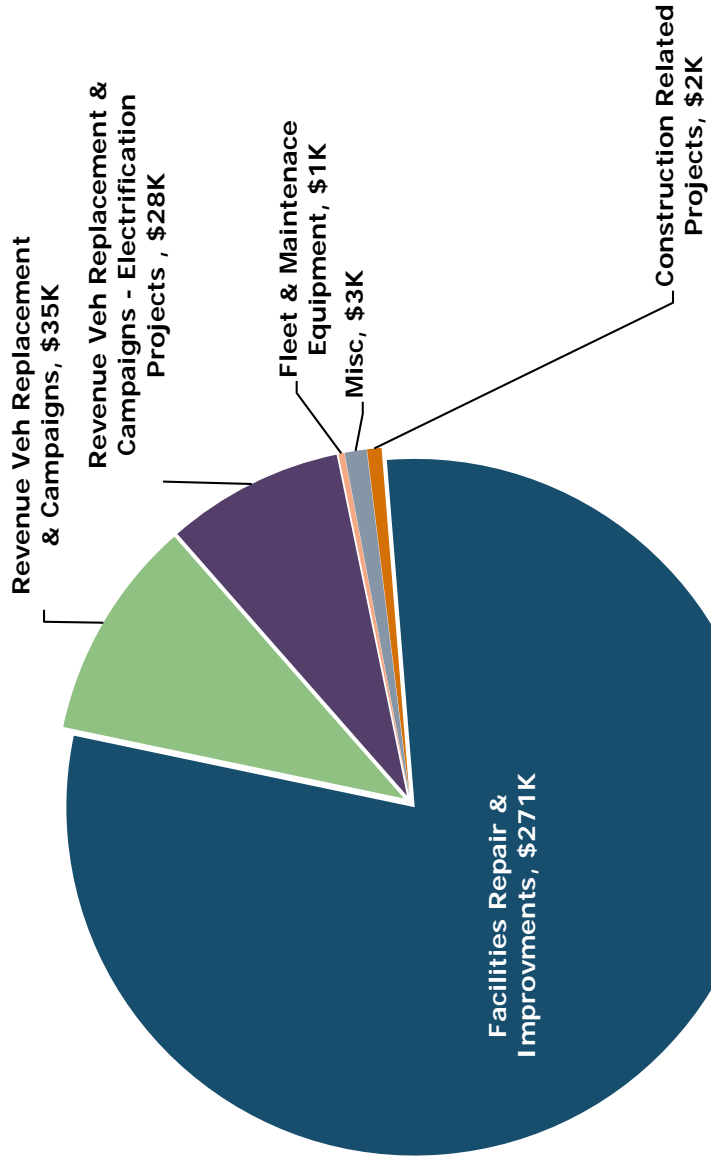
Actual YTD

FY21 Capital Budget:

Spending Year to Date as of July 31, 2020

8% of Fiscal Year Elapsed

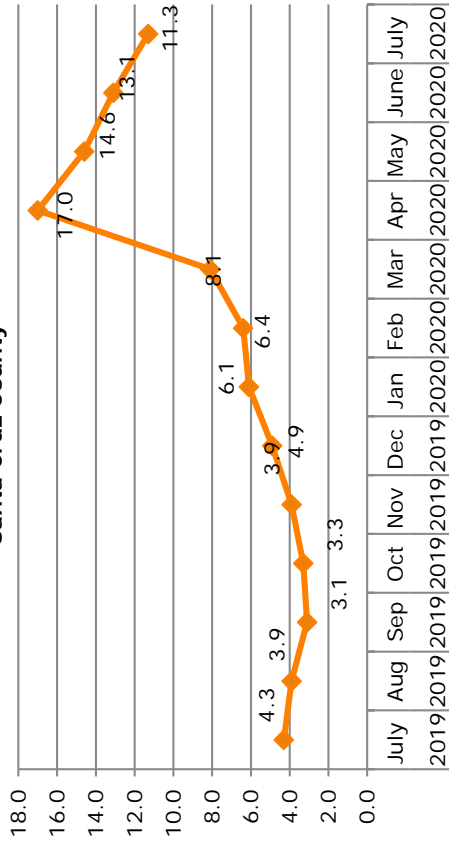
	Actual YTD	Total FY20 Budget	% Spent YTD
Total Capital Projects:	\$340,671	\$28,138,592	1.2%



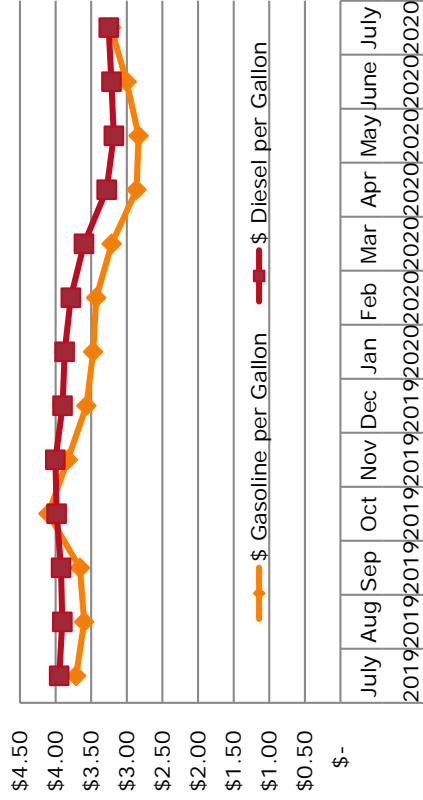
Additional Information

Economic Indicators & Ridership:

Unemployment Rate %
Santa Cruz County



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



FY20-FY21 Ridership: July YTD			
Ridership	FY20	FY21	% Change
Total	271,668	59,256	-78.2%
Hwy 17	22,487	2,693	-88.0%
Local	249,181	56,563	-77.3%
UCSC	78,895	4,946	-93.7%
Cabrillo	12,550	212	-98.3%
Non-Student	157,736	51,405	-68.4%

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

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

**2020-2021 school year is primarily online and no student count is available at this time

**FY21 Operating Revenue, Expenses, and Transfers:
Year to Date as of August 31, 2020: PRELIMINARY:**

17% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual Favorable/ (Unfavorable)
Revenue:	\$7,548	\$6,028	\$1,520
Operating Expenses:			
Personnel Expenses	\$10,299	\$11,256	\$957
Non-Personnel Expenses	\$1,386	\$1,606	\$220
Total Operating Expenses:	\$11,692	\$12,862	\$1,177
Transfers:			
Transfers to Capital Budget	(\$379)	(\$348)	\$31
Transfers to Operating and Capital Reserve Fund	\$0	\$0	\$0
Total Transfers:	(\$379)	(\$348)	\$31
Operating Balance:			\$2,666

Questions

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DATE: October 23, 2020
TO: Board of Directors
FROM: Dawn Crummié, Human Resources Director
**SUBJECT: APPROVAL OF SUCCESSOR CUSTODIAN FOR DEFERRED
COMPENSATION [457(B)] PLAN**

I. RECOMMENDED ACTION

That the Board of Directors approve the attached agreement to appoint Great-West LLC as custodian for the Deferred Compensation (Internal Revenue Code Section 457(b) Plan for METRO employees

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) sponsors for its employees a deferred compensation retirement plan in accordance with Internal Revenue Code section 457(b) (the Plan).
- In 2002, the METRO Board of Directors (Board) entered into a Custodial Services Agreement (Agreement) with Wells Fargo to serve as custodian to hold Plan assets in trust. Wells Fargo recently sold its custodian line of business to Principal, meaning that Wells Fargo can no longer serve as the Plan's custodian.
- The Plan's recordkeeper, Empower, notified staff that the Agreement could be assigned to its affiliate, Great-West Trust Company, LLC (Great West), a qualified custodian, at no additional charge.
- Staff and Legal Counsel have prepared the attached Appointment of Successor Custodian Under the Custodial Account Agreement (Successor Agreement) to revise certain provisions of the Agreement and appoint Great West as the new custodian for the Plan.

III. DISCUSSION/BACKGROUND

The Plan was last amended and restated as of January 1, 2002, at which time Empower (formerly, BenefitsCorp, Inc.) was appointed as the recordkeeper to maintain records of participants' accounts and perform certain administration functions for the Plan, and Wells Fargo, an unaffiliated bank, was appointed as the custodian to hold the Plan's assets in trust. Wells Fargo recently sold its

custodian services line of business to Principal, a transition that took effect in July 2020. Due to this sale, a new custodian for the Plan must be appointed.

Empower's relationship manager for METRO notified staff that, while Principal could be retained to provide custodian services, Empower's affiliate, Great West could take over the Agreement, and that no additional fees would be charged to METRO for those services, beyond recordkeeping fees currently paid for the Plan. This action will also streamline data flow between the Plan's recordkeeper and custodian.

In order to accomplish the transition, Empower requested that staff complete a Successor Agreement. Staff and Legal Counsel reviewed and edited the Successor Agreement to revise certain provisions in the original Agreement. Staff recommends approval of the Successor Agreement to transition custodian services for the Plan from Wells Fargo to Great West.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report aligns to the following METRO Strategic Plan Priorities:

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

V. FINANCIAL CONSIDERATIONS/IMPACT

None

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

Staff considered retaining Principal as the custodian; however, that alternative would not result in the streamlined data flow between the Plan's recordkeeper and custodian.

VIII. ATTACHMENTS

Attachment A: Authorizing Resolution

Attachment B: Draft Successor Custodian Agreement

Prepared by: Dawn Crummié, Human Resources Director

IX. APPROVALS

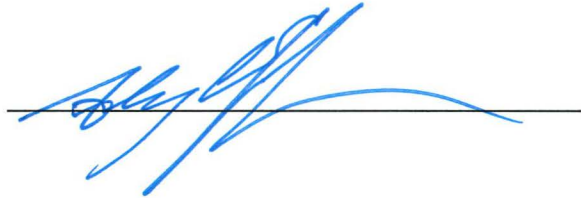
Dawn Crummié,
Human Resources Director



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



Alex Clifford, CEO/General Manager



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Attachment A



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

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

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT APPROVING SUCCESSOR CUSTODIAN AGREEMENT WITH GREAT WEST TRUST COMPANY, LLC FOR DEFERRED COMPENSATION (457(B)) PLAN

WHEREAS, effective January 1, 2002, the Board of Directors (Board) of the Santa Cruz Metropolitan Transit District (METRO) adopted an amended and restated Section 457 Eligible Deferred Compensation Plan for Governmental Employers (Plan), a voluntary retirement plan for METRO employees;

WHEREAS, since January 1, 2002, BenefitsCorp, Inc., a company later acquired by Empower, has served as the Plan's recordkeeper, charged with maintaining records of Plan participants' accounts and performing certain administrative functions;

WHEREAS, effective January 1, 2002, the Board entered into a Custodial Services Agreement (Agreement) with Wells Fargo Bank West National Association (Wells Fargo) to serve as custodian to hold Plan assets in trust;

WHEREAS, Wells Fargo has sold its custodian line of business, which necessitates the appointment of another qualified custodian to hold the Plan's assets in trust;

WHEREAS, Empower's affiliate, Great West Trust Company, LLC (Great West), is a qualified custodian and has agreed to provide custodian services for the Plan without additional charge above the recordkeeping fees paid to Empower;

WHEREAS, appointing Great West as the Plan's custodian will streamline data flow between the Plan's recordkeeper and custodian;

Attachment A

Resolution No. _____
Page 2

WHEREAS, Great West has agreed to serve as the Plan's custodian pursuant to the Appointment of Successor Custodian Under the Custodial Account Agreement attached to this Resolution as Attachment B.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District hereby appoints Great West Trust Company LLC as the Section 457 Eligible Deferred Compensation Plan for Governmental Employers Plan's custodian and approves execution of the Appointment of Successor Custodian Under the Custodial Account Agreement attached to this Resolution as Attachment B.

PASSED AND ADOPTED this 23rd Day of October 2020 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Mike Rotkin, Chair

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Julie A. Sherman, General Counsel

9-04A.2

Attachment B

Appointment of Successor Custodian Under the Custodial Account Agreement

The undersigned Plan Sponsor entered into a Custodial Account Agreement No. 340217-01 and 88055-01 (“Custodial Agreement”) for its Santa Cruz Metro Transit 457 Deferred Compensation Plan & Trust Plan (“Plan”), appointing Wells Fargo Bank, National Association, (“Wells Fargo”) as Custodian of the Plan, effective January 1, 2002 (a copy of the Custodial Agreement is attached as Exhibit A). The Plan Sponsor has notified Wells Fargo of its removal as Custodian under the Custodial Agreement, to be effective July 17, 2020, and hereby appoints a successor Custodian under the Custodial Agreement, effective as of October 23_, 2020, as follows:

1. Great-West Trust Company, LLC (“GWTC”) is hereby appointed as Custodian. GWTC hereby accepts its position and agrees to all of the obligations, responsibilities, and duties imposed upon the Custodian under the Custodial Agreement, as amended herein.
2. Paragraph 6 of the Custodial Agreement, “Compensation Payable to Custodian”, is amended to read in its entirety as follows:

The Plan Sponsor acknowledges that it has retained an affiliate of GWTC to provide recordkeeping services (the “Recordkeeper”) and that the fee for such recordkeeping services included the fee that was previously payable to Wells Fargo under the Custodial Agreement. Although the Plan recordkeeping fees are not changing as a result of the transition from Wells Fargo to GWTC, the Plan Sponsor acknowledges and consents that the annual fee for GWTC’s services is \$1,500 and is included in the recordkeeping fees for the Plan. The Recordkeeper will forward such fees to GWTC at no additional cost. No other compensation shall be paid to GWTC by the Plan or Plan Sponsor.

3. Paragraph 8 of the Custodial Agreement, “Limitation of Liability”, is deleted and the parties agree as follows:
 - (a) To the fullest extent permitted under applicable law and notwithstanding any other provision of this Appointment or the Custodial Agreement, the Custodian shall indemnify and hold harmless the Plan and Plan Sponsor, including their directors, officers, employees, subcontractors, agents, successors and assigns, for, from and against any losses, damages, costs and expenses (including but not limited to reasonable attorneys’ fees, judgments, fines, and amounts paid in settlement, to the extent such settlement has been approved by the Custodian) incurred by the Plan or Plan Sponsor that (i) arise out of or are due to a breach by Custodian of any of its representations, warranties, covenants or other obligations contained in this Appointment or the Custodial Agreement, including breaches in connection with or related to acts or omissions of subcontractors, or (ii) are caused by or result from an act or omission by the Custodian, its affiliate, director, officer, shareholder, employee, subcontractor, agent, successor or assign constituting bad faith, willful misfeasance, gross negligence, or reckless disregard of the Custodian’s duties or obligations under this Appointment or the Custodial Agreement.

Attachment B

(b) To the fullest extent permitted under applicable law and notwithstanding any other provision of this Appointment or the Custodial Agreement, the Plan Sponsor shall indemnify and hold the Custodian, including its directors, officers, shareholders, employees, subcontractors, agents, successor and assigns, harmless for, from and against any losses, damages, costs and expenses (including but not limited to reasonable attorneys' fees, judgments, fines, and amounts paid in settlement, to the extent such settlement has been approved by the Plan Sponsor) incurred in connection with any claim, suit, action or other proceeding that (i) relates to any action by the Custodian taken in accordance with the written directions of the Plan Sponsor or its authorized designee, or any failure to act by the Custodian in the absence of directions from the Plan Sponsor or its authorized designee, except in the case of any act or omission by the Custodian, its affiliate, director, officer, shareholder, employee, subcontractor, agent, successor or assign constituting bad faith, willful misfeasance, or gross negligence, or reckless disregard of the Custodian's duties or obligations under this Appointment or the Custodial Agreement; (ii) arises out of or is due to a breach by the Plan Sponsor of any of its representations, warranties, covenants or other obligations contained in this Appointment or the Custodial Agreement; or (iii) are caused by or resulting from an act or omission by the Plan Sponsor, including its directors, officers, employees, subcontractors, agents, successors and assigns constituting bad faith, willful misfeasance, or gross negligence, or reckless disregard of the Plan Sponsor's duties or obligations under this Appointment or the Custodial Agreement.

4. Paragraph 9 of the Custodial Agreement, "Notices", is amended to read it is entirety as follows:

All notices required to be given, or which may be given by either party to the other, shall be deemed to have been fully given and fully received when made in writing and deposited in the United States mail, postage prepaid and addressed to the respective parties as follows:

To the Plan Sponsor:
Alex Clifford, CEO/General Manager
110 Vernon St.
Santa Cruz, CA. 95060

To GWTC:

Great-West Trust Company, LLC
8525 East Orchard Road
Greenwood Village, CO 80111
Attn: Trust Officer

With a copy to:
Great-West Trust Company, LLC
8525 East Orchard Road
Greenwood Village, CO 80111
Attn: General Counsel

Attachment B

5. Paragraph 11 of the Custodial Agreement, "Governing Law", is amended to read it is entirety as follows:

This Agreement shall be governed by and enforced under the contract laws of the State of California. The Custodial Account hereby created is situated in Colorado and all questions regarding its administration shall be determined under the laws of the State of Colorado, except as preempted by federal law.

6. The parties agree as follows:

Throughout the duration of this Appointment and the Custodial Agreement, Custodian shall maintain insurance coverage in amounts considered by Custodian to be reasonable and customary for Custodian's duties as a professional custodian, including those duties and activities undertaken by Custodian under this Appointment and the Custodial Agreement. On an annual basis, Custodian shall provide an insurance certificate disclosing the types and levels of insurance coverage maintained by Custodian as of that date.

7. All other terms of the Custodial Agreement remain in effect.
8. The Plan Sponsor acknowledges receipt of the GWTC Bank Credit Disclosure attached hereto.

IN WITNESS WHEREOF, the parties hereto have caused this document to be executed in duplicate, in their names and on behalf by and through their duly authorized officers as of the day and year written above.

PLAN SPONSOR

By: _____
Title: _____
Date: _____

GREAT-WEST TRUST COMPANY, LLC

By: _____
Title: _____
Date: _____

Attachment B

Great-West Trust Company, LLC, Bank Credit Disclosure

If Plan assets pass through a bank account held by the Great-West Trust Company, LLC (“GWTC”) or its affiliates, GWTC may earn credits and/or interest on Plan assets awaiting investment or pending distribution. Any credits or interest earned by GWTC are aggregated with credits and/or interest earned by GWTC’s affiliates and will be used to defray the aggregate expenses for the maintenance of bank accounts. GWTC will not retain credits and/or interest earned in excess of such maintenance expenses. Any credits and/or interest in excess of such maintenance expenses shall be retained by the bank.

Credits and/or interest are earned from the use of (i) uninvested contributions received too late in the day or not received in good order to be invested same-day and (ii) proceeds from investment option redemptions where Plan distribution checks have not been presented for payment by Participants. Credits and/or interest (i) begin to accrue on contributions on the date such amounts are deposited into the bank account and end on the date such amounts are invested pursuant to Participant instructions, and (ii) begin to accrue on distributions on the date the check is written or on the wire date, as applicable, and end on the date the check is presented for payment or when the wire clears against the account, as applicable. Earnings of credits and/or interest are at the rate the bank provides from time to time.



DATE: October 23, 2020
TO: Board of Directors
FROM: Margo Ross, Chief Operations Officer
**SUBJECT: RECEIVE A REPORT ABOUT THE METRO PARACRUZ FACILITY
DESIGN PLANS**

I. RECOMMENDED ACTION

That the Board of Directors receive this report about the pre-construction activities of the new METRO ParaCruz Facility

II. SUMMARY

- The Santa Cruz Metropolitan Transit District's (METRO) objective is to construct an approximately 2,800-3,300 sq. feet office building to operate its Paratransit (ParaCruz) Operations and possibly METRO's Customer Service Center.
- METRO has completed a feasibility analysis with the intent of permitting an administrative office and vehicle storage facility on Paul Sweet Road adjacent to Highway 1.
- METRO is in the process of progressing this project development to a level sufficient to apply for an FTA (Federal Transit Administration) Bus and Bus Facilities grant in early 2021.
- During the October 9, 2020, Metro Capital Projects Standing Committee meeting staff provided a preliminary plans of the METRO ParaCruz facility. The overview included discussion on approved Board matching funds; METRO's application to Federal Transportation Administration and the grant application process.

III. DISCUSSION/BACKGROUND

On October 9, 2020 METRO staff and Capital Projects Standing Committee members discussed partnering with internal and external customers regarding the configuration and safest usage of the ParaCruz facility space. The Directors encouraged staff to solicit community input regarding the mobility center and facility design in advance of the build. In the interest of time, METRO is utilizing an on-call architect to complete detailed plans for the facility.

The Directors offered to solicit letters of support from their constituents and key stakeholders to accompany the grant application. Wondimu Mengistu,

Legislative/Grants/Analyst, advised the Committee the funding opportunity is expected to be issued in February/March 2021; with the announcement of the grantees in July 2021.

Currently ParaCruz occupies approximately 5,000 sq. feet at 2880 Research Park in Soquel. The current occupants include the ParaCruz Manager, Paratransit Clerk, Supervisors, Dispatch staff and various offices for other staff. The location also includes a maintenance bay. The layout includes numerous areas not utilized or certain areas not being used efficiently. The current location is not proficiently laid out and approximately 2,000 sq. feet are unused by ParaCruz staff, in part because the former ParaCruz Reservationists used to work out of this location.

Staff is proposing an office area to house ParaCruz dispatch staff and management: including ParaCruz Manager, Supervisors, Dispatchers and Paratransit Clerk. The new layout will bring efficiency and a centralized location for the paratransit staff to perform travel training and paratransit eligibility functions. Approximately half of the square footage is anticipated to support ParaCruz. The new facility would include a reception area for clients.

The new building footprint will include a new centralized mobility center for METRO customers, with easy access for certifications and travel training, similar to the Monterey-Salinas Transit model in Monterey. The building will serve as the eligibility and travel hub for METRO customers. The Paratransit Eligibility Coordinator and Accessible Services Coordinator will be assigned to the new location.

The remaining building is anticipated to be assigned to the Customer Service Department and management team, including Supervisor offices. Restrooms, breakroom, conference room and lactation room will be shared among the various occupants of the new building. A state of the art call center for the Customer Service Representatives is proposed; once again, a one stop location for METRO customers.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

In keeping with METRO's effort of safety first culture and state of good repair, the proposed facility will provide a safe environment for ParaCruz, Mobility Center and the Customer Service Department. The facility consolidates ParaCruz and Customer Service into one location, saving monthly rental fees of the current ParaCruz location and allowing METRO to avoid rental cost by installing Customer Service at the new location.

V. FINANCIAL CONSIDERATIONS/IMPACT

The Board of Directors previously authorized \$2.3M from the Operating and Capital Reserve (includes Alternative Fuel Receipts). The funding provides for

construction, local permits, zoning review, construction engineering and architectural plans and serves as a local match to the future Bus and Bus Facilities grant.

VI. CHANGES FROM COMMITTEE

None. The Capital Projects Standing Committee unanimously recommends the receipt of these design plans with the solicitation of community input.

VII. ALTERNATIVES CONSIDERED

There are no alternatives to consider. METRO has sole ownership of the property and has no other locations to build a ParaCruz facility or a secondary location to relocate the Customer Service staff.

VIII. ATTACHMENTS

- Attachment A:** Current METRO ParaCruz Layout
- Attachment B:** Proposed METRO ParaCruz Layout
- Attachment C:** Proposed METRO ParaCruz Square Footage


Prepared by: Margo Ross, Chief Operations Officer

VIII. APPROVALS

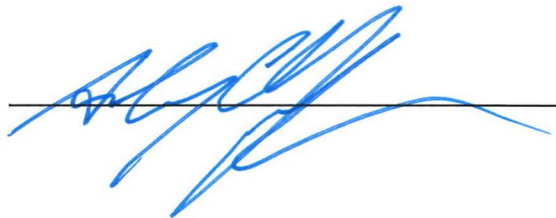
Margo Ross, COO



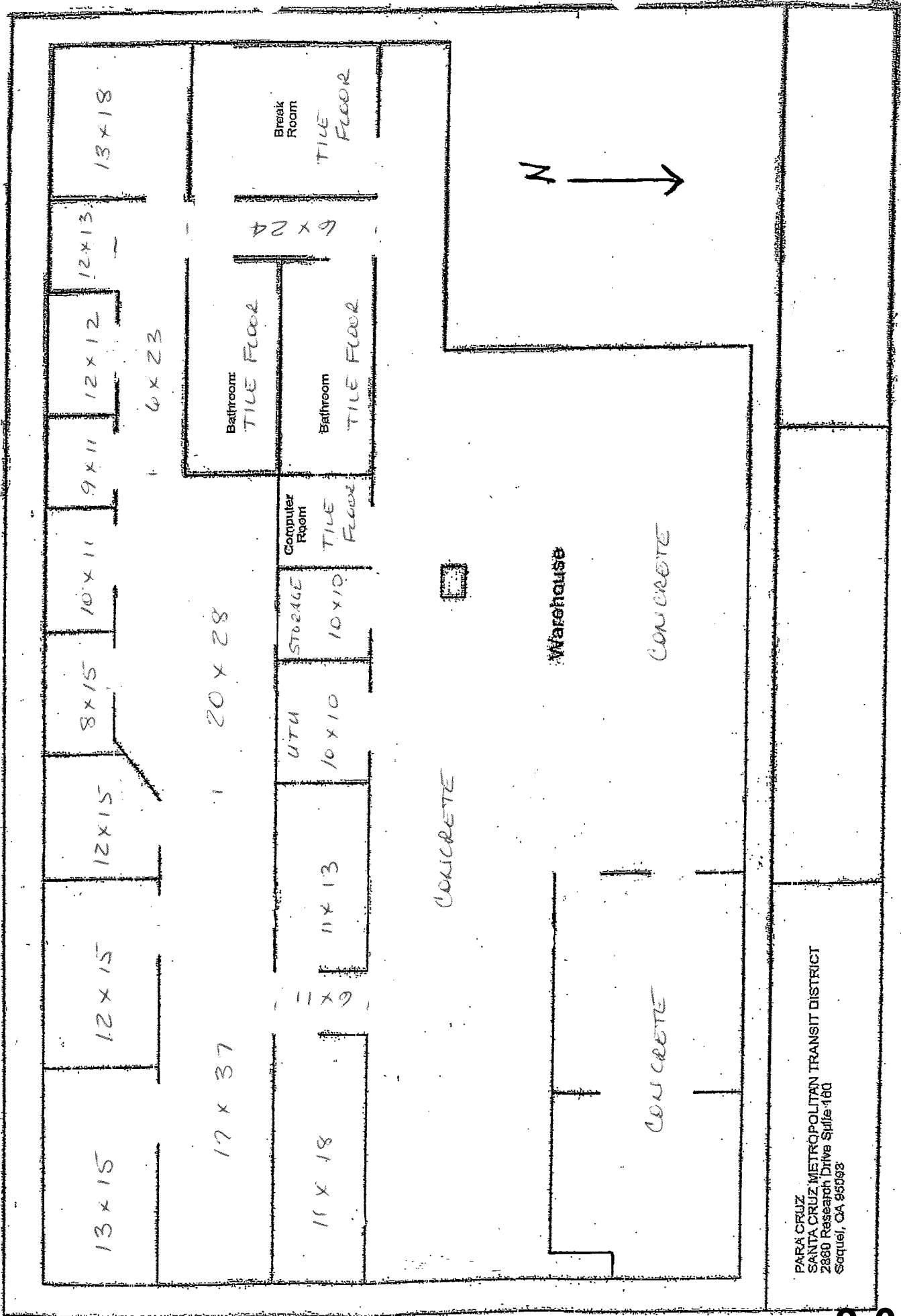
Approved as to fiscal impact:
Angela Aitken, CFO



Alex Clifford, CEO/General Manager



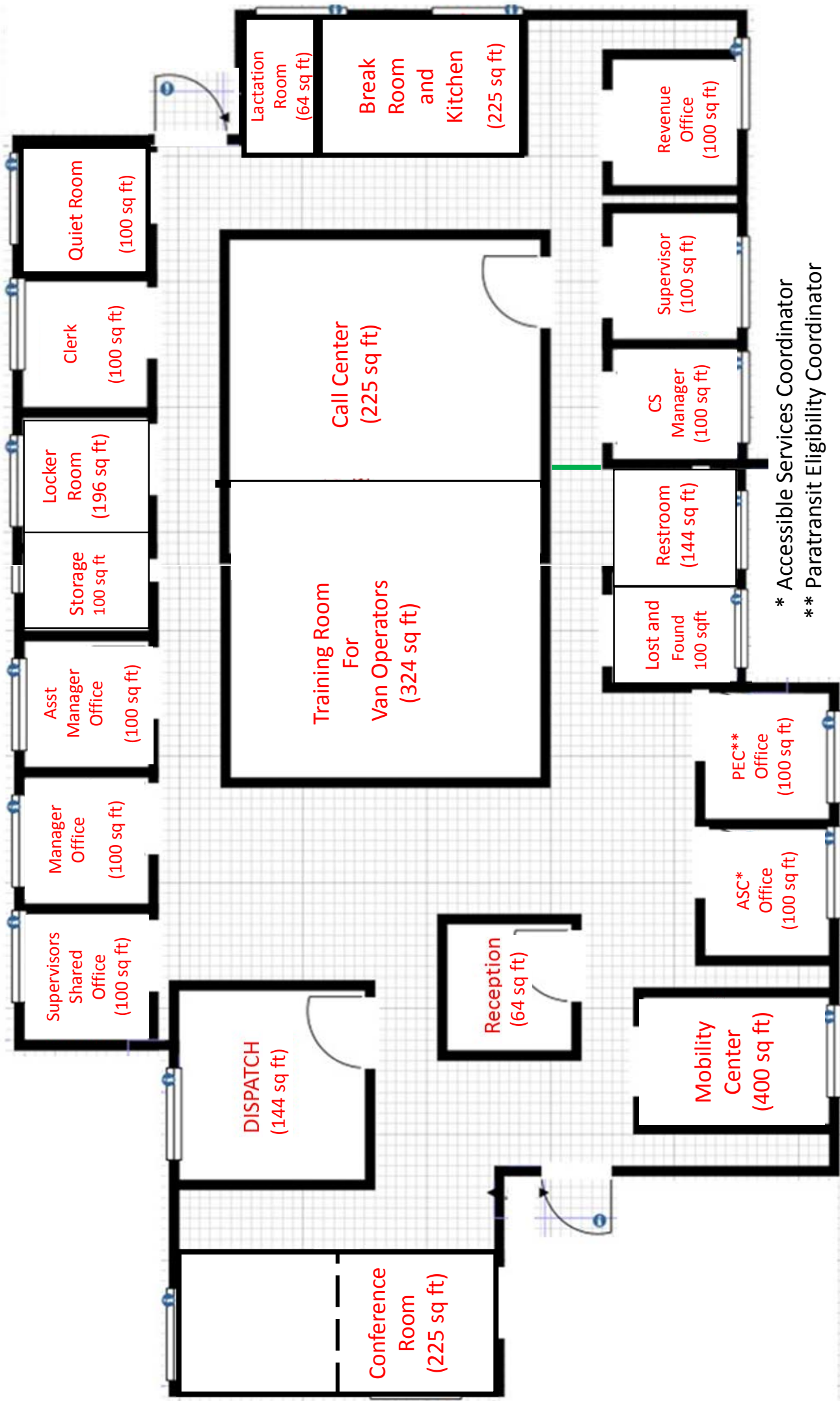
Attachment A



PARA CRUZ
 SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 2880 Research Drive Suite 160
 San Jose, CA 95093

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Attachment B



* Accessible Services Coordinator
 ** Paratransit Eligibility Coordinator

Note: Facility may host around 59 Employees

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Attachment C

ParaCruz Proposed (Approximate) Room Dimensions/Square Footage

Room	Dimensions	Square Feet
11 Offices	10 x 10	1100
Conference Room	15 x 15	225
Dispatch Area	12 x 12	144
Mobility Center	20 x 20	400
Restroom	12 x 12	144
Training Room	18 x 18	324
Call Center	15 x 15	225
Lactation Room	8 x 8	64
Locker Room	14 x 14	196
Reception Area	8 x 8	64
Storage Room	10 x 10	100
Breakroom/Kitchen	15 x 15	225
SubTotal w/o Open Space		3,211
Open Space (Common Areas/Hallways)	TBD	?
Total		TBD

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DATE: October 23, 2020
TO: Board of Directors
FROM: John Urgo, Planning & Development Director
SUBJECT: ACCEPT AND FILE PROGRAM UPDATE ON DOWNTOWN SANTA CRUZ EMPLOYEE BUS PASS PROGRAM

I. RECOMMENDED ACTION

That the Board of Directors accept and file an update on the Downtown Santa Cruz employee bus program

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) began researching a bus pass program for downtown employees in early 2018 at the request of the City of Santa Cruz (City).
- On February 12, 2019, the Santa Cruz City Council (City Council) adopted a framework to expand Transportation Demand Management (TDM) programs for downtown employees with an associated budget of \$585,000, which included purchasing highly discounted transit passes from METRO for downtown employees at a cost of \$311,117 per year.
- On June 28, 2019, the METRO Board of Directors approved a contract with the City to provide the passes for a one-year pilot program, which began on October 1, 2019. During the first six months of the program, there were 12,978 passenger boardings and 296 pass activations recorded.
- On April 28, 2020, City staff recommended and City Council approved directing staff to renegotiate the contract with METRO from a flat fee to a per-boarding reimbursement with allowances for METRO cost.
- The City proposes a reimbursement of \$2.00 per boarding. METRO staff recommends accepting the arrangement proposed by the City in the interest of maintaining the transit component in the City's TDM program and as an opportunity to attract new riders to METRO.

III. DISCUSSION/BACKGROUND

In 2018, METRO began developing a bus pass program for downtown employees at the request of the City for inclusion in the City's framework for

expanded TDM programs for downtown employees. The TDM program, called GO Santa Cruz, is available to all 4,000-plus downtown employees and its goals include reducing congestion, maximizing existing parking resources and reducing greenhouse gas emissions. The program is funded primarily through parking fees.

METRO's proposal included offering highly discounted universal transit passes to downtown employees, drawing on research of successful similar programs in Santa Clara County, Boulder, Colorado and elsewhere. A pricing approach commonly used by these programs is to establish a cost per employee per year for the entire employee pool that could take advantage of the program. Based on its review of other programs, METRO staff built a cost model around the 90% discount currently used in Boulder.

Staff estimated the annual cost of the proposal at \$311,117 for all 4,051 downtown employees. The program cost accounted for METRO's program administration costs and the fare revenue loss from ceasing collection of fares at the fare box for downtown employee trips. Staff considered the results of a downtown employee survey, which found that 267 downtown employees (7% overall) used public transportation to get to work. If the transit mode share among downtown employees grew to 10% with the implementation of a free pass program, and assuming these riders would have purchased a 31-day bus pass, METRO would be collecting approximately \$311,000 in fare revenue, which would be lost with the implementation of the program.

On February 12, 2019, the City Council adopted the TDM framework with an associated project budget of \$585,000, explicitly incorporating METRO's pricing recommendation and program cost. On June 28, 2019, the METRO Board of Directors (Board) approved a contract with the City for the purchase of the passes and the program officially launched in October 2019 as a one-year pilot.

In its six-month program update to the City Council on April 28, 2020, City staff recommended renegotiating the contract with METRO, citing the "large cost of the transit element of the GO Santa Cruz program coupled with the low utilization." City staff noted that at \$311,117, the transit pass component comprised 53% of the total GO Santa Cruz program budget and cost the City \$9.99 per passenger trip. The City proposed moving to a pay per use reimbursement based on a local METRO fare of \$2 per trip.

An analysis of METRO utilization through the first six months of the GO Santa Cruz program reveals that transit usage performed as well or better compared to other modes supported by the program. GO Santa Cruz users, for example, logged 6,027 bike trips, 3,105 walking trips, 2,292 carpool trips, and are known to have taken 12,978 transit trips - 53% of all trips - directly proportional to the transit cost component of the program (staff acknowledges there could be unlogged bike, walk or carpool trips). In terms of the cost per trip, the City's data reveal the City paid \$29 per JUMP bike trip and \$20 per BikeLink parking event

through the first six months of the program. At \$9.99, a transit trip was more cost effective per trip than these modes.

Still, the program did not achieve the reach envisioned by either party. Of the 4,051 passes made available to downtown employees, only 314 have ever been activated to date. This suggests the program failed to attract more than the existing transit rider pool. This may be because interested users have to approach the City to obtain a physical pass rather than being automatically eligible for the program by virtue of being a downtown employee.

Other aspects of the program's rollout may have hindered success. TDM programs require proactive marketing to prompt the behavioral change needed to ensure success, but the City's outreach activities to encourage transit use were limited at launch and further stilted by the COVID-19 pandemic. In addition, the City's pricing of transportation alternatives in the downtown area does not send appropriate price signals to encourage transit use. Downtown parking permits, for example, cost \$45, less than a monthly METRO pass. For its part, the City stressed that METRO did not increase transit service to the downtown area; however, program funds were not available to do so and downtown Santa Cruz already benefits from the highest level of transit service in the METRO system.

At its April 2020 meeting, the City Council approved directing staff to renegotiate the contract with METRO "to reflect an 'Eco Pass' model with allowances for METRO cost," acknowledging the cost to METRO associated with administering the program. However, the City has proposed a flat \$2.00 per boarding reimbursement based on the price of a local fare without allowances for METRO's cost. On April 27, 2020, METRO's CEO wrote a letter to the City Council (Attachment A) requesting that they allow the pilot to continue, as jointly envisioned, and that the City fulfill its obligation to distribute the 4,000 passes. Instead, the City Council opted to direct staff to renegotiate the contract.

The benefits of transit ridership towards reducing the City's parking needs and meeting its climate and equity goals are easily worth more than \$2 per trip, and the costs associated with providing transit service are far greater. Nevertheless, in the spirit of collaboration, METRO staff recommends accepting the arrangement proposed by the City in the interest of maintaining its partnership and the continued inclusion of a transit component in the GO Santa Cruz program.

To overcome some of the program's earlier limitations, the City and METRO have agreed to migrate the program to METRO's new mobile platform. Rather than having to request and receive a physical card, downtown employees will now simply need to provide an eligible email address to activate a pass on their mobile device (existing users and those without smart phones will still be able to request and use the existing smart cards). Staff hopes this will not only expand the reach of the program but also increase usage of METRO's new mobile app.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report aligns with the Strategic Alliances and Community Outreach Strategic Plan Priority.

V. FINANCIAL CONSIDERATIONS/IMPACT

Under the previous contract, METRO would have received an additional \$155,000 for the remaining six months of the contract term. Under the new agreement, staff expects to receive approximately \$15,000 over an equivalent six-month period, dependent on ridership. The City has proposed proceeding without a contract as the billing amount will not exceed the City's contract authority. In an effort to minimize METRO administrative costs, staff will no longer provide monthly ridership reports broken down by route and will simply invoice monthly based on total ridership. The City has also agreed to maintain the employee eligibility list and will cover the processing fee associated with redeeming passes through the mobile platform.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

The Board could choose not to have an agreement with the City of Santa Cruz for a downtown employee bus pass. While the data indicate the impact of the program on METRO ridership was negligible through the first six months of the program, there is still a potential benefit for continued inclusion of a transit component in the GO Santa Cruz program as an opportunity to introduce new riders to the METRO system. Staff therefore does not recommend this action.

VIII. ATTACHMENTS

Attachment A: April 27, 2020 Letter to the Santa Cruz City Council

Prepared by: John Urgo, Planning & Development Director

VIII. APPROVALS

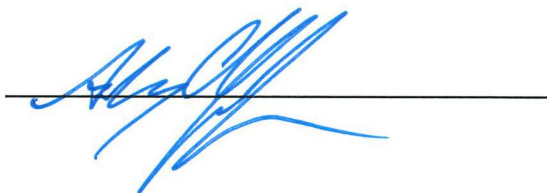
John Urgo
Planning & Development Director



Approved as to fiscal impact:
Angela Aitken, CFO



Alex Clifford, CEO/General Manager



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*Santa Cruz Metropolitan
Transit District*



April 27, 2020

Attn: Council Members Mathews and Meyers

Santa Cruz City Council

City of Santa Cruz

Via: Email

Dear City Councilmembers:

On April 28, 2020, you are being ask to evaluate the Go Santa Cruz EcoPass and determine that you are overpaying Santa Cruz METRO \$20K/month. Further, that you direct staff to go back and renegotiate the contract.

On April 13th, City staff emailed me their intention to make this request of the City Council on April 28th. I understand that in 2019, when the City Council approved the Go Santa Cruz EcoPass, they requested a six-month update following implementation. I have no quarrel with that. In my response to City staff on April 13th, I strongly counseled that tagging on their request to renegotiate the contract with a six-month review was not only bad timing, but also the wrong ask. I requested that the City staff reconsider their approach and I provided them Option 1 below. Unfortunately, my request has been ignored.

Please understand, for me to take the significant amount of time it has taken me to write this letter in the middle of a COVID crisis in which 95% of my daily time is devoted, should tell you something significant about my disagreement with the City staff approach.

I respectfully request that you not take the action requested by your staff, and instead consider one of these two options:

1. Suspend the Go Santa Cruz EcoPass from March 23, 2020 until a mutually agreed upon restart date in the future, extending the end date of the contract by the same amount of time? Further, that METRO be asked to suspend invoicing the City for payment of \$25,926.42/month from March 23, 2020 (prorated - March) until the mutually agreed upon restart date?, **OR**
2. That the City exercise their option to terminate the Contract with 30 days advance notice, per Article 5.02 of the Contract.

If the City's goal is to limit their financial obligations during the COVID fiscal crisis, then Option 1 is a logical approach. If however the City's goal is complete elimination of their contractual obligation with METRO, then Option 2 seems logical. With Option 2, the City could later, choose to continue a small commitment to the bus EcoPass component of their TDM program by purchasing METRO monthly bus passes at our bulk rate discount - up to 20% volume discount.

Please recall that it took over a year to negotiate the Contract and several months after that to launch the program. Attempting to renegotiate the Contract based on data from only six of the twelve months of the Pilot Program, is in my opinion, the wrong approach, and not an approach I will support when presented to the METRO Board for consideration.



Please don't get me wrong. I appreciate the City's budgetary challenges that result from the COVID-19 crisis. I further appreciate that the City ceased to collect paid parking on March 17, 2020 and that the Parking District Fund subsidizes the EcoPass. However, misinterpreting the EcoPass Pilot Program data should not be a basis for saving \$20K/month. If the City feels the Pilot Program is a failure, please exercise Option 2 above and cancel the Contract. If however, you believe the Pilot Program has potential, then please consider Option 1 above.

I would like to further point out that the City's **NEW** strategy of distributing the EcoPasses to only interested downtown employees instead of the agreed upon 4,051 downtown employees, defeats the whole purpose of the EcoPass program, and absent much more adequate marketing efforts, results in capturing only the pre-EcoPass existing METRO ridership. Such a departure from our contractual agreement is not consistent with METRO's objectives in this collaboration.

Some facts to consider:

Contractual

- A. As per Article 2.02 of the Contract, METRO provided the City of Santa Cruz with 4,051 encoded passes with the City's artwork (branding) at a full cost to METRO of \$4,305.
- B. 2.02 continued - "The City will be responsible for distribution and marketing of "Go Santa Cruz Bus Pass" fare media."
- C. As per Article 2.03 of the Contract, "The City will issue a METRO approved "Go Santa Cruz Bus Pass" to all employees in Parking District No 1 under such terms and conditions as City deemed appropriate in its sole discretion,..."
- D. As per Article 4.01 of the Contract, "The City will pay METRO for the costs of providing METRO Transit Passes to all downtown employees for a total annual cost of \$311,117."
- E. As per Article 5.01 of the Contract, "The term of the Contract is one (1) year, from October 1, 2019 through September 30, 2020."
- F. There is no language in the contract about renegotiating the Contract, except in the case of extending the Contract (Article 5.01).

Program Performance

- A. At six months into the Contract, the City has only distributed **609** of the intended **4,051** EcoPasses.
- B. Of the 609 passes distributed, only 308 cards have been used to date.
- C. METRO's baseline estimate of pre-EcoPass downtown riders was 267. At only 308 EcoPass cards used, it appears the City has only been able to capture the pre-EcoPass existing METRO ridership.
- D. METRO and the City had intended to collaborate on at least two EcoPass marketing events in April. However, the COVID-19 crisis has interrupted those plans.
- E. As designed, the City's cost/trip was expected to be high in the first year of the Pilot Program. It was anticipated that it would take some amount of time to deploy 4,051 passes and to market the benefits of their usage. Early interpretation of the data would obviously result in a higher cost per trip. However, as market saturation occurs, the cost/trip will come down. To that point, there was a 16% increase in total passenger trips from January to February and a 20% increase in average passenger trips/day from January to February.



- F. The City staff report reflects that the City cost should be 1/5 the current cost...the City only distributed 1/7 of the expected EcoPasses.
- G. METRO staff has expressed numerous times through the development of the EcoPass that City parking rates and the potential success of the EcoPass go hand-in-hand. METRO staff believe the City should have raised their parking rates more than they did.
- H. Final thought – How do you evaluate the success or failure of a one-year Pilot Project at six months in when the City has only distributed 15% of the intended passes? If a 15% distribution level generated 14,734 trips between October 2019 and March 2020, is it possible that a fully implemented Pilot Program might have generated nearly 100,000 trips over the same period? That would be exciting! The program shows potential despite the minimal rollout.



In closing, please consider the Options provided in this letter, preferably Option 1, which is the Option that respects the time both agencies have put into this Pilot Program and provides the best path towards the goals established in the City TDM Program and METRO's goal of growing ridership.

Respectfully,



Alex Clifford, CEO
Santa Cruz Metropolitan Transportation District

cc: Martín Bernal, City Manager

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DATE: October 23, 2020
TO: Board of Directors
FROM: John Urgo, Planning & Development Director
SUBJECT: APPROVE STAFF RECOMMENDATION OF THE FY21 CAPITAL PROJECTS PROGRAM AND RECEIVE THE TEN-YEAR UNFUNDED CAPITAL LIST UPDATE

I. RECOMMENDED ACTION

That the Board approve the staff recommendation of the FY21 capital projects from allocation of Federal Transit Administration (FTA) 5339(a) funding and receive the Ten-Year Unfunded Capital Project List

II. SUMMARY

- Santa Cruz Metropolitan Transit District (METRO) received \$568,908 from the Federal Transit Administration's (FTA) 5339a FY20 Bus and Bus Facilities Formula Program.
- At the October 9, 2020 Capital Projects Standing Committee meeting, the Committee recommended the Board approve the project list identified in Attachment A to be funded in FY21.
- METRO maintains and annually updates a Ten-Year Unfunded Capital Project List so that in the event new funding becomes available, there is an identified set of projects from which to select.

III. DISCUSSION/BACKGROUND

New FY21 Capital Projects

METRO has prioritized its most immediate and critical non-bus replacement needs and proposes the projects identified in Attachment A be funded in FY21. It is proposed that these projects be funded from the FTA 5339a FY20 formula allocation in amount of \$568,908. These projects (Attachment A) were approved by the METRO Capital Projects Standing Committee on October 9, 2020.

1. Golf Club Parts Washers (\$80,000)

METRO has a critical need to replace parts washers which have exceeded their useful lifespan of six years. The project will remove the current parts washer and install a new parts washer with a stainless steel holding tank for better longevity, ensure equipment safety and reliability and to maintain a

state of good repair. Furthermore, the fund will address safety concerns among workers and the need to maintain clean and efficient bus operating equipment.

2. Fueling and Wash Facility - Awning Install (\$238,908)

METRO will use funds to install awnings around the Fueling and Wash Facility to protect employees against rain and direct sunlight when fueling buses. METRO is in the final stages of the design and, once completed, METRO will work on a scope of work and go out for bid. Once the contract is awarded, a contractor will build awnings attached to the current fueling and wash facility per the architect's drawing.

3. Service Truck (\$150,000)

METRO's service truck has exceeded its useful service life and needs to be replaced. This project will enable METRO to purchase a new service truck which will allow METRO to provide roadside assistance to buses and other vehicles suffering breakdowns while on the route. It also helps move these buses to safe locations when they fail in hazardous areas. The new service truck will increase METRO's ability to respond to needs for roadside support and avoid an unnecessary tow.

4. Non-Revenue Electric Vehicles (\$100,000)

METRO's Transit Asset Management Plan (TAM) establishes the useful life of a light-duty vehicle and support vehicle as eight years. METRO currently has 45 light-duty and support vehicles with an average of ten years; 16 of these are more than 15-year-old gasoline vehicles averaging 89,567 miles that need to be replaced as soon as possible. The Maintenance Manager has determined that the 16 light-duty and support vehicles need to be retired by 2021. METRO sees this significant vehicle replacement challenge as an opportunity to transition to a fully electric fleet sooner rather than later.

If approved, these projects would be included in an updated FY21 Capital Project List.

Ten-Year Unfunded Capital Project List

METRO maintains a Ten-Year Unfunded Capital Project List that is updated periodically so that in the event new grants or other sources of funding become available, there is an identified set of projects from which to select. Attachment B is the updated FY21 – FY30 Unfunded Capital Projects List.

The projects are categorized in different groups corresponding to eligible project types offered by different grant solicitations.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

The actions taken in this report tie to METRO's Financial Stability, Stewardship and Accountability, Service Quality and Delivery, and State of Good Repair Strategic Priorities.

V. FINANCIAL CONSIDERATIONS/IMPACT

New FY21 Capital Projects

Pre-award authority is available for the new proposed FY21 Capital Project List from the FY20 FTA 5339a allocation in the amount of \$568,908.

Ten-Year Unfunded Capital Project List

The Unfunded Capital Project List does not have an immediate financial impact beyond identifying the shortfall in funding necessary to maintain METRO equipment and facilities in a state of good repair, which is projected to be approximately \$196 million.

VI. CHANGES FROM COMMITTEE

The Capital Projects Standing Committee unanimously recommends these projects for Board approval.

VII. ALTERNATIVES CONSIDERED

Do not add the approved project list from the FY20 FTA 5339(a) formula program to the FY21 Capital Projects program. The Board could also choose to fund alternate projects from the Ten-Year Unfunded Capital Projects List.

As these projects have been identified as near term priorities, this is not recommended.

VIII. ATTACHMENTS

Attachment A: FY21 Proposed Capital Projects

Attachment B: FY21 – FY30 Ten-Year Unfunded Capital Project List

Prepared by: Wondimu Mengistu, Grants/Legislative Analyst

IX. APPROVALS

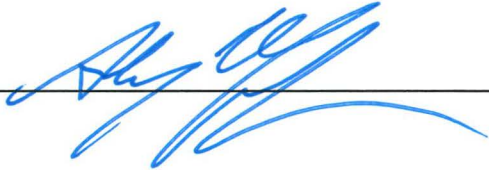
John Urgo, Planning
and Development Director



Approved as to fiscal impact:
Angela Aitken, CFO



Alex Clifford, CEO/General Manager



Attachment A

FTA FY20 5339a PROPOSED CAPITAL PROJECTS (\$568,908)				
#	Project	Description	Estimated Cost	Project Sponsor
1	Golf Club Parts Washers	Replace the JRI units purchased 2010	\$ 80,000	Freddy Rocha
2	Fueling and Wash Facility - Awning Install	Construction phase - Awning at front of fueling island	\$ 238,908	Freddy Rocha
3	Service Truck	Road call fitted with service equipment	\$ 150,000	Eddie Benson
4	Non-revenue Electric Vehicles	Replace 4 old non-rev vehicles with electric non-rev vehicles	\$ 100,000	Eddie Benson
Total FY21 Requests			\$ 568,908	
Available funding from FY20 FTA 5339a (capital only)			\$ 568,908	

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ATTACHMENT B

10 year METRO Unfunded Capital Projects - Summary

Category	5-yr need (000s)	10-yr need (000s)
Construction	\$ 72,125	\$ 147,475
Vehicle State of Good Repair (SGR)	\$ 28,825	\$ 33,195
Facilities Maintenance	\$ 6,095	\$ 9,220
Information Technology (IT)/Communications	\$ 6,321	\$ 6,321
Total	\$ 113,366	\$ 196,211

Attachment B

UNFUNDED CAPITAL PROJECTS (000s)																		
#	Project	Description	Cost (000s)	Construction														
				21	22	23	24	25	26	27	28	29	30					
1	ParaCruz Operating Facility (Mobility Management Center)	Property Acquisition, Design, Right-of-Way and construction for new ParaCruz Operating Facility	\$ 3,700	\$ 3,700														
2	Cavallaro Transit Center roof replacement and solar panels	Shingle roof and solar panels	\$ 75	\$ 75														
3	Maintenance Facility Bay 11 Modifications	Modify Bay 11 to better accommodate articulated buses.	\$ 100	\$ 100														
4	Upgrade Pasatiempo Northbound stop	Design, engineering, and construction of shelter pad and waiting area	\$ 50	\$ 50														
5	Fluid Management System Phase 2	Purchase and installation of fluid management system	\$ 650	\$ 650														
6	ZEB Fast-charging Infrastructure at WTC	Fast-charging infrastructure at Watsonville Transit Center	\$ 1,000	\$ 1,000														
7	Vernon Street Bus Stop	Move (Route 4) bus stop to lower Admin parking lot. Install base and concrete to bus stop pad and maneuvering apron. Necessary precursor to securing maintenance facility.	\$ 600							\$ 300	\$ 300							
8	Solar Panels at Ops, Maintenance, Admin	Energy cost reduction through installation of roof-mounted solar panels at the Judy K. Souza Operations Facility, Golf Club, and Vernon	\$ 2,000	\$ 2,000				\$ 2,000										
9	Maintenance Facility Wing 2 (to accommodate articulated buses)	Property Acquisition (including 1231 River St), Design, Right-of-Way and Construction for second wing of Maintenance Facility	\$ 15,850							\$ 15,850								
10	Soquel/Freedom Traffic Signal Priority/Pre-emption for Buses	Enable coach operators to actuate traffic signals to prolong green or change red lights to improve transit running time	\$ 2,000							\$ 2,000								
11	Mid-county Park and Ride	New mid-county park and ride to replace Soquel Park & Ride, Capitola Mall?	\$ 10,000							\$ 10,000								
12	Watsonville Park and Ride Lot	South County P&R to support Hwy 1 commuters (200 spaces)	\$ 10,000							\$ 10,000								
13	Cavallaro Transit Center Parking Structure	3-Story Parking Structure to support Hwy 17 Express commuters and City activities	\$ 26,400							\$ 26,400								
14	Remove Diesel Tank	Remove tank after replacement of last diesel bus fleet. On hold, as more diesel buses may be added to the fleet.	\$ 50											\$ 50				
15	South County Ops. & Maint. Facility	Auxiliary Operating (including ParaCruz) & Maintenance Facility in Watsonville.	\$ 50,000															\$ 50,000
16	New Watsonville Transit Center	Replacement of current transit center	\$ 25,000															\$ 25,000
			\$147,475	\$ 3,925	\$ 1,650	\$ -	\$ 2,000	\$ 64,550	\$ 300	\$ -	\$ 50	\$ -	\$ -	\$ 50	\$ -	\$ -	\$ 75,000	
			\$ 72,125															

		UNFUNDED CAPITAL PROJECTS (000s)									
Vehicle SGR		21	22	23	24	25	26	27	28	29	30
#	Project	Description	Cost (000s)								
1	ParaCruz Replacements	5 new vehicles per year FY20-22; 3 new vehicles per year FY23-29	\$ 2,145	\$ 360	\$ 255	\$ 255	\$ 255	\$ 255	\$ 255	\$ 255	\$ 255
2	Bus Replacements 2022	Bus Replacements Replace (6) CNG buses	\$ 4,200	\$ 4,200							
3	Bus Replacements 2023	Bus Replacements Replace (16) CNG buses	\$ 11,200	\$ 11,200							
4	Bus Replacements 2024	Bus Replacements Replace (0) buses	\$ -								
5	Bus Replacements 2025	Bus Replacements Replace (7) CNG buses	\$ 4,900		\$ 4,900						
6	Bus Replacements 2026	Bus Replacements Replace (10) CNG buses	\$ 7,000		\$ 7,000						
7	Bus Replacements 2027	Bus Replacements Replace (0) buses	\$ -								
8	Bus Replacements 2028	Bus Replacements Replace (0) buses	\$ -								
9	Bus Replacements 2029	Bus Replacements Replace (4) buses (3 CNG; 1 ZEB)	\$ 3,350						\$ 3,350		
10	Diesel-electric Hybrid Battery Replacements	10 buses - replace 4 batteries per year in FY21-22; 2 in FY23 (\$40k/battery)	\$ 400	\$ 160	\$ 80						
11	Non-revenue Vehicle Replacements	Non-revenue trucks and cars	\$ -								
		Unfunded Capital Costs thru FY2030	\$ 33,195	\$ 4,360	\$ 11,720	\$ 335	\$ 5,155	\$ 7,255	\$ 255	\$ 3,605	\$ 255
		Unfunded Capital Costs thru FY2025	\$ 33,195	\$ 4,360	\$ 11,720	\$ 335	\$ 5,155	\$ 7,255	\$ 255	\$ 3,605	\$ 255
		Unfunded Capital Costs thru FY2025	\$ 28,825								

*** Based on 10/31/19 Long-Range Bus Replacement Plan
 *** Based on 2019 cost assumptions: CNG 35' & 40' - \$700k; artic - \$850k; ZEBs - \$1.25M
 *** The project year (Bus Replacements 20XX) is the year the bus needs replacement. The funding need is placed in the previous fiscal year because it takes about a year from purchase to receive the bus.

Attachment B

UNFUNDED CAPITAL PROJECTS (000s)													
Facilities Maintenance													
#	Project	Description	Cost (000s)	21	22	23	24	25	26	27	28	29	30
1	Pacific Station Rehabilitation or Redevelopment	Rehab of existing facility or redevelopment as part of City project, subject to availability of grant funding	\$ 1,800										
2	Capital upgrade of existing transit facilities	Capital upgrade of bus stops, parking lots, transit centers, buildings	\$ 750	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75
3	Custodial Equipment Replacement	Vacuums, Buffers, Scrubbers	\$ 200	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20
4	Landscaping/Irrigation	Re-landscape & irrigate all sites	\$ 300	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30
5	Bird Abatement	All Facilities	\$ 10	\$ 10									
6	Furniture	All Facilities	\$ 150	\$ 50	\$ 50	\$ 50							
7	Fueling and Wash Facility - Awning Install	Construction phase - Awning at front of fueling island	\$ 250	\$ 250									
8	Fuel and Wash Facility - rust removal and repaint	Remove rust and repaint bus fuel and wash facility and equipment	\$ 125	\$ 125									
9	Replace Pressure Washer System	Pressure washer for engine cleaning	\$ 580	\$ 580									
10	Golf Club Flooring	Installation of Tremco Elastomeric Traffic Coating System in Bus Shop and Parts Dept	\$ 450	\$ 450									
11	Emergency Operations Centers		\$ 200	\$ 200									
12	Maintenance parking lot drainage	French drain or other solution to ensure water doesn't drain to Rayne building	\$ 50	\$ 50									
13	Portable Bus Lifts	1 sets of 4 standard lifts, \$75k. Estimate includes labor.	\$ 75	\$ 75									
14	Administration Remodel	Office remodel of 110 Vernon St.; move/add office space and reconfigure/replace HVAC	\$ 1,000	\$ 1,000									
15	Golf Club Interior Painting	Golf Club Interior Painting	\$ 150	\$ 150									
16	Medium Duty Trash Truck	Specialty truck for safer and more efficient bus stop trash cleanup	\$ 150	\$ 150									
17	Shop bay door drainage	French drain or other solution for shop bay door drainage	\$ 200	\$ 200									
18	Golf Club Parts Washers (3)	Replace the JRI units purchased 2010	\$ 80	\$ 80									
19	Parallelogram Lift Replacement		\$ 200	\$ 200									
20	Fueling Station	Roof replacement and mid-life rehab. Includes sewer lift pump	\$ 250	\$ 250									
21	Golf Club Generator Replacement		\$ 100	\$ 100									
22	Bus Washer Replacement		\$ 450	\$ 450								\$ 450	
23	In-ground Bus Lifts	Remove and replace in-ground lifts	\$ 1,700	\$ 1,700								\$ 1,700	
			\$ 9,220	\$ 1,465	\$ 3,725	\$ 375	\$ 405	\$ 125	\$ 125	\$ 375	\$ 225	\$ 2,275	\$ 125
			\$ 6,095										

9-07B.4

Attachment B

UNFUNDED CAPITAL PROJECTS (000s)

#	Project	Description	Cost (000s)	FY																
				21	22	23	24	25	26	27	28	29	30							
1	Bus APC	Automatic Passenger Counter (APC) systems on all METRO buses.	\$ 650	\$ 650																
2	Maintenance Facility Electronic Access Control	Electronic building access control to Golf Club Maintenance building; security lighting and cameras	\$ 50	\$ 50																
3	Backup (to Kite Hill) Repeater Site	2-way Radio Equipment to allow JKS to function as an emergency radio repeater site	\$ 25	\$ 25																
4	Eligibility Coordinator ID Card Printer		\$ 6	\$ 6																
5	Account-based Fare Collection Upgrade	Account-based fare collection upgrade to replace GFI paper and plastic pass system (excluding fareboxes and vaults)	\$ 500	\$ 500																
6	Financial Management Software	Financial, Payroll, Timekeeping Software	\$ 250	\$ 125	\$ 125															
7	Security System Replacement for WTC and Pacific Station	Replace security system at end-of-life	\$ 375	\$ 375																
8	Website Upgrade		\$ 150		\$ 150															
9	Rebranding - Phase 1		\$ 75		\$ 75															
10	Backup system	Backup system to meet growing disaster recovery needs	\$ 20		\$ 20															
11	TVMs - replacements and additional	Pending decision on new fare system, as TVMs may no longer be required	\$ 250		\$ 250															
12	MaintStar Expansion Software and Mobile Equipment	Asset and Maintenance Managing software and equipment with onsite training and installation. Work field orders.	\$ 150		\$ 150															
13	ITS	Public WiFi equipment on all facilities and routes beginning w/UCSCs and Express buses. Bus AVL implementation may negate the need for this.	\$ 1,000		\$ 1,000															
14	Camera security system for ParaCruz facility	Camera security system for ParaCruz facility	\$ 150		\$ 150															
15	Security System Replacement for Vernon and Golf Club	Replace security system at end-of-life	\$ 350		\$ 350															
16	Replace Fareboxes and Vaults	Replace fareboxes and vaults at end-of-life.	\$ 2,250				\$ 2,250													
17	Phone System Replacement	Replace phone system at end-of-life	\$ 70				\$ 70													
			\$ 6,321	\$ 1,731	\$ 2,270	\$ -	\$ 2,320	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ 6,321																	

9-07B.5

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DATE: October 23, 2020
TO: Board of Directors
FROM: Angela Aitken, CFO
SUBJECT: CONSIDERATION OF RESOLUTION APPROVING THE FY21 REVISED CAPITAL BUDGET

I. RECOMMENDED ACTION

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

II. SUMMARY

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

III. DISCUSSION/BACKGROUND

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

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

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

A Reconciliation by Project as of October 23, 2020 (Attachment C) is provided; this reconciles the (current) FY21 Revised Capital Budget against the (original) Final FY21 Capital Budget adopted on June 26, 2020.

This revision impacts multiple projects.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

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

- Revision 1 – August 28, 2020 – This revision added four (4) projects, removed eight (8) projects; revised the available budget balances for twelve (12) existing projects; added additional funding to one (1) existing project, and revised the description on one (1) project. This revision resulted in a net decrease of \$998,343, for a Revised FY21 Capital Budget balance of \$28,138,592.
- Revision 2 – October 23, 2020 – This revision added eleven (11) projects, removed one (1), revised the available budget balance for one (1) existing project; added additional funding to two (2) existing projects, and revised the description on two (2) projects. This revision resulted in a net decrease of \$509,972 for a Revised FY21 Capital Budget balance of \$27,628,620.

The Reconciliation by Project as of October 23, 2020 (Attachment C) lists the detail of all changes by project since adoption on June 26, 2020, and includes an explanation for the action. The year to date change is a net decrease of \$1,508,315.

The estimated balance of the Operating and Capital Reserve Fund after this revision is an accrued balance of approximately \$766K. Reminder: The Operating and Capital Reserve Fund is comprised of Alternative Fuel Tax Rebates from prior years, and any excess revenues above actual expenses (carryover) transferred from the Operating Budget. Note that the estimate provided here includes deductions for approved capital projects *and* commitments (the required local match) against grants that may *not* yet have been awarded; those un-awarded projects are *not* included in the attached revised budget. If or when those grants are awarded, the capital budget will be revised accordingly.

VI. ALTERNATIVES CONSIDERED

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

VII. ATTACHMENTS

Attachment A: FY21 Capital Budget Resolution

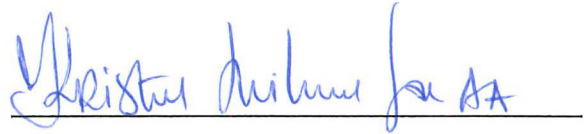
Attachment B: FY21 Revised Capital Budget as of October 23, 2020

Attachment C: FY21 Revised Capital Budget – Reconciliation by Project as of October 23, 2020

Prepared by: Kristina Mihaylova, Finance Deputy Director

VIII. APPROVALS

Approved as to fiscal impact:
Angela Aitken, CFO



Alex Clifford, CEO/General Manager



Attachment A



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

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

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

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

WHEREAS, it is necessary to revise the adopted FY21 Capital Budget by \$1,508,315;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District hereby amends the FY21 Capital Budget per Attachment B to this resolution for a total FY21 Revised Capital Budget of \$27,628,620.

PASSED AND ADOPTED this 23rd day of October 2020, by the following vote:

- AYES: Directors -
- NOES: Directors -
- ABSENT: Directors -
- ABSTAIN: Directors -

Approved _____
MIKE ROTKIN, Board Chair

ATTEST _____
ALEX CLIFFORD
CEO, General Manager

APPROVED AS TO FORM

JULIE A. SHERMAN
General Counsel

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 FY21 (REVISED) CAPITAL BUDGET
 AS OF OCTOBER 23, 2020

	PROJECT/ACTIVITY	RESTRICTED	PTMISEA (1B)	RESTRICTED	STIP	LCTOP	LPP	BUS REPLACEMENT FUND		OPERATING & CAPITAL RESERVE FUND	TOTAL
								STA-SB1 (XFR FROM OPER BUDGET)	STA-SGR (SB 1)		
								\$3M PER YEAR (MEASURE D + SB1 STA&SGR)	RESTRICTED	MEASURE D (XFR FROM OPER BUDGET)	
Construction Related Projects											
1	19-0001 New METRO Owned Paracruz Facility-FY20 LPP (Grant Match for 5339(b))									\$ 2,285,539	\$ 2,285,539
2	19-0002 Pacific Station/Metro Center Redevelopment w/ City of SC									\$ 2,000,000	\$ 2,000,000
3	19-0003 Pacific Station/Metro Center-Conceptual Design/MOU (5309)	\$ 118,634						\$ 29,658			\$ 148,291
	Subtotal	\$ 118,634	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,658	\$ -	\$ 2,000,000	\$ 4,433,830
IT Projects											
4	19-0004 ERP Consultant (\$50K Consulting) & System									\$ 800,000	\$ 800,000
	Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800,000	\$ 800,000
Facilities Upgrades & Improvements											
5	19-0006 Maint Yard-Security Hardening/Expanded Parking									\$ 923,832	\$ 923,832
6	19-0006a Access Control for Maintenance Facility									\$ 50,000	\$ 50,000
7	19-0007 Maintenance Facility Roof Replacement (FTA 5339a FY19)	\$ 329,670									\$ 329,670
8	19-0009 Fuel Management System (FTA 5339a FY17 & FY18)	\$ 94,156									\$ 94,156
9	19-0010 Bus Stop Improvements (FTA 5339a FY18)	\$ 124,725									\$ 124,725
10	19-0011 Gate Control at JKS Bus Entry (FTA 5339a FY18)	\$ 100,000									\$ 100,000
11	19-0012 JKS Facility - Bus Wash Rehab (FTA 5339a FY19)	\$ 100,000									\$ 100,000
12	19-0013 JKS Facility - Upper Security Gates	\$ 214,466									\$ 214,466
13	19-0017 138 Golf Club Fire Egress (FTA 5339a FY17 & FY19, Reserves)	\$ 99,108									\$ 99,108
14	19-0016 Paint Exterior-Maint. Facility (FTA 5339a FY18)									\$ 22,584	\$ 22,584
	Fire Egress - (Design Only) was Facilities Improvements (FTA 5339a FY15/16)-all FTA funds spent - only local match remains									\$ 20,368	\$ 20,368
15	19-0014 Awning @ Fueling Station A&E only (FTA 5339a FY18 & Reser	\$ -								\$ 9,667	\$ 9,667
16	19-0018 Admin Bldg. Engineering & Renovations	\$ 3,638								\$ 20,000	\$ 23,638
17	19-0020 Asphalt Repair-Pac Station Layover (FTA 5339a FY18)									\$ 15,554	\$ 15,554
18	19-0021 Watsonville Bus Shelter	\$ 238,908									\$ 238,908
19	21-0001 Awning @ Fueling Station - Construction Phase (FTA 5339a FY2	\$ 1,304,671	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,170,059	\$ 2,474,730
20	19-0018a Subtotal	\$ 1,304,671	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,170,059	\$ 2,474,730

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY21 (REVISED) CAPITAL BUDGET
AS OF OCTOBER 23, 2020**

PROJECT/ACTIVITY	RESTRICTED	PTMISEA (1B)	STIP	LCTOP	RESTRICTED	RESTRICTED	BUS REPLACEMENT FUND		OPERATING & CAPITAL RESERVE FUND	TOTAL
							STA-SB1 (XFR FROM OPER BUDGET)	STA-SGR (SB 1)		
							\$3M PER YEAR (MEASURE D + SB1 STA-SGR)	RESTRICTED		
Revenue Vehicle Purchases, Replacements & Campaigns										
21 19-0024		\$ 4,036,017								\$ 4,136,017
22 19-0028										\$ 171,213
23 19-0027		\$ 688,163								\$ 688,163
24 20-0001				\$ 302,000						\$ 302,000
25 19-0032										\$ 259,182
26 19-0033	\$ 200,000									\$ 259,342
27 19-0035										\$ 27,235
28 20-0002	\$ 1,088,000									\$ 1,360,000
29 20-0003										\$ 1,500,000
		\$ 4,036,017	\$ 688,163	\$ -	\$ 302,000	\$ -	\$ 700,000	\$ 800,000	\$ 34,445	\$ 9,005,152
Revenue Vehicle Purchases, Replacements & Campaigns-Fleet Electrification Projects										
30 19-0026										\$ 2,168,601
31 19-0037	\$ 3,568,123		\$ 725,790		\$ 786,000			\$ 656,811		\$ 4,655,276
32 19-0038				\$ 565,082						\$ 1,107,349
33 19-0039		\$ 357,216		\$ 863,102				\$ 185,051		\$ 1,094,945
34 19-0041									\$ 262,500	\$ 262,500
35 19-0042									\$ 69,200	\$ 69,200
36 20-0004									\$ 52,000	\$ 52,000
37 21-0002									\$ 526,060	\$ 526,060
		\$ 3,568,123	\$ 725,790	\$ 1,428,184	\$ 786,000	\$ -	\$ -	\$ 2,686,918	\$ 383,700	\$ 9,935,931
Non-Revenue Vehicle Purchases & Replacements										
38 19-0043	\$ 2,969									\$ 2,969
39 19-0044	\$ 934									\$ 934
40 21-0005	\$ 100,000									\$ 100,000
41 21-0006	\$ 150,000									\$ 150,000
	\$ 253,903	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 253,903

9-08B.2

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY21 (REVISED) CAPITAL BUDGET
AS OF OCTOBER 23, 2020**

PROJECT/ACTIVITY	RESTRICTED	PTMISEA (1B)	STIP	LCTOP	LPP	BUS REPLACEMENT FUND		OPERATING & CAPITAL RESERVE FUND	TOTAL
						\$3M PER YEAR (MEASURE D + SBI STA&SGR)	RESTRICTED		
Fleet & Maint Equipment									
42 19-0045 Floor Scrubber (1) for Maint. Shop (FTA 5339a FY18)	\$ 45,000								\$ 45,000
43 21-0003 Transmission Jack (VTA Gillig buses, vehicles 4201-4210)	\$ 80,000							\$ 7,700	\$ 87,700
44 21-0004 Golf Club Part Washers (FTA 5339a FY20)	\$ 125,000							\$ 7,700	\$ 132,700
Subtotal									
Office Equipment									
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal									
Misc.									
45 19-0048 Misc Capital Contingency-\$800K - 11/15/19 BOD								\$ 251,810	\$ 251,810
46 19-0048b WTC - Server and Security Cameras (3 new, 3 replacement)								\$ 44,529	\$ 44,529
47 19-0048e Laptop - Marketing								\$ 3,200	\$ 3,200
48 19-0048f Folding Machines (4)								\$ 12,500	\$ 12,500
49 19-0048g METRO ParaCruz Camera Additions								\$ 13,450	\$ 13,450
50 19-0048h EOC Equipment								\$ 10,400	\$ 10,400
51 19-0048i Vapor Compressor replacement (at Fueling Station)								\$ 160,000	\$ 160,000
52 19-0048k Furniture (Customer Service)								\$ 4,300	\$ 4,300
53 19-0050 TVM Pin Pad Bezel 8 Upgrade (6)								\$ 22,185	\$ 22,185
54 21-0007 Hardware for Bus Stop Redesign								\$ 70,000	\$ 70,000
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 592,374	\$ 592,374
TOTAL CAPITAL PROJECTS	\$ 6,658,331	\$ 4,393,233	\$ 1,413,953	\$ 1,428,184	\$ 1,088,000	\$ 29,658	\$ 700,000	\$ 6,651,145	\$ 27,628,620

9-08B.3

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY21 (REVISED) CAPITAL BUDGET
AS OF OCTOBER 23, 2020**

PROJECT/ACTIVITY	RESTRICTED	PTMISEA (1B)	STIP	LCTOP	LPP	BUS REPLACEMENT FUND		OPERATING & CAPITAL RESERVE FUND	TOTAL
						\$3M PER YEAR (MEASURE D + SB1 STA&SGR) RESTRICTED	STA-SB1 (XFR FROM OPER BUDGET)		
CAPITAL PROGRAM FUNDING									
Federal Sources of Funds:									
Federal Grants (FTA)	\$ 6,458,331								\$ 6,458,331
Surface Transportation Block Grant (STBG)	\$ 200,000								\$ 200,000
State Sources of Funds:									
PTMISEA (1B)		\$ 4,393,233							\$ 4,393,233
State Transportation Improvement Program (STIP)			\$ 1,413,953						\$ 1,413,953
Low Carbon Transit Operations Program (LCTOP)				\$ 1,428,184					\$ 1,428,184
Local Partnership Program (LPP)					\$ 1,088,000				\$ 1,088,000
State Transit Assistance (STA)-Prior Years						\$ 29,658			\$ 29,658
Transfers from Operating Budget (STA-SB1)							\$ 700,000		\$ 700,000
STA-SGR (SB1)								\$ 6,651,145	\$ 6,651,145
Transfers from Operating Budget (Measure D)									\$ 6,651,145
Local Sources of Funds:									
Operating and Capital Reserve Fund								\$ 5,266,117	\$ 5,266,117
TOTAL CAPITAL FUNDING BY FUNDING SOURCE									
	\$ 6,658,331	\$ 4,393,233	\$ 1,413,953	\$ 1,428,184	\$ 1,088,000	\$ 29,658	\$ 700,000	\$ 6,651,145	\$ 27,628,620
Restricted Funds	\$ 6,658,331	\$ 4,393,233	\$ 1,413,953	\$ 1,428,184	\$ 1,088,000		\$ 700,000	\$ 6,651,145	\$ 22,332,846
Unrestricted Funds						\$ 29,658			\$ 5,295,774
TOTAL CAPITAL FUNDING	\$ 6,658,331	\$ 4,393,233	\$ 1,413,953	\$ 1,428,184	\$ 1,088,000	\$ 29,658	\$ 700,000	\$ 6,651,145	\$ 27,628,620

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.

9-08B.4

**FY21 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF OCTOBER 23, 2020- 2nd REVISION**

Attachment C

FY21 FINAL CAPITAL BUDGET ADOPTED JUNE 26, 2020: **\$ 29,136,935**

CAPITAL PROJECT	PJT#	SOURCE	AMOUNT	TOTAL
Revise Project Budget Balance: New METRO Owned Paracruz Facility	19-0001	OP & CAPITAL RESERVE	\$ 3,142	
Reason: Adjust available budget based on prior year spending				
Revise Project Budget Balance: Pacific Station/Metro Center-Conceptual Design/MOU (5309)	19-0003	FTA & STA	\$ (3,447)	
Reason: Adjust available budget based on prior year spending				
Revise Project Budget Balance: Main Yard-Security Hardening/Expanded Parking	19-0006	OP & CAPITAL RESERVE	\$ (26,168)	
Reason: Adjust available budget based on prior year spending				
Revise Project Budget Balance: Maintenance Facility Roof Replacement (FTA 5339a FY19)	19-0007	FTA	\$ (120,330)	
Reason: Adjust available budget based on lower bid for the project				
Remove: Vernon Generator Replacement Project	19-0008	OP & CAPITAL RESERVE	\$ (17,536)	
Reason: Project Completed in prior year				
Add Funds: 138 Golf Club Fire Egress (FTA 5339a FY17 & FY19, Reserves)	19-0017	FTA	\$ 116,943	
		OP & CAPITAL RESERVE	\$ 22,584	
Reason: Add additional funding needed to backfill the difference between the cost of the project and the amount of the grant awards (FTA 5339a FY17)				
Revise Project Budget Balance: Fire Egress - (Design Only) was Facilities Improvements	19-0014	OP & CAPITAL RESERVE	\$ (8,151)	
Reason: Adjust available budget based on prior year spending				
Revise Project Budget Balance: Awning @ Fueling Station A&E only	19-0018	FTA	\$ (337)	
		OP & CAPITAL RESERVE	\$ (2,333)	
Reason: Adjust available budget based on prior year spending				
Remove: Security Camera Install - JKS	19-0019	MEASURE D	\$ (3,687)	
Reason: Project Completed in prior year				
Revise Project Budget Balance: Asphalt Repair-Pac Station Layover	19-0021	FTA	\$ (12,362)	
Reason: Adjust available budget based on prior year spending				
Remove: Fencing Behind Diesel Tank	19-0023	FTA	\$ (575)	
Reason: Project Completed in prior year				

**FY21 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF OCTOBER 23, 2020- 2nd REVISION**

Attachment C

CAPITAL PROJECT	PJT#	SOURCE	AMOUNT	TOTAL
Revise Project Budget Balance: FY18 STIP - AVL/ITS (STIP, Measure D)	19-0027	STIP	\$ (53,086)	
Reason: Adjust available budget based on prior years spending				
Remove: VTA Bus Transfer - Decommission & Retrofit 10 Electric	19-0029	MEASURE D	\$ (544,149)	
Reason: Project Completed in prior year				
Remove: CNG Bus (1) "Bus 6"	19-0030	FTA MEASURE D	\$ (456,957) \$ (207,158)	
Reason: Project Completed in prior year				
Change Description Only: 3 New Flyer Repl. Capital Lease - Year 4 of 6 Prin Only	19-0032	MEASURE D	\$ -	
Reason: Title change				
Remove: Mid-Life Bus Engine Overhaul (4)	19-0034	FTA	\$ (7,966)	
Reason: Project Completed in prior year				
Revise Project Budget Balance: Completion of Cameras on Buses (6 buses)	19-0035	OP & CAPITAL RESERVE	\$ (72,765)	
Reason: Adjust available budget based on prior years spending				
Remove: Cameras on Buses #2	19-0036	MEASURE D	\$ (2,438)	
Reason: Project Completed in prior year				
Revise Project Budget Balance: Electric Bus (3) + Infra & Proj Mgmt	19-0037	FTA	\$ (20,499)	
Reason: Adjust available budget based on prior years spending				
Revise Project Budget Balance: Completion of JKS Facility - ZEB Yard Charging Infrastructure	19-0041	OP & CAPITAL RESERVE	\$ (2,603)	
Reason: Adjust available budget based on prior years spending				
Remove: Workstation & Cubicles (HR)	19-0047	OP & CAPITAL RESERVE	\$ (10,768)	
Reason: Project Completed in prior year				
Revise Project Budget Balance: Misc Capital Contingency-\$800K - 11/15/19 BOD	19-0048	OP & CAPITAL RESERVE	\$ (120,211)	
Reason: Adjust available budget based on prior years spending				

**FY21 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF OCTOBER 23, 2020- 2nd REVISION**

Attachment C

CAPITAL PROJECT	PJT#	SOURCE	AMOUNT	TOTAL
Add project: Laptop - Marketing	19-0048e	OP & CAPITAL RESERVE	\$ 3,200	
Reason: New equipment needed				
Add project: Watsonville Bus Shelter	21-0001	OP & CAPITAL RESERVE	\$ 15,554	
Reason: New equipment needed				
Add project: Drivers Barriers	21-0002	MEASURE D	\$ 526,060	
Reason: New equipment needed (remaining funding from project 19-0029 VTA Bus Transfer - Decommission & Retrofit 10 Electric Hybrids)				
Add project: Transmission Jack (VTA Gillig buses, vehicles 4201-4210)	21-0003	MEASURE D	\$ 7,700	
Reason: New equipment needed (remaining funding from project 19-0029 VTA Bus Transfer - Decommission & Retrofit 10 Electric Hybrids)				
Change Description Only: ERP Consultant (\$50K Consulting) & System	19-0004	OP & CAPITAL RESERVE	\$ -	
Reason: Title change				
Add Funds & Change Project Description: Awning @ Fueling Station A&E only (FTA 5339a FY18 & Reserves)	18	Misc. Capital Contingency	\$ 2,000	
Transfer Funds: Funds needed for new project	48	Misc. Capital Contingency	\$ (2,000)	
Reason: Funds needed to finish project 19 - 0018				
Add project: Awning @ Fueling Station - Construction Phase (FTA 5339a FY20)	18a	FTA	\$ 238,908	
Reason: METRO will install awnings around the Fueling and Wash Facility to protect employees against rain and direct sunlight when fueling buses.				
Change Project Category Only: FY18 STIP - 2 ZEBs (STIP, LPP, HVIP = \$300K)	26	STIP & LPP & Measure D	\$ -	
Reason: Project is moved to category Revenue Vehicle Purchases, Replacements & Campaigns-Fleet Electrification Projects				
Revise Project Budget Balance: Refurb 4 Buses @ ~ \$254K (FY18 STIP, Measure D)	28	STIP Measure D	\$ (900,000) \$ (245,280)	
Reason: Adjust available budget based on prior years spending				

**FY21 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF OCTOBER 23, 2020- 2nd REVISION**

Attachment C

CAPITAL PROJECT	PJT#	SOURCE	AMOUNT	TOTAL
Add Funds: ZEB Deployment & Fleet Planning (CTE)	42	Misc. Capital Contingency	\$ 60,700	
Transfer Funds: Funds needed for new project	48	Misc. Capital Contingency	\$ (60,700)	
Reason: Funds needed to finish project 19 - 0018				
Add back: Bus Yard Scrubber/Sweeper (FTA 5339a FY18)	44	FTA	\$ 934	
Transfer Funds: Replace Custodial Support Vehicle (1) (FTA5339a FY18)	43	FTA	\$ (934)	
Reason: Additional spending in FY21				
Add project: Folding Machines (4)	48f	Misc. Capital Contingency	\$ 12,500	
Transfer Funds: Funds needed for new project	48	Misc. Capital Contingency	\$ (12,500)	
Reason: Folding machines in Finance/Payroll, Customer Service, Operations and Paracruz will expedite the distribution of printed materials to employees and the public				
Add project: METRO ParaCruz Camera Additions	48g	Misc. Capital Contingency	\$ 13,450	
Transfer Funds: Funds needed for new project	48	Misc. Capital Contingency	\$ (13,450)	
Reason: Safety related request for surveillance at ParaCruz				
Add project: EOC Equipment	48h	Misc. Capital Contingency	\$ 10,400	
Transfer Funds: Funds needed for new project	48	Misc. Capital Contingency	\$ (10,400)	
Reason: Funding needed for the new EOC project				
Add project: Vapor Compressor Replacement (at Fueling Station)	48j	Misc. Capital Contingency	\$ 160,000	
Transfer Funds: Funds needed for new project	48	Misc. Capital Contingency	\$ (160,000)	
Reason: New equipment needed urgently				
Add project: Furniture (Customer Service)	48k	Misc. Capital Contingency	\$ 4,300	
Transfer Funds: Funds needed for new project	48	Misc. Capital Contingency	\$ (4,300)	
Reason: New furniture needed				
Remove project: Watsonville Transit Mural	54	OP & CAPITAL RESERVE	\$ (3,600)	
Reason: Project completed in prior fiscal year				

**FY21 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF OCTOBER 23, 2020- 2nd REVISION**

Attachment C

CAPITAL PROJECT	PJT#	SOURCE	AMOUNT	TOTAL
Add project: Golf Club Part Washers (FTA 5339a FY20)	21-0004	FTA	\$ 80,000	
Reason: METRO has a critical need to replace parts washers that have exceeded their useful lifespan of six years				
Add project: Non-Revenue Electric Vehicles (FTA 5339a FY20)	21-0005	FTA	\$ 100,000	
Reason: METRO has a need to replace non-revenue vehicles that have exceeded their useful lifespan of eight years.				
Add project: Service Truck (FTA 5339a FY20)	21-0006	FTA	\$ 150,000	
Reason: METRO's service truck has exceeded its useful service life and needs to be replaced.				
Add project: Hardware for Bus Stop Redesign Project	21-0007	OP & CAPITAL RESERVE	\$ 70,000	
Reason: Funds needed for new project				
FUNDING SUMMARY:				
		OP & CAPITAL RESERVE	\$ (606,612)	
		FTA	\$ 521,024	
		LCTOP	\$ -	
		LPP	\$ -	
		MEASURE D	\$ (468,952)	
		PTMISEA	\$ -	
		STA	\$ (689)	
		STA-SGR	\$ -	
		STBG	\$ -	
		STIP	\$ (953,086)	
TOTAL CAPITAL BUDGET REVISIONS THROUGH 10/23/20:			\$ (1,508,315)	
FY21 REVISED CAPITAL BUDGET AS OF OCTOBER 23, 2020:			\$ 27,628,620	

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DATE: October 23, 2020
TO: Board of Directors
FROM: Freddy Rocha, Facilities Maintenance Manager
SUBJECT: CONSIDERATION OF DECLARATION OF AN EMERGENCY AND AUTHORIZATION FOR SOLE SOURCE CONTRACT WITH CLEAN ENERGY FOR INSTALLATION OF A VAPOR COMPRESSOR AT THE FUELING FACILITY FOR AN AMOUNT NOT TO EXCEED \$160,000

I. RECOMMENDED ACTION

That the Santa Cruz METRO Board of Directors declare an emergency and authorize the CEO to enter into a sole source agreement for the procurement and installation of a vapor compressor to be installed at the Fueling Facility by Clean Energy at 1200B River St. for a not to exceed (NTE) amount of \$160,000

II. SUMMARY

- The California Public Contracting Code requires that all public works projects \$10,000 and above be bid formally; however, a non-formal, sole source award is allowed for emergencies.
- California Public Contract Code Section 1102 defines an emergency as “a sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services”.
- The Santa Cruz Metropolitan Transit District (METRO) Fueling Facility at 1200B River St. has experienced a number fuel releases to atmosphere due to excessive pressure buildup in the LNG (Liquefied Natural Gas) holding tanks caused by a failure of the vapor compressor.
- The vapor compressor was installed in 2007 and manufactured by Compressor Corporation, which is no longer business. There is no direct replacement of the vapor compressor, which requires METRO to replace it with a Complete Vapor Compressor Assembly.
- METRO is requesting that the Board of Directors (Board) declare an emergency with regard to the release of unburned fuel into the atmosphere at the Fueling Facility and authorize the CEO to enter into an agreement with

Clean Energy for the purchase and installation of the Vapor Compressor Assembly for a not to exceed cost of \$160,000.

III. DISCUSSION/BACKGROUND

METRO's Fueling Facility located at 1200B River St has experienced a number of fuel releases to atmosphere by the fuel systems pressure relief devices and also a number of intentional fuel releases performed by the Clean Energy Technician in order to relieve the pressure in the LNG holding tanks.

Releasing of unburnt fuel is harmful to the environment and costly to METRO.

Given the safety concerns and cost associated with fuel releases to the atmosphere, METRO is seeking authorization for the CEO to enter into a purchasing and installation agreement with Clean Energy on an immediate need for a not to exceed amount of \$160,000.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This report pertains to the following strategic plan priorities:

- Safety First Culture
- State of Good Repair

V. FINANCIAL CONSIDERATIONS/IMPACT

- Project to be funded by Misc. Capital Contingency.
- Purchase and installation of Vapor Compressor Assembly NTE \$160,000.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

Do not purchase Vapor Compressor and continue releasing fuel into the atmosphere, which is not recommended by staff.

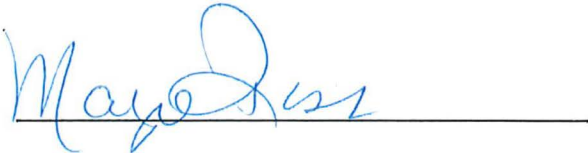
VIII. ATTACHMENTS

Attachment A: Authorizing Resolution

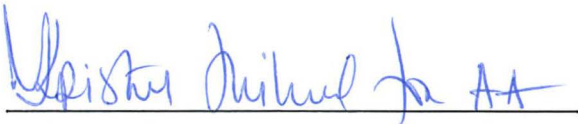
Prepared by: Freddy Rocha, Facilities Maintenance Manager

IX. APPROVALS

Margo Ross, Chief Operations Officer



Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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Attachment A



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

Resolution No. _____

On the Motion of Director: _____

Duly Seconded by Director: _____

The Following Resolution is Adopted:

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT DECLARING AN EMERGENCY AND AUTHORIZING AN AGREEMENT FOR THE PURCHASE AND INSTALLATION OF A VAPOR COMPRESSOR AT THE FUELING FACILITY FOR AN AMOUNT NOT TO EXCEED \$160,000

WHEREAS, the California Public Contract Code requires that all public works projects \$10,000 and above be bid formally; however, a non-formal, sole source award is allowed for emergencies; and

WHEREAS, California Public Contract Code Section 1102 defines an emergency as “a sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services”; and

WHEREAS, the Santa Cruz Metropolitan Transit District (METRO) Fueling Facility at 1200B River St. has experienced a number fuel releases to the atmosphere due to excessive pressure buildup in the LNG (Liquefied Natural Gas) holding tanks caused by a failure of the vapor compressor; and

WHEREAS, releasing of unburnt fuel is harmful to the environment, costly to METRO, and cannot be remediated without immediately replacing the vapor compressor; and

WHEREAS, due to the health and safety concerns and cost associated with fuel releases to the atmosphere, the issue was determined by the CEO/General Manager and District Counsel as requiring emergency remediation; and

WHEREAS, Staff recommends the Board declare an emergency and authorize the CEO/General Manager to enter into a purchasing and installation agreement with Clean Energy for a not to exceed cost of \$160,000.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District hereby:

1. Declares that an emergency exists with regard to the release of unburned fuel into the atmosphere at the Fueling Facility;

Attachment A

Resolution No. _____
Page 2

2. Finds that the emergency does not permit a delay that would otherwise result from a formal solicitation for bids and action is necessary to respond to the emergency;
3. Authorizes a payment to Clean Energy in the amount of \$160,000 for the emergency remediation work; and
4. Authorizes the CEO/General Manager or his designee to take all other discretionary actions required to respond to said emergency, provided that the CEO/General Manager reports such actions to the Board at each monthly Board meeting until the emergency situation is resolved, with a final report to be made at the first Board meeting after the emergency is resolved.

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Metropolitan Transit District this 23rd Day of October 2020 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED _____
Mike Rotkin, Board Chair

ATTEST _____
ALEX CLIFFORD
CEO/General Manager

APPROVED AS TO FORM

JULIE SHERMAN
General Counsel



DATE: October 23, 2020
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
SUBJECT: CONSIDERATION OF A RESOLUTION TO ESTABLISH THE BOARD OF DIRECTORS MEETING SCHEDULE & LOCATIONS FOR THE 2021 CALENDAR YEAR

I. RECOMMENDED ACTION

That the Board of Directors approve a resolution to establish the 2021 calendar year Board Meeting Schedule and Locations as represented in Exhibit A

II. SUMMARY

- Staff recommends that the Board Members approve a resolution (Attachment A) to establish the 2021 calendar year Board Meeting Schedule and locations.
- Exhibit A offers a continuation of a Friday board meeting.
- Public access to the Vernon Street facility from Pacific Station/downtown is available Monday through Friday via Route 4 on an hourly basis from approximately 7:00AM through 5:00PM. Currently, two morning buses arrive at METRO's Admin Offices prior to the start of the 9:00AM Board meeting.

III. DISCUSSION/BACKGROUND

Annually the Board of Directors approves a schedule of meeting dates, times and locations for the following calendar year. The Board of Directors meeting schedule typically calls for regular meetings on the fourth Friday of each month, except for the month of July, which is dark. Some dates are modified depending on holidays and the annual budget public hearing posting requirements; such as the May meeting, which is scheduled on the third Friday of the month to meet the 30-day posting requirement applicable to METRO's budget and public hearing, which is scheduled annually in June.

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

The CEO proposes that the once-a-month Board meetings have been effective and appear to be well received by both the Board members and the public.

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

Should Exhibit A be approved, the CEO recommends that the Board Members continue to protect the second Friday of each month on their respective calendars from 8:00AM – 2:00PM for potential METRO Special Board meetings, Ad Hoc Committee meetings and/or Board Committee meetings.

Public access to the Vernon Street facility from Pacific Station/downtown is available Monday through Friday via Route 4 on an hourly basis from approximately 7:00AM through 5:00PM. Currently, two morning buses arrive at METRO's Admin Offices prior to the start of the 9:00AM Board meeting.

Subject to the state of the COVID-19 pandemic, some or all METRO board meetings in 2021 may be convened as a Zoom teleconference meeting.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

V. FINANCIAL CONSIDERATIONS/IMPACT

There is no financial impact to adoption of this schedule.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

The Board could suggest alternate locations to hold its meetings. This is not recommended.

VIII. ATTACHMENTS

Attachment A: Authorizing Resolution with Exhibit A

Prepared by: Gina Pye, Executive Assistant

IX. APPROVALS

Alex Clifford, CEO/General Manager



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Attachment A



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

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

RESOLUTION OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT BOARD OF DIRECTORS ESTABLISHING THE DATE, TIME & LOCATION OF BOARD MEETINGS FOR 2021

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

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

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

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Santa Cruz
Metropolitan Transit District that the schedule for its 2021 meetings shall be as stated in Exhibit A:

PASSED AND ADOPTED this 23rd day of October 2020 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:

Mike Rotkin, Chair

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Julie Sherman, General Counsel

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Exhibit A

BOARD OF DIRECTORS MEETING SCHEDULE

2021

Meetings are scheduled for the 4th Friday of the month unless otherwise indicated.

	January 22, 2021	9:00am	METRO Admin Offices, 110 Vernon Street, Santa Cruz
	February 26, 2021	9:00am	METRO Admin Offices, 110 Vernon Street, Santa Cruz
	March 26, 2021	9:00am	Scotts Valley City Council Chambers, One Civic Center Dr., Scotts Valley
	April 23, 2021	9:00am	METRO Admin Offices, 110 Vernon Street, Santa Cruz
	May 21, 2021	9:00am	Santa Cruz City Council Chambers, 809 Center St., Santa Cruz
	June 25, 2021	9:00am	METRO Admin Offices, 110 Vernon Street, Santa Cruz
<i>THERE IS NO MEETING IN JULY</i>			
	August 27, 2021	9:00am	Watsonville City Council Chambers, 275 Main St., Watsonville
	September 24, 2021	9:00am	METRO Admin Offices, 110 Vernon Street, Santa Cruz
	October 22, 2021	9:00am	Capitola Council Chambers, 420 Capitola Ave., Capitola
	November 19, 2021	9:00am	METRO Admin Offices, 110 Vernon Street, Santa Cruz
	December 17, 2021	9:00am	METRO Admin Offices, 110 Vernon Street, Santa Cruz

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

Approved at the October 23, 2020 METRO Board Meeting Resolution # 20-10-_____

Due to ongoing COVID-19 concerns, any or all meetings may be teleconference meetings.

Rev: 10/23/2020

10A.Exhibit A.1

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COVID-19 TRANSIT FISCAL CRISIS ORAL REPORT

Alex Clifford

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Post COVID: What Does Transit Look Like?

- No one really knows
- More questions than answers
- No history to drawn from
- We know a little about the economic recovery from the 2008 Great Recession – But it's not the same as COVID (roughly 2008 – 2014)
- The 2009 (swine flu) H1N1/09 Pandemic never got this bad nor did the 2005 (Avian Flu) H5N1

Always Do the Right Thing

- Protect Employees & Customers
- Great care for the public trust – Thoughtfulness - Do the right thing and minimize costly mistakes
- We will make the best decisions if we share information and experiences through our state and national professional organizations

What is "The New Normal" - What Does Transit Look Like in the Post COVID Environment

Expanded On-Demand - Micro Transit

Free Fares Driver Compartment Barriers

Less RSH

Reconsidering the purchase of buses with windows that open? Fiscal Challenges

More RSH
Reduce poor productive service & reinvest in more productive routes

Increased remote telecommuting?

Role of TNCs

New bus ventilation and air filter technology

Inside/Outside Air Exchange - Challenge for electric buses & windows that open

Less Highway Congestion?
Increased focus on cleaning & disinfecting

Improved and innovative Contactless/Touchless Fare Concepts

Bus Capacity limits/More frequent service

Helping our employees feel safe

Automatic Passenger Counters (APCs) – Mobile APP showing the approaching bus passenger loads

Antimicrobial UV treatments

Reconsidering our bus seat material choices

What is the future of cash & coins?

Fogging



Santa Cruz METRO's Initial Strategy

Phase I - Restore public/customer confidence in a safe experience when riding a bus

Phase II – Added Value

Phase III – Post COVID Transit Service

Santa Cruz METRO's Initial Strategy

Phase I
Restore public/customer
confidence in a safe experience
when riding a bus

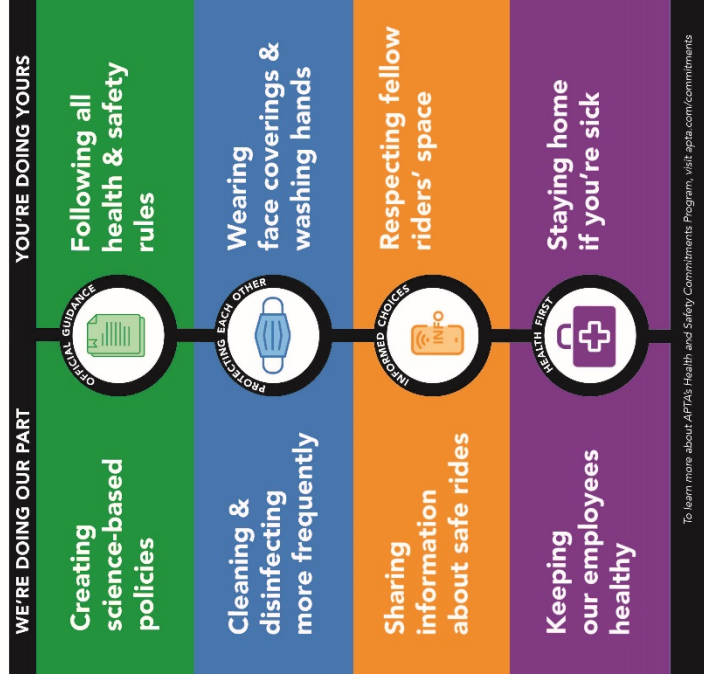
Santa Cruz METRO's Initial Strategy

The APTA Health & Safety Pledge:



Our Commitments To Health & Safety

Our system has joined public transit agencies across these country in committing to making every ride safer — and we need your help.



To learn more about APTA's Health and Safety Commitments Program, visit apta.com/commitments

Welcoming Back our Customers
METRO is a Safe Place to Be
(Bus Ads)

Deliberately
DISINFECTING



SERIOUSLY
SANITIZING



SERIOUS ABOUT
SAFETY



COVID Prevention Measures

Protecting Our Customers Plastic Sneeze Barriers



COVID Prevention Measures

Protecting Our Customers

Nightly Disinfecting of Buses Using an Electrostatic Fogger



Onboard Hand Sanitizer Dispensers



COVID Prevention Measures

Protecting Our Customers



Disinfecting High-Touch Surfaces on Buses Throughout the Day at Transit Centers

COVID Prevention Measures

Protecting Our Bus Operators



COVID Prevention Measures

Face Covering Mandatory!

Your face covering prevents airborne droplets from infecting others.

- Always fully cover your nose and mouth.
- Do not pull your face covering below your nose or mouth.
- Make sure that ear loops are properly adjusted behind your ears.
- Discard or sanitize/wash face coverings after use.



Santa Cruz METRO's Initial Strategy

Phase II – Added Value

- Contactless/Touchless – Exploring expanded mobile ticketing technology – Pilot project launched in October
- Wi-Fi on fixed-route buses*
- APCs – Approaching bus loads available on mobile App*
- Smarter bus stops – Redesign underway
- Customer service kiosk at Transit Centers
- AVL and Predictive Arrival & Departure Mobile App

* For Board consideration at a future date

Santa Cruz METRO's Initial Strategy

Phase III – Post COVID Transit Service

- Evaluating implementation of On-Demand service
- As much as is financially feasible we are restoring service to pre-COVID levels to ensure the service is available as customer's return to work
- Focusing service frequency where it is needed
- On Time Performance improvement – more dependable service (AVL & APCs)
- Rethinking the role, functionality and layout of Transit Centers
- Rethinking the future of Ticket Vending Machines, Paper fare media, cash & coins
- Bus on Shoulder

Questions



Thank You

VERBAL PRESENTATION

CEO UPDATE

Alex Clifford

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DATE: October 23, 2020
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
SUBJECT: CONSIDERATION OF APPOINTMENTS TO THE METRO ADVISORY COMMITTEE (MAC)

I. RECOMMENDED ACTION

The Board of Directors approve the appointment of James Cruse to the METRO Advisory Committee (MAC) for a term ending December 31, 2021 and reappointment of Becky Taylor and Michael Pisano to MAC for four-year terms ending December 31, 2024

II. SUMMARY

- There are currently two seats on the METRO Advisory Committee (MAC) expiring on December 31, 2020 and one seat expiring on December 31, 2021.
- The MAC Ad Hoc Committee would like to nominate James Cruse to fill the seat expiring on December 31, 2021 and reappoint Becky Taylor and Michael Pisano, whose seats expire on December 31, 2020, for additional terms expiring on December 31, 2024.

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.” On June 18, 2020, a vacancy occurred when a MAC member resigned. Two members’ terms expire on December 31, 2020.

A 30-day nomination period opened on September 1, 2020 to solicit and accept Board nominees and citizen applications to fill those seats. The MAC Ad Hoc Committee met on October 7, 2020 to review all applications. After considerable review, the MAC Ad Hoc Committee recommends the METRO Board of Directors consider the nomination of James Cruse, Becky Taylor and Michael Pisano to serve as committee members on MAC. Their applications are attached. If approved by the Board of Directors, the new appointment of James Cruse would commence immediately and conclude on December 31, 2021. This appointment will provide representation from Cabrillo College. The reappointments of Becky Taylor and Michael Pisano would conclude on December 31, 2024.

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

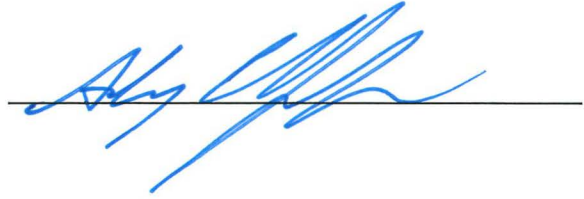
Attachment A: MAC Applications: James Cruse, Becky Taylor and Michael Pisano

Attachment B: MAC Bylaws

Prepared by: Donna Bauer, Administrative Specialist

IX. APPROVALS

Alex Clifford, CEO/General Manager

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

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Attachment A

James Cruse: [REDACTED]

[REDACTED]
Santa Cruz, CA 95062-1206

Day Phone: [REDACTED]

Please accept my application. I believe I can bring a viewpoint from handicapped and older student. I have experience managing large teams of 20+ and have lived outside the US (Korea, Japan) which gives me an alternative view.

What is your occupation?: Disabled/retired/student

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: Afternoon most days I can meet 4-8 times a month 2 times a week for an hour easily I can also commit to 5 hours a week to non-meeting activity

What interests and experience do you have that would make you an effective MAC member?: 20 years effective management ("engineering") Disabled Retired

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?:
Daily

What are your particular transit interests?: In wheelchair commute to Cabrillo

What do you think are the biggest challenges for Santa Cruz METRO?: Covid restrictions
Physical bus (qty) Late busses

What do you believe that you can contribute to Santa Cruz METRO & MAC if appointed?: Experience on the busses in a variety of condition

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Attachment A

Michael Pisano: [REDACTED]

[REDACTED]
Santa Cruz, CA 95065

Day Phone: [REDACTED]

Hi MAC advisory committee,

Thank you for your time to consider me again for the MAC. I have thoroughly enjoyed my time on the MAC, and definitely wish to continue my civic duties to help the Metro in any way positively possible. Thank you Michael Pisano.

What is your occupation?: Leave Assistant at UCSC

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

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 as many hours as needed.

What interests and experience do you have that would make you an effective MAC member?: I have been interested in urban planning and transportation ever since I was little. I remember my kindergarten teacher let me make a large city diorama with our wood tugboats with construction paper that we made after a trip to San Francisco. I took several classes as part of an attempted Construction Management degree at Cal Poly SLO on urban planning and transportation (FYI; I designed my first house at 14, and pounded nails on that same house when I was 15. I have been involved with the design & building of 15 homes). I changed to a business management degree with a concentration in human resources at the University of Phoenix. I am a previous SCMTD MAC member, and I am also on the SCCRTC Elderly and Disabled Transportation Advisory Committee (E&D TAC). I have also taken many programming languages & relational database courses to better read data. I enjoy helping out our local community.

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?: Mini Transit center connections; for example, better timing between routes 35 & 71 at Water & Ocean bus stops. New bus stops at local large employers' locations. Metro connections to rail/trail. Sheltered bus stops at all park & rides lots. More advertising to encourage Metro ridership. Add Headways advertising to add how to properly park Jumpbikes at Metro transit centers & at bus stops. Lastly; how to efficiently integrate the Metro with micro-mobility, vanpools, rideshare, remote work, & the rail/trail.

Attachment A

What do you think are the biggest challenges for Santa Cruz METRO?: The Metro Budget and Federal & State financial help.

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

Attachment A

Becky Taylor: [REDACTED]

[REDACTED]
Santa Cruz, CA 95060

Day Phone: [REDACTED]

Here is my application.

What is your occupation?:

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: Any weekday evening

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

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?: It is important that Santa Cruz have a thriving bus system.

What do you think are the biggest challenges for Santa Cruz METRO?: getting more people to ride the buses.

What do you believe that you can contribute to Santa Cruz METRO & MAC if appointed?: I'm on various other Commissions

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BYLAWS

Metro Advisory Committee

ADOPTED JANUARY 26, 2018

Attachment B

BYLAWS FOR THE SANTA CRUZ METRO ADVISORY COMMITTEE

Article I GENERAL PROVISIONS

§1.1 Purpose - Bylaws

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

§1.1.1 Purpose – METRO Advisory Committee (MAC)

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

§1.2 Construction of Bylaws

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

§1.2.1 Orderly Administration of MAC Meetings

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

§1.3 Definitions: As used in these Bylaws:

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

Attachment B

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

Article II DUTIES AND AUTHORITY

§2.1 Duties

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

§2.2 Limitations on Authority

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

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

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

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

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

Attachment B

Article III MEMBERSHIP

§3.1 Membership

a. Appointment to the MAC.

The MAC shall be composed of no greater than 7 members appointed by the Board of Directors. All MAC members shall serve for a term of 4 years and will serve at the pleasure of the Board of Directors. Members wishing to resign from an appointment may submit such resignation to the CEO/General Manager.

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

b. Composition of Membership on MAC.

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

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

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

Attachment B

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

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

§3.2 Members' Terms

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

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

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

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

§3.3 Attendance at MAC meetings.

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

Attachment B

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

§3.4 Compensation of MAC members

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

§3.5 Vacancies

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

Article IV OFFICERS

§4.1 Chair and Vice Chair

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

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

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

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

§4.2 Staff Support

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

Article V MEETINGS

§5.1 Regular Meetings

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

Attachment B

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

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

§5.2 Calling and Noticing of Meetings

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

§5.3 Quorum; Vote

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

§5.4 Thirty Minute Rule

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

§5.5 Matters Not Listed On the Agenda Requiring Committee Action

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

§5.6 Time Limits for Speakers

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

Attachment B

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

§5.7 Impertinence; Disturbance of Meeting

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

§5.8 Access to Public Records Distributed at Meetings

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

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

Article VI AGENDAS AND MEETING NOTICES

§6.1 Agenda Format

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

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§6.2 Public Communications

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

§6.3 Agenda Preparation

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

§6.4 Agenda Posting and Delivery

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

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

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Article VII MISCELLANEOUS

§7.1 Adoption and Amendment of Bylaws

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

§7.2 MAC Process

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

Approved by Board of Directors:

September 26, 2003
Revised for 10/24/03
Revised for 12/19/03
Amended/Adopted 12/19/03
Amended/ Adopted 7/23/04
Amended/Adopted 6/23/06
Amended/Adopted 4/27/07
Amended/Adopted 5/25/07
Amended/Adopted 12/16/11
Revised 01/22/16 – Effective 01/01/16
Amended/Adopted 1/26/18

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DATE: October 23, 2020
TO: Board of Directors
FROM: Eddie Benson, Maintenance Manager
**SUBJECT: CONSIDERATION OF AUTHORIZING THE CEO TO USE THE
CALACT/MBTA PURCHASING COOPERATIVE CONTRACT FOR THE
PURCHASE OF SIX BUSES FROM GILLIG, LLC**

I. RECOMMENDED ACTION

That the Board of Directors:

- 1) Authorize the CEO to obtain and exercise six bus purchase options from the CALACT/MBTA Purchasing Cooperative Contract to purchase six Gillig CNG buses; and,**
- 2) Authorize the CEO to execute a contract with Gillig, LLC in an amount not to exceed \$3,958,985**

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has budgeted for the purchase of three Compressed Natural Gas (CNG) Bus Rapid Transit (BRT) Plus low floor buses (35 foot) and three CNG BRT Plus low floor buses (40 foot) to replace vehicles that have reached their useful life in METRO's fleet.
- On November 15, 2019, the Board of Directors (Board) approved the allocation of \$3.5 million from the Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) to purchase a minimum of four replacement CNG buses.
- Staff previously notified the Board of the intent to purchase six CNG buses utilizing PTMISEA funds totaling \$4,136,017 in the Quarterly Procurement Report dated April 24, 2020.
- METRO staff located purchase options from the California Association for Coordinated Transportation (CALACT) / Morongo Basin Transit Authority (MBTA) Purchasing Cooperative Contract.
- Staff is requesting authorization to proceed with the purchase of six CNG buses from Gillig, LCC (Gillig) using the options as the most cost effective method to make the purchase.

III. DISCUSSION/BACKGROUND

METRO needs to purchase six CNG BRT Plus Low Floor buses to replace aging vehicles in its Fixed Route fleet. METRO's Transit Asset Management Plan (TAM) establishes the useful life of a bus as 14 years. METRO currently has 29 buses with an average of 19.7 years and 697,715 miles that need to be replaced as soon as possible. Seventeen of these are 20-year-old diesels averaging 769,288 miles, six of which PTMISEA funds would help replace.

On November 15, 2019, the Board approved the allocation of \$3.5 million from the PTMISEA to purchase a minimum of four replacement CNG buses. Following the November 15th Board approval, staff determined the need to add additional PTMISEA funding in the amount of \$536,017, as well as \$100K from the Bus Replacement Fund (Measure D) to backfill the difference needed for the purchase of two additional CNG buses for fixed route service, as reflected in the FY20 Capital Budget, revised on February 28, 2020. The PTMISEA funds, which expire in June 2023, are needed to procure six CNG buses to maintain progress commitments to the Long Range Bus Replacement Plan.

The vehicles being replaced include four 1998 diesel buses and two 2003 CNG buses. The CALACT/MBTA Cooperative Purchasing Contract for vehicle procurement includes the required vehicles.

Bus #	Make	Size	Year	Fuel Type
9801	New Flyer	35'	1998	Diesel
9811	New Flyer	35'	1998	Diesel
9813	New Flyer	35'	1998	Diesel
9817	New Flyer	35'	1998	Diesel
2230	New Flyer	40'	2003	CNG
2234	New Flyer	40'	2003	CNG

Utilizing cooperative purchasing agreements streamlines the procurement process and allows for better pricing than METRO would normally obtain pursuant to a standalone procurement due to the greater quantities requested. The CALACT Cooperative charges a contract usage fee of 1% based on the purchase order total before tax or any offered cash discounts.

Staff recommends that the Board award a contract to Gillig for the purchase of six CNG buses in an amount not to exceed \$3,958,985; and that it further authorize the CEO to execute the contract with Gillig utilizing the CALACT/MBTA Cooperative Purchasing Contract to obtain and exercise the six bus purchase options.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

METRO is replacing four 1998 diesel buses and two 2003 CNG buses, in alignment with the following strategic priorities:

- Service Quality and Delivery
- State of Good Repair

V. FINANCIAL CONSIDERATIONS/IMPACT

Gillig has quoted the three 35'X102" CNG BRT Plus Low Floor buses at a cost of \$656,681.02 each and the three 40'X102" CNG BRT Plus Low Floor buses at a cost of \$662,980.38 each.

Funds to support this procurement are available in the PTMISEA (1B) grant in the amount of \$4,036,017, as reflected in the FY21 Capital Budget (Project 19-0024). The table below outlines the matrix for grant funding allocations.

	Project	Total Cost	PTMISEA
1	Three 35' CNG buses	\$ 1,970,043.06	\$ 1,970,043.06
2	Three 40' CNG buses	\$ 1,988,941.14	\$ 1,988,941.14
	Total	\$ 3,958,984.20	\$ 3,958,984.20

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

The Board could direct the Purchasing Manager to conduct a standalone procurement for these buses. This is not recommend as it would take approximately six months and would likely result in higher priced buses due to the small quantities.

VIII. ATTACHMENTS

Attachment A: Quote from Gillig, LLC

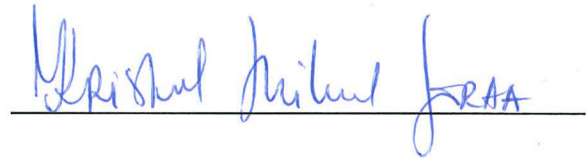
Prepared by: Margo Ross, Chief Operations Officer
Wondimu Mengistu, Grants/Legislative Analyst

IX. APPROVALS

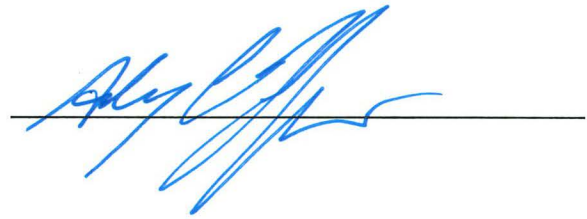
Eddie Benson, Maintenance Manager



Approved as to fiscal impact:
Angela Aitken, CFO



Alex Clifford, CEO/General Manager



Attachment A

GILLIG

September 23, 2020

Mr. Eddie Benson
Maintenance Manager
Santa Cruz Metropolitan Transit District (METRO)
110 Vernon Street
Santa Cruz, CA 95060

Dear Mr. Benson,

Thank you for your interest to purchase three (3) 35' CNG BRT PLUS & three (3) 40' CNG BRT Plus Low Floor buses, using options off the CalACT Consortium Contract (MBTA RFP #18-01).

Attached you will find the Price Variance that would pertain to your next order. GILLIG is pleased to quote the following:

<u>THREE (3)</u>	<u>35'X102"</u>	<u>CNG BRT PLUS LOW FLOOR BUSES</u>	<u>\$656,681.02 EA</u>
<u>THREE (3)</u>	<u>40'X102"</u>	<u>CNG BRT PLUS LOW FLOOR BUSES</u>	<u>\$662,980.38 EA</u>

These prices are valid for 30 days. Prices excludes registration and license fees, but does include CA Sales Tax (9.25%) and a 1% Spares Budget. The production of your buses can be scheduled within 12-15 months from receipt of purchase order. To maintain this production schedule, we will require a firm purchase order within 30 days.

We thank you for this opportunity and appreciate your interest in GILLIG and our products. We certainly look forward to working with METRO again and in so doing, continuing to build our long-term partnership. Should you have any questions, please do not hesitate to contact me.

Sincerely,

Sean Solis

Sean Solis
Regional Sales Manager

cc: Joseph Policarpio
William F. Fray, Jr.
Javier Hernandez, Jr.

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DATE: October 23, 2020
TO: Board of Directors
FROM: John Urgo, Planning & Development Director
SUBJECT: BUS STOP SIGNAGE UPGRADES

I. RECOMMENDED ACTION

That the Board of Directors approve the proposed changes to METRO's bus stop signage

II. SUMMARY

- This report provides information on industry best practices regarding bus stop signage and proposed changes for the Santa Cruz Metropolitan Transit District (METRO) system.
- The COVID-19 pandemic provides an important backdrop to this effort as the severe loss of ridership and increasing use of contactless mobile devices offers an opportunity to reevaluate how riders access route and schedule information.
- Best practices learned from other agencies suggest that bus stop signage should display information in a clear visual hierarchy, avoid extraneous details and direct customers to use an agency's entire information system. In addition, research reveals few agencies maintain schedules at all stops.
- METRO's current bus stop signage contains useful customer information but is visually cluttered, difficult to interpret and often repetitive. The practice of posting full route schedules and maps at every stop is costly to maintain, with questionable value to the rider.
- The proposed upgrades would bring METRO's bus stop signage in line with industry best practices, establish clear branding and informational hierarchies, improve visibility and legibility, standardize sign height and placement and improve at-stop schedule information at key locations.

III. DISCUSSION/BACKGROUND

Bus stop signs are one of a transit agency's most useful informational tools, as they inform the customer where there is service and can reinforce the agency's brand identity. Bus stops are just one component, however, of a multi-tiered

information system that includes online and mobile resources, printed timetables and maps, customer service and telephone information and on-bus information. The proposed upgrades to METRO's bus stop signage aim to bring METRO's 798 active bus stop signs in line with industry best practices, better guide customers through METRO's service and informational systems and reduce costs associated with maintaining schedules and maps at all active stops.

The COVID-19 pandemic provides an important backdrop to this effort as the severe loss of ridership offers an opportunity to reevaluate how riders access customer information. For example, the practice of posting full maps and schedules at every stop has incurred significant cost as a result of the frequent service changes implemented in response to the pandemic, with dubious value to the customer and no detectable ridership benefits. In addition, the pandemic has spurred an increased use of contactless and mobile applications among the public to access information and conduct everyday transactions. This effort aims to improve the customer information system for current riders while taking into consideration how riders will access the system in the future.

Industry Best Practices

Best practices learned from other agencies indicate that bus stop signage should avoid displaying extraneous detail and should direct customers to use an agency's entire information system. This prevents the bus stop from becoming visually cluttered and makes relevant information less difficult to discern. There are three elements to consider when designing signage (Attachment A):

1. **Primary:** The primary element of a bus stop sign is the stop flag. This makes the purpose of the sign clear and allows the customer to identify where the bus stop is located from a distance. It also functions as a marketing tool for the agency's brand. This element commonly includes an icon of a bus, the words "Bus Stop" and the agency logo.
2. **Secondary:** The secondary element of a bus stop sign is the route number and name(s). The route number, coupled with a route name, should provide a succinct description of the route. It is best practice for the route name to include both the destination and the primary corridor or area where the route travels. Having route numbers and names clearly visible allows potential customers to gain an understanding of the agency's service and determine if it is useful to them.
3. **Tertiary:** The tertiary element of bus stop signage is information the customer needs to seek additional resources. This information is at the bottom of the hierarchy since it is only relevant if a customer were considering using the service advertised by the primary and secondary elements. At a minimum, this section should include the agency's phone number, website and a stop ID number, but can also include the name of the bus stop and instructions on

how to get arrival information. The text size for this section should be smaller, since it is designed to be read up close. Positioning it at the bottom of the sign helps establish it as the bottom of the information hierarchy, while also bringing it closer to eye level for the customer.

Best practices also indicate that signs that protrude more than 12 inches from their signpost should be at least 80 inches from the ground in order to be compliant with Americans with Disabilities Act (ADA) guidelines. METRO's bus stop signs are currently in compliance with ADA as they do not protrude more than 12 inches from their posts. However, most agencies adhere to the 80 inch height minimum regardless, as this raises the sign above the height of any passing pedestrians and allows it to be easily visible from further away.

In addition, supplemental information, such as schedules and route maps, is often displayed at key stops. Typical locations for these types of informational displays are at downtown stops, high-use stops, transfer points and park-and-ride lots. Due to the cost of displaying schedules and maps at every stop in a transit system, most transit agencies focus on the stops with the highest usage in order to maximize the benefit of displaying this information while minimizing costs. While around 80% of transit agencies use supplemental information displays in some form, they do so at less than 5% of stops within a transit system. Areas with high pedestrian activity are the most likely to have casual or first-time riders, so the bus stop signs and informational displays at stops in these areas serve the purpose of making the transit system discoverable and easy to use. Conversely, in low-density areas with less frequent transit service, riders are less likely to approach a stop without having planned their trip in advance.

Common industry practice is to display supplemental information in a separate display case mounted to the bus stop pole or in a real time LCD or e-ink display. The traditional display case allows the agency to update and replace the printed schedule easily, and placement at eye level allows for smaller text and graphics than the bus stop sign, which needs to be able to be read from afar. Modern e-ink displays can be updated manually or by synchronizing with an agency's real time information feed. Many e-ink manufacturers also include ADA-compliant audio buttons and solar charging.

Issues with Current Design

METRO's current bus stop signs contain useful customer information but can be confusing to the customer, difficult to read, and are expensive and time consuming to maintain. The design is visually cluttered, without a clear hierarchy of information. The most relevant information, such as route numbers and names, is printed in small text, while tertiary customer service information is printed in large text. The signs also contain redundancies, such as repeated logo and contact information, and extraneous text that is typically not included by peer agencies.

The sign's primary element, the 12-inch-by-12-inch flag that contains the METRO logo and the words "Bus Stop", is displayed on only one side. METRO customers approach bus stops from both directions and there is nothing to inform them they are approaching a bus stop on the backside of the sign. Additionally, some route numbers are only displayed on the backside, so a customer may not know if a particular route serves the stop unless they carefully check both sides of the sign.

Other issues with the current design pertain to the display of schedule information. One of the most prominently displayed elements of the current signage is detailed instructions on how to get arrival predictions using a text message based schedule-by-stop system. However, per METRO's 2019 onboard transit ridership survey, less than 8% of riders use schedule-by-stop text messages and 25% were unaware schedule-by-stop existed despite the information being on stop signage twice in most cases.

METRO also maintains full timetable and route map information at all stops despite industry best practice. Besides adding visual clutter, this requires replacing the full route timetable and map sticker for every minor schedule change, which is an expensive and time-consuming process. It is also of questionable value to the customer, as it requires interpreting the scheduled arrival time based on the nearest time point on the map. In addition, the onboard survey found that 57% of local riders have access to the internet on a smart phone and 67% use Google Maps or the METRO website to get schedule information. Once METRO's Automatic Vehicle Locator (AVL) system is fully functional later this year, these customers will have access to real time arrival information, as will all customers with access to text message based services.

Proposed Design

The proposed signage aims to resolve the issues above by improving legibility and visibility, and enhancing the relevance and placement of customer information. The redesign effort includes the following components:

- **Redesigned signage and route decals:** The redesigned signage features METRO's brand colors and large text and is side mounted to allow the display to be visible on both sides (see Attachment A). Legibility is improved by structuring information according to a clear informational hierarchy:
 - The top section features clear agency branding and is common to all stops.
 - The middle section contains route information printed in large text, route names following the corridor to destination format and color coding based on service type (e.g. local, express and rural) for quick visual inference.

- The bottom section informs the customer where to go to find additional information, such as real time or text message based schedules and customer service.
- **Standardized vertical clearance and pole placement:** Although not required by the ADA, staff proposes raising the minimum sign vertical clearance to the 80-inch ADA standard to conform to industry best practices, improve visibility to pedestrians, bus operators, and passing motorists, and avoid obstructing pedestrian pathways. Staff also recommends relocating signs from the inside of shelters to new poles installed on the outside for greater visibility.
- **New schedule and map inserts:** Another significant upgrade involves the production and installation of new schedule and map inserts featuring stop specific schedules and schematic route maps installed in display cases at select stops (Attachment A). The stop specific schedules will eliminate the guesswork currently required of customers to determine their nearest time point, while the schematic maps highlight key corridor information and stop locations.

Staff recommends installing the new schedule and map inserts at a subset of stops following industry best practices. This strategy focuses resources on areas where there is greater demand for the display of schedule and map information at the bus stop, i.e., areas with a higher likelihood of casual or first time riders, places where customers may have limited access to other means of accessing such information, and stops with generally higher ridership. Staff has identified 118 such stops, comprising 15% of all METRO stop locations (a full stop list is included in Attachment B):

- Westside stops near large student populations
- Stops in proximity to social services
- Stops in proximity to senior housing and destinations
- Downtown Santa Cruz, Governmental Center and Boardwalk area
- Downtown Watsonville
- Cabrillo College stops
- Stops serving high schools that receive special transit service
- Rural and mountainous areas with poor cell phone coverage

This strategy recognizes that at stops with infrequent service or low ridership, there are fewer customers needing to access schedule information and a greater likelihood of customers doing so before arriving at their stop (a point also confirmed by the onboard survey responses). It also aims to rein in the cost of maintaining maps and schedules at all stops, something best practice research shows only the largest and most well-resourced agencies do. This has become particularly relevant during the COVID-19 pandemic, which has prompted frequent service changes, each requiring replacing schedule information at all stops.

All METRO routes would have at least some stops with posted schedules. In addition, information on how to obtain real time arrival and the text message based schedule-by-stop system would remain at all stops. Staff recommends developing a process for members of the public to request specific stops receive supplemental information displays using the following criteria:

1. The stop serves a location where customers are unlikely to have or use smartphones to obtain information.
 2. The stop exceeds a minimum number of boardings per day (a typical minimum is 50).
- **Real time information:** The future of schedule information is in real time. Two-thirds of METRO customers surveyed already access schedule information via the internet. These customers will soon have access to real time information in conjunction with the full rollout of METRO's AVL system and associated mobile application. Customers without access to the internet on their mobile device will also benefit through the text message based schedule-by-stop system available at every stop. The rollout also includes the installation of real time displays at METRO transit centers. As a future phase, staff is planning to pilot smaller digital or e-ink displays at multiple stops throughout the district. These solar powered tablet readers would take the place of the printed schedule inserts discussed above, providing real time at stop information and upgraded accessibility features, such as an audio button for people who are visually impaired.

Implementation

The redesigned stop identifier and route decals could be printed and installed during any future service change. However, full implementation of a double-sided design on new poles with schedule inserts will take several months to procure and install. In addition to ordering new poles and sign plates, staff will need to measure the horizontal and vertical clearance of all 798 METRO bus stops. The earliest timeframe for completion of this work is the Spring Bid in March 2021.

Bus stops are the entry point of all customers into the system and serve as an important marker in the community that METRO is a critical component of the local transportation network. Taken together, these upgrades will improve the customer experience by making METRO's bus stop signage more visible and easier to understand, with enhanced features and consistent placement of bus stop elements. Even as the move to mobile accelerates, especially in the face of COVID-19, these changes will enable METRO to provide enhanced information to customers both with and without smartphones. As transit ridership declines in the wake of the COVID-19 pandemic, it is important that METRO continues to strengthen its brand identity as a safe, reliable transportation option to retain existing customers and draw new riders into the system.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This item aligns with METRO's Service Quality and Delivery and State of Good Repair strategic priorities.

V. FINANCIAL CONSIDERATIONS/IMPACT

Signage and Route Decals: Staff estimates printing and installing new double-sided stop ID and route decals would cost \$16,000. The new stop ID sticker costs 80% less than the existing sticker, and the route decals would no longer need to be replaced for every minor schedule change. The new design therefore has an estimated annual cost savings of \$6,000 over the current design.

Sign Plates and Poles: Replacing the existing aluminum sign plates, many of which are beyond their useful life, is estimated to cost \$8,000. Procuring new sign poles in order to bring sign vertical clearance to 80 inches would cost \$35,000, assuming all 798 poles need to be replaced.

Schedule Holders and E-Ink Displays: Installing schedule holders at 120 stops would cost \$12,000. Solar powered e-ink displays cost roughly \$10,000 per installation.

The total estimated project cost for all elements is roughly \$85,000 (assuming a 20% contingency and leaving the cost of e-ink displays for a future phase).

Staff anticipates that the Facilities Department will need to fill two temporary positions to complete the hardware installation, at a total cost of \$13,000.

This project was not envisioned at the beginning of the fiscal year and therefore does not have a dedicated source of funding. The cost of the stop ID stickers and route decals could be funded through the Planning Department's annual printing budget of \$15,000, which is the current source of funding for the existing route stickers. The remaining \$70,000 could be funded through METRO's Capital

Reserve budget or added to the ten-year unfunded Capital Program for consideration as future funding becomes available. Staff will prepare a separate report for the e-ink displays and will return to the Board at a later date.

VI. CHANGES FROM COMMITTEE

N/A.

VII. ALTERNATIVES CONSIDERED

- The Board could choose to keep the existing signage in place. As discussed above, the current bus stop signs can be confusing to the customer, difficult to read, and are expensive and time consuming to maintain. Therefore, staff does not recommended this option.
- The Board could also choose to fund a subset of the items discussed above. For example, the stop ID stickers, route decals and new aluminum plates could be replaced as a single-sided design without raising the sign height, installing new poles, or adding schedule inserts. This would cost approximately \$25,000. Schedule information would be placed at the selected stops using the current route schedule and map sticker. Staff does not recommend this option as adhering to the 80-inch height minimum follows best practice, provides sufficient vertical clearance for passing pedestrians, and increases sign visibility. Additionally, installing schedule inserts reduces the maintenance cost of replacing all stickers during service changes.

VIII. ATTACHMENTS


Attachment A: Bus Stop Signage Redesign Presentation

Attachment B: List of stops that will retain schedule information

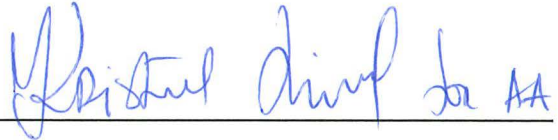
Prepared by: John Urgo, Planning & Development Director
Mathew Marquez, Transportation Planner I
Rohan Tulli, Transportation Planner Temp

IX. APPROVALS

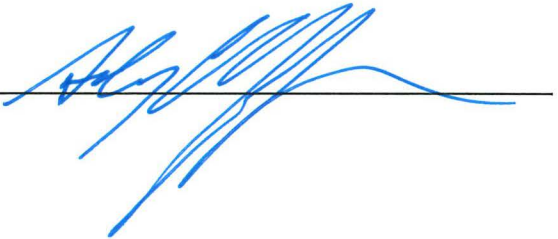
John Urgo,
Planning and Development Director



Approved as to fiscal impact:
Angela Aitken, CFO



Alex Clifford, CEO/General Manager



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Bus Stop Signage Redesign

October 23, 2020

John Urgo, Planning & Development Director

Current Stop Design



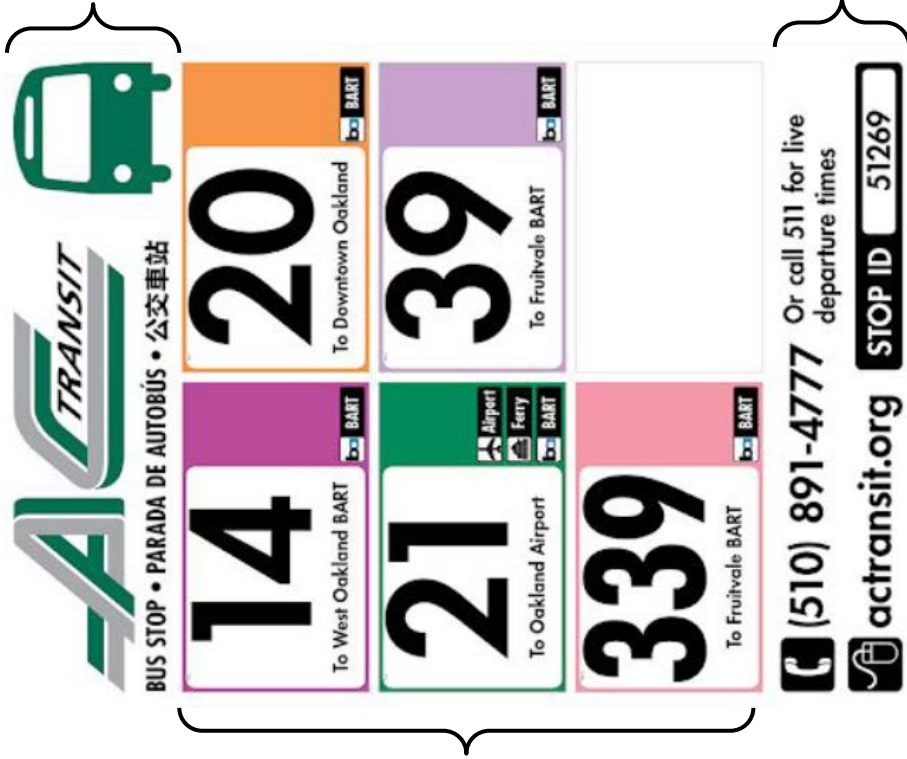
Industry Best Practices Examples



Attachment A

Industry Best Practices Defined

Secondary: Route numbers and destinations. Note the large font size of the route numbers and the special icons for key destinations such as BART.



Primary: Large agency logo, pictogram, and “Bus Stop” text.

Tertiary: Customer service, help, and wayfinding information. This information helps the customer seek additional resources.

Current Stop Feedback



Lacks clear hierarchy of information: Bus icon and Stop ID most prominent info

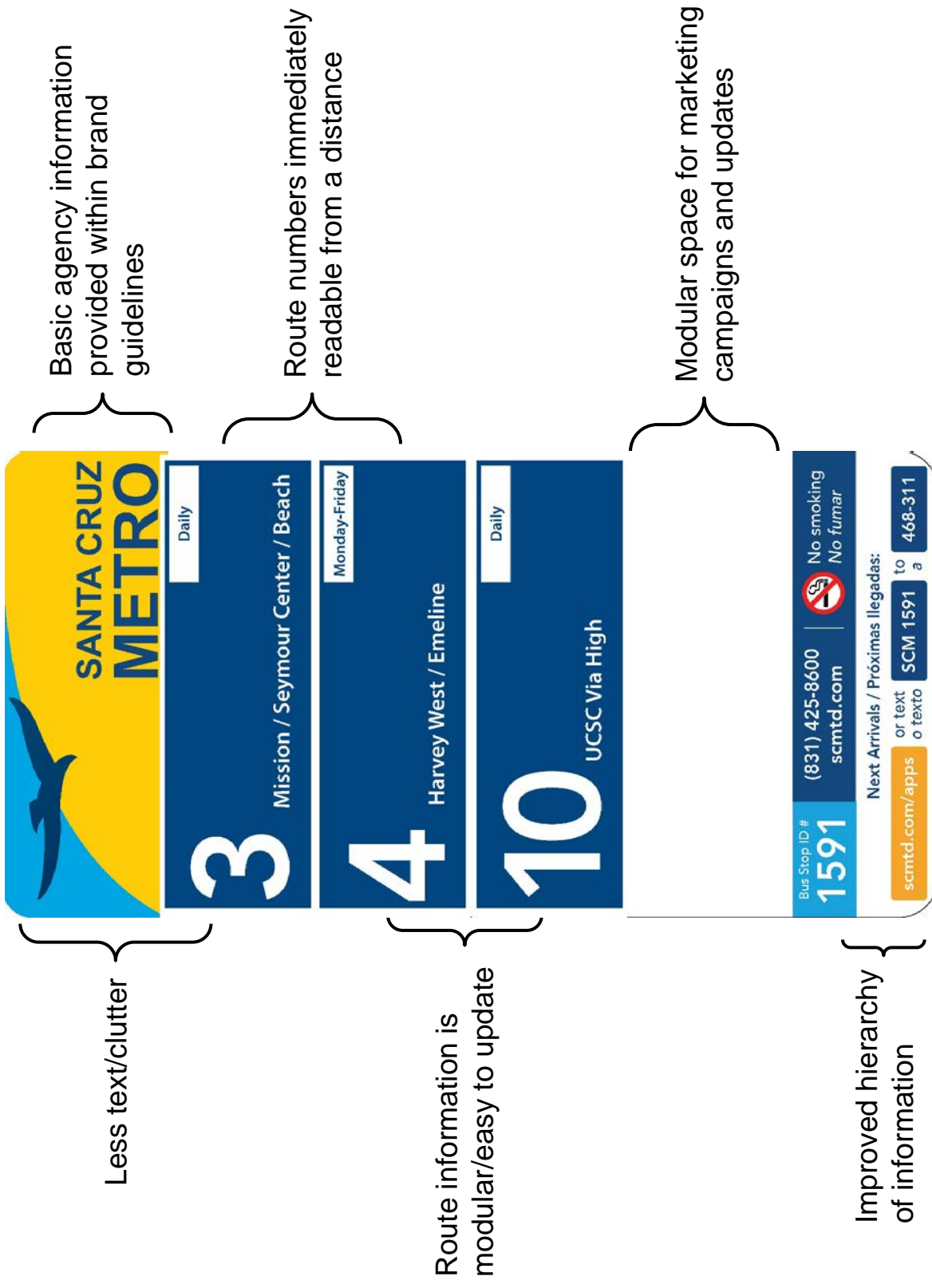
Visually cluttered: Lots of small text/hard to read from a distance

Redundancies: logo and contact info repeated

Route number and destination can't be seen from a distance

Full route schedule and map sticker is costly and requires update for minor service changes

Route Stop Redesign



Route Stop Design Variations Based on # of Routes

One Route

Bus Stop ID #
1591

(831) 425-8600
scmtd.com

No smoking
No fumar

Next Arrivals / Próximas llegadas:
or text SCM 1591 to 468-311
o texto

Two Routes

SANTA CRUZ
METRO

Daily

3 Mission / Seymour Center / Beach

Monday-Friday

4 Harvey West / Emeline

Bus Stop ID #
1591

(831) 425-8600
scmtd.com

No smoking
No fumar

Next Arrivals / Próximas llegadas:
or text SCM 1591 to 468-311
o texto

Three Routes

SANTA CRUZ
METRO

Daily

3 Mission / Seymour Center / Beach

Monday-Friday

4 Harvey West / Emeline

Daily

10 UCSC Via High

Bus Stop ID #
1591

(831) 425-8600
scmtd.com

No smoking
No fumar

Next Arrivals / Próximas llegadas:
or text SCM 1591 to 468-311
o texto

Route Stop Design Variations Based on # of Routes

Four Routes

16 SANTA CRUZ METRO
Daily
UCSC via Laurel East

17 HIGHWAY 17 EXPRESS
Amtrak Thruway
Daily
Northbound to San Jose

17 HIGHWAY 17 EXPRESS
Amtrak Thruway
Daily
Southbound to Santa Cruz

19 SANTA CRUZ METRO
Daily
UCSC via Lower Bay

Bus Stop ID # **1591** (831) 425-8600 scmttd.com No smoking No fumar

Next Arrivals / Próximas llegadas:
scmttd.com/apps or text SCM 1591 to 468-311
o texto o texto a

19 SANTA CRUZ METRO
Daily
UCSC via Lower Bay

20 SANTA CRUZ METRO
Daily
UCSC via Westside

35 SANTA CRUZ METRO
Daily
Santa Cruz to San Lorenzo Valley (SLV)

35 SANTA CRUZ METRO
Daily
San Lorenzo Valley (SLV) to Santa Cruz

Bus Stop ID # **1591** (831) 425-8600 scmttd.com No smoking No fumar

Next Arrivals / Próximas llegadas:
scmttd.com/apps or text SCM 1591 to 468-311
o texto o texto a

35A SANTA CRUZ METRO
Daily
Santa Cruz to San Lorenzo Valley (SLV) via Scotts Valley Drive

40 SANTA CRUZ METRO
Monday-Friday
Santa Cruz to Davenport

40 SANTA CRUZ METRO
Monday-Friday
Davenport to Santa Cruz

41 SANTA CRUZ METRO
Monday-Friday
Santa Cruz to Bonny Doon

Bus Stop ID # **1591** (831) 425-8600 scmttd.com No smoking No fumar

Next Arrivals / Próximas llegadas:
scmttd.com/apps or text SCM 1591 to 468-311
o texto o texto a

Supplemental Schedule Information



Transit Information / Información de tránsito

71 Soquel/Freedom to Santa Cruz

AM	Weekday	Weekend
5	9	-
7:07:30	7:47	-
8:07:45	7:47	-
8:52:45	7:47	-
9:57:15	7:47	-
11:02:15	7:47	-
12:18:45	17:47	-
1:21:15	18:42	-
2:15:45	18:42	-
3:10:15	18:42	-
4:04:45	18:42	-
5:00:15	18:42	-
6:02:45	18:42	-
7:13:42	18:42	-
8:07:15	18:42	-
9:07:15	18:42	-
10:07:15	18:42	-
11:11	-	-
12:07	-	-

66 Live Oak/17th to Santa Cruz

AM	Weekday	Weekend
5	-	-
6	13	-
7	18	-
8	18	-
9	23	21
10	23	21
11	23	23
12	23	23
1	25	24
2	25	24
3	30	24
4	30	24
5	32	24
6	37	24
7	-	24
8	01	20
9	31	-
10	57	00
11	-	-
12	-	-

91X Capito to Santa Cruz

AM	Weekday	Weekend
5	-	-
6	01	-
7	31	-
8	01	-
9	31	-
10	01	-
11	01	-
12	01	-
1	01	-
2	01	-
3	01	-
4	01	-
5	01	-
6	01	-
7	01	-
8	01	-
9	01	-
10	01	-
11	01	-
12	01	-

Route	Operating	Transitions	Operating	Transitions	Operating	Transitions	Operating	Transitions
66	Live Oak/17th to Santa Cruz	6/15/2020	6/15/2020	6/15/2020	6/15/2020	6/15/2020	6/15/2020	6/15/2020
91X	Capito to Santa Cruz	6/15/2020	6/15/2020	6/15/2020	6/15/2020	6/15/2020	6/15/2020	6/15/2020

71 Soquel/Freedom to Santa Cruz

Map showing route from Soquel/Freedom to Santa Cruz via Governmental Center, Soquel, Capito, and Santa Cruz Metro Center.

66 Live Oak/17th to Santa Cruz

Map showing route from Live Oak/17th to Santa Cruz via Harbor HS, Governmental Center, and Santa Cruz Metro Center.

91X Capito to Santa Cruz

Map showing route from Capito to Santa Cruz via Governmental Center and Santa Cruz Metro Center.

Supplemental Schedule Information

Stop Types	Rationale
Westside stops near large student populations	High ridership Many transit routes in close proximity
High & Bay, Bay & Mission, Mission & Trescony, Mission & Olive	Confusing transfer area In proximity to key destinations
Stops in proximity to social services	High ridership Possibility of customers without cell phones
Stops in proximity to senior housing and destinations	Possibility of customers without cell phones
Downtown areas (Santa Cruz and Watsonville)	High ridership Walkable area Many transit routes in close proximity In proximity to key destinations High likelihood of tourists and first-time riders
Stops serving high schools that receive special transit service	High ridership Possibility of customers without cell phones
Rural and mountainous areas with poor cell phone coverage	Possibility customers cannot access information through cell phone

Supplemental Schedule Information

Information Available	Type 1: Standard	Type 2: High Use, Special, or No Cell Coverage	Type 3: Walkable Area / Campus / Tourist Destination / Transfer Point	Type 4: Transit Center (Large format poster)
Stop Flag	✓	✓	✓	
Route Numbers & Names	✓	✓	✓	✓
Route Maps		✓	✓	✓
Route Schedules		✓	✓	✓
Fare Information		✓	✓	✓
Local Area Map			✓	✓
System Map				✓
Number of Stops				
	~675	~80	~40	4

Thank You

Attachment B

Stop ID	Stop Name	No cell service
1590	Laurel & Blackburn	
2731	Laurel & Blackburn	
2572	Laurel & Chestnut	
1591	Laurel & Center	
2666	Soquel & Front	
2365	Soquel & Front	
2364	Front & Soquel	
2667	Front & Soquel	
1457	River & Front	
1713	River & River Extension	
1892	Governmental Center	
1894	Water & Ocean	
1664	Ocean & Water	
1893	Water & Ocean	
2592	Pacific & Viaduct	
2593	Pacific & 2nd	
2344	Western & Beachview	
1907	Western & Flower	
2663	Western & Flower	
1232	Bay & Meder	
1230	Bay & Iowa	
1231	Bay & Nobel	
2374	High & Western	
1510	High & Western	
1345	Coral & River	
1347	Emeline Complex	
2603	Emeline Building K	
1384	Emeline & Sutphen	
2738	Westgate & Technology (Social Security)	
1220	Bay & Columbia	
1219	Bay & Columbia	
1294	Capitola Rd & 17th	
1293	Capitola Rd & 17th	
2722	Soquel & Lower Perimiter	
1839	Cabrillo College	
1840	Cabrillo College	
1841	Soquel & Borregas	
2681	Via Pacifica & Cabo Court	
2692	Hwy 9 (SLV High School)	
1530	Hwy 9 (SLV High School)	
1531	Hwy 9 (SLV High School)	
1884	Walnut & California	

Attachment B

1883 Walnut & California	
1801 Soquel & La Fonda	
1802 Soquel & La Fonda	
2727 Pajaro Valley High School	
1817 41st & Soquel	
1818 41st & Soquel	
1006 Freedom Centre	
2407 Freedom Centre	
1903 Water & Poplar	
2728 Water & Poplar	
1794 Soquel & Poplar	
2186 Soquel & Darwin	
1795 Soquel & Frederick	
2507 Empire Grade (at Mile 1306)	✓
2134 Empire Grade & Smith Grade Rd	✓
1390 Empire Grade & Pineridge Rd	✓
1391 Empire Grade & McGivern Way	✓
1392 Empire Grade & Felton Empire Rd	✓
1396 Empire Grade & Feather Ln	✓
2437 Empire Grade & Sunlit Ln	✓
2508 Empire Grade (Bonny Doon Airport)	✓
1399 Empire Grade & Rustic Ln	✓
1672 Pine Flat Rd & Empire Grade	✓
2138 Pine Flat Rd & Atherley Ln	✓
2139 Pine Flat Rd & Comstock Ln	✓
2141 Pine Flat Rd (#2175)	✓
2142 Pine Flat Rd & Bonny Doon Rd	✓
1250 Bonny Doon Rd & Phillips Ranch Rd	✓
2429 Bonny Doon Rd (Mc Henry Vineyard)	✓
2132 Bonny Doon Rd & Thayer Rd	✓
1251 Bonny Doon Rd (Country Estates Terrace)	✓
2509 Bonny Doon Rd & Cathedral Park Dr	✓
2135 Bonny Doon Rd & Pine Flat Rd	✓
2373 Pine Flat Rd & Quail Dr	✓
2136 Pine Flat Rd (Bonny Doon Elementary)	✓
2137 Pine Flat Rd & Kelly Ln	✓
2510 Pine Flat Rd (#2300)	✓
2511 Pine Flat Rd (#2572)	✓
2512 Pine Flat Rd (#2878)	✓
2140 Pine Flat Rd & Comstock Ln	✓
1671 Pine Flat Rd & Empire Grade	✓
1398 Empire Grade & Granger Rd	✓
1397 Empire Grade & Sunlit Ln	✓

Attachment B

1395 Empire Grade & Wild Iris Ln	✓
1393 Empire Grade & Felton Empire Rd	✓
1389 Empire Grade & Pineridge Rd	✓
1388 Empire Grade & Smith Grade Rd	✓
2310 Empire Grade (#2519)	✓
1561 Hwy 9 & Lomond	✓
2124 Hwy 9 & Mountain	✓
1558 Hwy 9 & River	✓
1556 Hwy 9 & Irwin Way	✓
1554 Hwy 9 & Clear Creek Rd	✓
1552 Hwy 9 & Western Ave	✓
1550 Hwy 9 & Pike Rd	✓
1553 Hwy 9 & Larkspur	✓
1555 Hwy 9 & Pacific	✓
1557 Hwy 9 & Irwin Way	✓
1559 Hwy 9 & River	✓
1560 Hwy 9 & Mountain	✓
1432 Freedom Blvd & McDonald Rd	✓
1434 Freedom Blvd & Parkhurst Cir	✓
1436 Freedom Blvd (#5620)	✓
1440 Freedom Blvd & Day Valley Rd	✓
1441 Freedom Blvd & La Vida Dr	✓
1443 Freedom Blvd & Willow Heights	✓
1445 Freedom Blvd & White Rd (Scott Park)	✓
1447 Freedom Blvd & Corralitos Rd	✓
1446 Freedom Blvd & Corralitos Rd	✓
1444 Freedom Blvd & Eagle Ridge (Scott Park)	✓
1442 Freedom Blvd & Pleasant Valley Rd	✓
1439 Freedom Blvd & Day Valley Rd	✓
1437 Freedom Blvd (#5310)	✓
1435 Freedom Blvd (#5620)	✓
1433 Freedom Blvd & Parkhurst Cir	✓
1431 Freedom Blvd & McDonald Rd	✓
1044 Browns Valley Rd & Corralitos Rd	✓
1056 Corralitos Rd (Bradley Elementary)	✓

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NEWS CLIPS

September 25, 2020 – October 23, 2020

**SANTA CRUZ
COUNTY
ARTICLES**

UC Santa Cruz

Home / 2020 / October / Fall 2020 Transportation Programs

Fall 2020 Transportation Programs

To: UC Santa Cruz Staff & Faculty

From: UCSC Transportation and Parking Services (TAPS)

October 13, 2020

As our UCSC community begins the fall quarter, below is some information regarding campus transportation options.

Campus Bike Programs

We're pleased to announce that the Great Meadow Bike Path has re-opened with some outstanding improvements! Read about the improvements and upgrades at the TAPS website and stay tuned for an announcement about how you can share your story about biking on campus.

Biking is fun, but the Santa Cruz hills can be a major challenge. Why not try an e-bike? UCSC employees are eligible to apply for a 0% interest loan of up to \$1,500 to purchase an e-bike. Visit the TAPS website to learn how to apply.

Be sure to check out taps.ucsc.edu/bike-programs to find out about all our bike programs and check for upcoming virtual events.

Taking the Bus

In order to prevent the spread of COVID-19, both Campus Shuttles and METRO buses will limit the number of passengers on each bus, and Campus Shuttles can only be boarded through the rear door. We recommend you give yourself extra time when taking the bus in case you're unable to board due to passenger limits.

Night Core service will be on-demand only through October 31, 2020. Night Core shuttles will serve all Campus Loop stops and some college circles, and will be available Monday–Friday from 6:00–11:15 p.m. and on weekends from 4:30–11:45 p.m. Call (831) 459-2829 to arrange a ride.

View the Campus Shuttle schedule for Fall 2020 [here](#).

UCSC faculty and staff can get a discounted quarterly or annual METRO bus pass for rides within Santa Cruz County for only \$16 per month. Apply [here](#) to get your bus pass. Visit scmtd.com to view schedules and routes.

Sharing a Ride

UCSC Vanpools save you money, reduce wear and tear on your car, and help the environment. We have Vanpools serving the San Jose, Watsonville, and Monterey areas. Contact the Vanpool Office to find out if there are routes available near you.

Emergency Ride Home

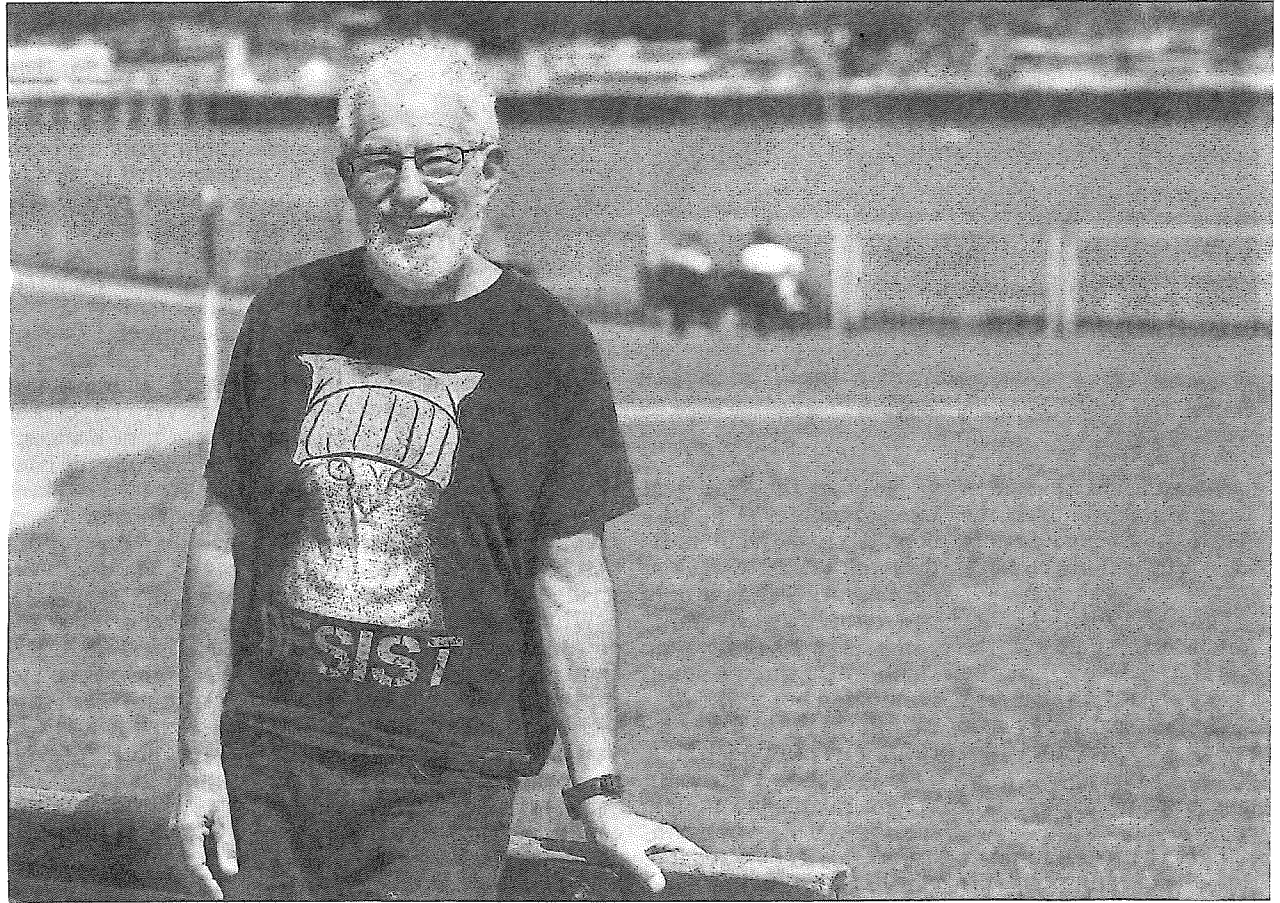
If you use alternative transportation to commute to work (bus, bike, carpool, vanpool, or walking), you're eligible for (2) FREE rides home a year in an emergency—no matter where you live! No mileage cap, no price cap. Use a cab, Uber/Lyft, bus, rental car, etc. To participate in the Emergency Ride Home Program, register [here](#).

Parking on Campus

While we encourage everyone on campus to utilize alternative transportation methods, you may need occasional parking. For those working remotely, we have added several daily and hourly ParkMobile spaces for short-term or on-demand parking. Visit the TAPS website for more information about daily and short-term parking options.

A LIFE BUSY

Educator reflects upon community involvement



PHOTOS BY SHMUEL THALER — SANTA CRUZ SENTINEL

To many, Mike Rotkin is the epitome of what is good in progressive Santa Cruz politics. At 75 years old, he's not planning or slowing down any time soon.

Mike Rotkin 'not close to slowing down,' friend says

By Jessica A. York
jyork@santacruzsentinel.com

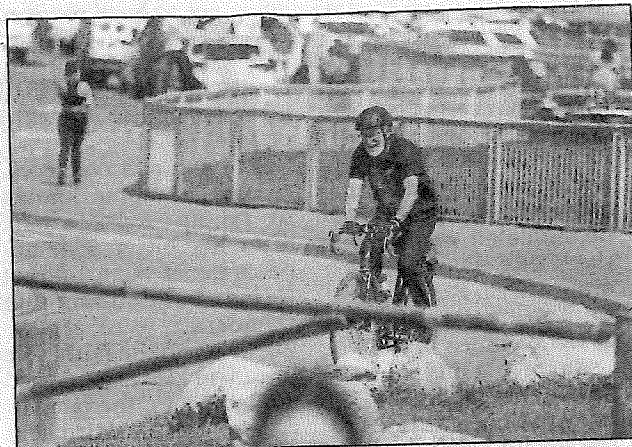
SANTA CRUZ » When Mike Rotkin was elected for what would be the first of six full terms on the Santa Cruz City Council 41 years ago, he had no intention of winning.

A self-described socialist-feminist, Rotkin said he avoided the Vietnam War draft in the 1960s because his numerous anti-war demonstration arrests had earned him the badge of "security risk" to the U.S. In fact, his political run started as a "protest campaign," one designed to get his neighborhood group's ideas taken seriously and debated in front of the public. The promise that he did not stand a chance in a field of 19 candidates that year was part of his incentive to run. Little did he know he would find it difficult to stay away, once he was voted into office.

"I always sort of like the

concept of being the organizer of things, rather than the leader or the person who sits front and visible to folks," Rotkin said by phone in a recent interview. "It took a lot to talk me into running for City Council back in 1979."

Rotkin, who turned 75 last week, last served on the City Council a decade ago — after completing five stints as appointed mayor over more than 30 years — and semi-retired from decades of lecturing at UC Santa Cruz nine years ago. Now, the Westside resident is considered a treasure trove of past and current political and activist knowledge, often tapped for advice, insight and help moderating tense debates. As of his latest birthday, there was little sign that he had begun to slow down. In fact, Rotkin has taken up kayaking on local rivers in his spare time. Mark Stephens, who joins Rotkin on many of his kая-



Mike Rotkin is a firm believer in the power of the people as well as the power of the pedal.

king trips, said of his friend, "I assure you he's not close to slowing down."

In addition to continuing to teach an honors course on history and politics and an internship class in Santa Cruz in UCSC's Community Studies Program, Rotkin serves on the Santa Cruz County Regional Transportation Commission board and is chairman of the Santa Cruz Metropolitan Transit District board. He organizes programs for the Democratic Women's Club of Santa Cruz County, sits

on the Coastal Watershed Council board and remains active as a labor organizer for the University Council of the American Federation of Teachers.

"It's interesting, because, when your life is structured around the more-or-less full-time job of being council member or mayor and for-sure full-time-job at the university, there's a lot more structure to it," Rotkin said. "Now, I'm doing a million little things all over the place and it actually is

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Educator

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more difficult to keep on top of it, in some ways, than it was when I was full time in two jobs."

Early influences

As a child, Rotkin's idea of political involvement was cultivated in the Maryland suburbs outside Washington, D.C. while joining his mother going door-to-door stumping for Democratic Party candidates, witnessing Martin Luther King Jr.'s "I Have a Dream" speech with his father and seeing

the family dining room table given over to a mimeograph machine used to help to organize 250 families to build an Olympic-sized neighborhood swimming pool.

"I think early on, I got the sense that life's about contributing to the community and being part of those kinds of things," Rotkin said in a recent interview. "I think it stuck with me on some level."

Rotkin fell in love with Santa Cruz during a summer break from Cornell University, while assisting with research on migrant workers. Parlaying a fellowship he already had, Rotkin

found out in September that year that he would be starting classes at UCSC the next month.

"I came to Santa Cruz and I was here about literally two days and I thought, there must be a way to stay in this town, it's so beautiful," Rotkin said.

Community fabric

Democratic Women's Club Chairwoman Carol Fuller, a behind-the-scenes political mover and shaker in her own right, recently recalled that she first got to know Rotkin more than three decades ago, during one of his council stints. She described him as "a re-

ally nice person" who tries to get along with all — "and that's not easy in this town."

"He's really knowledgeable about a lot of things, but he's really knowledgeable about the Regional Transportation Commission. He's been on that forever," Fuller said. "He's been on the Metro board, the bus service board, forever. He knows the water issues really well. He's been there long enough and he's diligent enough in his work to actually have a great deal of knowledge."

Rotkin said there are "a lot of things I'm still working on" and that he wants to make happen. Keeping

in touch with the latest in local issues is not easy, he said, once you are not living and breathing the politics from atop the Council Chambers dais. It is a challenge, however, the Rotkin said he continues to relish.

"A lot of my stuff is kind of running around, trying to figure out, like, what's happening with various issues, calling people, trying to be involved," Rotkin said. "I'm kind of a political junky on that level. I really enjoy — especially at the local level — enjoy what's going on and trying to follow it."

Contact reporter Jessica York at 831-706-3264.

KSBW 8

By: Erin Clark

Sept. 23, 2020

UC Santa Cruz will be welcoming students back for the fall semester this weekend. 700 students are expected to return to campus with another 300 students following that. Normally that number is 9000 students. School officials are encouraging students to remain living at their permanent residence. But for those who must return to campus, there will be some new safety protocols in place. For our campus community we are going to start asymptomatic testing so that we will be testing people without symptoms and checking to see if they contracted the virus. If they have, we will take the appropriate measures to limit its spread by creating a healthier campus community. We will also be creating healthier local community classes and instruction is scheduled to begin October 1st. This year welcome week will be conducted online via video.

Other Transit Related Articles

The Mercury News

VTA Bus Driver Dies From COVID-19

Bus operator Audre Lopez was 53

By: Nico Savidge | Bay Area News Group

October 15, 2020

A Valley Transportation Authority bus driver died Sunday after a lengthy battle with COVID-19, the first death among the transit agency's employees from the virus.

Audrey Lopez, 53, was a San Jose resident who had been a VTA operator for more than 13 years, said John Courtney, the president of Amalgamated Transit Union Local 265, which represents the agency's drivers.

Courtney described Lopez as "a really solid human being" who loved her grandchildren and was known for her distinctive laugh and positive attitude. A GoFundMe page has been set up to raise money for funeral expenses.

In a statement Thursday, VTA spokesman Ken Blackstone said, "We are providing grief counseling for employees and have reached out to the Lopez family with our deepest condolences."

Lopez last reported to work on Friday, Aug. 14, and did not return for her scheduled shift the following Monday, Blackstone said. She informed VTA on Aug. 23 that she had tested positive for coronavirus and was feeling ill. Blackstone said she never reported to work while experiencing symptoms.

After Lopez's positive test, Blackstone said the agency conducted "follow-up with some VTA employees" who she had contact with.

But VTA did not tell those workers to isolate, nor did it notify passengers who may have ridden on Lopez's buses. Blackstone said that's because CDC contact tracing guidelines consider a person infectious up to two days before the start of symptoms, and Lopez fell ill three days after she had last reported to work.

Since the start of the pandemic, 27 VTA employees have tested positive for COVID-19, Blackstone said, a figure that also includes workers in roles that don't interact with the public. Three of those workers are still recovering from the virus, he said, while 23 have returned to work.

VTA contends that Lopez did not contract coronavirus on the job. A review of Lopez's activity before her last day of work found she followed safety protocols and wore protective equipment, according to Blackstone, who said a third-party investigation found "absolutely no connection" between her infection and work driving for the agency.

Courtney, the union local president, disputes that claim, and said he suspects Lopez became infected while driving for VTA. Bus operators such as Lopez interact with

countless passengers each day, Courtney said, and “all she did was go back and forth from work.”

Blackstone said the agency has taken steps to protect drivers and riders from COVID-19: VTA riders are required to wear face masks, and the agency has limited the capacity of its buses to ensure people can socially distance. VTA drivers operate buses from behind pull-down plastic barriers meant to shield them from passengers.

While many people have avoided public transportation during the pandemic because of fears the virus could spread between passengers, transit advocates note there has been scant evidence that buses or trains are especially risky. John Swartzberg, clinical professor emeritus of infectious diseases and vaccinology at UC Berkeley, has described riding public transit as a “medium-risk” activity, on par with eating at a restaurant, so long as everyone wears masks and has enough room for social distancing.

Progressive Railroading

October 2020

Passenger-Rail Agencies Struggling To Survive Ridership, Revenue Losses

By: Julie Sneider, Senior Associate Editor



U.S. passenger-rail and transit agencies have faced a dramatic drop in ridership and revenue during the COVID-19 pandemic. Photo – shutterstock.com/Kits Pix

This summer, *Progressive Railroading* asked North American passenger-rail agencies to describe in the magazine's annual "Passenger Rail at a Glance" survey how the COVID-19 pandemic has affected their organizations. We wondered, how are they adapting to providing transportation while also protecting employees and passengers? And what challenges do they expect to face during the remainder of 2020 and into 2021?

Survey respondents described the dramatic impact on ridership levels during stay-at-home orders early on in the pandemic, and a slow return to ridership after those orders were lifted. Agencies also are taking a massive hit to revenue due to the loss in fare income. At the same time, they're facing increasing expenses related to the need to sanitize trains, provide personal protective equipment (PPE) to employees, install hand

sanitizer dispensers at stations and on trains, and add rail cars to allow passengers to maintain 6 feet of social distance.

For example, the Greater Cleveland Regional Transit Authority (GCRTA) is facing an "unprecedented" 50% loss in ridership.

"Maintaining customer approval of riding safety will be a continuing challenge," stated GCRTA's survey.

Wrote Capital Metropolitan Transportation Authority officials in Austin, Texas: "The challenge will be getting ridership back up for 2021."

Below are summaries of some of the other agencies' pandemic experiences and plans, according to their survey responses.

Bay Area Rapid Transit (BART)

BART officials estimate the financial hit on revenue due to the pandemic to be nearly \$1 billion over three years, agency officials said. BART relies on passenger fares and parking fees to cover about 65% of operating costs. Ridership plunged 94% in April and remains at 88% below normal levels, which results in an ongoing loss of \$40 million a month in passenger revenue.

BART's second source of revenue is sales tax, which covers 28% of operating expenses. Statewide, taxable sales dropped 27% from March through June, which resulted in about a \$6 million revenue loss to BART.

"We project that the pandemic and resulting economic recession will reduce BART's revenue by approximately \$975 million," they wrote. "Funding from the CARES Act bought us time, but will offset just 40% of the loss."

The economic downturn will exacerbate the loss, affecting every other BART revenue source, agency officials said. Meanwhile, as BART struggles with losses in revenue, certain expenses have gone up for items such as additional disinfecting, signage and increased staffing to respond to the pandemic. BART has budgeted about \$44 million for such expenses in FY2021.

Metropolitan Atlanta Rapid Transit Authority (MARTA)

MARTA rail ridership as of early September was down by an average of 70% and has been slow to return to pre-COVID levels. The agency has adjusted rail schedules to meet current demand and has fewer trains in service. Standby trains remain ready if social distancing is compromised, agency officials said.

In addition, light-rail ridership has dropped significantly with the cancellation of sporting events, and leisure and business activities. There are no plans to permanently cut service.

To ensure the safety of employees and passengers, MARTA has:

- deployed electrostatic sprayers to clean rail operator cabs, high-touch areas in rail

stations during the day and all trains overnight;

- deep-cleaned heavy rail stations, light-rail stops, trackways and all facilities;
- required masks to be worn by all employees, contractors, visitors and riders;
- distributed free masks in rail stations and made hand-sanitizing stations available in all MARTA facilities and at all rail stations.

"Despite a loss of farebox revenue, we have avoided layoffs and furloughs," wrote MARTA officials. "Quarantining procedures have led to staffing shortages and hiring, and in-person training remains difficult. Some projects have been delayed due to contractor staffing shortages, social distancing requirements and vendor work and travel restrictions."

However, projects in MARTA's capital improvement program have been able to continue, thanks to a "decade of fiscal responsibility, strong financial reserves and government aid," agency officials said.

Looking ahead, MARTA has set up a "Return to New Normal Task Force," which is creating protocols for office staff to return to work. The group is overseeing measures designed to ensure a safe working environment. Those measures include installation of air purification systems at all air-conditioned facilities, a temperature-check pilot program, employee mask distribution and office reconfiguration plans.

Additionally, MARTA has created a dashboard on its website that shows current COVID-19 cases in the agency's workforce and the status of each, along with daily ridership numbers. The information is available for employees and passengers to view.

"We remain focused on protecting the health of our customers and employees, and in the coming months we will work to continue providing an essential service, advance our capital projects, and reassure riders that transit is safe, clean and still the most efficient, affordable way to travel," MARTA officials said.

Metro Transit-St. Louis

In St. Louis, the pandemic has contributed to a significant decline in ridership that began in late March, and also contributed to a decline in available light-rail operators, agency officials said. In response, leadership reduced the frequency of train runs on MetroLink light-rail service, as well as on the agency's bus service. Over the summer, as workforce resources became more available, light-rail service was restored to pre-COVID levels.

"However, lower ridership continues to be a challenge that Metro Transit is expected to have to face for several months as the pandemic persists," Metro Transit-St. Louis officials wrote.

Reinforcing safety measures will be key in restoring customer confidence. At the same time, agency execs expect to face the realities that remote work, virtual education and the absence of sporting and other major events will continue to contribute to ridership declines, they added.

Some safety measures already in place include hand-washing stations at 38 MetroLink light-rail stations and transit centers; mask-wearing requirements on light-rail platforms, trains and all transit vehicles; the introduction of mobile fares to eliminate the physical exchange of fares; and boarding and seating modifications that enable riders to maintain social distancing on light-rail trains.

Regional Transportation District-Denver (RTD)

RTD anticipates a \$215 million shortfall in FY2021 due to the pandemic. As of early September, RTD was carrying about 40% of pre-pandemic ridership and providing about 60% of the pre-pandemic level of service. To help address revenue losses, the agency: has implemented a hiring freeze; expects to lay off 25% to 30% of its workforce; and will defer about \$114 million in capital and maintenance projects.

In addition, RTD will forgo pay increases for salaried employees in 2021 and will implement tiered furloughs, ranging from zero furlough days for employees at the lowest salary range and up to 18 days for the highest income earners.

Santa Clara Valley Transportation Authority (SCVTA)

At SCVTA — an independent district responsible for light rail, regional commuter and intercity passenger rail in California's Santa Clara Valley — trains have been carrying "anywhere from 0% to 25% of our regular riders since March 2019," agency officials said. Light-rail service was shut down entirely for four weeks after two employees tested positive for COVID-19.

"We lost \$3 million in revenue each month when we were not collecting fares between mid-March and Aug. 1, 2020," they said. Capacity on light-rail vehicles is restricted due to the mandate to offer 6-foot distance between customers.

The agency has experienced major cost increases as a result of vehicle and sanitation practices and installation of customer signage, hand sanitizer and disposable mask stations.

SCVTA has launched a 10-Point Plan to Strengthen Trust in Transit and joined the Bay Area Healthy Transit Plan.

Southeastern Pennsylvania Transportation Authority (SEPTA)

SEPTA officials are warning that, over the next decade, the authority will have to slash regional rail lines, eliminate dozens of stations, pull back subway service and convert trolley routes into bus routes unless Pennsylvania officials address the state's budget crisis.

On Aug. 14, SEPTA General Manager Leslie Richards testified before the Pennsylvania House Transportation Committee that the authority recorded \$124 million in lost revenue from March through June, as ridership plummeted by 92% on subways, buses, trolleys and regional rail.

"SEPTA is losing about \$1 million daily and expects fare revenue to stay low for the next couple of years," agency officials said.

On Sept. 8, SEPTA unveiled its COVID-19 recovery plan, covering pandemic lessons-learned so far and a framework for moving ahead. The plan features planning scenarios based on projections for the pandemic, the economy and social behaviors. It includes efforts to incorporate best practices from peer agencies, as well as from cities worldwide that are farther along in the recovery process.

The plan also details SEPTA's commitment to evaluate all aspects of business with a focus on equity and inclusive growth, agency officials said. The recovery will build on existing sustainability programs, improve the customer experience through efforts such as a new rail transit wayfinding master plan, and rethink service through other initiatives, they added.

Sound Transit

The Seattle-based agency has logged a roughly 80% decline in ridership due to the pandemic, which has reduced revenue needed to expand the regional transit system.

"As businesses remain closed and people stay home, sales tax and revenues critical to funding transit construction have declined rapidly," the agency's survey response stated. "Sales tax and vehicle excise tax revenues constitute more than 70% of the agency's total revenues."

Sound Transit officials estimate the pandemic and its related recession will have a cumulative fiscal impact over the next two decades of \$8 billion to \$12 billion, or 12% to 18% less revenue than previously assumed.

"With greatly depleted revenues, Sound Transit will not be able to deliver many expansion projects on their original timelines unless we receive alternative revenue from federal or state sources," they said.

Using a "realignment" process, Sound Transit's board is deciding which plans and timelines for voter-approved projects will change due to lower revenue projections.

The board established the realignment process in June and will rely on it through summer 2021, providing time for the recession's financial impact to become more clear while agency officials pursue additional funding opportunities. In setting expectations for project timelines, the board will seek input from public and partner organizations.

Based on agency contract commitments already in place, Sound Transit will focus future realignment actions on projects that are not now under construction or contract.

Major projects still moving forward — and that are contributing to the region's economic recovery — include light-rail extensions to Northgate, Lynnwood, Bellevue, Redmond and Federal Way, and the Tacoma Link Hilltop Extension, Sound Transit officials said.

South Florida Regional Transportation Authority (SFRTA)

SFRTA, which operates Tri-Rail, reduced service to 40% of the pre-pandemic level and suspended fares in late March after ridership fell by 70%. The agency continues to monitor ridership and increase service incrementally as demand increases. Currently, service is operating at 50% of normal service levels.

Without charging fares for months, revenue is down. Funding from the federal pandemic-relief legislation known as the CARES Act has helped cover the agency's costs to maintain service, "which has helped the agency survive" during the crisis, SFRTA officials said.

"It remains to be seen how long the pandemic will continue to affect service, but the hope is to continue to bring service back along with reinstating fares soon, to begin the return back to normal," SFRTA officials said. "Small signs of people returning to the trains are starting to manifest."

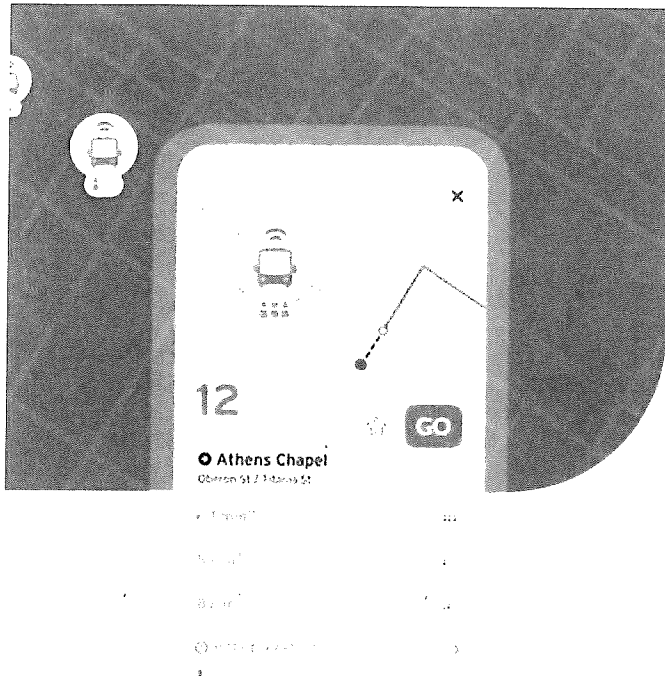
MASS TRANSIT

Santa Clara VTA Now Provides Bus Occupancy Levels

Passengers can use the Transit app to see how crowded their bus is in real time.

Santa Clara Valley Transportation Authority (VTA)

October 8, 2020



How crowded is it?

Use *Transit* to see
if your ride
is empty (or full)



VTA

Santa Clara Valley Transportation Authority (VTA) bus passengers can now see how full or empty their bus will be thanks to a new real-time feature in the Transit app.

Santa Clara VTA's automated vehicle passenger count system can now interpret and send real-time capacity data to the Transit app so that waiting passengers can see if their bus has enough room to stop and allow more passengers on board. With the current six-foot distancing public health mandate, Santa Clara VTA has had to operate in "drop-off only" mode for parts of trips, especially along the more popular routes. Santa Clara VTA has been using this information to help address passenger pass-ups by deploying extra buses to stops that are most affected when resources are available.

On the Transit app, a "people" icon now appears with the approaching bus icon and, when touched on the screen, a text balloon pops up to indicate the level of crowding or if the bus is full.

This data is only available for buses now, but trains are currently operating with ample capacity, says the agency.

24/7 WALL ST

The 25 Best Cities for Active People

By: Hristina Byrnes, Samuel Stebbins

October 8, 2020

Many people aspire to be healthy, and good habits, including being physically active, can certainly help. However, there are obstacles that may prevent a person from maintaining a consistently active daily routine, and one may be one's place of residence. Some cities don't have many parks and other outdoor places to exercise, while others seemingly have a gym on every block.

To determine the best cities for active people, 24/7 Tempo constructed a weighted index of five measures: workers who commute by walking; recreational sports facilities per capita; the share of people with easy access to venues for exercise; people who regularly exercise; and the area's rank as being pedestrian and cyclist friendly.

Twelve of the 25 best cities for active people are in the West, eight of them specifically in California and Colorado. It is likely that a combination of environmental factors such as weather contribute to the higher shares of adults who regularly exercise in those cities — these are the 50 cities getting the most exercise.

Even little time spent exercising can contribute to maintaining healthy weight. The share of adults who are obese is notably lower in metropolitan areas ranked as the best for active people. The adult obesity rate is lower than the national rate of approximately 29.0% in 24 cities on this list, and it's equal in only one.

Similarly, the average share of adults who live in the best cities for those leading a physically active lifestyle and report being in poor or fair health is higher than the national average of 17.2% in all 25 cities on the list.

25. Philadelphia-Camden-Wilmington, Pennsylvania

- > **Adults who exercise regularly:** 77.5% (national average: 76.7%)
- > **Workers who walk to their jobs:** 3.6% (national average: 2.6%)
- > **Adult obesity rate:** 27.8% (national average: 29.0%)
- > **Adults in poor or fair health:** 16.4% (national average: 17.2%)
- > **Median household income:** \$74,533 (national average: \$65,712)

Adults living in the broader Philadelphia metro area are more likely to regularly engage in physical activity than the typical American adult. Metro area residents benefit from an environment that is conducive to exercise, as Philadelphia ranks among the top five most walkable cities in the United States, according to WalkScore.com. Additionally, nearly 93% of the population lives in close proximity to areas for physical recreation, such as gyms, parks, or recreation centers.

Regular exercise can make it easier to maintain a healthy weight, and in Philadelphia, only 27.8% of the adult population is obese, compared to 29.0% of adult Americans nationwide.

24. Fort Collins, Colorado

- > **Adults who exercise regularly:** 86.9% (national average: 76.7%)
- > **Workers who walk to their jobs:** 2.6% (national average: 2.6%)
- > **Adult obesity rate:** 20.2% (national average: 29.0%)
- > **Adults in poor or fair health:** 11.7% (national average: 17.2%)
- > **Median household income:** \$75,186 (national average: \$65,712)

Fort Collins, Colorado is home to one of the most physically active populations in the country. Nearly 87% of adults in the metro area exercise, a larger share than in all but three other U.S. metro areas and well above the 76.7% share of adults nationwide who do.

Fort Collins residents also benefit from having access to places for physical activity. An estimated 92.8% of the population lives in close proximity to places like parks and recreation centers, well above the 84.2% share of the population nationwide.

23. Chicago-Naperville-Elgin, Illinois

- > **Adults who exercise regularly:** 79.1% (national average: 76.7%)
- > **Workers who walk to their jobs:** 3.0% (national average: 2.6%)
- > **Adult obesity rate:** 29.0% (national average: 29.0%)
- > **Adults in poor or fair health:** 16.2% (national average: 17.2%)
- > **Median household income:** \$75,379 (national average: \$65,712)

One of the most walkable and most bike-friendly cities in the country, Chicago has a lot to offer those who lead physically active lifestyles. An estimated 97.4% of residents of the broader Chicago metro area have easy access to places like gyms, parks, and recreation centers, a far larger share than the 84.2% share of the population nationwide.

Metro area residents also appear likely to take advantage of these opportunities, as 79.1% of the local adult population reports regular physical activity, compared to 76.7% of adults nationwide.

22. San Diego-Chula Vista-Carlsbad, California

- > **Adults who exercise regularly:** 85.6% (national average: 76.7%)
- > **Workers who walk to their jobs:** 2.9% (national average: 2.6%)
- > **Adult obesity rate:** 20.3% (national average: 29.0%)
- > **Adults in poor or fair health:** 14.5% (national average: 17.2%)
- > **Median household income:** \$83,985 (national average: \$65,712)

Few U.S. metro areas have populations who are as physically active as San Diego. More than 85% of adults in the metro area report regular physical activity, about 9 percentage points above the national physical activity rate.

The active lifestyles in the metro area may be attributable in part to environmental circumstances. Not only does San Diego have warm and moderate weather year round, but also 97.0% of residents have easy access to places like gyms and parks, one of the largest such shares of any U.S. metro area.

21. Ann Arbor, Michigan

- > **Adults who exercise regularly:** 84.7% (national average: 76.7%)
- > **Workers who walk to their jobs:** 7.1% (national average: 2.6%)
- > **Adult obesity rate:** 24.5% (national average: 29.0%)
- > **Adults in poor or fair health:** 11.9% (national average: 17.2%)
- > **Median household income:** \$76,576 (national average: \$65,712)

Ann Arbor is the only metropolitan area in Michigan to rank on this list. The city is among the most pedestrian friendly in the country, as 7.1% of commuters walk to their job, well more than double the 2.6% share of workers nationwide who do. Additionally, about nine in every 10 Ann Arbor residents have easy access to places like recreation centers and parks, a larger share than the 84.2% of Americans nationwide who do.

With walkable streets and easy access to parks and gyms, it is perhaps not surprising that Ann Arbor residents generally lead active lifestyles. Nearly 85% of adults in the metro area report regular exercise, compared to about 77% of American adults nationwide.

20. Los Angeles-Long Beach-Anaheim, California

- > **Adults who exercise regularly:** 83.9% (national average: 76.7%)
- > **Workers who walk to their jobs:** 2.5% (national average: 2.6%)
- > **Adult obesity rate:** 21.2% (national average: 29.0%)
- > **Adults in poor or fair health:** 15.8% (national average: 17.2%)
- > **Median household income:** \$77,774 (national average: \$65,712)

Los Angeles is one of several California metro areas to rank on this list. Nearly 84% of adults living in the broader L.A. metro area report regular exercise, one of the highest physical activity rates of any U.S. metro area.

Regular exercise can aid in maintaining a healthy weight and also contribute to improved overall well being. Across L.A., only 21.2% of adults are obese, well below the 29.0% national adult obesity rate. Additionally, just 15.8% of area adults report being in fair or poor health, compared to 17.2% of adults nationwide.

19. Santa Cruz-Watsonville, California

- > **Adults who exercise regularly:** 88.6% (national average: 76.7%)
- > **Workers who walk to their jobs:** 4.7% (national average: 2.6%)
- > **Adult obesity rate:** 19.0% (national average: 29.0%)
- > **Adults in poor or fair health:** 15.2% (national average: 17.2%)
- > **Median household income:** \$89,269 (national average: \$65,712)

Santa Cruz, California, has nearly the most physically active population of any U.S. metro area. Nearly 89% of adults in the city have active lifestyles, compared to 76.7% of American adults. Regular exercise can make it easier to maintain a healthy weight, and the Santa Cruz metro area has one of the lowest obesity rates in the country. Just 19.0% of adults in the area are obese, 10 percentage points below the 29.0% national obesity rate.

Like many cities on this list, Santa Cruz is relatively pedestrian friendly. An estimated 4.7% of workers in the area commute by walking, nearly double the 2.6% share of workers nationwide who do.

18. Washington-Arlington-Alexandria, D.C. and Virginia

- > **Adults who exercise regularly:** 81.2% (national average: 76.7%)
- > **Workers who walk to their jobs:** 3.3% (national average: 2.6%)
- > **Adult obesity rate:** 28.0% (national average: 29.0%)
- > **Adults in poor or fair health:** 12.5% (national average: 17.2%)
- > **Median household income:** \$105,659 (national average: \$65,712)

The metro area around the nation's capital is one of the best parts of the country for people with physically active lifestyles. An estimated 94.9% of metro area residents have easy access to places for physical activity, such as gyms, parks, and recreation centers. Meanwhile, only about 84.2% of Americans nationwide have similar access. Perhaps not surprisingly, adults in the metro area are more likely to exercise than the typical American adult.

Regular exercise can go a long way to improving overall well-being, and in Washington D.C., just 12.5% of adults report being in fair or poor health — a far smaller share than the 17.2% of adults nationwide who do.

17. San Jose-Sunnyvale-Santa Clara, California

- > **Adults who exercise regularly:** 83.8% (national average: 76.7%)
- > **Workers who walk to their jobs:** 2.0% (national average: 2.6%)
- > **Adult obesity rate:** 20.0% (national average: 29.0%)
- > **Adults in poor or fair health:** 12.3% (national average: 17.2%)
- > **Median household income:** \$130,865 (national average: \$65,712)

The metro area around California's Silicon Valley is one of the best places for Americans with active lifestyles. In addition to a climate conducive to outdoor activity, San Jose boasts a number of places like parks and recreation centers spread across the metro area. An estimated 98.1% of the population has access to places for physical activity, compared to just 84.2% of the U.S. population. Likely partially as a result, adults in the Silicon Valley area are far more likely than the typical American adult to exercise regularly.

16. Minneapolis-St. Paul-Bloomington, Minnesota

- > **Adults who exercise regularly:** 81.9% (national average: 76.7%)
- > **Workers who walk to their jobs:** 2.3% (national average: 2.6%)
- > **Adult obesity rate:** 26.6% (national average: 29.0%)
- > **Adults in poor or fair health:** 10.8% (national average: 17.2%)
- > **Median household income:** \$83,698 (national average: \$65,712)

The Twin Cities metro area is by far the best metro area in Minnesota — and 16th best nationwide — for people who are physically active. About 95% of the metro area population has access to places for physical activity such as gyms, parks, and recreation centers. Adults in the area are also far more likely to exercise regularly than the typical American adult.

Regular exercise can greatly improve overall well-being, and the Minneapolis metro area appears to have a relatively healthy population. Only 10.8% of adults in the area report being fair or poor health, compared to 17.2% of American adults nationwide.

15. State College, Pennsylvania

- > **Adults who exercise regularly:** 81.9% (national average: 76.7%)
- > **Workers who walk to their jobs:** 8.9% (national average: 2.6%)
- > **Adult obesity rate:** 25.2% (national average: 29.0%)
- > **Adults in poor or fair health:** 15.3% (national average: 17.2%)
- > **Median household income:** \$60,706 (national average: \$65,712)

State College, Pennsylvania, is one of the most pedestrian friendly metro areas in the United States. An estimated 8.9% of workers commute to their job by walking, more than three times the 2.6% share of workers nationwide who do. The city's walkability likely contributes to the larger than average share of adults in the area who report physically active lifestyles.

Regular exercise can have a multitude of health benefits, including greater likelihood of maintaining a healthy weight. In State College, only about a quarter of adults are obese, compared to 29% of adults nationwide.

14. Portland-Vancouver-Hillsboro, Oregon

- > **Adults who exercise regularly:** 84.5% (national average: 76.7%)
- > **Workers who walk to their jobs:** 3.3% (national average: 2.6%)
- > **Adult obesity rate:** 28.1% (national average: 29.0%)
- > **Adults in poor or fair health:** 13.4% (national average: 17.2%)
- > **Median household income:** \$78,439 (national average: \$65,712)

Portland is one of two metro areas in Oregon to rank on this list. The city ranks as one of the most walkable in the United States and is also regularly cited as one of the top cities for cyclists in the country. In addition, an estimated 94.3% of those living in the broader Portland metro area have easy access to places like parks and recreation centers for exercise — compared to only about 84.2% of Americans nationwide who do.

Walkable, bikeable, and full of amenities like parks, Portland is also home to a relatively physically active population. Nearly 85% of adults in the metro area report regular physical activity — compared to about 77% of adults nationwide who do.

13. Bridgeport-Stamford-Norwalk, Connecticut

- > **Adults who exercise regularly:** 82.3% (national average: 76.7%)
- > **Workers who walk to their jobs:** 2.5% (national average: 2.6%)
- > **Adult obesity rate:** 21.3% (national average: 29.0%)
- > **Adults in poor or fair health:** 10.6% (national average: 17.2%)
- > **Median household income:** \$97,053 (national average: \$65,712)

Bridgeport-Stamford-Norwalk is the only metro area in Connecticut to make this list. One of the reasons the city ranks on this list is the area's large share of residents who live near places for physical activity. And many appear to be taking advantage of this opportunity as over 82% report exercising regularly, much higher than the nearly 77% of American adults.

Regular exercise can greatly improve overall well-being. The metro area's adult obesity rate is 21.3%, far lower than the national rate of 29.0%. Additionally, just 10.6% of adults report being in poor or fair health, a far smaller share than the 17.2% of Americans who do.

12. Lincoln, Nebraska

- > **Adults who exercise regularly:** 82.2% (national average: 76.7%)
- > **Workers who walk to their jobs:** 3.3% (national average: 2.6%)
- > **Adult obesity rate:** 28.8% (national average: 29.0%)
- > **Adults in poor or fair health:** 13.5% (national average: 17.2%)
- > **Median household income:** \$61,539 (national average: \$65,712)

Lincoln is the only metro area in Nebraska to make the list of the best U.S. cities for people who lead a physically active lifestyle. This is largely due to the area's higher than average concentration of fitness and recreational sports centers per 100,000 residents.

Adults in Lincoln are more likely to exercise regularly than the typical American adult, and staying physically active can benefit overall well-being and improve mental health. In Lincoln, only 16.7% of residents have been diagnosed with depression, less than the 19.7% share of adults nationwide.

11. Seattle-Tacoma-Bellevue, Washington

- > **Adults who exercise regularly:** 84.4% (national average: 76.7%)
- > **Workers who walk to their jobs:** 4.0% (national average: 2.6%)

- > **Adult obesity rate:** 26.1% (national average: 29.0%)
- > **Adults in poor or fair health:** 12.8% (national average: 17.2%)
- > **Median household income:** \$94,027 (national average: \$65,712)

Seattle-Tacoma-Bellevue is one of the most walkable and bike-friendly metro areas in the country. The area's walkability and accessible places for physical activity such as gyms, urban parks, and recreational facilities may contribute to the larger than the national average share of adults who exercise on a regular basis.

Regular exercise may help people stay healthy, and in the larger Seattle metropolitan area, just 12.8% of adults report being in poor or fair health, a smaller share than the 17.2% of adults nationwide who report similar health.

10. New York-Newark-Jersey City, New York

- > **Adults who exercise regularly:** 74.9% (national average: 76.7%)
- > **Workers who walk to their jobs:** 5.9% (national average: 2.6%)
- > **Adult obesity rate:** 24.3% (national average: 29.0%)
- > **Adults in poor or fair health:** 16.8% (national average: 17.2%)
- > **Median household income:** \$83,160 (national average: \$65,712)

New York City ranks as the most walkable city and one of the most bike-friendly cities in the U.S. The metro area has much to offer to people who like to be physically active. An estimated 97.5% of residents have easy access to places like gyms, parks, and recreation areas, significantly more than the 84.2% share of the population nationwide. Additionally, about 5.9% of workers walk to work, almost double the share of workers in the U.S. as a whole.

Despite the abundance of opportunities, only 74.9% of residents exercise regularly, slightly less than the national share of 76.7%. Some 16.8% of adults who live in the metro area report being in poor health, in line with the national average of 17.2%.

9. Ames, Iowa

- > **Adults who exercise regularly:** 82.8% (national average: 76.7%)
- > **Workers who walk to their jobs:** 7.2% (national average: 2.6%)
- > **Adult obesity rate:** 26.2% (national average: 29.0%)
- > **Adults in poor or fair health:** 12.5% (national average: 17.2%)
- > **Median household income:** \$62,181 (national average: \$65,712)

The Ames metro area is the only one in Iowa to rank among the best in the country for people with active lifestyles. Ames boasts a relatively high concentration of places like parks and recreation centers, when adjusting for population.

About 93.1% of the population has easy access to a gym or another facility for physical activity, compared to 84.2% of the U.S. population. This may help explain, at least in part, the larger share of adults in Ames exercising regularly than the national average.

8. Missoula, Montana

- > **Adults who exercise regularly:** 83.3% (national average: 76.7%)
- > **Workers who walk to their jobs:** 5.2% (national average: 2.6%)
- > **Adult obesity rate:** 22.2% (national average: 29.0%)
- > **Adults in poor or fair health:** 13.9% (national average: 17.2%)
- > **Median household income:** \$57,347 (national average: \$65,712)

Workers of the broader Missoula metro area are twice as likely to walk to work than the typical American commuter. Additionally, people may benefit from having easy access to places for physical activity. About 92.6% of the city population lives close to gyms, parks, and recreation centers, more than the national share of 84.2%.

Regular exercise can help maintain a healthy weight. In Missoula, about 22.2% of adult residents are obese, compared to 29.0% of American nationwide.

7. Denver-Aurora-Lakewood, Colorado

- > **Adults who exercise regularly:** 85.1% (national average: 76.7%)
- > **Workers who walk to their jobs:** 2.1% (national average: 2.6%)
- > **Adult obesity rate:** 21.7% (national average: 29.0%)
- > **Adults in poor or fair health:** 12.4% (national average: 17.2%)
- > **Median household income:** \$85,641 (national average: \$65,712)

Denver-Aurora-Lakewood is one of three metropolitan areas in Colorado to rank on this list. The metro area is among the top five most bike-friendly cities in the country. However, Denver is one of five cities on this list where a smaller share of the workers population walks to work, compared to the rest of the U.S. as a whole. An estimated 96.6% of metro area residents have easy access to places for physical activity, far more than the 84.2% share of the population nationwide.

Denver-Aurora-Lakewood residents may be making the most of this opportunity, as 85.1% of adults report regularly exercising, compared to 76.7% of adults nationwide.

6. Corvallis, Oregon

- > **Adults who exercise regularly:** 86.8% (national average: 76.7%)
- > **Workers who walk to their jobs:** 8.1% (national average: 2.6%)
- > **Adult obesity rate:** 24.9% (national average: 29.0%)
- > **Adults in poor or fair health:** 13.6% (national average: 17.2%)
- > **Median household income:** \$70,835 (national average: \$65,712)

Corvallis is one of two Oregon metro areas to rank among the 25 best U.S. cities for active people. Workers in the area are more than three times as likely to walk to work than the typical worker nationwide. Metro area residents also take advantage of their easy access to places for physical activity. About 90.3% of residents live close to parks, gyms, or recreation centers, compared to 84.2% of people nationwide.

Maintaining an active lifestyle can help in maintaining a healthy weight, and in Corvallis, 24.9% of adults are obese, compared to 29.0% of American adults in the U.S. as a whole.

5. Ithaca, New York

- > **Adults who exercise regularly:** 84.3% (national average: 76.7%)
- > **Workers who walk to their jobs:** 13.8% (national average: 2.6%)
- > **Adult obesity rate:** 22.7% (national average: 29.0%)
- > **Adults in poor or fair health:** 13.6% (national average: 17.2%)
- > **Median household income:** \$58,626 (national average: \$65,712)

Ithaca is one of two metropolitan areas in New York state to rank on this list and the city's rank is largely because of how many people choose to walk to work. No other metro area in the U.S. has a larger share of the workers' population commuting this way. About 13.8% of workers in Ithaca walk to their jobs, compared to 2.6% nationwide.

Walking is a form of exercise, and with walkable streets it may not be surprising that Ithaca residents lead a generally active lifestyle. As many as 84.3% of the metro area's adults report regularly exercising, a larger share than the 76.7% of adults nationwide.

4. San Francisco-Oakland-Berkeley, California

- > **Adults who exercise regularly:** 85.2% (national average: 76.7%)
- > **Workers who walk to their jobs:** 4.7% (national average: 2.6%)
- > **Adult obesity rate:** 20.7% (national average: 29.0%)
- > **Adults in poor or fair health:** 12.1% (national average: 17.2%)
- > **Median household income:** \$114,696 (national average: \$65,712)

The San Francisco metropolitan area is among the top five most walkable and bike-friendly urban places in the country. An estimated 98.9% of residents have access to places for physical activity such as gyms or recreation centers, a far larger share than the 84.2% of the population in the U.S. as a whole.

Having easy access to exercise facilities may help explain the large share of adults who report regular physical activity, at 85.2%, compared to 76.7% of adults nationwide.

3. Madison, Wisconsin

- > **Adults who exercise regularly:** 84.7% (national average: 76.7%)
- > **Workers who walk to their jobs:** 5.1% (national average: 2.6%)
- > **Adult obesity rate:** 26.9% (national average: 29.0%)
- > **Adults in poor or fair health:** 12.0% (national average: 17.2%)
- > **Median household income:** \$75,545 (national average: \$65,712)

Madison, Wisconsin, is home to some of the most physically active populations in the U.S. About 84.7% of adults report exercising on a regular basis, one of the largest shares of the 384 metro areas in the country and well above the national average of 76.7%.

Some of the benefits of exercise include both better physical and mental health. Madison's adult residents report fewer unhealthy physical days and fewer unhealthy mental days than the average number of days adults nationwide do.

2. Boston-Cambridge-Newton, Massachusetts

- > **Adults who exercise regularly:** 79.8% (national average: 76.7%)
- > **Workers who walk to their jobs:** 5.4% (national average: 2.6%)
- > **Adult obesity rate:** 23.9% (national average: 29.0%)
- > **Adults in poor or fair health:** 12.6% (national average: 17.2%)
- > **Median household income:** \$94,430 (national average: \$65,712)

Workers of the larger Boston metropolitan area are more than twice as likely to walk to work as the typical American worker. People may have the incentive to walk more because of the city's infrastructure, which includes pedestrian-friendly streets and neighborhoods. Boston ranks as the third most walkable city in the U.S. Additionally, it is also among the top 10 bike-friendly cities in the country.

Walking and biking are exercises that can help a person maintain overall well-being, and in Boston, only 12.6% of adults report being in poor or fair health, significantly less than the national average of 17.2%.

1. Boulder, Colorado

- > **Adults who exercise regularly:** 90.5% (national average: 76.7%)

- > **Workers who walk to their jobs:** 5.0% (national average: 2.6%)
- > **Adult obesity rate:** 15.2% (national average: 29.0%)
- > **Adults in poor or fair health:** 11.6% (national average: 17.2%)
- > **Median household income:** \$88,535 (national average: \$65,712)

Boulder ranks as the best metro area for physically active people among all 384 metro areas in the country. It's the only U.S. city where more than 90% of adults report exercising on a regular basis. This may be due in part to the fact that 96.2% of the population lives in close proximity to a gym, park, or other recreational facility.

Exercising and staying active can help maintain a healthy weight. In the Boulder metropolitan area, only 15.2% of adult residents are obese, the second smallest share of all metro areas in the U.S. after Santa Fe, New Mexico and about half the national adult obesity rate of 29.0%.

Methodology

To identify the best and worst cities for active people, 24/7 Tempo constructed a weighted index of five measures: (1.) the share of workers who commute by walking, (2.) the number of fitness and recreational sports facilities for every 100,000 people, (3.) the share of the population with easy access to venues for exercise, (4.) the share of adults who regularly engage in physical activity in their leisure time, and (5.) how pedestrian and cyclist friendly an area is.

Data on commuters who walk was collected at the metropolitan area level from the U.S. Census Bureau's 2019 American Community Survey.

Data on the number of fitness and recreational sports facilities that feature exercise and other active physical fitness conditioning per 100,000 people is from the Census Bureau's 2018 County Business Patterns and was aggregated up to the metro area level.

Both the share of adults who have access to exercise facilities and the share of adults who are regularly physically active in their leisure time are for the most recent available period from County Health Rankings & Roadmaps, a collaboration between the Robert Wood Johnson Foundation and the University of Wisconsin Population Health Institute. These measures were also aggregated up to the county level.

Data on how pedestrian and cyclist friendly a given city is came from the 2020 City & Neighborhood Ranking for Bike Scores from WalkScore.com, a company that provides walkability services and apartment search tools. WalkScore measures areas based on an index of bike infrastructure, hills, destinations and road connectivity, and number of bike commuters. This data is reflective of the city proper, rather than the broader metro area.

Values selected for the index were standardized into Z-Scores, which assumes a mean of 0 and a standard deviation of 1. For metro areas spanning multiple cities within the Bike Score Rankings, the highest value for that metro area was used in the index.

SPECTRUM NEWS NY 1

TRANSIT

Report: No Clear Links Between Transit and COVID-19 Cases

By: Dan Rivoli New York City

Sept. 29, 2020



FILE- In this March 19, 2020 file photo, a commuter wears a face mask while riding the subway in New York. Commuters who refuse to wear a mask on New York City subways, trains and buses could be fined \$50 starting Monday, Sept. 14, 2020. (AP Photo/Mary Altaffer, File)

A review of mass transit systems in the U.S. and around the world found a low risk of contracting coronavirus from a subway or bus, according to a report from Sam Schwartz, an engineer and former city traffic commissioner.

What You Need To Know

Report by Sam Schwartz, former city traffic commissioner, shows low risk of coronavirus transmission in transit

Facial coverings and quiet commutes lower potential transmission, compared to bars and restaurants

In New York, the report cites cases of COVID-19 falling dramatically, while subway and bus ridership were gradually increasing.

Schwartz found no clear connection between the rise and fall of COVID-19 cases and public transit ridership.

One reason: New Yorkers keep to themselves while commuting, and avoid talking on transit.

"All the clusters are restaurants, in bars, in houses of worship—places where people talk, where people talk loudly," Schwartz told NY1. "The thing that we got going for ourselves in the subway and other places—people don't talk to each other. If we're not talking, we're not sending out those particles that can infect others."

In New York, the report cites cases of COVID-19 falling dramatically, while subway and bus ridership were gradually increasing.

In cities in the northeast, like Hartford, Ct., ridership has grown since the peak of the pandemic, but case rates have dropped. By contrast, transit ridership in cities in the South and Midwest was consistent while cases increased.

Many of the 15 U.S. metro areas with the highest COVID-19 case rates had fewer than one percent of travelers using public transit, the report said.

In Asia, cities including Tokyo and Hong Kong saw public transit ridership rebound stronger than New York, while infection rates stayed low. An uptick in cases in Seoul and South Korea was attributed to nightclub visits, not transit, according to the report.

The MTA has stepped up its disinfection of buses, subway cars and stations, while requiring every rider to cover their face, under penalty of a \$50 fine.

"It's mask compliance that is clearly the most single most important thing, all research agrees on it, including the Sam Schwartz report," MTA Chairman Pat Foye said.

"Customers can protect themselves, they can protect their fellow commuters and, importantly, our employees."

MTA ridership has been gradually increasing, but subway ridership is still down nearly 70%, from pre-pandemic levels.



CA: Public Transit Agencies Can Skip Long Environmental Reviews Under Bill Signed By Newsom

Public transit agencies will be able to temporarily bypass environmental reviews and fast-track projects such as bike lanes, bus routes and light rail service under a bill signed Monday by Gov. Gavin Newsom.

By: Alexei Koseff | San Francisco Chronicle (TNS)

Sept. 29, 2020

SACRAMENTO -- Public transit agencies will be able to temporarily bypass environmental reviews and fast-track projects such as bike lanes, bus routes and light rail service under a bill signed Monday by Gov. Gavin Newsom.

SB288, by state Sen. Scott Wiener, D-San Francisco, exempts "sustainable transportation projects" from the California Environmental Quality Act for the next two years. It will allow planners to skip a study of the potential effects of their projects on air quality, infrastructure and other environmental criteria, which can add months or even years to the development process and can sometimes be used to block them altogether.

Wiener said the bill would promote projects that could reduce driving and carbon emissions, while also cutting time and costs for public transit agencies that are struggling financially because of the coronavirus pandemic. In a statement on Twitter, he called it a "big win in the fight against climate change & for economic recovery."

Pedestrian pathways, bike-sharing facilities, bus-only lanes, charging stations for electric buses and light rail systems would all be easier for transit agencies to construct under the law. Projects would have to be located within an existing public right of way, could not increase automobile capacity or demolish affordable housing, and would have to meet heightened labor standards to qualify.

An existing exemption from the environmental review law for new bicycle lanes, plus bike parking and storage, will be extended through 2030.

Officials in San Francisco believe the law could make it easier to build the Fulton Street Safety & Transit Project, the Embarcadero Enhancement Project and the Excelsior Neighborhood Traffic Calming Project, and could be used to make permanent the temporary emergency transit lanes that the San Francisco Municipal Transportation Agency created during the pandemic for quicker and more efficient bus routes.

Newsom signed SB288 as part of a package of legislation that he said would "directly lead to more affordable opportunities for renters and homeowners."

Among the 14 other bills was AB1851 by Assemblywoman Buffy Wicks, D-Oakland, which limits parking requirements for houses of worship, making it easier for religious institutions to build affordable housing on their land.

Newsom also signed SB1079 by Sen. Nancy Skinner, D-Berkeley, which aims to prevent corporate owners from buying up large numbers of single-family homes that may fall into foreclosure because of the pandemic. The bill gives renters, prospective occupants, nonprofits and public agencies a chance to outbid the auction price.

Newsom has until midnight Wednesday to sign or veto bills sent to him by the Legislature this year. Among the other measures he signed Monday was SB852 by state Sen. Richard Pan, D-Sacramento, directing the state health agency to work with drug companies on developing or distributing generic medicines that are cheaper than brand-name products.

STREETSBLOG

Report: Three Million People Could Lose Transit Access Soon

And Black, brown and low-income city residents will bear the brunt.

By: Kea Wilson

Sept. 29, 2020



Source: [Creative Commons](#)

Without immediate federal cash, more than three million households and 1.4 million workplaces will lose their access to life-sustaining public transportation, a new study finds – and Black, brown and low-income city residents will bear the brunt.

The Metropolitan Transportation Authority in New York, the Denver Regional Transportation District, and most of the country's largest networks have all warned they may be forced to slash service — some by as much as 40 percent – but for the first

time, TransitCenter has quantified the human toll of those cuts, and more importantly, put a face to the commuters who will be left stranded.

In most cities, that face is a person of color.

In a new report that looked at 10 American cities that are likely facing 50-percent service cuts during peak hours, plus 30-percent cuts during off-peak hours, a few chilling highlights stood out (the full report, compiled with the Center for Neighborhood Technology, is embedded below):

- In **Atlanta**, a stunning 142,557 people would lose access to frequent all-day transit — and more than half of impacted workers would be Black residents.
- A significant 33.8 percent of households in **Boston** don't own private vehicles, which means Beantown would be hit especially hard by transportation cuts. An unacceptable 10,538 households would be left stranded if transit were cut by 40 percent, and the clawbacks would disproportionately affect Hispanic and Black Bostonians.
- A lot of people could be forced to walk this winter in epically cold **Chicago**: cuts in the Windy City would leave 65,281 without access to a reliable, indoor way to get around without an often-unaffordable private vehicle. (Streetsblog Chicago has more detail.)
- **Cincinnati** would be particularly devastated by the type of deep budget slashing the researchers modeled — so much so that it would functionally *eliminate* frequent transit service city wide. All 16,599 people and 65,422 job-creators currently served by frequent transit would be cut off from it, which could swiftly paralyze the city's economy.
- The Mile High City of **Denver** would also have one of the highest disparities in impact among racial groups, with BIPOC Denverites shouldering 54 percent of the burden of lost service despite making up just 36 percent of the population.
- Three-quarters of the **Miami** residents who would lose access to full-day service would be non-White, and some of them are already feeling the pain: "If public transit were cut further, that would be even more time and money out of my pocket, and I can't afford it," reported a worker named Ayanna, who's currently being forced to pay for an Uber she can't afford multiple times per week just to make it to work.
- In **Philadelphia**, second-shift workers would face particular struggles, including the 21,948 commuters who leave work between midnight and 5 a.m. who would lose access to frequent transit. Philly is also home to the largest concentration of people with disabilities of any U.S. city, a population which disproportionately relies on public transportation.
- By sheer numbers, **Seattle** would face one of the deepest craters in ridership, with 349,364 people losing access to frequent service. That's larger than the entire population of Anaheim, Calif.
- **Los Angeles** has a reputation for car domination, but a lot of its residents still rely on transit to survive. A whopping 43,535 households without access to a

private vehicle would lose access to frequent service if the local agencies cut back by 40%.

- New York City is also particularly in trouble, as Streetsblog reported today.

Advocates reacted to the report with fear for the future of cities — and a call to action.

“If we want the economy to recover then we need people who can work to be able to get to work,” said Beth Osborne, director of Transportation for America. “Congress needs to step up and pass the \$32 billion in emergency relief that public transportation needs to survive this crisis.”

The report comes as the federal government has repeatedly stalled over another round of emergency funding for the transit agencies nationwide, which are experiencing catastrophic ridership shortfalls due to the coronavirus pandemic. By July, for example, New York City’s MTA had exhausted all of the \$3.7 billion that federal authorities allocated early in the pandemic under the CARES Act. Overall, the agency is facing a \$16-billion overall budget gap.

“Our analysis shows [transit cuts] would have profound impacts,” said Transit Center Director of Research Steven Higashide. “Millions of people would lose access to high-quality transit near their home and workplace. Late-night commuters trying to get to essential jobs would be stranded. And, as has happened so often in this pandemic, the blow would fall most heavily on Black riders and communities of color.”

Meanwhile, the federal logjam *may* be about to break as House Democrats apparently are negotiating with the Trump administration on a smaller relief bill that could include some transit funding. Neither the Washington Post report on the impending legislation nor the House Democrats’ own press release mentioned transit, but the transit news is buried on pages 12 and 13 in a longer bill summary [here](#).

It would allocate \$32 billion in “transit emergency relief,” plus \$2.4 billion to support Amtrak in the Northeast Corridor and elsewhere.

MTA CEO Pat Foye applauded the bill.

“We applaud Speaker Nancy Pelosi and House Democrats for including \$32 billion desperately-needed relief for mass transit we’ve been advocating for in the new version of the HEROES Act,” Foye said in a statement. “I also want to thank the bipartisan New York delegation for their hard work and steadfast support.

“It’s a fact that mass transit systems across the country move local economies forward and this aid will help power the nation’s recovery. We urge Senate Republicans to pass this legislation quickly — and the President to sign it. Public transit systems simply can’t afford anything less. There is no time to waste — the jobs of millions of Americans depend on it.”

The Mercury

Coronavirus Fallout: VTA Could Slash Bus Service To 1980 Levels

Cuts would mean less frequent service and end of late-night buses

By Nico Savidge | Bay Area News Group

September 22, 2020



Dai Sugano/Bay Area News Group

SAN JOSE, CA – MAY 10: VTA Light Rail train travels in North San Jose on May 10, 2019. (Dai Sugano/Bay Area News Group)

The COVID-19 pandemic is threatening to cast a long shadow over public transit and traffic in the South Bay, as Valley Transportation Authority leaders consider deep cuts to bus and light rail service that could outlast the virus' grip on our daily lives.

VTA leaders will consider in the coming months three increasingly severe options that would slash service permanently starting early next year by 10 to 30 percent compared to pre-pandemic levels, saving the ailing agency between \$24 million and \$70 million per year.

Under the most severe cuts, VTA would slash bus and light rail service at all hours and across its entire network to levels not seen in 40 years. All service would shut down at 10 p.m., and two bus routes would be eliminated entirely.

In its best-case scenario, VTA would provide less frequent bus and train trips outside of peak commute hours, and light rail service would end at 12:30 a.m., an hour earlier each night than it does now.

Transit advocates say any cuts would be devastating. People who rely on VTA would face longer and less reliable trips, while those with any choice in the matter would be much more likely to drive rather than try to navigate the spotty service — putting more cars onto traffic-choked roads and pumping more greenhouse gases into the atmosphere of our warming planet. VTA estimates riders would take between 3.5 million and 9 million fewer trips per year under the cuts.

VTA officials are set to decide how severe their cuts will be at a meeting in December. The new service would go into effect in February.

“This is something that is really going to cause a lot of inequity, and cause a lot of people to buy cars they can’t afford,” said Monica Mallon, an activist with the group Turnout 4 Transit.

Mallon pointed to VTA records showing that if the agency enacts the proposed 30-percent cut, it would provide about the same level of bus service it offered in 1980 — when 600,000 fewer people lived in Santa Clara County. She is advocating for VTA to avoid the cuts by shifting money planned for capital projects to fund the system’s operations, something its board is now exploring.

After other reductions to VTA service over the past two decades, Mallon said, “we were already in a death spiral, but this would be so much more extreme.”

The impacts would even extend to the Bay Area’s housing crisis: Developments that were eligible for grants or quicker environmental reviews because of their proximity to VTA lines could lose that special status if nearby buses and trains don’t run frequently enough.

And the \$2.3 billion South Bay BART extension VTA officials proudly opened this summer could see fewer riders if passengers face a long wait every time they transfer between the train and bus.

“Quality connections and coordinated connections are the foundation of any good transit network,” VTA Service Planning Manager Jay Tyree told the authority’s board at a meeting last week. “When you start breaking those down and folks have longer wait times to connect, then they just give up on transit.”

Agency leaders say they have tried to preserve ridership as much as possible, but face “tough decisions” as public transportation tries to position itself for a post-coronavirus world. VTA has not implemented any layoffs or furloughs to reduce its expenses.

“We are sincerely disappointed that we even have to have these conversations with our riders and the public,” spokesman Ken Blackstone said.

Like other public transit agencies, VTA has since March faced a financial double-whammy. The economic downturn the pandemic triggered has reduced sales tax revenue, by far its biggest source of funding. And the virus has decimated ridership, from about 115,000 daily passengers in February to around 30,000 since April. Many of those who are still riding are essential workers, or residents like Mallon who don't drive and depend on public transit to get around.

VTA is not alone in considering steep cuts. AC Transit officials could also slash East Bay bus service by as much as 30 percent next year, with plans that call for eliminating dozens of routes and reducing the frequency on many others.

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But that reduction can't last. With strict social distancing-driven capacity limits, VTA officials say bus drivers must often skip passengers during busy trips, a problem that seems likely to worsen as more people return to work.

Ultimately, the severity of cuts will depend on a range of hard-to-forecast factors, such as when social distancing requirements might be eased, when schools resume in-person classes, whether state or federal authorities approve another round of emergency funding for public transportation agencies and how quickly the economy bounces back.

The Washington Post

Metro Moves Toward Service Cuts As Talks Stall On Coronavirus Aid Bill

By: Justin George

September 18, 2020



The Metro board unanimously endorsed several service cuts on Wednesday, including reduced Metrorail hours, which would take effect next year. (Bill O'Leary/The Washington Post)

The Metro board on Friday took the first step toward cutting \$212 million from its operating budget, endorsing a plan that could lay off up to 1,700 employees, move up rail closing times and create longer transit waits.

At a special board meeting on Friday to address the unprecedented budget crisis caused by the pandemic, the board unanimously endorsed several service cuts, which would go into effect in January.

The budget slashing comes as hopes for a coronavirus relief bill dim. Transit agencies across the country have been surviving off \$25 billion in federal aid for public

transportation from the \$2 trillion Cares Act that was approved in March. But that money is running out.

In Metro's case, the \$767 million it received from the stimulus helped withstand an operating deficit that was growing by about \$2 million dollars a weekday as ridership declined with the region's shutdown in March. Metro officials said the money will run out by the end of the year.

Metro General Manager Paul J. Wiedefeld said he hopes to limit layoffs of the nearly 13,000-person workforce. He said he will freeze as many open positions as possible. Layoffs, should they occur, will start with non-unionized employees. But officials said unionized workers — the overwhelming majority at Metro — could see job losses, too. Labor agreements require 60 days of notice first.

Metro also plans to decrease service on its rails by about 25 percent compared to normal, pre-pandemic levels. The transit agency is deferring about \$30 million in capital projects or programs, including the purchase of IT equipment, the installation of some digital screens at stations and the construction of a Metro Transit Police substation. Those cuts were chosen because they will not impact safety or the maintenance of multimillion-dollar improvements to platforms, tracks, stations and equipment, Metro officials said.

The Amalgamated Transit Union Local 689, which represents most Metro employees, called for public pressure on Congress to approve an aid package.

"Hundreds of transit workers have passed away from Covid-19," the union said in a statement, referring to the disease the coronavirus causes. "This is no way to thank those that helped keep this country moving while everyone else was in lockdown. We know firsthand that layoffs and service cuts have permanent impacts on the health of the transit system. Underinvestment in transit takes years to recover from."

To help raise revenue, Metro's budget plan calls for reinstating fare collection on buses starting in January, which the agency said could raise about \$5 million this fiscal year. Passengers have been riding free since late March, when Metro required everyone to board through buses' rear doors — skipping the fare box — to keep drivers from coming into contact with passengers. Instead, the transit agency will rely on plastic shielding around drivers for a buffer.

Transit officials warn their subsidy-dependent industry will suffer irreparable harm without help. Some are delaying construction or maintenance projects crucial toward maintaining well-run systems. They also say their financial woes have a ripple effect on countless businesses and employment.

The Metropolitan Transportation Authority of New York, the nation's largest transit agency, said this week that its contracts with suppliers across multiple states are in jeopardy without an immediate \$12 billion in federal aid.

"Let me be clear: federal funding for mass transit isn't a red or blue issue — it's a jobs issue," MTA chief executive Patrick J. Foye said in a statement. "Our future — and the

fate of approximately 100,000 MTA-created out-of-state jobs — rests squarely in the hands of the Senate and White House.”

The MTA said that it is preparing to make service cuts of up to 40 percent on subways and up to 50 percent on the Long Island and Metro-North railroads, and that it could lay off more than 8,000 workers.

Metro’s projected operating shortfall amounts to about 11 percent of its \$2.08 billion operating budget and includes the unanticipated spending of \$9 million for personal protective equipment and disinfecting supplies.

Metrobus will be impacted less by the cuts than Metrorail because many bus riders have fewer transportation alternatives than people who ride the rail system, transit officials said. Bus routes and service will remain as they are.

Metrorail, however, will close two hours earlier, at 9 p.m. Monday through Thursday. Waits for trains will increase by about four minutes to 12 minutes on all lines except for much of the Red Line, which could see six-minute waits at the busiest times.

The plan causing the most strife among Metro board members includes the use of “turnbacks” on the Red and Yellow lines. Turnbacks cut trips short for half the trains on a line. Metro is proposing that half of trains in service would turn around at the Silver Spring and Grosvenor-Strathmore stations rather than continuing farther into the suburbs, where waits would be twice as long. Metro said the decision on where to truncate trips was based on stations with the least riders. For years, Montgomery County riders and public officials despised the use of turnbacks and viewed it as an inequity. Metro stopped their use in 2019.

“The proposed reinstatement of Red Line turnbacks is still of concern for me, personally, and for riders in Montgomery County,” said Metro Second Vice Chair Michael Goldman, who represents the Maryland suburbs affected. “If the data does not justify more service for stations south of Grosvenor and Silver Spring, then I will be opposing the reestablishment of these Red Line turnbacks when the board has to vote to approve these proposed budget changes in November.”

Goldman said he insists that turnbacks at least be limited to certain times. He said the savings of less than \$3 million doesn’t justify the inconvenience to Maryland riders.

“The savings resulting from the turn backs is minuscule,” he said.

Other board members, however, insisted that using ridership data was the most equitable way to make cuts.

“Moving forward, not knowing what the next several quarters are going to look like, if we’re going to do an effective job of right sizing, we have to do it using data,” said board member Devin Rouse, director of the Passenger Rail Division at the Federal Railroad Administration. “Let the data drive those decisions.”

Board member and Loudoun County Supervisor Matthew F. Letourneau (R-Dulles) agreed.

“There is no rider that’s more important than any other on our system,” he said. “And so when we look at these things, we have to make these based on data.”

Metro doesn’t expect to see an improvement in its finances during the second half of next year. The cuts are aimed at putting Metro on more austere footing when the start of the next fiscal year begins in July.

Metro is projecting revenue losses of as much as \$569 million below pre-pandemic levels next year, with labor and other expenses costing as much as \$50 million.

The transit agency said it could be facing a \$793 million shortfall next year, which will require more cuts to “close the funding gap,” according to Metro’s budget projections.

Before the Metro board finalizes the proposed service cuts this November, the public can weigh in on the service reductions, layoffs and other changes by writing to the board via Metro’s website.



CA: Coronavirus Cuts: VTA Could Slash Bus Service To 1980 Levels

The COVID-19 pandemic is threatening to cast a long shadow over public transit and traffic in the South Bay, as Valley Transportation Authority leaders consider deep cuts to bus and light rail service that could outlast the virus' grip on our daily lives.

Nico Savidge | The Cupertino Courier, Calif. (TNS)

Sept. 23, 2020

The COVID-19 pandemic is threatening to cast a long shadow over public transit and traffic in the South Bay, as Valley Transportation Authority leaders consider deep cuts to bus and light rail service that could outlast the virus' grip on our daily lives.

VTA leaders will consider in the coming months three increasingly severe options that would slash service starting early next year by 10 to 30 percent compared to pre-pandemic levels, saving the ailing agency between \$24 million and \$70 million per year.

In its best-case scenario, VTA would provide less frequent bus and train trips outside of peak commute hours, and light rail service would end an hour earlier each night than it does now.

Under the most severe cuts, VTA would slash bus and light rail service at all hours and across its entire network to levels not seen in 40 years. All service would shut down at 10 p.m., and two bus routes would be eliminated entirely.

Transit advocates say the result would be devastating. People who rely on VTA would face longer and less reliable trips, while those with any choice in the matter would be much more likely to drive rather than try to navigate the spotty service -- putting more cars onto traffic-choked roads and pumping more greenhouse gases into the atmosphere of our warming planet. VTA estimates riders would take between 3.5 million and 9 million fewer trips per year under the cuts.

"This is something that is really going to cause a lot of inequity, and cause a lot of people to buy cars they can't afford," said Monica Mallon, an activist with the group Turnout 4 Transit.

Mallon pointed to VTA records showing that if the agency enacts the proposed 30-percent cut, it would provide about the same level of bus service it offered in 1980 -- when 600,000 fewer people lived in Santa Clara County. She is advocating for VTA to

avoid the cuts by shifting money planned for capital projects to fund the system's operations, something its board is now exploring.

After other reductions to VTA service over the past two decades, Mallon said, "We were already in a death spiral, but this would be so much more extreme."

The impacts would even extend to the Bay Area's housing crisis: Developments that were eligible for grants or quicker environmental reviews because of their proximity to VTA lines could lose that special status if nearby buses and trains don't run frequently enough.

And the \$2.3 billion South Bay BART extension VTA officials proudly opened this summer could see fewer riders if passengers face a long wait every time they transfer between the train and bus.

"Quality connections and coordinated connections are the foundation of any good transit network," VTA Service Planning Manager Jay Tyree told the authority's board at a meeting last week. "When you start breaking those down and folks have longer wait times to connect, then they just give up on transit."

Agency leaders say they have tried to preserve ridership as much as possible, but face "tough decisions" as public transportation tries to position itself for a post-coronavirus world. VTA has not implemented any layoffs or furloughs to reduce its expenses.

"We are sincerely disappointed that we even have to have these conversations with our riders and the public," spokesman Ken Blackstone said.

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VTA officials are set to decide how severe their cuts will be at a meeting in December. The new service would go into effect in February.

9/23/2020

*TBC Legislative Update
Confirmation Fight Adds Flames to Overheated Political Scene*



Confirmation Fight Adds Flames to Overheated Political Scene

Just when you thought the pot couldn't boil any hotter, the death last Friday of Supreme Court Justice Ruth Bader Ginsburg ignited yet another fire storm consuming the nation's capital and further inflaming the presidential election. Battles already are brewing over further coronavirus financial relief, a continuing resolution to prevent a partial federal government shutdown October 1 and action to re-authorize transportation spending.

While the nation mourns the loss of Justice Ruth Bader Ginsburg, the ramifications over her expedited replacement process are quickly creating deep fault lines in the Swamp. Get ready for one of the most ferocious and consequential confirmation battles in our country's history. The looming, highly charged nomination process is now being added to a toxic partisan stew made up of a variety of ingredients, including a hyper partisan Presidential election season, a global health pandemic, protests and riots and an economic crisis we haven't seen since the Great Depression. By the way, I'm so over 2020 – who's with me?

President Trump has promised to nominate a female replacement for Ginsburg by Saturday and Senate Majority Leader Mitch McConnell has guaranteed a vote on the nominee, possibly before November 3. After Senator Mitt Romney expressed his support, it appears there will be enough GOP votes to confirm Trump's nominee.

One-Year FAST Act Extension – Bus Funding Maintained - Plus Up Pending

Even as Speaker Nancy Pelosi and Senate Democrats have hinted at tactics to delay the confirmation process, Pelosi is moving ahead in the House on a continuing resolution to avoid a government shutdown. Last night, the House passed a Continuing Resolution that will fund the government through December 11 and extend the FAST Act through September 30, 2021.

She avoided a last minute standoff on the proposal by adding back aid to farmers today after Trump and Republicans balked at her initial proposal yesterday. Trump is demanding approximately \$20 billion in relief to farmers in the CR and Pelosi acquiesced. In return, she secured nearly \$8 billion in new money for a pandemic-related program funding subsidized meals to children who would normally receive them when schools are open.

The one-year FAST extension was included in the CR and will fund highways and transit programs at FY20 FAST Act levels. This means the Bus and Bus Facility Program will remain at \$808 million, of which \$464.6 million will be formula (5339a), \$289 million competitive (5339b) and \$55 million for Low/No (5339c).

Because of the work of The Bus Coalition and our champions on the Hill, there is a pending plus up to bus programs of \$499 million in the House Transportation and Housing Appropriations bill. The Senate has not unveiled their version yet. We will be pushing hard to maintain this increase in any final package hammered out in December. As with the previous three fiscal years, these plus up funds are critical to modernizing transit fleets and updating facilities.

To get us through FY21, the CR provides an additional \$13.6 billion from the general fund to ensure the Highway Trust Fund and Mass Transit Account remain solvent. The bill also prevents the Rostenkowski test from going into play, thus avoiding significant cuts to transit.

COVID Relief – Time is Running Out

In terms of the prospects of another COVID relief package, White House Chief of Staff Mark Meadows signaled last week a willingness to entertain a \$1.5 trillion bill, which would be half the size of the package House Democrats approved in May. Pelosi says she would be willing to support a \$2.2 trillion package.

One of the biggest sticking points is how much financial relief to give to states and local governments. The Problem Solvers Caucus, a bipartisan group of lawmakers, suggested \$500 billion. Democrats provided \$915 billion in their package. Senate Republicans previously offered \$150 billion.

Neither the Problems Solver Package or the Senate GOP plan has any money for transit. However, the House passed HEROES Act has \$16 billion. Time is running out to get a deal before Congress leaves town next week. If a deal can't come together by the end of next week, we do feel it is likely a COVID package will come together at some point in the next few months. However, the hyper partisan environment is making it extremely difficult for both sides to come together on a plan before the election.