



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)  
BOARD OF DIRECTORS AGENDA  
REGULAR MEETING  
FEBRUARY 27, 2026 – 9:00 AM  
HYBRID MEETING**

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

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

**Zoom [Link](#)  
Dial In: 1-669-900-6833  
Meeting ID: 817 5976 9898**

The Board of Directors Meeting agenda packet can be found online at [www.scmetro.org](http://www.scmetro.org) and is available for inspection at Santa Cruz METRO's Administrative Office at 110 Vernon Street, Santa Cruz, CA.

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

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

**BOARD ROSTER**

Director Rebecca Downing	County of Santa Cruz
Director Jimmy Dutra	City of Watsonville
Director Shebreh Kalantari-Johnson	City of Santa Cruz
Director Manu Koenig	County of Santa Cruz
Director Fabian Leonor	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Monica Martinez	County of Santa Cruz
Director Scott Newsome	City of Santa Cruz
Director Melinda Orbach	City of Capitola
Director Maria Orozco	City of Watsonville
Director Larry Pageler	County of Santa Cruz
Ex-Officio Director Alma Márquez	Cabrillo College
Ex-Officio Director Edward Reiskin	UC Santa Cruz
Corey Aldridge	METRO CEO/General Manager
Julie Sherman	METRO General Counsel

## **SECTION I: OPEN SESSION**

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

- 1 CALL TO ORDER**
- 2 SAFETY DEBRIEF**  
Gregory Strecker, Safety, Security and Risk Management Director
- 3 ACKNOWLEDGE APPOINTMENT OF DIRECTORS**  
Board Chair Downing
- 4 ROLL CALL**  
Board members may participate remotely due to “just cause” circumstances.
- 5 ANNOUNCEMENTS**
  - 5.1 Today’s meeting is being broadcast by Community Television of Santa Cruz County.
  - 5.2 Language Line Services is providing Spanish interpretation services, which will be available during “Oral Communications” and for any other agenda item for which these services are needed.
- 6 APPROVE: BOARD OFFICERS AND COMMITTEE APPOINTMENTS**  
Board Chair Downing
- 7 BOARD OF DIRECTORS COMMENTS**
- 8 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS**

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

  - 8.1 Email from Stas Novikov dated 1/27/26 with METRO response
- 9 LABOR ORGANIZATION COMMUNICATIONS**
- 10 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

## **CONSENT AGENDA**

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

- 11.1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK AND ACH JOURNAL DETAIL FOR THE MONTH OF JANUARY 2026**  
Chuck Farmer, Chief Financial Officer

- 11.2 ACCEPT AND FILE MINUTES OF:  
JANUARY 23, 2026 BOARD OF DIRECTORS REGULAR MEETING**  
Corey Aldridge, CEO/General Manager
- 11.3 ACCEPT AND FILE: THE FINANCIAL UPDATE DECEMBER 2025 RESULTS**  
Chuck Farmer, Chief Financial Officer
- 11.4 ACCEPT AND FILE: THE YEAR-TO-DATE KEY PERFORMANCE INDICATORS  
(KPI'S) REPORT FOR FISCAL 2<sup>ND</sup> QUARTER ENDING DECEMBER 31, 2025**  
Chuck Farmer, Chief Financial Officer
- 11.5 ACCEPT AND FILE: THE METRO PARACRUZ OPERATIONS STATUS  
REPORT FOR OCTOBER, NOVEMBER, AND DECEMBER 2025**  
Rina Solorio Gomez, Assistant Operations Manager, Paratransit Division
- 11.6 ACCEPT AND FILE: FISCAL YEAR 2026 SECOND QUARTER GRANTS  
MANAGEMENT REPORT**  
Derek Toups, Planning and Innovation Deputy Director
- 11.7 APPROVE: UPDATED PUBLIC TRANSPORTATION AGENCY SAFETY PLAN  
(PTASP) – REGULATORY COMPLIANCE UPDATE**  
Gregory Strecker, Safety, Security and Risk Management Director
- 11.8 APPROVE: CONSIDERATION OF DECLARING VEHICLES AND/OR EQUIP-  
MENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION**  
Chuck Farmer, Chief Financial Officer
- 11.9 APPROVE: CONSIDERATION OF ADOPTING A RESOLUTION TO  
AUTHORIZE THE CEO/GENERAL MANAGER TO EXECUTE A PROJECT  
BASELINE AGREEMENT WITH THE CALIFORNIA DEPARTMENT OF  
TRANSPORTATION (CALTRANS) FOR THE WATSONVILLE-SANTA CRUZ  
MULTIMODAL CORRIDOR PROGRAM**  
John Urgo, Chief Planning and Innovation Officer

## **REGULAR AGENDA**

- 12 PRESENTATION OF EMPLOYEE LONGEVITY AWARD:  
(25 YEARS) EULALIO ABREGO, BUS OPERATOR**  
Board Chair
- 13 RETIREE RESOLUTIONS OF APPRECIATION FOR:  
LES BECK, BUS OPERATOR  
CATHY DOWNES, SENIOR FINANCIAL ANALYST**  
Board Chair
- 14 UPDATE ON CHANGES TO THE RALPH M. BROWN ACT (SB 707)**  
Julie Sherman, General Counsel
- 15 APPROVE: AUTHORIZING REMOTE MEETINGS FOR THE METRO  
ADVISORY COMMITTEE UNDER SENATE BILL 707**  
Julie Sherman, General Counsel

- 16 RECEIVE INFORMATION CONCERNING PROPOSED REVISED FARE STRUCTURE AND POLICIES**  
Derek Toups, Planning and Innovation Deputy Director
- 17 CEO ORAL REPORT**  
Corey Aldridge, CEO/General Manager
- 18 REVIEW OF ITEM TO BE DISCUSSED IN CLOSED SESSION**  
Julie Sherman, General Counsel

**SECTION II: CLOSED SESSION**

**CONFERENCE WITH LABOR NEGOTIATORS (GOVERNMENT CODE SECTION 54957.6)**

**Agency Negotiators:** Corey Aldridge, CEO/General Manager  
Patrick Glenn, Legal Counsel

**Employee Organizations:** SMART, Local 23 - Fixed Route  
SMART, Local 23 - ParaCruz  
SEIU, Local 521

**SECTION III: RECONVENE TO OPEN SESSION**

- 19 REPORT OF CLOSED SESSION**  
Julie Sherman, General Counsel
- 20 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, MARCH 27, 2026 AT 9:00 AM AT THE METRO ADMIN OFFICE, 110 VERNON STREET, SANTA CRUZ, CA**  
Board Chair
- 21 ADJOURNMENT**  
Board Chair

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

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

## **ACCESSIBILITY FOR INDIVIDUALS WITH DISABILITIES**

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

## **PUBLIC COMMENT**

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

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

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**DATE:** February 27, 2026  
**TO:** Board of Directors  
**FROM:** Board Chair Rebecca Downing  
**SUBJECT: APPROVE BOARD OFFICERS AND COMMITTEE APPOINTMENTS**

**I. RECOMMENDED ACTION**

**That the Board of Directors elect Directors to the following positions:**

- A. Santa Cruz Metropolitan Transit District (METRO) Board Chair and Vice Chair;**
- B. Director Positions on METRO Standing Committees;**
- C. One Director Position on the Santa Cruz Civic Improvement Corporation (SCCIC) Board; and,**
- D. Representatives and Alternates for the Santa Cruz County Regional Transportation Commission (SCCRTC)**

**II. SUMMARY**

- Article 6 of the Santa Cruz Metropolitan Transit District (METRO) Bylaws provides that the Board of Directors shall annually nominate individuals to the positions of Chair and Vice Chair.
- In January 2026, the Board of Directors nominated individuals to stand for election to the Standing Committee positions referenced in this staff report.
- Article III, Section 3.03 of the Santa Cruz Civic Improvement Corporation (SCCIC) Bylaws provide that the Board of Directors shall appoint METRO Directors to the SCCIC Board.
- To maintain representation on the Santa Cruz County Regional Transportation Commission (SCCRTC), it is necessary that the Board of Directors elect individuals to the three positions and three alternate positions that are designated for METRO Board Members.
- Elections for the positions referenced in this Staff Report are scheduled to be held at the beginning of the February 27, 2026 Board of Directors meeting.

**III. DISCUSSION/BACKGROUND**

The terms of the officers and appointees of the Board of Directors in the positions of Chair, Vice Chair and SCCRTC appointees expire in February 2026. One of the SCCIC Directors' terms is set to expire in February 2026 and needs to be filled.

SCCIC is a non-profit public benefit corporation organized under the non-profit benefit corporation law in the State of California to provide financial assistance to METRO by acquiring, constructing, and financing various public facilities, land and equipment and the leasing of facilities, land and equipment for use, benefit and enjoyment of the public served by METRO.

Article III, Section 3.03 of the SCCIC Bylaws provides that METRO's Board of Directors shall appoint METRO Directors to the SCCIC Board.

Staff recommends that the METRO Board of Directors appoint one METRO Director to serve as Treasurer on the SCCIC Board.

At the January 23, 2026 METRO Board Meeting, the Board of Directors approved disbanding the current three standing committees and replacing them with two standing committees—Finance & HR Standing Committee and Planning & Projects Standing Committee.

In addition, the Board approved amending its Bylaws to provide full Board member participation during standing committee meetings. If a quorum of Board members is present, the Standing Committee will automatically convert into a Committee of the Whole and vice versa.

The METRO Bylaws provide that the Board of Directors shall identify nominees to be considered for election to the positions herein referenced.

Staff recommends that the Board of Directors:

Provide slates for CY 2026 to:

- 1) Elect Directors to the positions of Chair and Vice Chair
- 2) Elect Directors to positions on the new Standing Committees:
  - a. Finance & HR Standing Committee
  - b. Planning & Projects Standing Committee
- 3) Fill one position on the SCCIC
- 4) Elect three representatives and three alternates to the SCCRTC

In accordance with the METRO Bylaws, nominations remain open until the positions are filled through election. The election for the referenced positions is scheduled to be held on February 27, 2026.

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

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

**V. FINANCIAL CONSIDERATIONS/IMPACT**

Funding support for the positions identified in this staff report is contained under Admin in the FY25/FY26 Final Budget adopted June 27, 2025 and in the FY27/FY28 budget yet to be finalized.

**VI. CHANGES FROM COMMITTEE**

N/A

**VII. ALTERNATIVES CONSIDERED**

None.

**VIII. ATTACHMENTS**

**Attachment A:** Current METRO Board Officers and Appointees

**Attachment B:** Current SCCIC Board Roster

**Attachment C:** Board Nominated Slate(s) Worksheet

Prepared by: Donna Bauer, Sr. Executive Assistant

**IX. APPROVALS**

Approved as to fiscal impact:  
Chuck Farmer, CFO



Corey Aldridge  
CEO/General Manager



Attachment A  
**BOARD CHAIR & VICE CHAIR,  
STANDING AND AD HOC  
COMMITTEE APPOINTMENTS**



**2025 Chair, Vice Chair and Standing Committees**

Chair  
REBECCA DOWNING

Vice Chair  
MANU KOENIG

Capital Projects Standing Committee

*Committee Established 8/26/16*

REBECCA DOWNING  
JIMMY DUTRA  
SCOTT NEWSOME

Finance, Budget and Audit Standing Committee

(4-5 Board Members, as a ground rule)

*Committee Established 8/26/16*

SHEBREH KALANTARI-JOHNSON  
MANU KOENIG  
FABIAN LEONOR  
DONNA LIND

Personnel/Human Resources Standing Committee

*Committee Established 8/26/16*

REBECCA DOWNING, Current Chair  
MANU KOENIG, Current Vice Chair  
SHEBREH KALANTARI-JOHNSON, Immediate Past Chair  
DONNA LIND

VANESSA QUIROZ-CARTER - Resigned 12/11/25

# Attachment A



## 2025 Other Committees

### SCCIC Representatives

REBECCA DOWNING  
SHEBREH KALANTARI-JOHNSON  
MANU KOENIG  
DONNA LIND  
SCOTT NEWSOME

### SCCRTC Representatives

REBECCA DOWNING  
FABIAN LEONOR\*  
VANESSA QUIROZ-CARTER - Resigned 12/11/25

### SCCRTC Alternates (in order)

DONNA LIND  
ELIZABETH MADRIGAL\* - Resigned 12/5/25  
MELINDA ORBACH

## 2025 Ad Hoc Committees

### CEO Goals and Objectives Ad Hoc Committee

*Committee Established 5/19/17*

### MAC Ad Hoc Committee

*Committee Established 3/24/17*

### Legislative Ad Hoc Committee

*Committee Established 2/23/18*

*Ad Hoc Committees and Members are designated by the Board Chair.*

*Ad Hoc Committees are created and disbanded each year as their specific assignments are completed, and then reconstituted as needed.*

2/28/25 Approved at METRO Board Meeting

\*Effective 8/1/2025 Fabian Leonor was removed as an Alternate and added as a Representative for the SCCRTC to complete Mike Rotkin's term. 8/18/25 Elizabeth Madrigal was added as an Alternate.

# Attachment B



## SANTA CRUZ CIVIC IMPROVEMENT CORPORATION (SCCIC)

### BOARD OF DIRECTORS 2025 - 2026

	YEAR TERM BEGAN	YEAR TERM ENDS
<b>Shebreh Kalantari-Johnson, President</b>	2025	2027
<b>Rebecca Downing, Vice President</b>	2025	2027
<b>Manu Koenig, Secretary</b>	2025	2027
<b>Donna Lind, Treasurer</b>	2025	2026
<b>Scott Newsome, Director</b>	2025	2027

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Corey Aldridge, CEO/General Manager

*Each Director holds office for a term of two (2) years from the date of appointment. Vacancies in the Board shall be filled to hold office until the expiration of the term of the replaced Director. The Board of Directors holds an annual meeting for the purpose of organization, selection of Directors and officers, and the transaction of other business. Annual meetings of the Board are held on the fourth Friday of March. The meetings are held in the same venue as the Santa Cruz METRO Board of Directors meeting.*

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# BOARD OFFICERS AND APPOINTMENTS



## Elect Board Chair (2025: Rebecca Downing)

*SLATE 1*

Nominee:

Nominated by:

1. Manu Koenig

Rebecca Downing

*SLATE 2*

2. \_\_\_\_\_

\_\_\_\_\_

*SLATE 3*

3. \_\_\_\_\_

\_\_\_\_\_

*SLATE 4*

4. \_\_\_\_\_

\_\_\_\_\_



# BOARD OFFICERS AND APPOINTMENTS

## Elect Board Vice Chair (2025: Manu Koenig)

Nominee:

Nominated by:

*SLATE 1*

1. Melinda Orbach

Rebecca Downing

*SLATE 2*

2. \_\_\_\_\_

\_\_\_\_\_

*SLATE 3*

3. \_\_\_\_\_

\_\_\_\_\_

*SLATE 4*

4. \_\_\_\_\_

\_\_\_\_\_

# BOARD OFFICERS AND APPOINTMENTS



## Reappoint or Nominate 3: Planning & Projects Committee

2025 Members: Rebecca Downing, Jimmy Dutra & Scott Newsome) \_

Members Total

Nominee:

1. Scott Newsome
2. Rebecca Downing
3. Monica Martinez
4. Larry Pageler

Nominated by:

- Rebecca Downing
- Rebecca Downing
- Rebecca Downing
- Rebecca Downing

*SLATE 1*

Nominee:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Nominated by:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

*SLATE 2*

Nominee:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Nominated by:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

*SLATE 3*

Nominee:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Nominated by:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

*SLATE 4*



# BOARD OFFICERS AND APPOINTMENTS

## Reappoint or Nominate 4 or 5: Finance & HR Committee

### 2025 Members:

## Shebreh Kalantari-Johnson, Manu Koenig, Fabian Leonor & Donna Lind

### 4-5 Members Total

Nominee:

1. Manu Koenig
2. Melinda Orbach
3. Donna Lind
4. Fabian Leonor
5. \_\_\_\_\_

Nominated by:

- Rebecca Downing  
 Rebecca Downing  
 Rebecca Downing  
 Rebecca Downing  
 Rebecca Downing

*SLATE 1*

Nominee:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Nominated by:

- \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*SLATE 2*

Nominee:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Nominated by:

- \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*SLATE 3*

Nominee:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Nominated by:

- \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*SLATE 4*



# BOARD OFFICERS AND APPOINTMENTS

## Nominate 1: SCCIC Representatives

2025: President, Shebreh Kalantari-Johnson; Vice President, Rebecca Downing;  
Secretary, Manu Koenig; Treasurer, Donna Lind; & Scott Newsome

5 Members Total  
Director Lind  
(term ends Feb. 2026)

Nominee:	Nominated by: Rebecca Downing	
1. <u>Shebreh Kalantari-Johnson</u> , President	Term expires 2027	
2. <u>Rebecca Downing</u> , Vice President	Term expires 2027	
3. <u>Manu Koenig</u> , Secretary	Term expires 2027	
4. <u>Donna Lind</u> , Treasurer	Term expires 2026	
5. <u>Scott Newsome</u> , Director	Term expires 2027	

Nominee:	Type text here	Nominated by:	
1. _____, President		Term expires 2027	
2. _____, Vice President		Term expires 2027	
3. _____, Secretary		Term expires 2027	
4. _____, Treasurer		Term expires 2026	
5. _____, Director		Term expires 2027	

Nominee:		Nominated by:	
1. _____, President		Term expires 2027	
2. _____, Vice President		Term expires 2027	
3. _____, Secretary		Term expires 2027	
4. _____, Treasurer		Term expires 2026	
5. _____, Director		Term expires 2027	



# BOARD OFFICERS AND APPOINTMENTS

## Reappoint or Nominate 3: SCCRTC Representatives

(2025 Reps: Rebecca Downing, Fabian Leonor & Vanessa Quiroz-Carter)

### 3 Representatives Total

Nominee:

1. Rebecca Downing
2. Fabian Leonor
3. Shebreh Kalantari-Johnson

Nominated by:

- Rebecca Downing
- Rebecca Downing
- Rebecca Downing

*SLATE 1*

Nominee:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Nominated by:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

*SLATE 2*

Nominee:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Nominated by:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

*SLATE 3*

Nominee:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Nominated by:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

*SLATE 4*

# BOARD OFFICERS AND APPOINTMENTS



## Reappoint or Nominate 3: SCCRTC Alternates (in order) 2025 Alternates: Donna Lind, Elizabeth Madrigal & Melinda Orbach

-

### 3 Representatives Total

Nominee:

1. Donna Lind
2. Maria Orozco
3. Melinda Orbach

Nominated by:

- Rebecca Downing
- Rebecca Downing
- Rebecca Downing

*SLATE 1*

Nominee:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Nominated by:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

*SLATE 2*

Nominee:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Nominated by:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

*SLATE 3*

Nominee:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Nominated by:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

*SLATE 4*

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# WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

**From:** [Pete Rasmussen](#)  
**To:** [REDACTED]  
**Cc:** [Donna Bauer](#); [John Urgo](#)  
**Subject:** Re: Inquiry about Hwy 17 for UCSC Students  
**Date:** Monday, February 16, 2026 11:54:21 AM

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Dear Stas,

Thank you for sharing your thoughts on UCSC transportation fees as they relate to METRO bus service. METRO is aware that UCSC students are a significant percentage of riders on the Highway 17 Express service in addition to being by far the largest share of local bus ridership.

UCSC student transportation fees are indeed higher than at most universities, but the fees must be viewed in the context of what is being provided in exchange for those fees and how external funding factors into the fees paid by the students.

First I'll address the first topic, the difference in transit fees paid by UCSC students versus other students whether locally (e.g. Cabrillo College) or in the San Francisco Bay Area (your examples of SFSU BayPass and SJSU's VTA pass). A common misunderstanding about the UCSC and Cabrillo student fees is that they are merely paying for a discounted unlimited pass (upfront fee but no fare at boarding); in fact, both of these transportation fees are primarily to purchase additional service to the two campuses over and above what would be normally provided by METRO. Cabrillo's fee supports a smaller amount of additional service but due to its advantageous location in Mid-County along Soquel Drive, the major non-freeway corridor between Watsonville and Santa Cruz, it would receive significant transit service already due to its location. UCSC on the other hand is located in the equivalent of a cul-de-sac, so it is much more difficult to serve. Furthermore, the sheer number of students riding the buses requires substantially more service than would be justified on a per-capita basis when compared across the whole county's population. The UCSC student fee also funds TAPS loop buses and other transportation such as bike programs in addition to METRO service.

San Jose State is located in downtown San Jose, the heart of VTA's light rail and bus network, so it is unlikely to require subsidized additional service. That makes it possible for VTA to offer such a low-cost pass for SJSU students. UC Berkeley is also located in a high-density urban environment near major corridors.

The SFSU Clipper BayPass is a phenomenal deal offering transit travel anywhere in the Bay Area for just \$260/year, but it is a unique case. It is a pilot project, initially only offered to a subset of students, to test out whether a highly discounted transit pass valid across an entire region would dramatically increase transit ridership. The pilot is only possible with a financial subsidy from the Metropolitan Transportation Commission (MTC), the Bay Area's transportation planning and financing agency for the entire Bay Area.

# WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

To provide an example of the cost of the regional transit pass, UC Berkeley students previously paid \$105/semester for AC Transit and campus transit but voted to raise fees by \$124/semester, for a total of \$229/semester, to opt in to BayPass.

If the UCSC student body wants to explore free or discounted Highway 17 Express passes, gathering support via a petition drive and then presenting that to UCSC TAPS would be the way to get started. If TAPS agrees to pursue the idea, TAPS management would then initiate discussions with METRO about pricing options.

Sincerely,

Pete Rasmussen

Transportation Planner

Santa Cruz METRO

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**From:** Stas Novikov [REDACTED]  
**Sent:** Tuesday, January 27, 2026 12:30 PM  
**To:** boardinquiries <boardinquiries@scmttd.com>  
**Subject:** Inquiry about Hwy 17 for UCSC Students

**This Message Is From an External Sender**

This message came from outside your organization.

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

Hi SCMTD Board of Directors!

I'm Stas, a student at UCSC. I'm writing to you to ask a couple of questions about Hwy 17 Express service.

As you probably know, we pay a transit fee of \$177/quarter to get our loop buses and free rides on local METRO buses. Looking at our uni's budget, I estimate that each student pays ~\$253/year in order to get free local METRO service (excluding all other fees). This is a pretty significant amount, especially since, for example, SFSU students pay \$260/year for Clipper Baypass, which lets them travel anywhere in the Bay Area for free. Other universities who only pay for a single transit agency pay significantly less (\$22-24/year for VTA, \$106-144/year for AC Transit).

Additionally, Cabrillo College students only pay \$80/year and get the same privileges we do (while we pay over x3 more).

I know UCSC is a big financial contributor to SCMTD's budget, and I think it is fair for us

# WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

to pay more than Cabrillo College for our service, especially because METRO buses have to divert to loop around our campus. However, despite us paying more than any other university within 50 miles of Santa Cruz for our transit fee, many of us still have to pay extra to go home every weekend. A majority of us go home for the weekend, and have to take Hwy 17 at least twice every week. This \$14 expense adds up pretty quickly, and none of the passes are much help (the 15-ride pass only reduces the expense to \$12.60, which is still a lot).

I am writing to you to see if there is any way for us to get free, or at least discounted, Hwy 17 rides. What would be required from us or the university to reach an agreement? The majority of students I've talked to have said they'll greatly benefit from having free or discounted Hwy 17 service, but I'll run a more structured petition soon to show the amount of support this initiative is receiving. I think allowing UCSC students to ride Hwy 17 for free would also be beneficial for you, as it'll increase off-peak ridership, which I know is currently relatively low.

Thank you for your consideration! I hope we can reach an agreement!

Stas Novikov

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# Addl. Documentation Distributed to Board of Directors on 2.26.26

**From:** [REDACTED]  
**To:** [Justin Cummings](#); [rebeccad@transparentseas.com](mailto:rebeccad@transparentseas.com); [boardinquiries](#)  
**Subject:** Bus Stop on Bay At Garfield Park Village  
**Date:** Tuesday, February 24, 2026 3:07:18 PM

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**This Message Is From an Untrusted Sender**

You have not previously corresponded with this sender.

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I am writing to support the Garfield Park Village residents' request that the two adjacent METRO bus stops not be moved farther away from the Bay Street complex driveway.

Many of these residents are mobility-impaired, where walking is difficult; several are in wheelchairs or use walkers. Moving this METRO bus stop for folks who constitute a significant group which relies on METRO services would cause great hardship to many.

The proposed reason for the bus stop relocation is to improve bike lane access, however, it should be pointed out that the city has recently completed Segment 7B of the rail trail, providing a direct, unobstructed bike route from California and Bay Streets to Beach Street. While the Bay Street bike lane in this section may merely be convenient for access to nearby neighborhood streets, it seems to me that the minimal benefits of this bike route are far outweighed by the difficulty created for those at Garfield Park Village who have few other access resources.

Please reconsider this prospective METRO bus stop change. This community should be accorded the preferential treatment to access METRO's services.

Thank you!  
Nadene Thorne  
Santa Cruz

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# Addl. Documentation Distributed to Board of Directors on 2.26.26

**From:** [REDACTED]  
**To:** [Corey Aldridge](mailto:Corey.Aldridge@scrcrta.org)  
**Cc:** [skalantari-johnson@santacruzca.gov](mailto:skalantari-johnson@santacruzca.gov); [boardinquiries](mailto:boardinquiries@scrcrta.org); [Justin Cummings](mailto:Justin.Cummings@scrcrta.org); [Felipe Hernandez](mailto:Felipe.Hernandez@scrcrta.org); [Kimberly De Serpa](mailto:Kimberly.DeSerpa@scrcrta.org); [Manu Koenig](mailto:Manu.Koenig@scrcrta.org); [Fred Keeley](mailto:Fred.Keeley@scrcrta.org); [Andy Schiffirin](mailto:Andy.Schiffirin@scrcrta.org); [sclark@scottsvally.gov](mailto:sclark@scottsvally.gov); [Monica Martinez](mailto:Monica.Martinez@scrcrta.org); [Eduardo Montesino](mailto:Eduardo.Montesino@scrcrta.org); [Rebecca Downing](mailto:Rebecca.Downing@scrcrta.org); [gjensen@ci.capitola.ca.us](mailto:gjensen@ci.capitola.ca.us); [fabian@communitylifetimeservices.org](mailto:fabian@communitylifetimeservices.org); [leonorfabian72@gmail.com](mailto:leonorfabian72@gmail.com); [Sarah Christensen](mailto:Sarah.Christensen@scrcrta.org)  
**Subject:** Fw: RTC Agenda #23: REJECT Staff Request for Earmarks to Fund Environmental Component of the Zero Emission Passenger Rail & Trail Project  
**Date:** Thursday, February 26, 2026 6:13:07 AM

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## This Message Is From an External Sender

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Hi Corey,

We intended to include you in our response regarding RTC's continued expenditures on additional rail studies. It is critical that Santa Cruz Metro understand the implications of supporting these ongoing rail efforts.

If RTC continues allocating public funds toward further rail studies — particularly with the support of Metro's RTC representatives — it will directly impact Metro's ability to secure voter approval for a future tax measure.

Trail Now has consistently supported Santa Cruz Metro and recognizes the essential role bus service plays in our community. However, if Metro continues to back RTC's spending on costly and speculative rail proposals, we will be unable to support Metro's proposed tax measure. In fact, we would actively oppose it.

We respectfully urge Metro to publicly and unequivocally oppose any additional expenditures on rail studies and instead prioritize funding for practical, implementable transportation solutions that serve residents today.

Best regards,

Brian Peoples  
Trail Now

---

**From:** Brian Peoples  
**Sent:** Thursday, February 26, 2026 5:18 AM  
**To:** Regional Transportation Commission <[info@sccrtc.org](mailto:info@sccrtc.org)>  
**Cc:** [skalantari-johnson@santacruzca.gov](mailto:skalantari-johnson@santacruzca.gov) <[skalantari-johnson@santacruzca.gov](mailto:skalantari-johnson@santacruzca.gov)>; [Justin Cummings](mailto:Justin.Cummings@scrcrta.org) <[justin.cummings@santacruzcountyca.gov](mailto:justin.cummings@santacruzcountyca.gov)>; [Felipe Hernandez](mailto:Felipe.Hernandez@scrcrta.org) <[felipe.hernandez@santacruzcountyca.gov](mailto:felipe.hernandez@santacruzcountyca.gov)>; [Kimberly De Serpa](mailto:Kimberly.DeSerpa@scrcrta.org) <[kimberly.deserpa@santacruzcountyca.gov](mailto:kimberly.deserpa@santacruzcountyca.gov)>; [Manu Koenig](mailto:Manu.Koenig@scrcrta.org) <[manu.koenig@santacruzcountyca.gov](mailto:manu.koenig@santacruzcountyca.gov)>; [Fred Keeley](mailto:Fred.Keeley@scrcrta.org) <[fkeeley@santacruzca.gov](mailto:fkeeley@santacruzca.gov)>; [Andy Schiffirin](mailto:Andy.Schiffirin@scrcrta.org)

# Addl. Documentation Distributed to Board of Directors on 2.26.26

<andy.schiffirin@santacruzcountyca.gov>; sclark@scottsvally.gov <sclark@scottsvally.gov>;  
Monica Martinez <monica.martinez@santacruzcountyca.gov>; Eduardo Montesino  
<eduardo.montesino@watsonville.gov>; Rebecca Downing <rebeccad@transparentseas.com>;  
gjensen@ci.capitola.ca.us <gjensen@ci.capitola.ca.us>; fabian@communitylifeservices.org  
<fabian@communitylifeservices.org>; leonorfabian72@gmail.com <leonorfabian72@gmail.com>;  
Sarah Christensen <schristensen@scrtc.org>; boardinquiries@scmtd.com  
<boardinquiries@scmtd.com>

**Subject:** RTC Agenda #23: REJECT Staff Request for Earmarks to Fund Environmental Component of the Zero Emission Passenger Rail & Trail Project

RTC,

Trail Now respectfully urges the RTC Commission to reject staff's request to pursue additional earmarks and grant funding for the environmental phase of the proposed Zero Emission Passenger Rail & Trail Project.

Continuing to advance costly passenger rail proposals along the Santa Cruz Coastal Corridor will divert scarce transportation dollars away from higher-priority needs — including roadway improvements, Coastal Trail construction, and essential Santa Cruz Metro bus services. These are investments that can deliver real, measurable benefits to residents today.

Santa Cruz Metro will likely require a future tax measure simply to sustain and improve existing bus service. Ongoing expenditures on a proposed passenger rail system — currently estimated at roughly \$5 billion, with no demonstrated traffic relief and significant Coastal Act compliance concerns — risk undermining public confidence and jeopardizing support for future Metro funding.

The public expects fiscal responsibility and practical solutions. We therefore request that the RTC deny staff's recommendation and instead direct funding efforts toward realistic, implementable transportation improvements that address today's needs.

Best regards,

Brian Peoples  
Trail Now

# Addl. Documentation Distributed to Board of Directors on 2.26.26

**From:** [REDACTED]  
**To:** [skalantari-johnson@santacruzca.gov](mailto:skalantari-johnson@santacruzca.gov); [boardinquiries](#); [Justin Cummings](#); [Felipe Hernandez](#); [Kimberly De Serpa](#); [Manu Koenig](#); [Fred Keeley](#); [Andy Schiffrin](#); [sclark@scottsvally.gov](mailto:sclark@scottsvally.gov); [Monica Martinez](#); [Eduardo Montesino](#); [Rebecca Downing](#); [gjensen@ci.capitola.ca.us](mailto:gjensen@ci.capitola.ca.us); [fabian@communitylifeservices.org](mailto:fabian@communitylifeservices.org); [leonofabian72@gmail.com](mailto:leonofabian72@gmail.com); [Sarah Christensen](#)  
**Subject:** Agenda Item #23  
**Date:** Thursday, February 26, 2026 11:22:35 AM

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Dear Commissioners,

Please consider the very long and expensive venture the SCCRTC has taken Santa Cruz County residents over the past 15 years in pursuit of rail travel along the 150 year old rail corridor. It's damage to the RTC's credibility has been tremendous.

Apparently Santa Cruz Metro hopes to pass ballot issue funding our viable fleet of buses which is the backbone of our existing mass transit. The Staff's proposal to continue to fund the Zero Emission Passenger Rail & Trail Project has merit, but the timing is horrible.

Yes, the SCCRTC is still pursuing rail as an option. And someday it may be viable to fund and operate. But to continue to advance costly passenger rail proposals now while higher priorities are begging for funds will further undermine the public's confidence in the commissioners ability to be fiscally responsible.

I urge you to reject Agenda Item #23.

Respectfully,

Peter Stanger

[REDACTED], Watsonville, CA 95076

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# Addl. Documentation Distributed to Board of Directors on 2.26.26

Orlando Nell

Woodside CA 94062-3666

RECEIVED

FEB 26 2026

SANTA CRUZ METRO

Santa Cruz METRO

ATTN: Board of Directors

110 Vernon St

Santa Cruz CA 95060-2130

To the Board of Directors,

I am writing as a regular rider to ask the Board to take a serious look at how fares are structured and how payment works on the Highway 17 Express and across the METRO system. Santa Cruz is increasingly connected to the Bay Area for school, work, and daily life. Our transit system should reflect that reality and make it easier, not harder, to move between regions.

First, I strongly encourage METRO to integrate Clipper Card on the Highway 17 Express. Many riders transfer directly to VTA, Caltrain, or BART. Right now, the lack of Clipper support creates an unnecessary obstacle. Riders who use Apple Pay or other digital wallets for the rest of their trip should not have to switch to cash or download a separate app just for this segment. Regional travel should feel seamless.

Second, I ask that the Youth Cruz Free program be extended to the Highway 17 Express. The current K through 12 program works well within the county, but it does not apply to the 17. Students traveling over the hill for classes, internships, or educational programs are required to pay the full fare. That creates a barrier for students who are trying to access opportunities outside the county. Expanding the program would promote fairness and support students who rely on transit.

Finally, I urge the Board to consider establishing a military and veteran discount. METRO already provides reduced fares for seniors and riders with disabilities. Offering a similar discount for active duty service members and veterans would align with what many neighboring agencies

## Addl. Documentation Distributed to Board of Directors on 2.26.26

already do. A reduced fare on the Highway 17 Express would be a meaningful gesture of support for those who have served.

Transit works best when it is affordable, simple to use, and connected to the larger regional network. Clipper integration and expanded fare programs would make a noticeable difference for daily riders. I appreciate your time and consideration.

Sincerely,

Orlando Nell





**DATE:** February 27, 2026  
**TO:** Board of Directors  
**FROM:** Chuck Farmer, Chief Financial Officer  
**SUBJECT: ACCEPT AND FILE PRELIMINARY APPROVED CHECK AND ACH JOURNAL DETAIL FOR THE MONTH OF JANUARY 2026**

**I. RECOMMENDED ACTION**

**That the Board of Directors accept and file the preliminary approved Check and ACH Journal Detail for the Month of January 2026**

**II. SUMMARY**

- This staff report provides the Board of Directors (Board) with a preliminary approved Check and ACH Journal Detail for the Month of January 2026.
- The Finance Department is submitting the Check and ACH Journal for Board acceptance and filing.

**III. DISCUSSION/BACKGROUND**

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

All invoices submitted for the Month of January 2026 have been processed, the checks or ACH have been issued and signed by the Deputy Finance Director.

**IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

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

**V. FINANCIAL CONSIDERATIONS/IMPACT**

The Check and ACH Journal represents the invoices paid in January 2026 for Board review, agency disclosure and transparency.

**VI. CHANGES FROM COMMITTEE**

N/A.

**VII. ALTERNATIVES CONSIDERED**

None.

**VIII. ATTACHMENTS**

**Attachment A:** Check and ACH Journal Detail for the Month of January 2026

Prepared by: Holly Alcorn, Accounting Specialist

**IX. APPROVALS**

Chuck Farmer, Chief Financial Officer



Corey Aldridge, CEO/General Manager



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# Attachment A

## JANUARY 2026 CHECK PAYMENTS



Check Date	Check Number	Supplier	Line Item Description	Amount Paid
1/7/2026	96879	EMPLOYEE (1150)	REIMBURSEMENT	\$ 517.85
1/7/2026	96880	EMPLOYEE (1150)	REIMBURSEMENT	\$ 218.80
1/7/2026	96881	EMPLOYEE (1150)	TRAVEL REIMBURSEMENT	\$ 1,362.32
1/7/2026	96882	EMPLOYEE (1085)	REIMBURSEMENT	\$ 709.51
1/7/2026	96883	EMPLOYEE (1328)	REIMBURSEMENT	\$ 50.97
1/7/2026	96884	EMPLOYEE (1299)	REIMBURSEMENT	\$ 1,560.00
1/7/2026	96885	EMPLOYEE (1045)	REIMBURSEMENT	\$ 3,385.00
1/7/2026	96886	EMPLOYEE (1045)	TRAVEL REIMBURSEMENT	\$ 282.41
1/7/2026	96887	EMPLOYEE (733)	EXAM REIMBURSEMENT	\$ 150.00
1/9/2026	96888	ASHLEY DONDLINGER	PP1-2026	\$ 160.00
1/9/2026	96889	DEPARTMENT OF TREASURY - IRS	PP1-2026	\$ 770.93
1/9/2026	96890	FRANCHISE TAX BOARD	PP1-2026	\$ 810.98
1/9/2026	96891	HARTFORD LIFE AND ACCIDENT INS	PP1-2026	\$ 2,393.25
1/9/2026	96892	SANTA CRUZ COUNTY SHERIFF DEPARTM	PP1-2026	\$ 525.80
1/9/2026	96893	SEIU LOCAL 521	PP1-2026	\$ 4,265.75
1/9/2026	96894	SMART-TRANSPORTATION DIVISION	PP1-2026	\$ 17,237.93
1/9/2026	96895	SOQUEL III ASSOCIATES	JAN 26 RENT CAM TRUE UP	\$ 5,039.81
1/9/2026	96896	AMAZON CAPITAL SERVICES INC.	2026 CALENDARS FOR VSW	\$ 560.18
1/9/2026	96897	AMERICAN PUBLIC TRANSPORTATION A	AWARD ENTRY FEE	\$ 750.00
1/9/2026	96898	AT&T	S/P 12/01/25 - 12/31/25 / PT TO PT2	\$ 548.05
1/9/2026	96899	BFS GROUP LLC	WO# 226719 / CONCRETE / VER	\$ 179.14
1/9/2026	96900	BRASS KEY LOCKSMITH INC	WO# 226963 / KEY COPIES OF ML2	\$ 65.74
1/9/2026	96901	CAPDEPON KATHERINE	OUTSIDE REPAIR OTHER VEHICLES 1404; 343;	\$ 155.25
1/9/2026	96902	CLASSIC GRAPHICS	OUTSIDE REPAIR REVENUE VEHICLES 1305; 3;	\$ 2,744.95
1/9/2026	96903	CLEVER DEVICES LTD.	REVENUE VEHICLE PARTS 11023; 326587	\$ 1,428.96
1/9/2026	96904	CRYSTAL SPRINGS WATER CO.	WATER DELIVERY / CEC	\$ 193.55
1/9/2026	96905	CTSJPA (CAL TIP)	NOVEMBER 2025 INSURANCE CLAIMS	\$ 12,620.05
1/9/2026	96906	CUMMINSINC	REVENUE VEHICLE PARTS	\$ 14,242.46
1/9/2026	96907	D & G SANITATION	PORTA POTTY & WASH STATION / PRC	\$ 2,534.28
1/9/2026	96908	EAST BAY TIRE CO.	TIRES AND TUBES REVENUE/ NON REVENUE V	\$ 12,959.89
1/9/2026	96909	FEDEX OFFICE	PRINTING	\$ 123.76
1/9/2026	96910	FERGUSON US HOLDINGS INC.	WO# 226950 / MMF - PLUMBIGN ITEMS	\$ 58.02
1/9/2026	96911	FIRST ALARM	S/P 10/08/25 - 12/31/25 / OPS ELEVATOR	\$ 417.20
1/9/2026	96912	FLYERS ENERGY LLC	FUEL AND LUBRICANTS NON REVENUE VEHIC	\$ 10,364.21
1/9/2026	96913	GILLIG LLC	REVENUE VEHICLE PARTS	\$ 10,837.16
1/9/2026	96914	GRAINGER	PADLOCKS / PARTS INV MMF	\$ 198.30
1/9/2026	96915	GREENWASTE RECOVERY INC.	S/P 12/01/25 - 12/31/25 / PRC	\$ 774.88
1/9/2026	96916	HARTFORD LIFE AND ACCIDENT INS	DECEMBER 2025 - LIFE & AD&D	\$ 20,272.79
1/9/2026	96917	JASPER WELLER LLC	REVENUE VEHICLE PARTS	\$ 1,932.59
1/9/2026	96918	KELLEY'S SERVICE INC.	REVENUE VEHICLE PARTS	\$ 696.51
1/9/2026	96919	LUMINATOR TECH GROUP GLOBAL	REVENUE VEHICLE PARTS	\$ 2,726.73
1/9/2026	96920	MAXIMUM OIL SERVICE LLC	HAZARDOUS WASTE USED OIL & ANTIFREEZE /	\$ 266.25
1/9/2026	96921	MID VALLEY SUPPLY INC.	CLEANING SUPPLIES / MMF	\$ 2,059.15
1/9/2026	96922	MISSION UNIFORM	TOWELS MATS MOPS / MMF	\$ 1,812.26
1/9/2026	96923	MODEL 1 COMMERCIAL VEHICLES INC	REVENUE VEHICLE PARTS	\$ 309.65

# Attachment A

1/9/2026	96924 MOHAWK MFG. & SUPPLY CO.	REVENUE VEHICLE PARTS	\$	958.99
1/9/2026	96925 MUNICIPAL MAINTENANCE	WO# 226945 / MMF - BAY 4 REPAIR	\$	1,512.72
1/9/2026	96926 NIDAL HALABI & NADA ALGHARIB	PRINTING	\$	257.92
1/9/2026	96927 NORTH BAY FORD LINC-MERCURY	REVENUE VEHICLE PARTS	\$	202.65
1/9/2026	96928 PACIFIC GAS & ELECTRIC	S/P 11/25/25 - 12/27/25 / OPS	\$	11,089.66
1/9/2026	96929 PACIFIC TRUCK PARTS INC.	REVENUE VEHICLE PARTS	\$	769.13
1/9/2026	96930 POWER BUSINESS TECHNOLOGY LLC	CONTRACT USAGE CHARGE FOR THE 11/25/2	\$	277.20
1/9/2026	96931 SCMTD PETTY CASH - PARACRUZ	PETTY CASH REPLENISH PARACRUZ	\$	291.27
1/15/2026	96932 KRAEMER ENGINEERING INC	BUS PARKING PROJ BEACH ST	\$	12,844.95
1/15/2026	96933 ALMA MARQUEZ	BOD OATH OF OFFICE NOTARY REIMBURSEME	\$	15.00
1/15/2026	96934 EMPLOYEE (1161)	BOOT REIMBURSEMENT	\$	219.47
1/15/2026	96935 EMPLOYEE (1030)	BOOT REIMBURSEMENT	\$	250.00
1/15/2026	96936 EMPLOYEE (721)	DMV FEES REIMBURSEMENT	\$	84.00
1/15/2026	96937 EMPLOYEE (1743)	BOOT REIMBURSEMENT	\$	250.00
1/15/2026	96938 EMPLOYEE (960)	DMV REIMBURSEMENT	\$	58.00
1/15/2026	96939 EMPLOYEE (1663)	BOOT REIMBURSEMENT	\$	250.00
1/16/2026	96940 72 HOUR LLC	OUTSIDE REPAIR REVENUE VEHICLES 1709; 3	\$	10,562.30
1/16/2026	96941 AAA BUSINESS SUPPLIES DBA: AAA WOR	OFFICE SUPPLIES- HR	\$	326.44
1/16/2026	96942 A TOOL SHED INC.	WO# 226997 / REACH FORKLIFT RENTAL / H2N	\$	1,759.87
1/16/2026	96943 BROWN ARMSTRONG ACCOUNTANCY	WIP 2025 AUDIT	\$	1,264.84
1/16/2026	96944 CALACT	MEMBERSHIP (JANUARY 1 2026 THROUGH DE	\$	1,235.00
1/16/2026	96945 CELTIS VENTURES INC.	MISC. CAMPAIGNS DECEMBER 2025	\$	29,372.74
1/16/2026	96946 CITY OF SANTA CRUZ-FINANCE DEP	FEB 26 RENT	\$	2,031.76
1/16/2026	96947 CITY OF SCOTTS VALLEY	2026 ANNUAL FIRE ALARM PERMIT / SVT	\$	92.00
1/16/2026	96948 CLEAN ENERGY	MONTHLY TANKS INSPECTIONS 12/1/25 / SBF	\$	23,009.88
1/16/2026	96949 COAST PAPER & SUPPLY INC.	CLEANING SUPPLIES / MMF	\$	1,142.50
1/16/2026	96950 EMPLOYNET INC	FOR MARKETING INTERNS. WEEKENDDATE: 12	\$	1,634.16
1/16/2026	96951 FEDEX OFFICE	PRINTING	\$	390.75
1/16/2026	96952 FIRST ALARM	FIRE ALARM INSTALLATION / OPS BUILDING	\$	2,798.98
1/16/2026	96953 GARDA CL WEST INC.	01/2026 SERVICES ACCT#189686	\$	13,116.93
1/16/2026	96954 KJRB INC.	OUTSIDE REPAIR REVENUE VEHICLES 1324; 3	\$	1,287.00
1/16/2026	96955 LIEBERT CASSIDY WHITMORE	ERC MEMBERSHIP-1/1/26-12/31/26	\$	4,575.00
1/16/2026	96956 LUMINATOR TECH GROUP GLOBAL	REVENUE VEHICLE PARTS	\$	219.50
1/16/2026	96957 MANSFIELD OIL CO OF GAINSVILLE	FUELS AND LUBRICANTS REVENUE VEHICLES	\$	17,394.88
1/16/2026	96958 MARK THOMAS & COMPANY INC	SERVICES THRU 11/23/25 / GAS DETECTION /	\$	4,110.56
1/16/2026	96959 MARTEZA INC DBA: BUDGET BLINDS OF	WO# 226654 / BLINDS INSTALLED 11/10/25 / F	\$	1,670.00
1/16/2026	96960 MGP XI REITLLC	FEB 26 RENT + JAN CAM TRUE UP	\$	2,721.52
1/16/2026	96961 MILLER MAXFIELD INC	POLLING ANALYSIS; BOARD PRESENTATION; T	\$	14,223.44
1/16/2026	96962 MISSION UNIFORM	TOWELS MATS MOPS / MMF	\$	86.00
1/16/2026	96963 MUNICIPAL MAINTENANCE	WO# 226953 / REPAIR BAY 8 / MMF	\$	988.64
1/16/2026	96964 NORTH BAY FORD LINC-MERCURY	REVENUE VEHICLE PARTS PC	\$	463.64
1/16/2026	96965 PIED PIPER EXTERMINATORS INC.	MONTHLY PEST CONTROL / MMF	\$	835.50
1/16/2026	96966 PLUG POWER HYDROGEN HOLDINGS IN	HYDROGEN FUEL 11.6.25-11.25.25	\$	46,085.08
1/16/2026	96967 QUADIENTINC.	CS POST MACHINE - QUARTERLY RENTAL 1/20	\$	131.67
1/16/2026	96968 QUADIENT FINANCE USA INC	CS POSTAGE DEC25 RELOAD	\$	500.00
1/16/2026	96969 QUEST DIAGNOSTIC INC.	12/26/25 PROF & TECH QUEST INVOICE FOR C	\$	613.80
1/16/2026	96970 RICOH USA INC CA	OPS COPIER 01/01/2026 - 01/31/2026	\$	205.11
1/16/2026	96971 RIDGELINE MUNICIPAL STRATEGIES LLC	ORG INV 11/03/2025 - 06/05-10/31/2025 SER	\$	1,189.96
1/16/2026	96972 ROMAINE ELECTRIC CORP	REVENUE VEHICLE PARTS	\$	4,905.83
1/16/2026	96973 SANTA CRUZ AUTO PARTS INC.	REVENUE VEHICLE PARTS	\$	110.84
1/16/2026	96974 SANTA CRUZ METRO TRANSIT W/C	12/2025 - W/C REPLENISH	\$	85,858.92

# Attachment A

1/16/2026	96975 SANTA CRUZ RECORDS MNGMT INC	MONTHLY SHRED - MMF VER CEC OPS	\$	305.00
1/16/2026	96976 SANTA CRUZ STAFFING LLC	W/E 12/21/2025 11.0HRS FINANCE	\$	814.00
1/16/2026	96977 SLINGSHOT CONNECTIONS LLC	CSR WEEK ENDING 1/11/26	\$	2,653.35
1/16/2026	96978 SOQUEL III ASSOCIATES	2025 CAM TRUE UP	\$	39,223.53
1/16/2026	96979 SWRCB	S/P 01/01/26 - 12/31/26 / STORM WATER PERM	\$	1,701.00
1/16/2026	96980 THE AFTERMARKET PARTS CO LLC	REVENUE VEHICLE PARTS	\$	7,607.59
1/16/2026	96981 THE HOSE SHOP INC	PARTS & SUPPLIES NON INVENTORY	\$	1,546.42
1/16/2026	96982 TOM LOPES DISTRIBUTING INC	FUEL AND LUBRICANTS REVENUE VEHICLES	\$	3,134.53
1/16/2026	96983 US BANK NATIONAL ASSOCIATION	12/25/2025-01/25/2026 EQUIPMENT LEASE C	\$	1,712.94
1/16/2026	96984 VEHICLE MAINTENANCE PROG INC	REVENUE VEHICLE PARTS	\$	1,324.24
1/16/2026	96985 VERIZON WIRELESS	S/P 12/02/25 - 01/01/26 / FLEET TABLETS	\$	40.04
1/16/2026	96986 VERIZON WIRELESS	12/02/2025 - 01/01/2026 OPS TABLETS INV 61	\$	300.30
1/16/2026	96987 VERIZON WIRELESS	S/P 11/23/25 - 12/22/25	\$	5,257.84
1/16/2026	96988 VERIZON WIRELESS	1300/1325 TABLETS 12/02/25-01/01/26	\$	100.10
1/16/2026	96989 VERIZON WIRELESS	S/P 12/02/25 - 01/01/26 / FACILITIES TABLETS	\$	300.30
1/16/2026	96990 VERIZON WIRELESS	12/02/2025-01/01/2026 SAFETY SECURITY & F	\$	50.04
1/16/2026	96991 WORKFORCEQA LLC	PRE EMP & PROF/TECH- WORKFORCE-12/202	\$	72.00
1/16/2026	96992 ZORO TOOLS INC.	CLEANING SUPPLIES	\$	1,069.04
1/23/2026	96993 9280-0366 QUEBEC INC DBA: TRANSIT	MONTHLY FEE JANUARY 2026	\$	6,162.50
1/23/2026	96994 ABC BUS INC	REVENUE VEHICLE PARTS	\$	1,299.35
1/23/2026	96995 ACCO-WILSON INC	WO# 226813 / S/C 11/20/25 / VER	\$	10,640.00
1/23/2026	96996 ADARIDE.COM LLC	12/2025 ELIGIBILITY SERVICES	\$	7,429.00
1/23/2026	96997 ALLARD'S SEPTIC SERVICE	QUARTERLY PUMP OUT / WO# 227065 / WTC	\$	650.00
1/23/2026	96998 AMAZON CAPITAL SERVICES INC.	OFFICE SUPPLIES	\$	306.32
1/23/2026	96999 ANDREW J. O'KEEFE II	MEDIA SERVICES JANUARY 2026	\$	4,000.00
1/23/2026	97000 AT&T	CALNET 11-19-2025-12-18-2025 - X2217 OCE	\$	6,266.55
1/23/2026	97001 BATTERY SYSTEMS INC.	REVENUE VEHICLE PARTS - SHORTPAYING - TH	\$	7,299.52
1/23/2026	97002 BFS GROUP LLC	WO# 226719 / VER - LOCK TAPE	\$	136.80
1/23/2026	97003 CALIFORNIA NEWSPAPERS P'SHIP - LEG	LEGAL ADS	\$	91.20
1/23/2026	97004 CARLON'S FIRE EXTINGUISHER	WO# 227047 / INSPECTION COMPLETED 12/3	\$	3,637.00
1/23/2026	97005 CATTO'S GRAPHICS INC.	JACKETS AND PATCHES CS	\$	1,690.83
1/23/2026	97006 CENTER FOR TRANSPORTATION AND	HYDROGEN PROJ CONSULTING	\$	15,108.40
1/23/2026	97007 CINTAS CORPORATION NO.2	FIRST AID KIT RESTOCK / WTC	\$	281.52
1/23/2026	97008 CITY OF SANTA CRUZ-FINANCE DEP	FEB 26 RENT CPI	\$	33.76
1/23/2026	97009 CITY OF WATSONVILLE	SPECIAL USE PERMIT	\$	7,435.55
1/23/2026	97010 CLEAN ENERGY	LNG 12.29.25	\$	19,259.64
1/23/2026	97011 COMPLETE COACH WORKS INC	REVENUE VEHICLE PARTS 5544; 340967	\$	1,612.16
1/23/2026	97012 CONNER WATER SYSTEMS INC	BI-ANNUAL WATER TREATMENT / WO# 227011	\$	254.66
1/23/2026	97013 CROSSLINE SUPPLY LLC	REVENUE VEHICLE PARTS	\$	25,854.91
1/23/2026	97014 CUMMINSINC	DUES AND SUBSCRIPTIONS	\$	4,327.56
1/23/2026	97015 DEPARTMENT OF JUSTICE	12/2025 FINGERPRINTS CUST #142316	\$	64.00
1/23/2026	97016 DOCTORS ON DUTY MEDICAL	DMV PHYSICALS NOVEMBER 3300	\$	2,341.00
1/23/2026	97017 EAST BAY TIRE CO.	TIRES AND TUBES REVENUE/NON REVENUE VI	\$	7,284.94
1/23/2026	97018 EMPLOYNET INC	MARKETING INTERNS. WEEKENDDATE: 12/28/	\$	264.00
1/23/2026	97019 FIRST ALARM SECURITY & PATROL	PATROL SERVICES FOR DECEMBER 2025	\$	84,400.73
1/23/2026	97020 FRONTIER COMMUNICATIONS - 6145	01/13-02/12/2026 SKYLINE TO OCEAN 6145/2	\$	68.59
1/23/2026	97021 GARDA CL WEST INC.	ORG INV DATE 05/01/2025 05/2025 SERVICES	\$	958.76
1/23/2026	97022 GILLIG LLC	REVENUE VEHICLE PARTS	\$	6,778.49
1/23/2026	97023 GLOBAL WATER TECHNOLOGY INC	WO# 226761 / OPS / SC 12/19/25	\$	660.08
1/23/2026	97024 GRAINGER	CHROME SINK / PARTS INV	\$	2,578.71
1/23/2026	97025 HANSON BRIDGETT LLP	DECEMBER 2025 RETAINER	\$	58,959.54

# Attachment A

1/23/2026	97026 HUNT & SONS INC.	FUEL AND LUBRICANTS REVENUE VEHICLES	\$	8,526.26
1/23/2026	97027 IMPERIAL BAG & PAPER CO LLC DBA: IMI	DEODORZER / MMF	\$	1,056.81
1/23/2026	97028 JASPER WELLER LLC	REVENUE VEHICLE PARTS 1611; 344854	\$	6,296.25
1/23/2026	97029 K&D LANDSCAPING INC	MONTHLY LANDSCAPING ALL LOC	\$	3,333.00
1/23/2026	97030 KELLEY'S SERVICE INC.	PARTS & SUPPLIES NON INVENTORY; REVENU	\$	1,544.56
1/23/2026	97031 KJRB INC.	OUTSIDE REPAIR OTHER VEHICLES 717; 3376	\$	1,495.50
1/23/2026	97032 LAW OFFICES OF MARIE F. SANG	CL #23006342	\$	306.85
1/23/2026	97033 LUMINATOR TECH GROUP GLOBAL	REVENUE VEHICLE PARTS 4204: 344145	\$	493.89
1/23/2026	97034 MANSFIELD OIL CO OF GAINSVILLE	FUEL AND LUBRICANTS REVENUE VEHICLES 1	\$	17,973.58
1/23/2026	97035 MARK THOMAS & COMPANY INC	SURVEYING SERVICES PAC STATION NORTH	\$	1,493.60
1/23/2026	97036 MAXIMUM OIL SERVICE LLC	HAZARDOUS WASTE USED OIL DISPOSAL - MM	\$	249.00
1/23/2026	97037 MID COAST ENGINEERS	STAKING COMPLETED IN DECEMBER / PROJEC	\$	3,600.00
1/23/2026	97038 MISSION UNIFORM	TOWELS MATS MOPS / MMF	\$	619.28
1/23/2026	97039 MODEL 1 COMMERCIAL VEHICLES INC	REVENUE VEHICLE PARTS PC	\$	611.97
1/23/2026	97040 MOHAWK MFG. & SUPPLY CO.	REVENUE VEHICLE PARTS	\$	1,598.57
1/23/2026	97041 MPRESS DIGITALINC	SEABRIGHTSHUTTLE-BROCHURE/FLYERS	\$	1,042.63
1/26/2026	97042 ASHLEY DONDLINGER	PP2-2026	\$	160.00
1/26/2026	97043 DEPARTMENT OF TREASURY - IRS	PP2-2026	\$	770.93
1/26/2026	97044 FRANCHISE TAX BOARD	PP2-2026	\$	548.48
1/26/2026	97045 HARTFORD LIFE AND ACCIDENT INS	PP2-2026	\$	2,529.13
1/26/2026	97046 SANTA CRUZ COUNTY SHERIFF DEPARTM	PP2-2026	\$	327.08
1/26/2026	97047 SEIU LOCAL 521	PP2-2026	\$	4,213.40
1/26/2026	97048 SMART-TRANSPORTATION DIVISION	PP2-2026	\$	16,859.38
1/26/2026	97049 AAA BUSINESS SUPPLIES DBA: AAA WOR	OFFICE SUPPLIES	\$	233.46
1/26/2026	97050 COMCAST BUSINESS	S/P 01/06/26 - 02/05/26 / VER INTERNET	\$	611.19
1/26/2026	97051 FRONTIER COMMUNICATIONS - 3025	S/P 01/16/25 - 02/15/26 / SKYLINE TO RIVER	\$	54.34
1/26/2026	97052 NORTH BAY FORD LINC-MERCURY	REVENUE VEHICLE PARTS	\$	1,012.10
1/26/2026	97053 PACIFIC GAS & ELECTRIC	12/09/2025-01/12/2026 PARACRUZ ACCT#81	\$	1,961.62
1/26/2026	97054 PACIFIC TRUCK PARTS INC.	PARTS & SUPPLIES NON INVENTORY; TOOLS L	\$	17,364.83
1/26/2026	97055 QUADIENT FINANCE USA INC	ADMIN POSTAGE METER ACCT # ENDING 159	\$	2,300.40
1/26/2026	97056 RICOH USA INC CA	01/14-02/13/2026 BASE PARACRUZ ACCT#42:	\$	77.38
1/26/2026	97057 RIVERSIDE LIGHTING INC.	WO# 226861 / POWER OUTLET WIRE / SBF	\$	56.86
1/26/2026	97058 SANTA CRUZ AUTO PARTS INC.	REVENUE VEHICLE PARTS	\$	550.66
1/26/2026	97059 SANTA CRUZ MUNICIPAL UTILITIES	S/P 12/01/25 - 12/31/25 / SBF IRRIGATION	\$	9,801.05
1/26/2026	97060 SHAW YODER ANTIWIH	STATE LEGISLATIVE REPRESENTATION FOR JAI	\$	5,700.00
1/26/2026	97061 SPX TECHNOLOGIESINC.	REVENUE VEHICLE PARTS	\$	972.34
1/26/2026	97062 STAPLES INC	FLOOR CLEANER / MMF	\$	244.17
1/26/2026	97063 THE AFTERMARKET PARTS CO LLC	REVENUE VEHICLE PARTS	\$	59,944.80
1/26/2026	97064 THE HOSE SHOP INC	WO# 226952 / NIPPLE / SBF	\$	17.77
1/26/2026	97065 THERMO KING OF SALINAS INC	REVENUE VEHICLE PARTS 11012; 342605	\$	1,764.94
1/26/2026	97066 TOM LOPES DISTRIBUTING INC	FUELS AND LUBRICANTS REVENUE VEHICLES	\$	3,703.63
1/26/2026	97067 VALLEY POWER SYSTEMS NORTHINC	REVENUE VEHICLE PARTS	\$	164.86
1/26/2026	97068 VIDIR INC.	WO# 226886 / TIRE CAROUSEL REPAIR / MMF	\$	4,783.77
1/26/2026	97069 VISION COMMUNICATIONS	SL FIELD SERVICE REPAIR & INSTALL	\$	880.00
1/29/2026	97146 ABACHERLI ARLETTE	MEDICAL REIMBURSEMENT FEB 2026	\$	109.19
1/29/2026	97147 ADAMS ELLEN	MEDICAL REIMBURSEMENT FEB 2026	\$	33.27
1/29/2026	97148 ANN DORICE	MEDICAL REIMBURSEMENT FEB 2026	\$	28.58
1/29/2026	97149 ARCHIBEQUE ELEANOR	MEDICAL REIMBURSEMENT FEB 2026	\$	21.32
1/29/2026	97150 BAN MARK	MEDICAL REIMBURSEMENT FEB 2026	\$	57.17
1/29/2026	97151 BARRY BARTHOLOMEW	MEDICAL REIMBURSEMENT FEB 2026	\$	24.06
1/29/2026	97152 BLAIR GARY	MEDICAL REIMBURSEMENT FEB 2026	\$	24.06

# Attachment A

1/29/2026	97153 BLIGHT KAREN	MEDICAL REIMBURSEMENT FEB 2026	\$	33.27
1/29/2026	97154 BRONDSTATTER WALLACE	MEDICAL REIMBURSEMENT FEB 2026	\$	66.55
1/29/2026	97155 BROWN ERNEST	MEDICAL REIMBURSEMENT FEB 2026	\$	66.55
1/29/2026	97156 BYTHEWAY MARY	MEDICAL REIMBURSEMENT FEB 2026	\$	24.06
1/29/2026	97157 CONTRERAS-NAVARRO FRANCISCO	MEDICAL REIMBURSEMENT FEB 2026	\$	33.27
1/29/2026	97158 CRAMBLETT LAWRENCE	MEDICAL REIMBURSEMENT FEB 2026	\$	33.27
1/29/2026	97159 CUMMINS MAJOR	MEDICAL REIMBURSEMENT FEB 2026	\$	66.55
1/29/2026	97160 DANIEL REBECCA	MEDICAL REIMBURSEMENT FEB 2026	\$	33.27
1/29/2026	97161 DAVIDOSKI PAUL	MEDICAL REIMBURSEMENT FEB 2026	\$	28.58
1/29/2026	97162 DEVIVO WILLIAM	MEDICAL REIMBURSEMENT FEB 2026	\$	52.64
1/29/2026	97163 DOBBS LILLIAN	MEDICAL REIMBURSEMENT FEB 2026	\$	24.06
1/29/2026	97164 DORFMAN IRIS	MEDICAL REIMBURSEMENT FEB 2026	\$	33.27
1/29/2026	97165 DRAKE JUDITH	MEDICAL REIMBURSEMENT FEB 2026	\$	24.06
1/29/2026	97166 ELIA LARRY	MEDICAL REIMBURSEMENT FEB 2026	\$	24.06
1/29/2026	97167 ESCARCEGA MIGUEL	MEDICAL REIMBURSEMENT FEB 2026	\$	66.55
1/29/2026	97168 FALLAU NICHOLAS	MEDICAL REIMBURSEMENT FEB 2026	\$	17.84
1/29/2026	97169 FLAGG PAULA	MEDICAL REIMBURSEMENT FEB 2026	\$	17.84
1/29/2026	97170 FOUSE BRENT	MEDICAL REIMBURSEMENT FEB 2026	\$	26.97
1/29/2026	97171 GALLOWAY SCOTT	MEDICAL REIMBURSEMENT FEB 2026	\$	24.06
1/29/2026	97172 GARBEZ MANNY	MEDICAL REIMBURSEMENT FEB 2026	\$	24.06
1/29/2026	97173 GOSE JOHN	MEDICAL REIMBURSEMENT FEB 2026	\$	24.06
1/29/2026	97174 GRANADOS-BOYCE MARIA	MEDICAL REIMBURSEMENT FEB 2026	\$	57.17
1/29/2026	97175 GROSJEAN DOUGLAS	MEDICAL REIMBURSEMENT FEB 2026	\$	48.13
1/29/2026	97176 HAMM CAROLYN	MEDICAL REIMBURSEMENT FEB 2026	\$	24.06
1/29/2026	97177 HANSEN MARK	MEDICAL REIMBURSEMENT FEB 2026	\$	28.58
1/29/2026	97178 HERNANDEZ MARGARITO	MEDICAL REIMBURSEMENT FEB 2026	\$	24.06
1/29/2026	97179 HERSHEY ANDREA	MEDICAL REIMBURSEMENT FEB 2026	\$	52.64
1/29/2026	97180 HICKLIN LUCILLE	MEDICAL REIMBURSEMENT FEB 2026	\$	33.27
1/29/2026	97181 HOLCOMB MICHAEL	MEDICAL REIMBURSEMENT FEB 2026	\$	66.55
1/29/2026	97182 HYMAN JOE	MEDICAL REIMBURSEMENT FEB 2026	\$	66.55
1/29/2026	97183 JACINTO FRANK	MEDICAL REIMBURSEMENT FEB 2026	\$	57.17
1/29/2026	97184 KALE RICKEY	MEDICAL REIMBURSEMENT FEB 2026	\$	66.55
1/29/2026	97185 LEGORRETA PETE	MEDICAL REIMBURSEMENT FEB 2026	\$	42.63
1/29/2026	97186 LOGIUDICE FRED	MEDICAL REIMBURSEMENT FEB 2026	\$	33.27
1/29/2026	97187 LORENZANO JAMES	MEDICAL REIMBURSEMENT FEB 2026	\$	116.78
1/29/2026	97188 LUNA SUZANNE	MEDICAL REIMBURSEMENT FEB 2026	\$	53.94
1/29/2026	97189 MCDONALD JANIE	MEDICAL REIMBURSEMENT FEB 2026	\$	29.88
1/29/2026	97190 MCDONALD KEVIN	MEDICAL REIMBURSEMENT FEB 2026	\$	24.06
1/29/2026	97191 MESECK MARGARITA	MEDICAL REIMBURSEMENT FEB 2026	\$	24.06
1/29/2026	97192 MILLER FOREST	MEDICAL REIMBURSEMENT FEB 2026	\$	24.06
1/29/2026	97193 MITCHELL LISA	MEDICAL REIMBURSEMENT FEB 2026	\$	17.51
1/29/2026	97194 MITCHELL TODD	MEDICAL REIMBURSEMENT FEB 2026	\$	17.51
1/29/2026	97195 MULLIS MICHAEL	MEDICAL REIMBURSEMENT FEB 2026	\$	116.65
1/29/2026	97196 MUNGIOLI LARRY	MEDICAL REIMBURSEMENT FEB 2026	\$	33.27
1/29/2026	97197 O'HAGIN JUSTINA	MEDICAL REIMBURSEMENT FEB 2026	\$	33.27
1/29/2026	97198 OJEDA ROBERTO	MEDICAL REIMBURSEMENT FEB 2026	\$	66.55
1/29/2026	97199 OWENS ROLAND	MEDICAL REIMBURSEMENT FEB 2026	\$	109.19
1/29/2026	97200 PARHAM WALLACE	MEDICAL REIMBURSEMENT FEB 2026	\$	66.55
1/29/2026	97201 PETERS TERRIE	MEDICAL REIMBURSEMENT FEB 2026	\$	33.27
1/29/2026	97202 PRINCE PETER	MEDICAL REIMBURSEMENT FEB 2026	\$	57.17
1/29/2026	97203 RAMOS ROSALIO	MEDICAL REIMBURSEMENT FEB 2026	\$	146.10

# Attachment A

1/29/2026	97204 REED KATHY	MEDICAL REIMBURSEMENT FEB 2026	\$	26.97
1/29/2026	97205 REGAN MICHAEL	MEDICAL REIMBURSEMENT FEB 2026	\$	57.17
1/29/2026	97206 RODRIGUEZ VALENTIN	MEDICAL REIMBURSEMENT FEB 2026	\$	53.94
1/29/2026	97207 ROWE RUBY	MEDICAL REIMBURSEMENT FEB 2026	\$	83.51
1/29/2026	97208 RUIZ ESTEVAN	MEDICAL REIMBURSEMENT FEB 2026	\$	57.17
1/29/2026	97209 SALGUEIRO MICHAEL	MEDICAL REIMBURSEMENT FEB 2026	\$	57.17
1/29/2026	97210 SERRATO JUAN	MEDICAL REIMBURSEMENT FEB 2026	\$	57.17
1/29/2026	97211 SLATER ROBYN	MEDICAL REIMBURSEMENT FEB 2026	\$	95.40
1/29/2026	97212 SWART RANDY	MEDICAL REIMBURSEMENT FEB 2026	\$	48.13
1/29/2026	97213 SYREN LESLYN	MEDICAL REIMBURSEMENT FEB 2026	\$	90.93
1/29/2026	97214 THOMAS RUSSELL	MEDICAL REIMBURSEMENT FEB 2026	\$	66.55
1/29/2026	97215 TOVAR SERENA	MEDICAL REIMBURSEMENT FEB 2026	\$	33.27
1/29/2026	97216 WADSWORTH RITA	MEDICAL REIMBURSEMENT FEB 2026	\$	24.06
1/29/2026	97217 WHITNEY LUCERE	MEDICAL REIMBURSEMENT FEB 2026	\$	66.55
1/29/2026	97218 WU PETER	MEDICAL REIMBURSEMENT FEB 2026	\$	28.58
1/29/2026	97219 WYANT JUDI	MEDICAL REIMBURSEMENT FEB 2026	\$	33.27
1/29/2026	97220 YANCY TERRY	MEDICAL REIMBURSEMENT FEB 2026	\$	33.27
1/30/2026	97221 EMPLOYEE (919)	DMV REIMBURSEMENT	\$	68.00
1/30/2026	97222 EMPLOYEE (510)	DMV REIMBURSEMENT	\$	68.00
1/30/2026	97223 CHARLIE POWELL	CUSTOMER REFUND - CARLA POWELL#9092	\$	64.00
1/30/2026	97224 EMPLOYEE (1607)	TRAVEL REIMBURSEMENT	\$	35.66
1/30/2026	97225 EMPLOYEE (1607)	TRAVEL REIMBURSEMENT	\$	1,167.62
1/30/2026	97226 EMPLOYEE (1150)	REIMBURSEMENT	\$	566.44
1/30/2026	97227 EMPLOYEE (1517)	TRAVEL REIMBURSEMENT	\$	2,034.27
1/30/2026	97228 EMPLOYEE (916)	EXAM REIMBURSEMENT	\$	150.00
1/30/2026	97229 EMPLOYEE (1418)	EXAM REIMBURSEMENT	\$	150.00
1/30/2026	97230 EMPLOYEE (1691)	BOOT REIMBURSEMENT	\$	250.00
1/30/2026	97231 EMPLOYEE (1739)	BOOT REIMBURSEMENT	\$	250.00
1/30/2026	97232 EMPLOYEE (918)	EXAM REIMBURSEMENT	\$	150.00
1/30/2026	97233 EMPLOYEE (993)	DMV REIMBURSEMENT	\$	58.00
1/30/2026	97234 EMPLOYEE (1335)	EXAM REIMBURSEMENT	\$	150.00
1/30/2026	97235 EMPLOYEE (523)	EXAM REIMBURSEMENT	\$	150.00
1/30/2026	97236 EMPLOYEE (977)	TOOL REIMBURSEMENT	\$	500.00
1/30/2026	97237 EMPLOYEE (1683)	EXAM REIMBURSEMENT	\$	150.00
1/30/2026	97238 EMPLOYEE (1400)	REIMBURSEMENT	\$	92.92
1/30/2026	97239 EMPLOYEE (1687)	REIMBURSEMENT	\$	57.96
<b>GRAND TOTAL</b>			<b>\$</b>	<b>1,000,356.84</b>

# Attachment A

## JANUARY 2026 ACH PAYMENTS



Payment Type	Payment Date	Payee	Line Item Description2	Total
EFT	1/13/2026	UNITED PARCEL SERVICE	W896X0016 FREIGHT OUT P/U 12/19	\$ 47.06
		MESSER LLC	HYDROGEN FUEL STORAGE, COMPRESSION, AND DISPENSING	\$ 652,035.83
		AMS.NET LLC DBA: MGT IMPACT SOLUTIONS	EIGHT 1GE SFP SX TRANSCEIVER MODULES	\$ 27,392.98
			TWO 10GE SFP+ TRANSCEIVER MODULES	
			TWO FORTIGATE-200G FIREWALLS.	
		DISTRICT PARTNERS LLC	ANALYST 12/01-12/14/2025 CONSULTING HOURS	\$ 11,020.00
	1/22/2026	NEW FLYER OF AMERICA INC	FORTY-FOUR (44) 40FT HYDROGEN BUSES PROJECT: 23-000	\$ 1,188,590.89
	1/23/2026	NEW FLYER OF AMERICA INC	NINE (9) 60FT HYDROGEN BUSES - PROJECT 24-0015	\$ 1,884,725.62
	1/27/2026	MP METRO ASSOCIATES LP	AMBAG REAP 2.0 REIMBURSEMENT DRAW REQUEST 10	\$ 371,680.04
			AMBAG REAP 2.0 REIMBURSEMENT DRAW REQUEST 9	
		UNITED PARCEL SERVICE	W896X0016 FREIGHT OUT P/U 12/30	\$ 47.49
		DISTRICT PARTNERS LLC	ANALYST 12/15-12/28/2025 CONSULTING HOURS	\$ 19,720.00
			ANALYST 12/29/2025-01/11/2026 CONSULTING HOURS	
	1/28/2026	AGUIRRE, CIRO	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 17.84
		AITKEN, ANGELA	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 130.19
		ALLEN, ROBERT	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 24.06
		ANDRADE, GERALD	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 57.17
		ARCHIBEQUE, JUANITA	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 66.55
		AVILES, PATRICIA	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 33.27
		BASS, BETTY	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 33.27
		BOYD, MICHAEL	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 66.55
		BREGANTE, BATTISTA	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 24.06
		BRONDSTATTER, CHERYL	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 33.27
		BROWN, KENNETH	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 66.55
		BURKET, JANET	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 33.27
		CANALES, DONNA	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 35.68
		CAPELLA, KATHLEEN	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 57.17
		CASANEGA, RICHARD	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 24.06
		CAVATAIO, PASQUALE	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 48.13
		CENTER, DOUGLAS	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 24.06
		CHANDLEY, PAUL	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 109.19
		CLAYTON, MICHAEL	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 24.06
		COTTER, ROBERT	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 66.55
		CRUISE, RICHARD	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 33.27
		CUMMINGS, PATRICIA	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 57.17
		DIAZ, OLIVIA	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 92.07
		EMERSON, WILLIAM	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 66.55
		FENN, MARILYN	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 33.27
		FLORES, JUAN	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 92.07
		FRANCIS, RUFUS	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 35.68
		GABRIEL, RICHARD	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 33.27
		GABRIELE, BERNARD	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 17.51
		GABRIELE, CATHLEEN	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 17.51
		GALE, TERRY	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 66.55
		GARCIA, DANIEL	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 33.27
		GARCIA, SAMUEL	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 33.27
		GROBMAN, BRUCE	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 24.06
		HERNANDEZ, JUAN	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 57.17
		HILL, ANDREW	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 33.27
		HILTNER, THOMAS	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 116.78
		JUSSEL, PETE	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 24.06
		KAMEDA, TERRY	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 33.27
		KELLY, ELOISE	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 24.06
		KONNO, DAVID	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 42.63
		LAWSON, LOIS	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 33.27
		LEFFLER, JEAN	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 33.27
		LONGNECKER, LLOYD	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 66.55
		LUCIER, MARILYN	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 24.06
		LYNCH, GLENN	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 66.55
		MACHADO, MARGARET	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 24.06
		MALPHRUS, BRENDA	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 28.58
		MARTIN, DAWN	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 66.55
		MARTINEZ, MANUEL	RETIREE REIMBURSEMENT - FEBRUARY 26	\$ 131.13

# Attachment A

EFT	46050	MARTINEZ, MARK	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	57.17
		MCFADDEN, IAN	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	20.98
		MCHALE, BRIAN	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	66.55
		MELLON, JOHN	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	24.06
		MOREAU, DAVID	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	109.19
		MORR, BONNIE	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	57.17
		MUNGUIA, GUSTAVO	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	48.13
		NABOR, GLEN	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	33.27
		NAUKKARINEN, JUKKA	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	33.27
		NELSON, EDWARD	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	24.06
		NELSON, RICHARD	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	66.55
		NIETO, MANUEL	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	48.13
		NORTH, JEFFREY	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	109.19
		NORTHON, M	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	139.90
		O'DONNELL, SHAWN	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	66.55
		OROZCO, RICHARD	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	131.13
		PAULSON, STEVEN	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	66.55
		PEREZ, ANTONIO	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	48.13
		PICARELLA, FRANCIS	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	24.06
		POLANCO, JOSE	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	66.55
		PRECIADO, MARY LOU	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	24.06
		PRICE, HARRY	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	66.55
		PRINCE, DEBRA	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	33.27
		PRUDDEN, RICHARD	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	66.55
		PYE, GINA	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	66.55
		RAMIREZ, MANUEL	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	17.84
		RHODES, BRUCE	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	33.27
		ROCHA, SHERRI	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	28.58
		ROSS, ELISABETH	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	33.27
		ROSS, EMERY	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	33.27
		ROY, ARLEN	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	33.27
		RYLANDER, REED	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	48.13
		SANCHEZ, ASCENCION	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	66.55
		SCARGILL, RAYMOND	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	66.55
		SCHRAEDER, PAUL	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	48.13
		SCILLA, JOSEPH	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	33.27
		SILVA, EDUARDO	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	24.06
		STARKEY, THOMAS	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	28.58
		STICKEL, THOMAS	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	48.13
		TOLENTINO, SALVADOR	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	53.94
		TRENT, VICKI	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	28.58
		TUTTLE-CALLIS, CHERI	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	116.78
		VALDEZ, JOSE	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	57.17
		VAN DE VEER, JOHN	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	116.78
		VANDERZANDE, ED	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	66.55
		VEST, SHELLY	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	33.27
		VONWAL, YVETTE	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	33.27
		WALTER, KEVIN	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	48.13
		WHITE, LESLIE	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	33.27
		WILLIS, GREGORY	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	130.19
		WILSON, BONNIE	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	66.55
		WOODBIDGE, ELIZABETH	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	109.19
		YEO, BILL	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	26.97
		CAWALING, GEORGE	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	92.07
		MORGAN, JEANETTE	RETIREE REIMBURSEMENT - FEBRUARY 26	\$	33.27
<b>EFT Total</b>				<b>\$</b>	<b>4,160,762.09</b>
<b>Manual</b>	<b>1/12/2026</b>	CALIFORNIA DEPARTMENT OF TAX	10-12/2025 DIESEL FUEL TAX	\$	532.00
	<b>1/14/2026</b>	U.S. BANK - CAL-CARD	MISC EXPENSES TRAVEL & TRAINING	\$	16,383.91
	<b>1/27/2026</b>	CALIFORNIA DEPARTMENT OF TAX	2025 Q4 SELF ASSESSED TAX	\$	2,013.00
<b>Manual Total</b>				<b>\$</b>	<b>18,928.91</b>
<b>GRAND TOTAL</b>				<b>\$</b>	<b>4,179,691.00</b>



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)  
BOARD OF DIRECTORS MEETING MINUTES\***

**SCOTTS VALLEY COUNCIL CHAMBERS,  
1 CIVIC CENTER DRIVE, SCOTTS VALLEY, CA  
JANUARY 23, 2026 – 9:00 AM**

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) convened on Friday, January 23, 2026, as a hybrid meeting.

The Board Meeting agenda packet can be found online at [www.SCMTD.com](http://www.SCMTD.com). \*Minutes are “summary” minutes, not verbatim minutes. Audio recordings of Board meeting open sessions are available to the public upon request.

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@scmtd.com](mailto:accessibility@scmtd.com).

**1 CALLED TO ORDER** at 9:00 AM by Board Chair Downing.

**2 SAFETY DEBRIEF**

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

**3 ACKNOWLEDGE APPOINTMENT OF DIRECTORS**

Board Chair Downing acknowledged the appointment of Director Maria Orozco from the City of Watsonville and Ex-Officio Directors Alma Márquez from Cabrillo College and Ed Reiskin from UCSC.

**4 ROLL CALL**

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

<b>Director Rebecca Downing</b>	<b>County of Santa Cruz</b>
<b>Director Jimmy Dutra*</b>	<b>City of Watsonville</b>
<b>Director Shebreh Kalantari-Johnson AR 9:05 AM</b>	<b>City of Santa Cruz</b>
<b>Director Manu Koenig**</b>	<b>County of Santa Cruz</b>
<b>Director Fabian Leonor</b>	<b>County of Santa Cruz</b>
<b>Director Donna Lind</b>	<b>City of Scotts Valley</b>
Vacant	County of Santa Cruz
<b>Director Monica Martinez</b>	<b>County of Santa Cruz</b>
<b>Director Scott Newsome</b>	<b>City of Santa Cruz</b>
Director Melinda Orbach	City of Capitola
<b>Director Maria Orozco***</b>	<b>City of Watsonville</b>
<b>Ex-Officio Director Alma Márquez</b>	<b>Cabrillo College</b>
<b>Ex-Officio Director Edward Reiskin</b>	<b>UC Santa Cruz</b>

\*Attended via teleconference at 275 Main Street, 4<sup>th</sup> Floor, Watsonville, CA

\*\*Attended via teleconference at 5 Kuhio Hwy #5363A, Hanalei, HI

\*\*\*Attended via teleconference at 275 Main Street, 4<sup>th</sup> Floor, Watsonville, CA



and Director Martinez on becoming Chair of the Santa Cruz County Board of Supervisors.

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

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

There was one additional communication to the Board of Directors that will be added to the agenda packet.

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

**CONSENT AGENDA**

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

- 11.1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK AND ACH JOURNAL  
DETAIL FOR THE MONTH OF DECEMBER 2025  
Chuck Farmer, Chief Financial Officer
- 11.2 ACCEPT AND FILE MINUTES OF:  
A. DECEMBER 19, 2025 BOARD OF DIRECTORS REGULAR MEETING  
Corey Aldridge, CEO/General Manager
- 11.3 ACCEPT AND FILE: THE FINANCIAL UPDATE NOVEMBER 2025 RESULTS  
Chuck Farmer, Chief Financial Officer
- 11.4 ACCEPT AND FILE: ACCEPTANCE OF AUDITED FINANCIAL STATEMENTS  
WITH INDEPENDENT AUDITOR'S REPORT FOR THE YEAR ENDED JUNE 30,  
2025  
Chuck Farmer, Chief Financial Officer
- 11.5 APPROVE: CONSIDERATION OF DECLARING VEHICLES AND/OR  
EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION  
Chuck Farmer, Chief Financial Officer
- 11.6 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE THE  
AFFORDABLE HOUSING AND SUSTAINABLE COMMUNITIES (AHSC)  
PROGRAM AWARD AND ALL AMENDMENTS ON BEHALF OF THE SANTA  
CRUZ METROPOLITAN TRANSIT DISTRICT FOR THE WATSONVILLE METRO  
PROJECT  
John Urgo, Chief Planning and Innovation Officer
- 11.7 APPROVE: RESCISSION OF CONTRACT AWARD TO CAPUZZI CONSULTING  
GROUP, INC. FOR RAPID CORRIDORS PROJECT DESIGN AND ENGINEERING  
SERVICES IN AN AMOUNT NOT TO EXCEED \$2,601,000  
Derek Toups, Planning and Innovation Deputy Director

There were no public comments.

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

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

**MOTION: DIRECTOR LIND**

**SECOND: DIRECTOR OROZCO**

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

**REGULAR AGENDA**

- 12 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS FOR:  
(5 YEARS) CATHY DOWNES, SENIOR FINANCIAL ANALYST  
(10 YEARS) PETER RASMUSSEN, TRANSPORTATION PLANNER II\***

\*Denotes those in attendance to receive their certificates.

There were no public comments.

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

- 13 RETIREE RESOLUTION OF APPRECIATION FOR JAVIER FAVELA, LEAD VEHICLE SERVICE WORKER**

Board Chair Downing thanked him for his years of service at METRO and congratulated him on his retirement.

There were no public comments.

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

**ACTION: MOTION TO APPROVE THE RETIREE RESOLUTION OF APPRECIATION FOR JAVIER FAVELA, LEAD VEHICLE SERVICE WORKER**

**MOTION: DIRECTOR LIND**

**SECOND: DIRECTOR LEONOR**

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

- 14 MOBILE HYDROGEN FUELING STATION**

Corey Aldridge, CEO/General Manager, provided a recap and status on the Board's direction given at the December 19, 2025 meeting. METRO continues to work with the City of Santa Cruz (City) and the City's approved noise consultant, Bollard Acoustical Consultants (Bollard), on the recent noise study performed at the station and understanding those results so METRO can achieve compliance with the City's noise ordinance. The City has stated that the station is nearly in compliance at all sites, with the exception of Site #4, due to a 5 dBA penalty assessed by the City as a result of an "unusual noise" designation. Staff is working with the City to remove the "unusual noise" designation, which would mean the station is in compliance with the City's ordinance.

Damon Curtis, Manager of Data Systems at Plug Power, became part of the solution team for mitigation after the silencer was installed and the stack was modified in order to change the tonal qualities. He agrees with Bollard's assessment of the noise study and did an additional evaluation at Site #4 on December 18, 2025. He suggested there are a couple of fine-tuning points that can be addressed to allow

the City to remove the 5 dBA penalty.

Discussion followed on:

- Compliance at all neighbor sites
- Meeting the January 31, 2026 deadline for compliance
- Surge tanks
- Venting process and capturing the loudest vents in the noise study
- Next steps – Precool program and horn deflector
- The need for a horizontal tank and why that solution was not pursued by Plug earlier.
- Holding Plug fully accountable to the contract's requirements and deadlines
- Plug's contractual responsibility to cover the additional costs incurred in the solutions applied and future mitigation efforts
- Possible solutions, outside of Plug's equipment, that are happening simultaneously in case the City doesn't change the "unusual noise" designation
- Timeline for permanent fueler

Mr. Curtis and staff addressed concerns.

Michael Nussbaum, a member of the Ocean Street Extension neighborhood, commented that Plug has not brought the noise level into compliance with the City and believes the readings are specious. Reporting the sound as only 3 dBA above the City ordinance and removing the "unusual noise" penalty doesn't resolve the noise he still hears at his residence.

Director Kalantari-Johnson thanked the community members that continue to take time from their busy schedules to attend the Board meetings and thanked them for their patience as METRO continues to work through these issues. She recommended that staff continue to communicate with Board Members and the community as this situation evolves.

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

**15 CONSIDER ANALYSIS OF POTENTIAL REVENUE ENHANCEMENTS AND COMPONENTS OF POTENTIAL SALES TAX BALLOT MEASURE**

Julie Sherman, General Counsel, introduced Shayna van Hoften, Hanson Bridgett's in-house specialist on revenue enhancement and election law.

Ms. van Hoften spoke to the Revenue Options Guide and Potential Sales Tax Ballot Measure Components included in the agenda packet. She reviewed the options that may be implemented without going to the voters; options that could be implemented but require going to the voters and/or entering into a long-term agreement with one or more local agencies; and revenue enhancement alternatives that cannot be implemented without State legislation or further action by other agencies. It was determined that a sales tax is the only viable option that would enable METRO to address its structural deficit.

Discussion followed on:

- Issuing bonds and looking at overall revenue available to secure them
- Using Mello-Roos community facilities district (CFD) for enhanced service

- Legislative requirements for placing a toll on Hwy. 17

Ms. van Hoften continued with what a sales tax ballot measure placed on the ballot by METRO could look like (based on input from Chair Downing, Director Kalantari-Johnson, Director Koenig, and recent polling results) including various components such as: a potential ballot question, the special purpose of a tax ordinance, funding objectives and, uses of funds, the structure of a potential independent oversight committee, and an amendability clause.

Discussion continued on:

- What level of service cuts would be needed if no new sales taxes are enacted and no other substantial revenue sources are identified
- Budget considerations for the new fiscal year in light of limited new revenue options

There was no public comment.

Directors thanked Ms. van Hoften for the information.

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

**16 TRAINING ON BALLOT MEASURE “DO’S AND DON’TS”**

Julie Sherman, General Counsel, turned this over to Ms. van Hoften to speak to the presentation and Political Activities Guidelines in the agenda packet touching on how METRO’s directors and employees can, and cannot, spend public resources and communicate about a potential ballot measure, prohibited and permitted activities, and any risks/penalties incurred if these guidelines are violated.

*Directors Dutra and Martinez left the meeting at 11:15 AM.*

Discussion followed on:

- Ability of union members to participate in political activities
- Whether a political campaign can collect signatures on METRO buses
- Whether a political campaign can encourage staff to legally participate in the process

Directors thanked Ms. van Hoften for the information.

There were no public comments.

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

**17 UPDATE ON CHANGES TO THE RALPH M. BROWN ACT (SB 707)**

In light of the time, this matter will be agendized to the February 27, 2026 meeting.

**18 APPROVE: AUTHORIZING REMOTE MEETINGS FOR THE METRO ADVISORY COMMITTEE UNDER SENATE BILL 707**

In light of the time, this matter will be agendized to the February 27, 2026 meeting.

**19 CEO ORAL REPORT**

Corey Aldridge, CEO/General Manager, addressed the following:

- January 26<sup>th</sup> - METRO’s Seabright Shuttle will begin free service to support the Seabright community during the Murray Street Bridge Retrofit Project.

- New METRO website is launching soon.
- METRO has hired one Senior Customer Service Representative, one Provisional Communications & Marketing Project Manager, and promoted one employee to an HR Analyst II.
- Last week, CEO Aldridge traveled to Washington, DC to meet with members of Congress and their staff to advocate for METRO's federal priorities. Derek Toups, Planning and Innovation Deputy Director, joined him for meetings on Capitol Hill and participated in a meeting with FEMA (Federal Emergency Management Agency) to advocate for safety-related funding, while CEO Aldridge met with USDOT (United States Department of Transportation) and FTA (Federal Transit Administration) staff to discuss METRO's priority capital projects.
- METRO will be hosting Congresswoman Zoe Lofgren next week for a tour highlighting two key initiatives in Watsonville—the proposed satellite Operations and Maintenance Facility and the redevelopment of the Watsonville Transit Center.
- The Bus Coalition also met this past week to establish the organization's federal priorities for 2026 and advocated for continued investment in Section 5339 discretionary grant funding.

There were no public comments.

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

**20 ANNOUNCEMENT OF NEXT MEETING**

Board Chair Downing announced the next regular Board meeting will be on Friday, February 27, 2026 at 9:00 AM at the Metro Admin Office, 110 Vernon Street, Santa Cruz, CA.

**21 ADJOURNMENT**

Board Chair Downing adjourned the meeting at 11:32 AM.

Respectfully submitted,

Donna Bauer  
Sr. Executive Assistant

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**DATE:** February 27, 2026

**TO:** Board of Directors

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

**SUBJECT: ACCEPT AND FILE THE FINANCIAL UPDATE DECEMBER 2025 RESULTS**

**I. RECOMMENDED ACTION**

**That the Board of Directors accept and file the Financial Update December 2025 Results**

**II. SUMMARY OF ISSUES**

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

This staff report is the web-accessible companion document to the attached PowerPoint presentation titled "Financial Update December 2025 Results."

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

**III. DISCUSSION/BACKGROUND**

Below are the written explanations of the various charts and graphs in the attached Financial Update December 2025 Results. The fiscal year has elapsed 50%.

Slide 1

(Cover) Financial Update December 2025 Results

Slide 2

(Cover) December 2025 Financial Results

Slide 3

December 2025 Operating Surplus/(Deficit) Actual vs. Budget

- Actuals are \$0.1M unfavorable to budget – excludes UAL/Bond Payment, Retiree Obligations
  - Passenger Fares – unfavorable by \$62K
  - Labor, Regular – unfavorable by \$40K, due to -class and comp studies for various positions
  - Fringe Benefits – favorable by \$120K due to increased Workers Compensation and Medical Insurance

- Labor, OT – unfavorable by \$201K, increased overtime, primarily for Bus Operators, Operations, Fleet Mechanics
- Non-Personnel – favorable by \$107K

Slide 4

December 2025 Operating Revenue and Expenses

- Operating Revenue, net unfavorable by \$62K
  - Passenger Fares - unfavorable by \$40K
  - Special Transit Fares – unfavorable by \$22K
- Operating Expense, net unfavorable by \$14K – primarily from elevated overtime, partially offset by favorable fringe and non-personnel
  - Labor Regular – unfavorable by \$40K
  - Labor OT – unfavorable by \$201K
  - Fringe Benefits – favorable by \$120K, excludes UAL and Retiree Obligations related costs
  - Non-Personnel – favorable by \$107K, excludes Bond payment related costs
- Operating Surplus/(Deficit) unfavorable by \$76K
  - Farebox/Contracts Recovery – 12.3% vs 13.4% budget
- Non-Operating Revenue/(Expense), net favorable by \$915K – primarily from timing of FTA 5307 drawdowns and higher sales tax revenue
  - Sales Tax/including Measure D – favorable by \$143K
  - Federal/State Grants – favorable by \$782K
  - Pension UAL/Bond Payment costs – favorable by \$11K
  - Retiree Obligations – favorable by \$41K
  - All Other – unfavorable by \$62K
- Operating Surplus/(Deficit) before Transfers favorable by \$839K

Slide 5

(Cover) YTD December 2025 Financial Results

Slide 6

YTD December 2025 Operating Surplus/(Deficit) Actual vs. Budget

- Actuals are \$1.3M favorable to budget – excludes UAL/Bond Payment and Retiree Obligations
  - Passenger Fares – unfavorable by \$305K

- Labor Regular – favorable by \$238K, due to funded/vacant positions
- Labor OT – unfavorable by \$937K, driven by overtime for Bus Operators, Fleet, and Operations departments
- Fringe Benefits – favorable by \$699K due to retirement and medical insurance savings from funded/vacant positions
- Non-Personnel – favorable by \$1,571K, primarily due to timing of spend related to Marketing programs and deferred Bridge Loan payments

### Slide 7

#### YTD December 2025 Operating Revenue and Expenses

- Operating Revenue, net unfavorable by \$305K
  - Passenger Fares - unfavorable by \$154K
  - Special Transit Fares – unfavorable by \$151K
- Operating Expense, net favorable by \$1,571K– lower non-personnel spend, including delayed marketing and bridge-loan interest timing, along with open headcount and lower benefit costs, partially offset by higher overtime
  - Labor Regular – favorable by \$238K
  - Labor OT – unfavorable by \$937K
  - Fringe Benefits – favorable by \$699K, excludes UAL/Retiree Obligation related costs
  - Non-Personnel – favorable by \$1,571K, excludes Bond payment related costs
- Operating Surplus/(Deficit) \$1,266K favorable
  - Farebox/Contracts Recovery – 13.1% vs 13.4% budget
- Non-Operating Revenue/(Expense), net favorable by \$1,492K – driven primarily by FTA 5307 grant drawdowns and sales tax revenue above budget
  - Sales Tax/including Measure D – favorable by \$387K
  - Federal/State Grants – favorable by \$973K
  - Pension UAL/Bond Payment costs – favorable by \$64K
  - Retiree Obligations – favorable by \$167K
  - All Other – unfavorable by \$100K
- Operating Surplus/(Deficit) before Transfers favorable by \$2,758K

### Slide 8

#### (Cover) YTD December 2025 Capital Spending Results

Slide 9

YTD December 2025 Capital Spend

Total Capital Projects spending month to date is \$2,588K against full year revised budget of \$89.5M, which was approved in October 2025; Year to Date spending:

- Construction Related Projects – spending of \$5,131K against budget of \$36,903K
- IT Projects – spending of \$119K against budget of \$1,192K
- Facilities Repair & Improvements – spending of \$160K against budget of \$2,047K
- Revenue Vehicle Replacement – spending of \$19,991K against budget of \$47,757K
- Revenue Vehicle Electrification Projects – no spending, no budget
- Non-Revenue Vehicle Replacement – spending of \$190K against budget of \$209K
- Fleet & Maintenance Equipment – no spending, against a budget of \$933K
- Office Equipment – no spending, no budget
- Miscellaneous – spending of \$10K against budget of \$500K

Slide 10

(Cover) Questions

**IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

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

**V. FINANCIAL CONSIDERATIONS/IMPACT**

Favorable budget variances in Operating Revenues and Expenses contribute to favorable budget variance in Operating Balance, YTD December 2025.

**VI. ALTERNATIVES CONSIDERED**

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

**VII. ATTACHMENTS**

**Attachment A:** Financial Update December 2025 Results Presentation

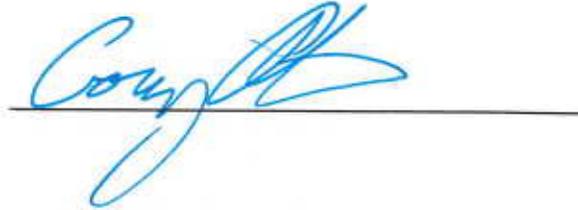
Prepared by: Finance Department

**VIII. APPROVALS**

Chuck Farmer, Chief Financial Officer



Corey Aldridge, CEO/General Manager



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# **Financial Update December 2025 Results**

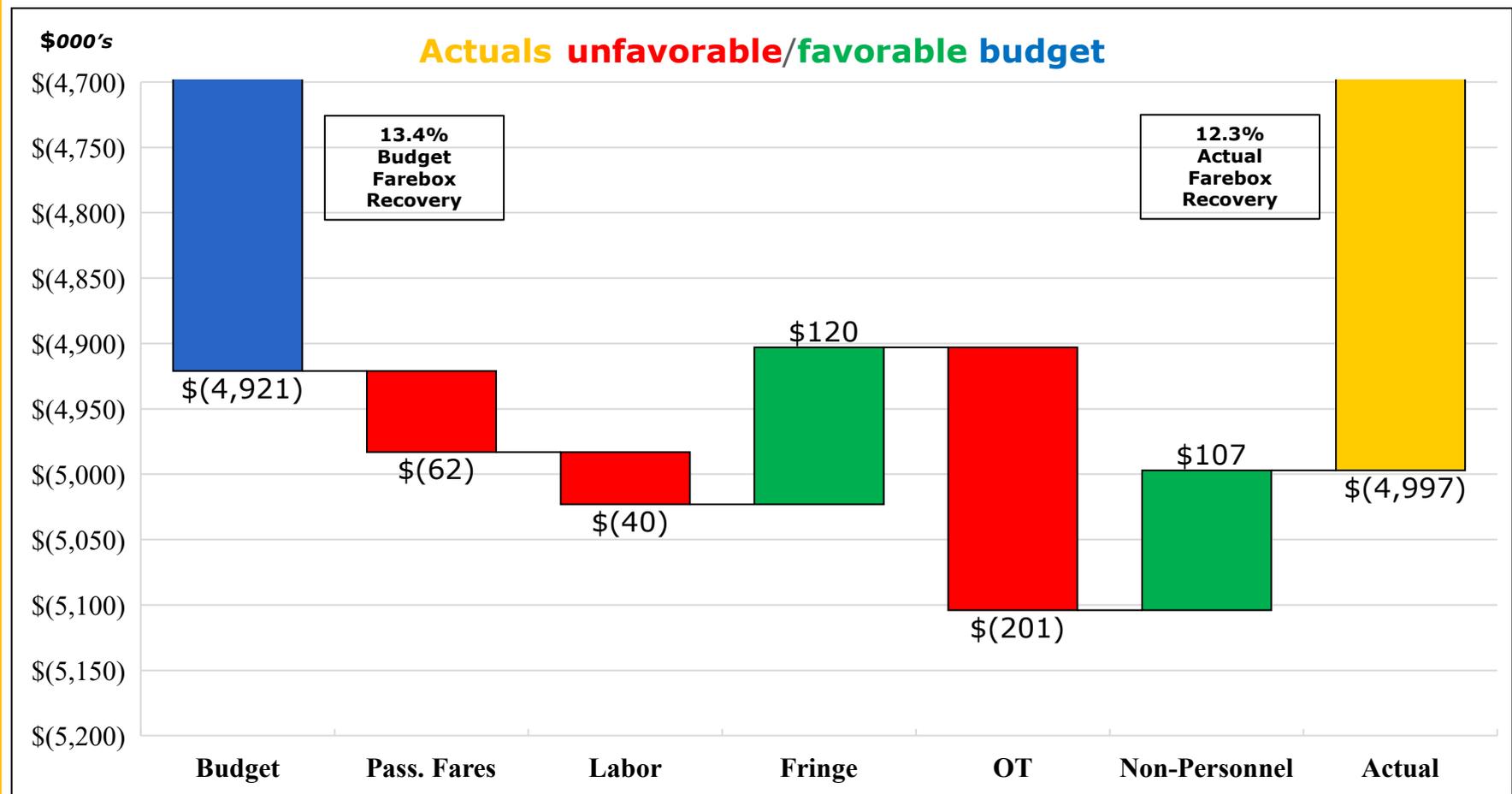
Board of Directors  
*February 27, 2026*

Chuck Farmer, Chief Financial Officer

# **December 2025 Financial Results**

# December 2025 Operating Surplus/(Deficit) Actual vs. Budget

**Overall \$0.1M unfavorable**



Note: All December figures reflect closed month-end actuals. May not foot due to rounding.

# Operating Revenue and Expenses

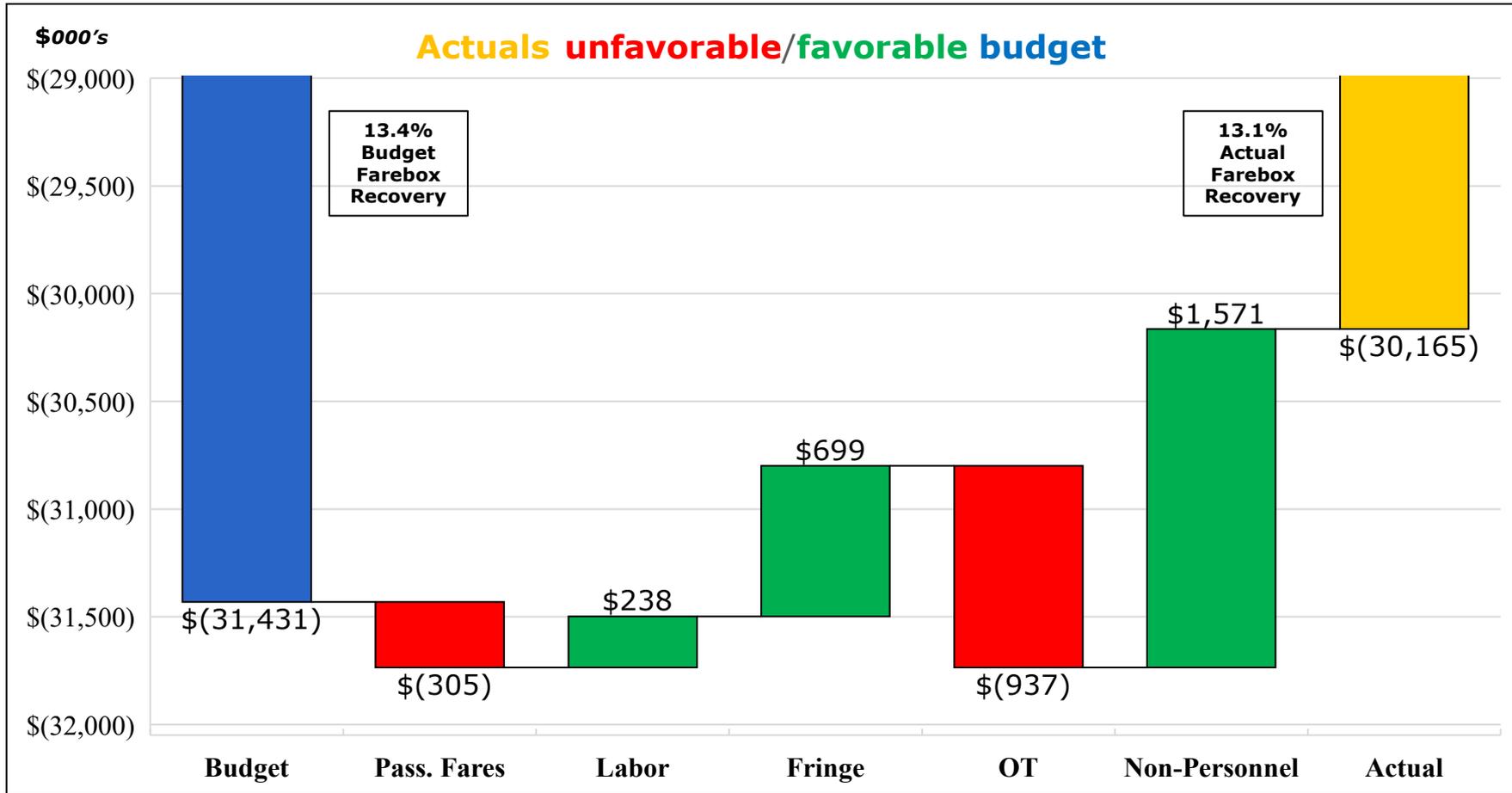
\$ 000's	Actual	Budget	Fav/ (Unfav)
<b>Operating Revenue</b>			
Passenger Fares	\$ 214	\$ 253	(\$ 40)
Special Transit Contracts	488	510	(22)
<b>Total Operating Revenue</b>	<b>\$ 702</b>	<b>\$ 763</b>	<b>(\$ 62)</b>
<b>Operating Expense</b>			
Labor - Regular	\$ 2,153	\$ 2,113	(\$ 40)
Labor - OT	280	79	(201)
Fringe (excludes UAL & Retiree costs)	2,068	2,188	120
Non-Personnel (excludes Bond costs)	1,197	1,304	107
<b>Total OpEx</b>	<b>\$ 5,698</b>	<b>\$ 5,684</b>	<b>(\$ 14)</b>
<b>Operating Surplus/(Deficit)</b>	<b>(\$ 4,996)</b>	<b>(\$ 4,921)</b>	<b>(\$ 76)</b>
<i>Farebox/Contracts Recovery</i>	<i>12.3%</i>	<i>13.4%</i>	<i>(1.1%)</i>
<b>Non-Operating Revenue/(Expense)</b>			
Sales Tax/including Measure D	\$ 2,644	\$ 2,501	\$ 143
Federal/State/Local Grants	8,117	7,335	782
Pension UAL/Bond Interest Payment	(215)	(226)	11
Retiree Obligations	(371)	(412)	41
All Other	158	220	(62)
<b>Total Non-Operating Revenue/(Expense)</b>	<b>\$ 10,332</b>	<b>\$ 9,417</b>	<b>\$ 915</b>
<b>Operating Surplus/(Deficit) before Transfers</b>	<b>\$ 5,336</b>	<b>\$ 4,497</b>	<b>\$ 839</b>

- Operating Surplus/(Deficit) unfavorable \$76K driven by higher overtime partially offset by fringe and non-personnel
- Non-Operating Revenue/(Expense) favorable \$915K, driven primarily by FTA 5307 timing of drawdowns and higher sales tax revenue

# **YTD December 2025 Financial Results**

# YTD December 2025 Operating Surplus/(Deficit) Actual vs. Budget

**Overall \$1.3M favorable**



Note: All December figures reflect closed month-end actuals. May not foot due to rounding.

# YTD December 2025

## Operating Revenue and Expenses

\$ 000's	Actual	Budget	Fav/ (Unfav)
<b>Operating Revenue</b>			
Passenger Fares	\$ 1,452	\$ 1,607	(\$ 154)
Special Transit Contracts	3,107	3,257	(151)
<b>Total Operating Revenue</b>	<b>\$ 4,559</b>	<b>\$ 4,864</b>	<b>(\$ 305)</b>
<b>Operating Expense</b>			
Labor - Regular	\$ 13,082	\$ 13,320	\$ 238
Labor - OT	1,462	525	(937)
Fringe (excludes UAL & Retiree costs)	11,014	11,714	699
Non-Personnel (excludes Bond costs)	9,165	10,736	1,571
<b>Total OpEx</b>	<b>\$ 34,724</b>	<b>\$ 36,295</b>	<b>\$ 1,571</b>
<b>Operating Surplus/(Deficit)</b>	<b>(\$ 30,165)</b>	<b>(\$ 31,431)</b>	<b>\$ 1,266</b>
<i>Farebox/Contracts Recovery</i>	<i>13.1%</i>	<i>13.4%</i>	<i>(0.3%)</i>
<b>Non-Operating Revenue/(Expense)</b>			
Sales Tax/including Measure D	\$ 16,776	\$ 16,389	\$ 387
Federal/State/Local Grants	18,577	17,604	973
Pension UAL/Bond Interest Payment	(1,298)	(1,362)	64
Retiree Obligations	(2,222)	(2,389)	167
All Other	1,009	1,109	(100)
<b>Total Non-Operating Revenue/(Expense)</b>	<b>\$ 32,842</b>	<b>\$ 31,351</b>	<b>\$ 1,492</b>
<b>Operating Surplus/(Deficit) before Transfers</b>	<b>\$ 2,677</b>	<b>(\$ 81)</b>	<b>\$ 2,758</b>

- Operating Surplus/(Deficit) favorable \$1,266K, driven by lower non-personnel spend, including marketing spend for the sales tax measure and bridge-loan interest timing partially offset by lower passenger fare and contracts revenue
- Non-Operating Revenue/(Expense) favorable \$1,492K, driven primarily by FTA 5307 timing of grant drawdowns and higher sales tax revenue

11.3A.7

# **YTD December 2025 Capital Spending Results**

# YTD December 2025 Capital Spend

\$000's	Month to	Year to	Portfolio Total *	
	Date	Date	Budget	% Spend
Project Category:	Actuals	Actuals		
Construction	\$ 1,370	\$ 5,131	\$ 36,903	13.9%
IT Projects	12	119	1,192	10.0%
Facilities Upgrades and Improvements	4	160	2,047	7.8%
Revenue Vehicle Replacements and Campaigns	1,193	19,991	47,757	41.9%
Revenue Vehicle Fleet Electrification	-	-	-	0.0%
Non-Revenue Vehicle Purchases and Replacements	-	190	209	90.9%
Fleet Maintenance and Equipment	-	-	933	0.0%
Office Equipment	-	-	-	0.0%
Miscellaneous Projects	10	10	500	2.0%
<b>Total</b>	<b>\$ 2,588</b>	<b>\$ 25,601</b>	<b>\$ 89,541</b>	<b>28.6%</b>

## For the Month

- Spending includes payment for one hydrogen 40' bus, Hydrogen Fuel Storage, Compression, and Dispensing Facility Design-Build Project

## Year-to-Date

- Construction: \$5.1M, driven by the Watsonville Parking Lot (\$2.9M), Hydrogen Fueling Stations (\$1.6M), and Watsonville Station Redevelopment (\$0.6M).
- Revenue Vehicle Replacements & Campaigns: \$20.0M YTD, primarily for the purchase of 16 hydrogen buses.

\* Revised Budget Adopted October 2025

11.3A.9

**Questions?**

*Santa Cruz Metropolitan  
Transit District*



**DATE:** February 27, 2026

**TO:** Board of Directors

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

**SUBJECT: ACCEPT AND FILE THE YEAR-TO-DATE KEY PERFORMANCE INDICATORS (KPI'S) REPORT FOR FISCAL 2<sup>ND</sup> QUARTER ENDING DECEMBER 31, 2025**

**I. RECOMMENDED ACTION**

**That the Board of Directors accept and file the Year-to-Date Key Performance Indicators (KPIs) Report for Fiscal 2<sup>nd</sup> Quarter Ending December 31, 2025**

**II. SUMMARY**

- Santa Cruz Metropolitan Transit District (METRO) has established five categories of common Key Performance Indicators (KPIs) which are prepared quarterly in order to inform the Board of Directors regarding METRO's financial and operational performance.
- This staff report is the web-accessible companion document to the attached PowerPoint presentation titled "Key Performance Indicators (KPI) Report for Fiscal 2nd Quarter through December 31, 2025"
- Staff recommends that the Board of Directors accept and file the attached report.

**III. DISCUSSION/BACKGROUND**

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

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

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

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

**Risk Management & Safety KPIs** track Safety Performance based on events that have already occurred. Safety performance is commonly tracked at transit agencies for NTD reporting and OSHA requirements. Traffic accidents are broken down into different categories such as location (loading zones, intersections, etc.), moving objects (bicycles, vehicles, etc.), or stationary objects. Passenger Incidents, such as passenger falls, show where the incident occurred in order to better determine future safety mitigation strategies (boarding the bus, on board the bus, or descending the bus).

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

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

Below are the written explanations of the various charts and graphs in the attached Key Performance Indicators (KPIs) Report for Fiscal 2nd Quarter Ending December 31, 2025.

#### Slide 1

(Cover) Key Performance Indicators (KPIs) Report for Fiscal 2nd Quarter Ending December 31, 2025

#### Slide 2

Overview of Today's Presentation

- Financial Performance
  - System Farebox/Contract Recovery Ratio
  - Fixed Route & Commuter Cost / Revenue Service Hours
  - ParaCruz Cost / Trip
- Productivity
  - Total Ridership and Total Ridership / Hour
  - UCSC, Cabrillo, Highway 17, & Local Ridership
  - Passengers /Revenue Service Hours by Route
- Risk Management & Safety
  - Traffic Accidents
  - Passenger Incidents
- Reliability

- Mean Miles between Chargeable Road Calls for Fixed Route, Highway 17, & ParaCruz
- Dependability
  - Cancelled Trips by Cause & Region
  - Pass-Ups for Fixed Route, UCSC by Quarter, and Year to Date Pass-Ups by Route

Slide 3

(Cover) Financial Performance KPI's

Slide 4

System Farebox/Contract Recovery

- Q2 FY26 Farebox/Contract Recovery is 15.3%, a year-over-year increase of 0.7 pts when compared to Q2 FY25. This remains below the 16.5% target. Fares Revenue decreased by 0.4% year-over-year
- Operating Expenses also decreased by 4.8%, driven by lower Labor costs; partially offset by higher non-personnel costs

Slide Notes:

- The Farebox/Contract Recovery Target of 16.5% is based on the average actuals from FY23, FY24 and FY25
- Q4 FY25 and Target has changed from Q4FY25/Q1FY26 reports due to FY25 data updated post-audit

Slide 5

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

- Q2 FY26 Cost per RSH is lower by \$16, over prior year Q2 FY25 due to an increase in service hours of 1,343 or 2.0%, combined with a decrease in fixed route costs of 4.8%
- Q2 FY26 Cost per RSH is lower by \$59, over prior quarter due to an increase in service hours of 9,956 or 17.3%, combined with a decrease in fixed route costs of 7.4%

Slide Notes:

- The Fixed Route/Commuter cost per RSH average of \$270 is based on the average actuals from FY23, FY24 and FY25
- Q4 FY25 and the average has changed from Q4FY25/Q1FY26 reports due to FY25 data updated post-audit

Slide 6

ParaCruz Cost per Trip

- Q2 FY26 Cost per Trip increased \$7 from the prior year due to an increase in trips of 1,169 or 7.3%, combined with a 14.6% increase in total ParaCruz costs when compared to the same period of FY25

Slide Notes:

- The ParaCruz Cost per Trip average of \$80 is based on the average actuals from FY23, FY24 and FY25
- Q4 FY25 and the average has changed from Q4FY25/Q1FY26 reports due to FY25 data updated post-audit

Slide 7

(Cover) Productivity KPI's

Slide 8

Total Ridership / Ridership per Hour (RPH)

- A 38.9% increase in ridership in local, non-student ridership service over Q2 of FY25
- A 17.3% increase in Student ridership, which includes UCSC, Cabrillo and K-12 ridership over Q2 of FY25
- A 19.8% increase in Highway 17 ridership over Q2 of FY25
- UCSC ridership increased 20.7% over Q2 of FY25
- Cabrillo ridership is virtually flat to Q2 of FY25
- Youth ridership increased 5.2% over Q2 of FY25

Slide Note: FY26 ridership targets have not yet been provided

Slide 9

UCSC Ridership

- Q2 FY26 Ridership increased by 140,032, or 20.7%, when compared to Q2 FY25

Slide Note:

- FY26 ridership targets have not yet been provided

Slide 10

Cabrillo College Ridership

- Q2 FY26 Ridership is virtually flat compared to Q2 FY25

Slide Note:

- FY26 ridership targets have not yet been provided

Slide 11

Highway 17 Ridership

- Q2 FY26 Ridership increased by 8,554, or 19.8%, compared to Q2 FY25

Slide Note:

- FY26 ridership targets have not yet been provided

Slide 12

Local Ridership

- Q2 FY26 Ridership increased by 280,903, or 23.6%, compared to Q2 FY25

Slide Note:

- FY26 ridership targets have not yet been provided

Slide 13

(Cover) Risk Management KPI's

Slide 14

Fixed Route - Traffic Accidents

- Alleged Collisions are present in Q2 FY26, with no comparable incidents reported in the prior periods shown
- Collision with Other Vehicles (between intersections) is higher than last quarter and lower than prior year
- Collision with Other Vehicles (intersections) is zero, a reduction from both last quarter and prior year
- Collision with Other Vehicles (loading zones) is flat with last quarter and prior year
- Collision with Other Vehicles (rear end) is higher compared to last quarter and relatively flat with prior year
- Collisions Between District Vehicles is lower than prior quarter and prior year
- The YTD total is incident rate per 100,000 miles for all incidents (Collisions between/at intersections, fixed object and rear end collisions, along with collisions between District vehicles)

Slide 15

ParaCruz - Traffic Accidents

- Collision with Other Vehicles (between intersections) is zero, a reduction from last quarter, but same as prior year
- Collision with Other Vehicles (rear end) is zero, a reduction from both last quarter and prior year
- Collisions between District Vehicles is zero, same as last quarter and a reduction from prior year
- Other Collisions, which are mainly fixed object type collisions, are relatively flat to last quarter but much lower than prior year

- The YTD total is incident rate per 100,000 miles for all incidents (Collisions between/at intersections, fixed object and rear end collisions, along with collisions between District vehicles)

#### Slide 16

##### Fixed Route - Passenger Incidents

- Most boarding/on board incidents occur when the passengers are not paying attention to their surroundings
- Boarding incidents have decreased from prior quarter, as well as year over year
- On Board incidents have increased from last quarter and year over year
- Alighting incidents have seen an increase from prior quarter, but decreased from prior year

#### Slide 17

##### ParaCruz - Passenger Incidents

- Most boarding/on board incidents occur when the passengers are not paying attention to their surroundings
- Boarding incidents occurred in Q2 FY26 following no incidents in the prior quarter and decreased year over year
- On Board incidents are zero, a reduction from last quarter, but same as prior year
- Alighting incidents increased in Q2 FY26 compared to last quarter and prior year when there were no incidents

#### Slide 18

##### (Cover) Reliability KPI's

#### Slide 19

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

- Q2 FY26 saw total miles increasing by 2,990 while chargeable road calls increased by 28, resulting in a decrease in average miles of 4,502 between calls when compared to prior year
- Chargeable road calls in Q2 FY26 were 28 in October, along with 35 in November and 28 in December
- An upward trend in Fixed Route road calls reflects an aging fleet and the temporary addition of older used buses to bridge service needs until hydrogen buses enter service
- The current target of 14,388 is based off a 3-year average (FY23, FY24, FY25)

#### Slide 20

##### Mean Miles between Chargeable Road calls – Highway 17

- Q2 FY26 saw total miles decreasing by 4,896 along with 9 fewer chargeable road calls, resulting in an overall increase in average miles 20,753 between calls when compared to prior year
- Chargeable road calls in Q2 FY26 were 2 in October, 1 in November, and 2 in December
- The Q2 FY26 Mean Miles increase reflects improved reliability from hybrid battery and drive motor upgrades, and fewer road calls may be supported by preventative maintenance
- The current target of 12,230 is based off a 3-year average (FY23, FY24, FY25)

#### Slide 21

##### Mean Miles between Chargeable Road calls – ParaCruz

- Q2 FY26 saw total miles decreasing by 8,826 and chargeable road calls decreasing by 1, resulting in an overall increase in average miles 1,885 between calls when compared to the same period in FY25
- Chargeable road calls in Q2 FY26 were 3 in October, 0 in November, and 3 in December
- The current target of 35,462 is based off a 3-year average (FY23, FY24, FY25)

#### Slide 22

##### (Cover) Dependability KPI's

#### Slide 23

##### Cancelled Trips by Region

- There were 55 trips cancelled in Q2 FY26 – 22 in October 4 in November, and 29 in December
- Eight regions were impacted – Cabrillo & Cross County, Capitola/Cabrillo & South County, HWY 17, Local Santa Cruz, Local Watsonville, Scotts Valley & SLV, Soquel & South County, and UCSC & Westside
- YTD cancelled trips are 224

##### Slide Notes:

- Full year average of 719 is based 3-year average (FY23, FY24, FY25)
- We are no longer able to capture the reason for cancellation

#### Slide 24

##### Pass-Ups by Quarter/Reason – Fixed Route

- In Q2 FY26, total pass-ups were 145, which is 149 fewer (50.7% lower) when compared to Q2 FY25

- There were decreases in October (59 or 46.1%), November (16 or 22.5%) and December (74 or 77.9%) when compared to the same time period in FY25
- 35.7% of Year-to-Date total pass-ups are due to a full bus, followed by 23.5% Other/Misc, which covers a wide range of issues (such as Surfboards, No Shoes, Smoking/Vaping, and Hygiene to name a few), 20.4% are caused by riders that were Intoxicated/Belligerent/Biohazard, 10.4% from Pet/Not Service Animals, and all other categories are 4.3% or less

Slide Note:

- 48 Pass-ups were removed from the data set due to missing route information

### Slide 25

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

- In Q2 FY26, total pass-ups were 390, which is 13 fewer (3.2% lower) when compared to Q2 FY25
- There was an increase in the pass-up count in October (30 or 9.2%) and decreases in November (6 or 15.4%) and December (37 or 94.9%) when compared to the same time period in FY25
- 72.1% of Year-to-Date total pass-ups are caused by full bus capacity, followed by 23.3% caused by Other/Misc., with all other categories accounting for 2.7% or less

Slide Note:

- 48 Pass-ups were removed from the data set due to missing route information

### Slide 26

#### YTD FY26 Pass-Ups by Route

- YTD Pass-ups total 857
- UCSC Routes comprised 627 (73.2%), of which 72.1% were due to full bus capacity
- Highway 17 Routes comprised 52 (6.1%), of which 65.4% were due to full bus capacity
- Intercity Routes comprised 101 (11.8%), of which 38.6% were due to Other/Misc
- Rural Routes comprised 70 (8.2%), of which 68.6% were due to full bus capacity
- Local Routes comprised 7 (0.8%), of which had three categories (Other/Misc, Excess Luggage, Intoxicated/Belligerent/Biohazard) had 28.6% each

Slide Notes:

- Only Routes with greater than 10 pass-ups are shown in the graph
- 48 Pass-ups were removed from the data set due to missing route information

### Slide 27

(Cover) Questions?

Slide 28 thru Slide 31

KPI Metric Descriptions & Importance

**Financial Performance**

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

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

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

**Productivity**

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

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

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

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

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

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

**Risk Management & Safety**

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

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

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

The accident metric is calculated using the accident rate based on a formula that shows how many accidents of each category occur per 100,000 revenue miles driven. The incident metric is calculated using the total number of passenger incidents in each category per 100,000 revenue miles driven. This helps to compare safety performance for each quarter even as overall revenue miles change. This data is all accidents/incidents combined whether they are chargeable (the fault of the operator) or not.

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

**Reliability**

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

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

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

**Dependability**

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

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

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

Slide 31

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

**IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

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

**V. FINANCIAL CONSIDERATIONS/IMPACT**

None

**VI. ALTERNATIVES CONSIDERED**

There are no alternatives to consider, as this is an accept and file KPI Report as of December 31, 2025

**VII. ATTACHMENTS**

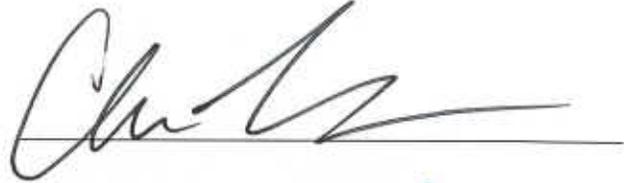
**Attachment A:** KPI Presentation as of December 31, 2025

Prepared by: Finance Department

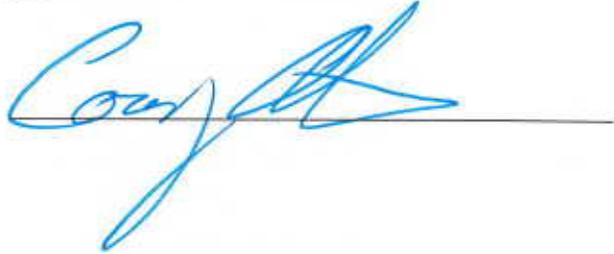
**VIII. APPROVALS**

Approved as to fiscal impact:

Chuck Farmer, Chief Financial Officer



Corey Aldridge, CEO/General Manager



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

**For Fiscal 2nd Quarter Ending December 31, 2025**

Board of Directors

*February 27, 2026*

Chuck Farmer, Chief Financial Officer

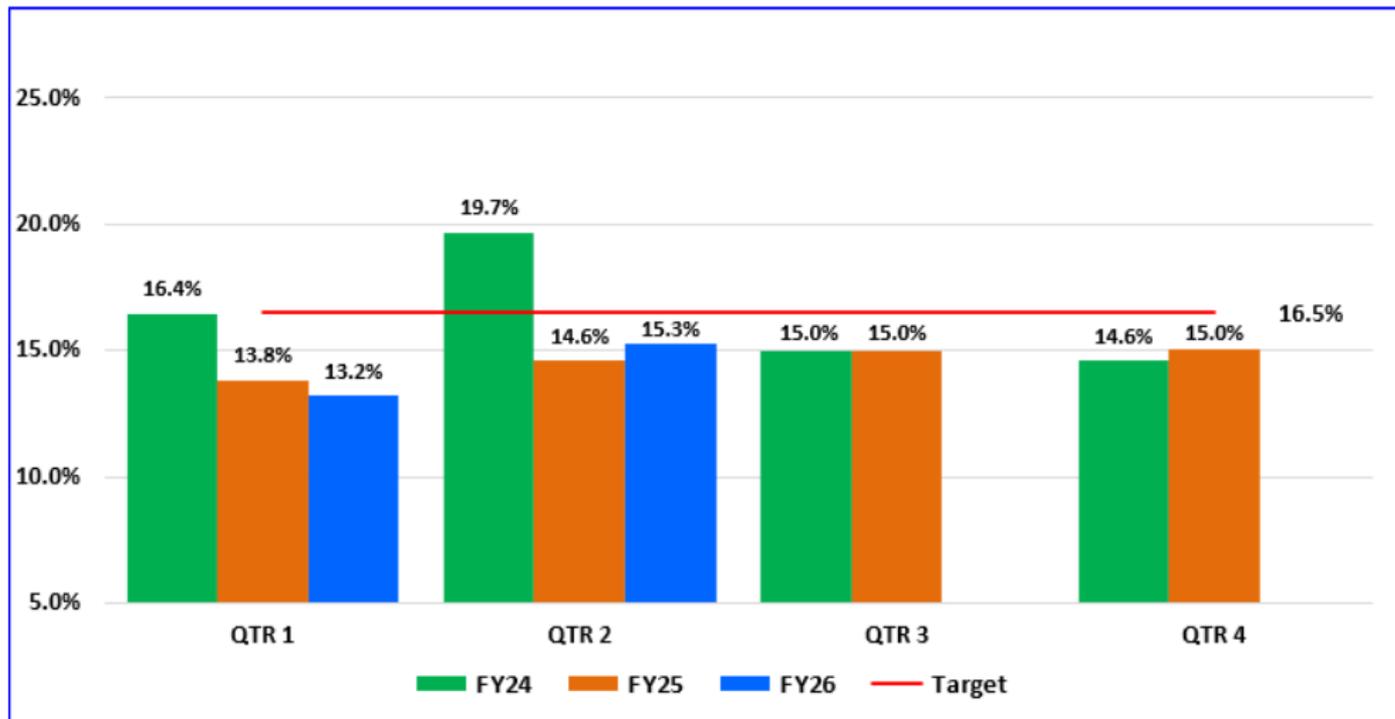
# Overview of Today's Presentation:

KPI Category	Criteria / Metric
Financial Performance	<ul style="list-style-type: none"> <li>✓ System Farebox/Contract Recovery Ratio</li> <li>✓ Fixed Route &amp; Commuter Cost / RSH</li> <li>✓ ParaCruz Cost / Trip</li> </ul>
Productivity	<ul style="list-style-type: none"> <li>✓ Total Ridership and Total Ridership / Hour</li> <li>✓ UCSC, Cabrillo, Highway 17, &amp; Local Ridership</li> <li>✓ Passengers / RSH by Route</li> </ul>
Risk Management & Safety	<ul style="list-style-type: none"> <li>✓ Traffic Accidents</li> <li>✓ Passenger Incidents</li> </ul>
Reliability	<ul style="list-style-type: none"> <li>✓ Miles between Chargeable Road Calls for Fixed Route, Highway 17, &amp; ParaCruz</li> </ul>
Dependability	<ul style="list-style-type: none"> <li>✓ Cancelled Trips by Cause &amp; Region</li> <li>✓ Pass-Ups for Fixed Route, UCSC, &amp; Routes</li> </ul>

11.4A.2

# **Financial Performance KPI's**

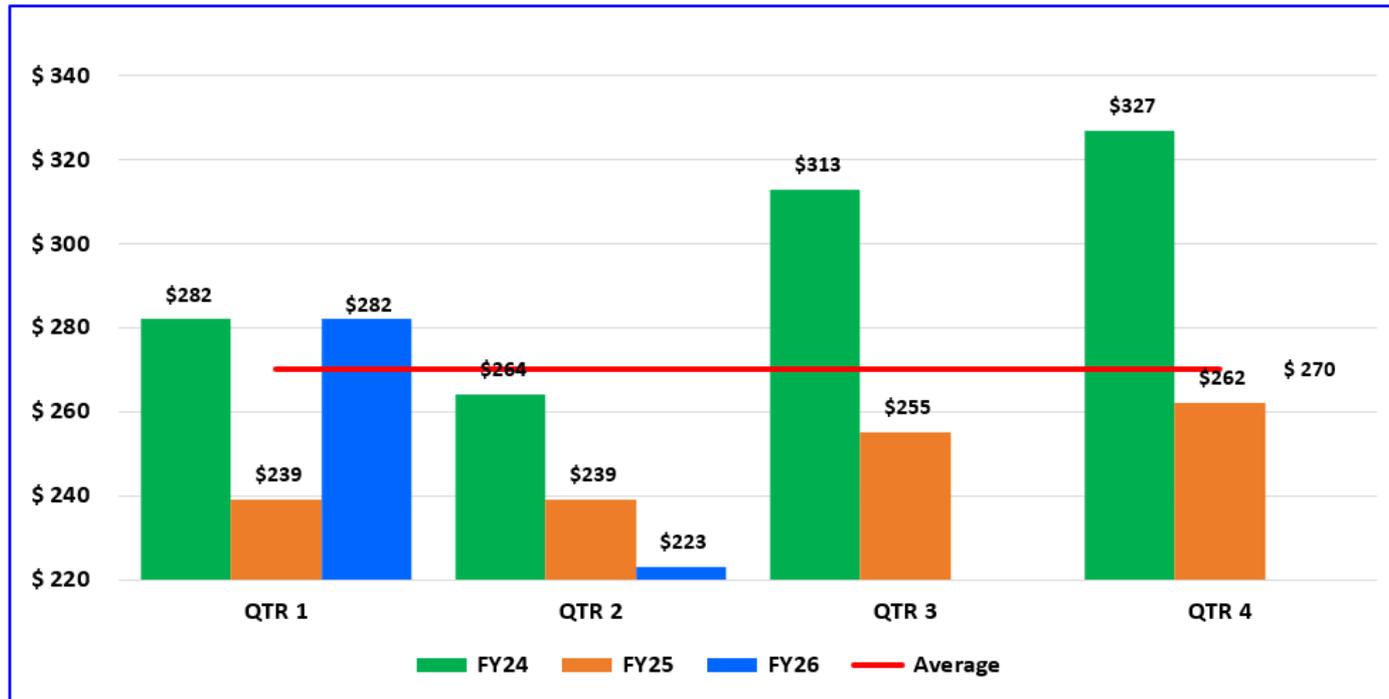
# System Farebox/Contract Recovery:



- Q2 FY26 Farebox/Contract Recovery is 15.3%, a year-over-year increase of 0.7 pts when compared to Q2 FY25. This remains below the 16.5% target. Fares Revenue decreased by 0.4% year-over-year
- Operating Expenses also decreased by 4.8%, driven by lower Labor costs; partially offset by higher non-personnel costs

The Farebox/Contract Recovery Target of 16.5% is based on the average actuals from FY23, FY24 and FY25 Q4 FY25 and Target has changed from Q4FY25/Q1FY26 reports due to FY25 data updated post-audit

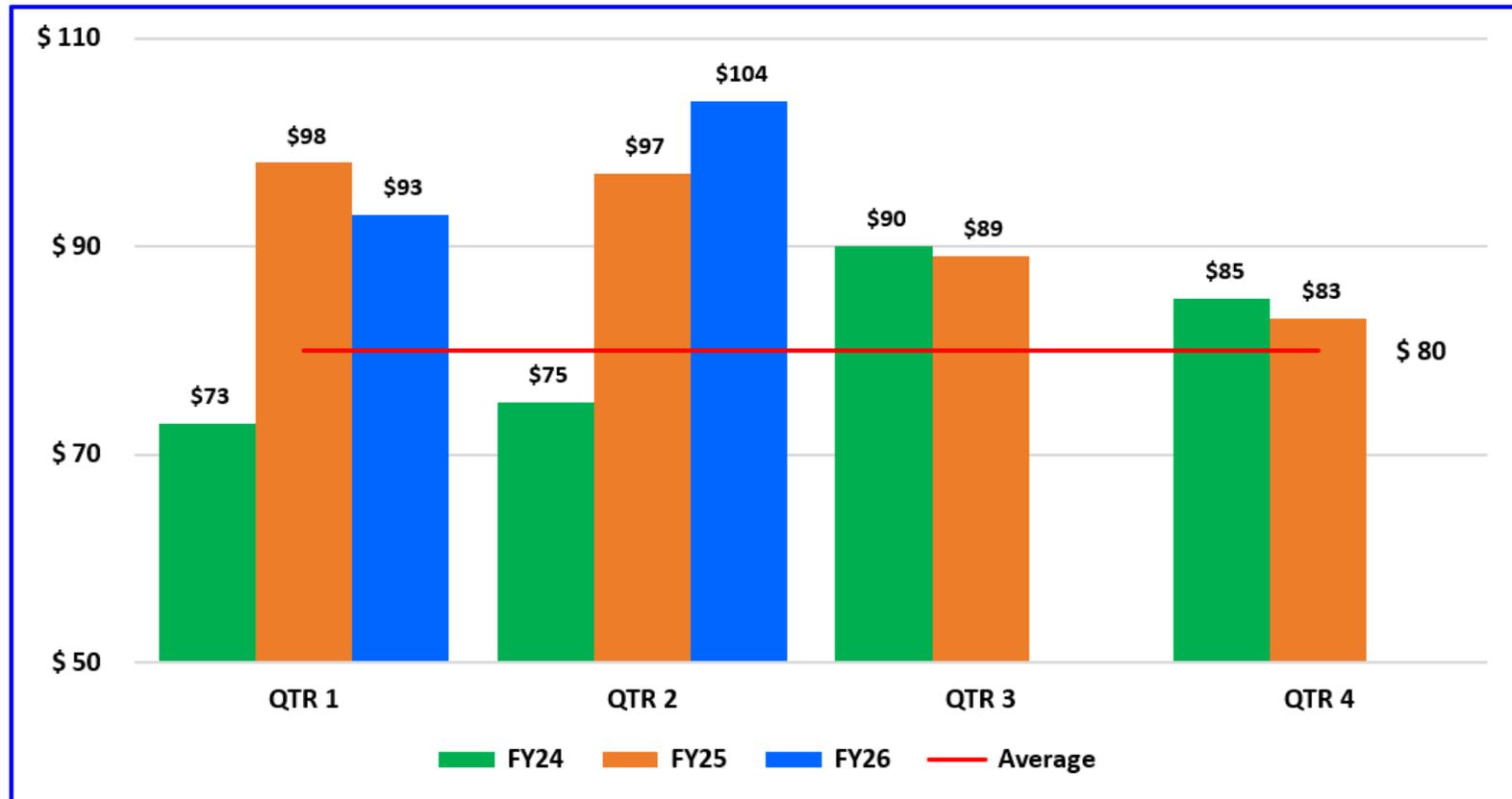
# Fixed Route/Commuter Cost per RSH



- Q2 FY26 Cost per RSH is lower by \$16, over prior year Q2 FY25 due to an increase in service hours of 1,343 or 2.0%, combined with a decrease in fixed route costs of 4.8%
- Q2 FY26 Cost per RSH is lower by \$59, over prior quarter due to an increase in service hours of 9,956 or 17.3%, combined with a decrease in fixed route costs of 7.4%

The Fixed Route/Commuter cost per RSH average of \$270 is based on the average actuals from FY23, FY24 and FY25. Q4 FY25 and the average has changed from Q4FY25/Q1FY26 reports due to FY25 data updated post-audit

# ParaCruz Cost per Trip

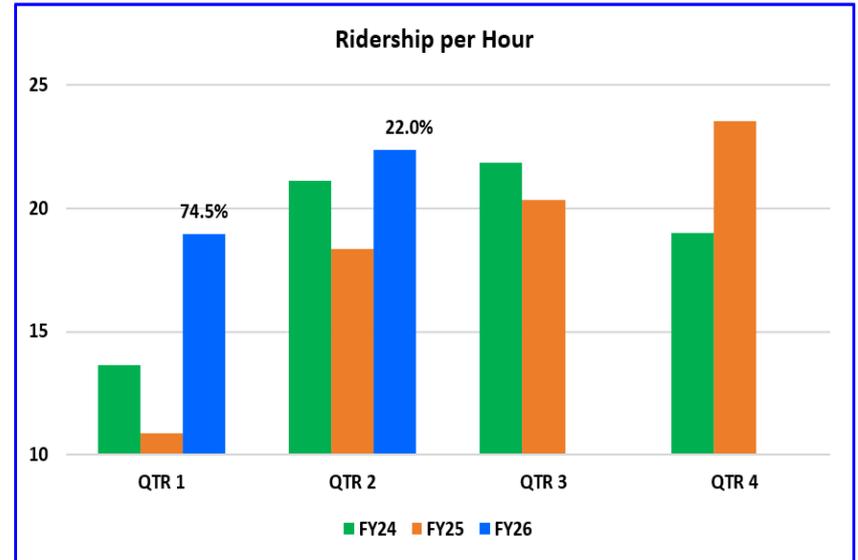
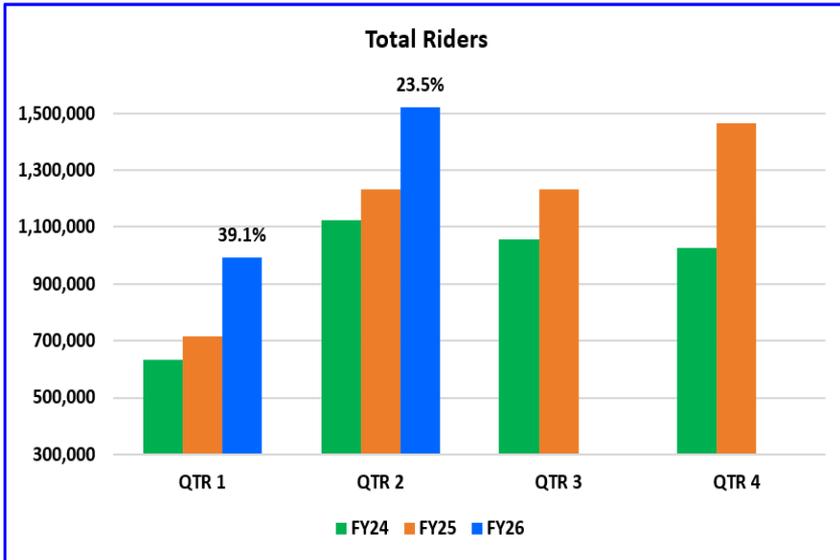


- Q2 FY26 Cost per Trip increased \$7 from the prior year due to an increase in trips of 1,169 or 7.3%, combined with a 14.6% increase in total ParaCruz costs when compared to the same period of FY25

The ParaCruz Cost per Trip average of \$80 is based on the average actuals from FY23, FY24 and FY25 Q4 FY25 and the average has changed from Q4FY25/Q1FY26 reports due to FY25 data updated post-audit

# **Productivity KPI's**

# Total Ridership / Ridership per Hour (RPH)

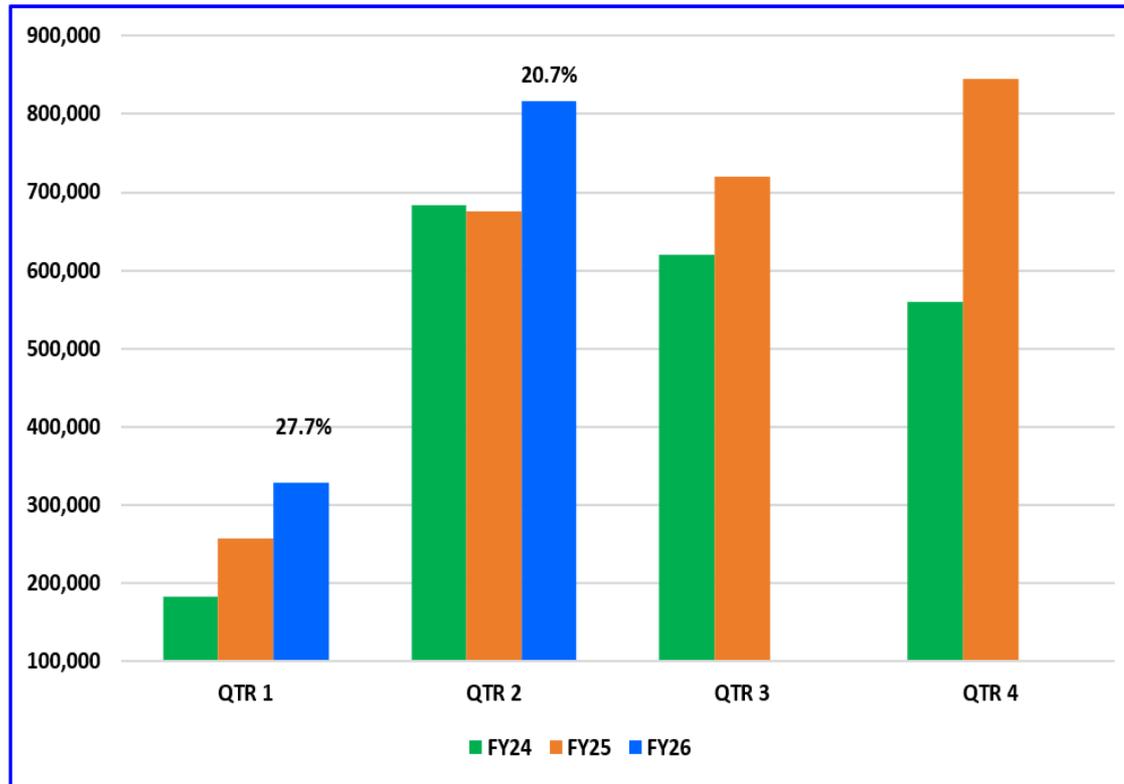


Ridership	QTR 2			
	FY26	FY25	Variance	YoY Change
Local/Non-Student	486,242	350,115	136,127	38.9%
Student (UCSC, Cabrillo, K-12)	983,225	838,449	144,776	17.3%
Highway 17	51,747	43,193	8,554	19.8%

Ridership	QTR 2			
	FY26	FY25	Variance	YoY Change
UCSC	815,921	675,889	140,032	20.7%
Cabrillo	71,782	71,795	(13)	(0.0%)
Youth	95,522	90,765	4,757	5.2%

FY26 ridership targets have not yet been provided.

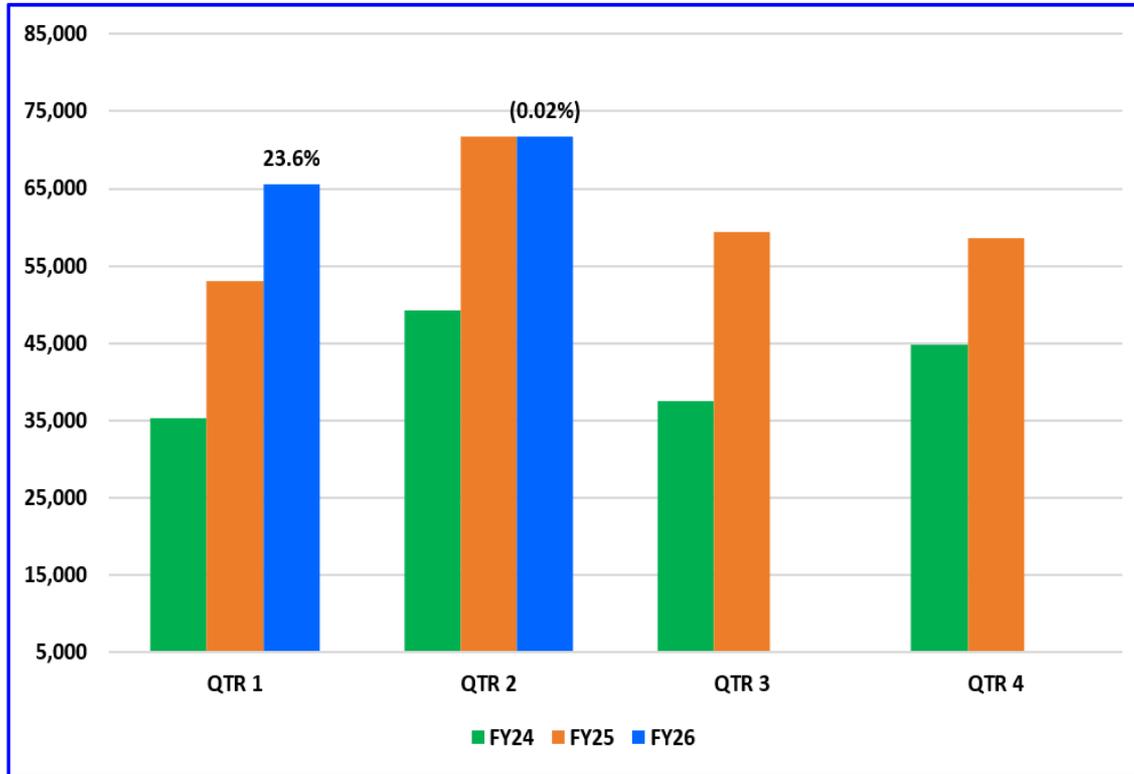
# UCSC Ridership



- Q2 FY26 Ridership increased by 140,032, or 20.7%, when compared to Q2 FY25

FY26 ridership targets have not yet been provided

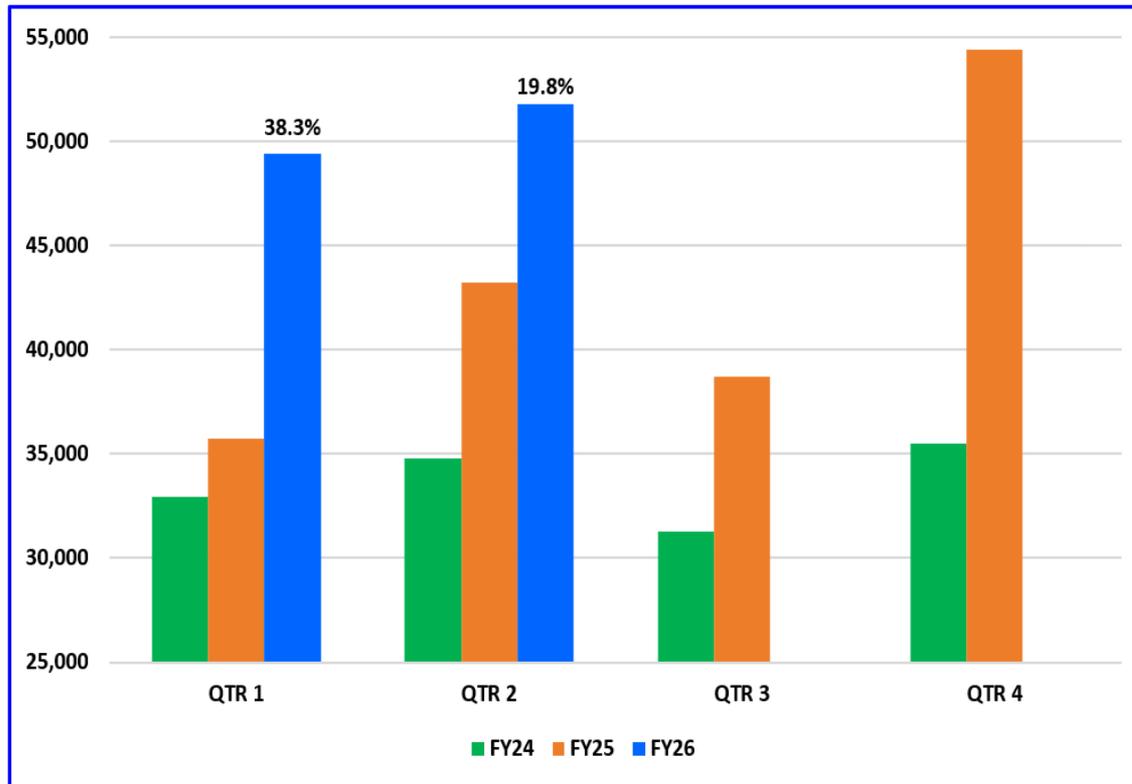
# Cabrillo College Ridership Attachment A



- Q2 FY26 Ridership is virtually flat compared to Q2 FY25

FY26 ridership targets have not yet been provided

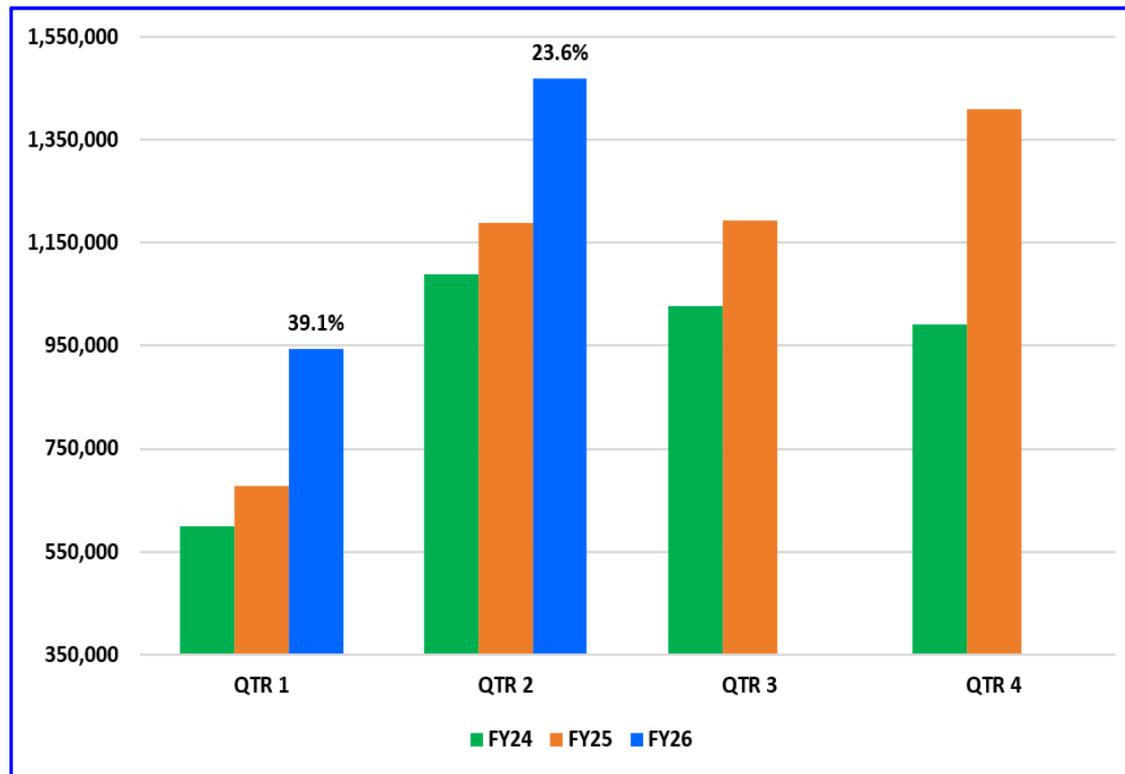
# Highway 17 Ridership



- Q2 FY26 Ridership increased by 8,554, or 19.8%, compared to Q2 FY25

FY26 ridership targets have not yet been provided

# Local Ridership

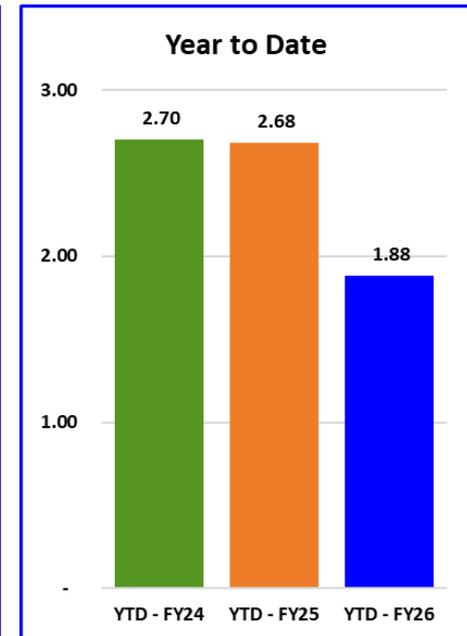
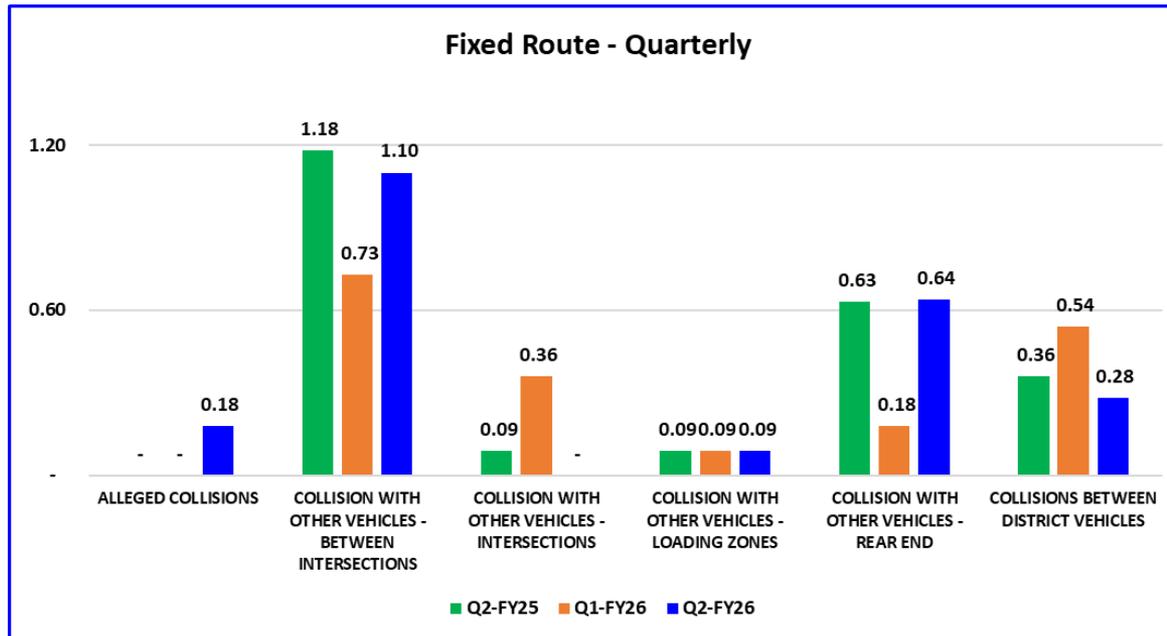


- Q2 FY26 Ridership increased by 280,903, or 23.6%, compared to Q2 FY25

FY26 ridership targets have not yet been provided

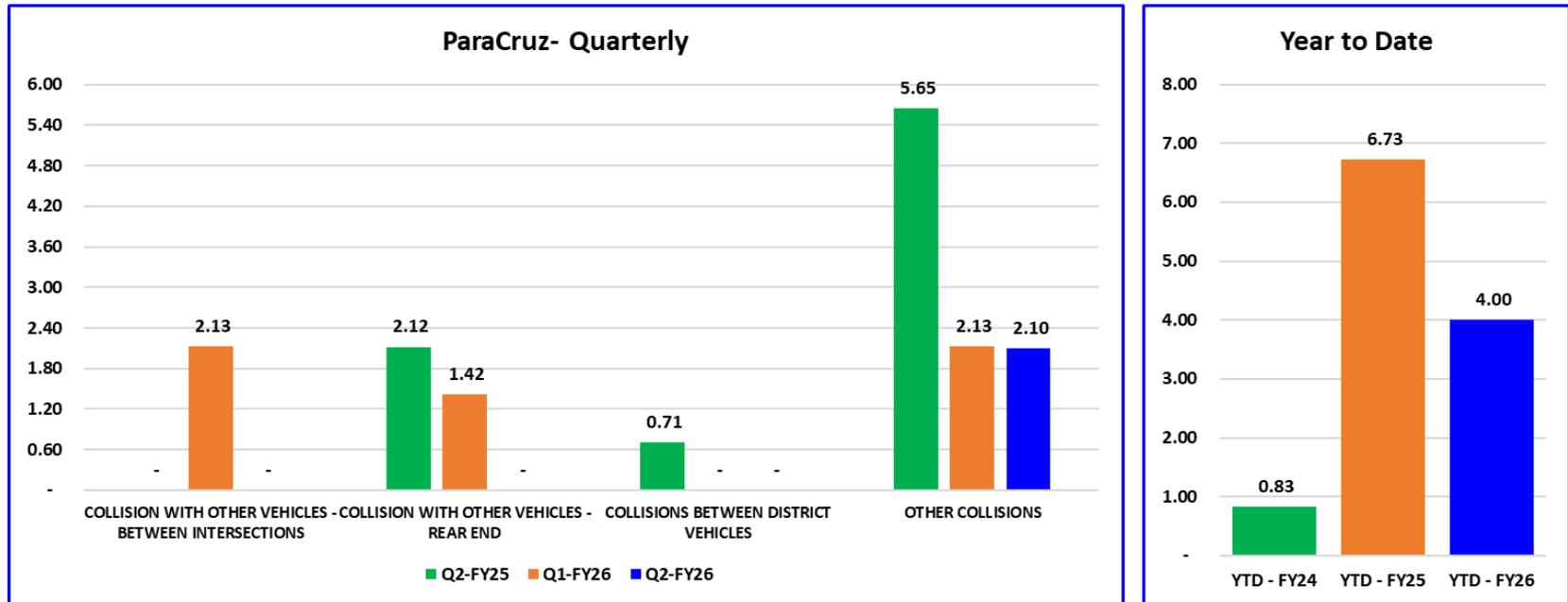
# **Risk Management KPI's**

# Fixed Route - Traffic Accidents



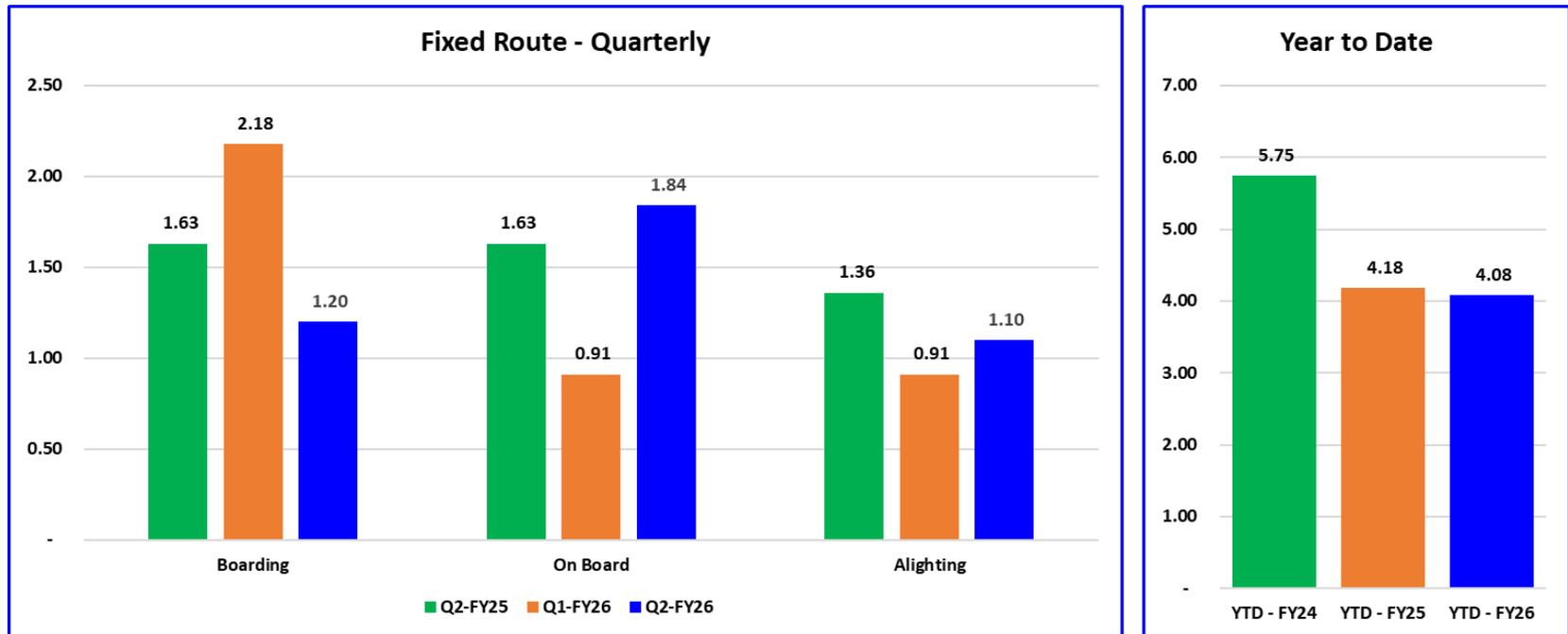
- Alleged Collisions are present in Q2 FY26, with no comparable incidents reported in the prior periods shown
- Collision with Other Vehicles (between intersections) is higher than last quarter and lower than prior year
- Collision with Other Vehicles (intersections) is zero, a reduction from both last quarter and prior year
- Collision with Other Vehicles (loading zones) is flat with last quarter and prior year
- Collision with Other Vehicles (rear end) is higher compared to last quarter and relatively flat with prior year
- Collisions Between District Vehicles is lower than prior quarter and prior year
- The YTD total is incident rate per 100,000 miles for all incidents (Collisions between/at intersections, fixed object and rear end collisions, along with collisions between District vehicles)

# ParaCruz - Traffic Accidents



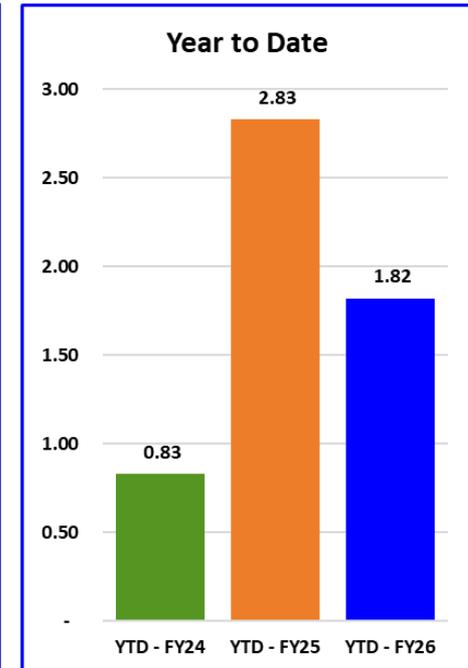
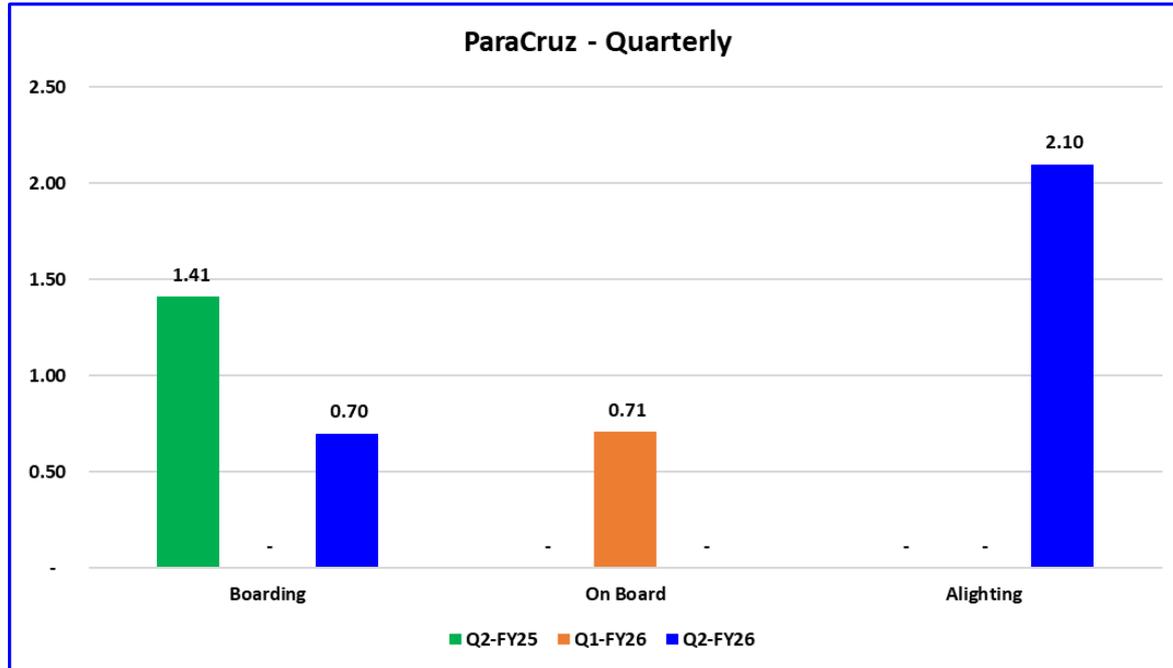
- Collision with Other Vehicles (between intersections) is zero, a reduction from last quarter, but same as prior year
- Collision with Other Vehicles (rear end) is zero, a reduction from both last quarter and prior year
- Collisions between District Vehicles is zero, same as last quarter and a reduction from prior year
- Other Collisions, which are mainly fixed object type collisions, are relatively flat to last quarter but much lower than prior year
- The YTD total is incident rate per 100,000 miles for all incidents (Collisions between/at intersections, fixed object and rear end collisions, along with collisions between District vehicles)

# Fixed Route - Passenger Incidents



- Most boarding/on board incidents occur when the passengers are not paying attention to their surroundings
- Boarding incidents have decreased from prior quarter, as well as year over year
- On Board incidents have increased from last quarter and year over year
- Alighting incidents have seen an increase from prior quarter, but decreased from prior year

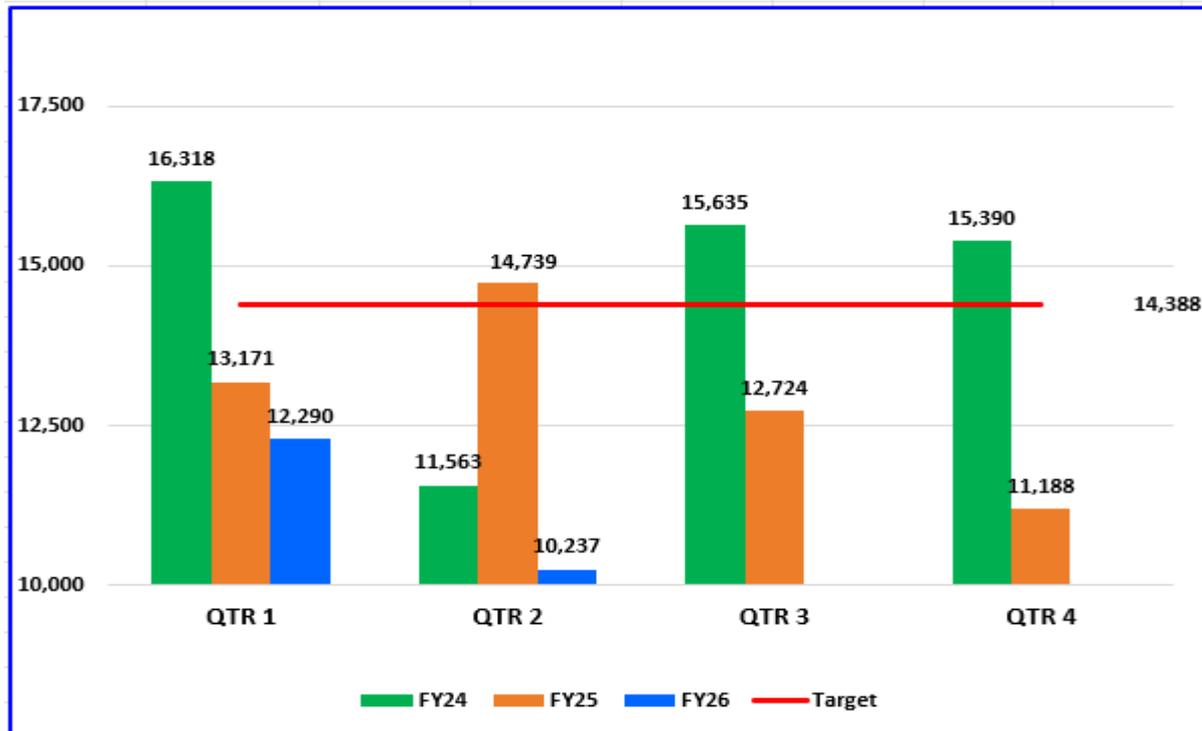
# ParaCruz - Passenger Incidents



- Most boarding/on board incidents occur when the passengers are not paying attention to their surroundings
- Boarding incidents occurred in Q2 FY26 following no incidents in the prior quarter and a decreased year over year
- On Board incidents are zero, a reduction from last quarter, but same as prior year
- Alighting incidents increased in Q2 FY26 compared to last quarter and prior year where there were no incidents

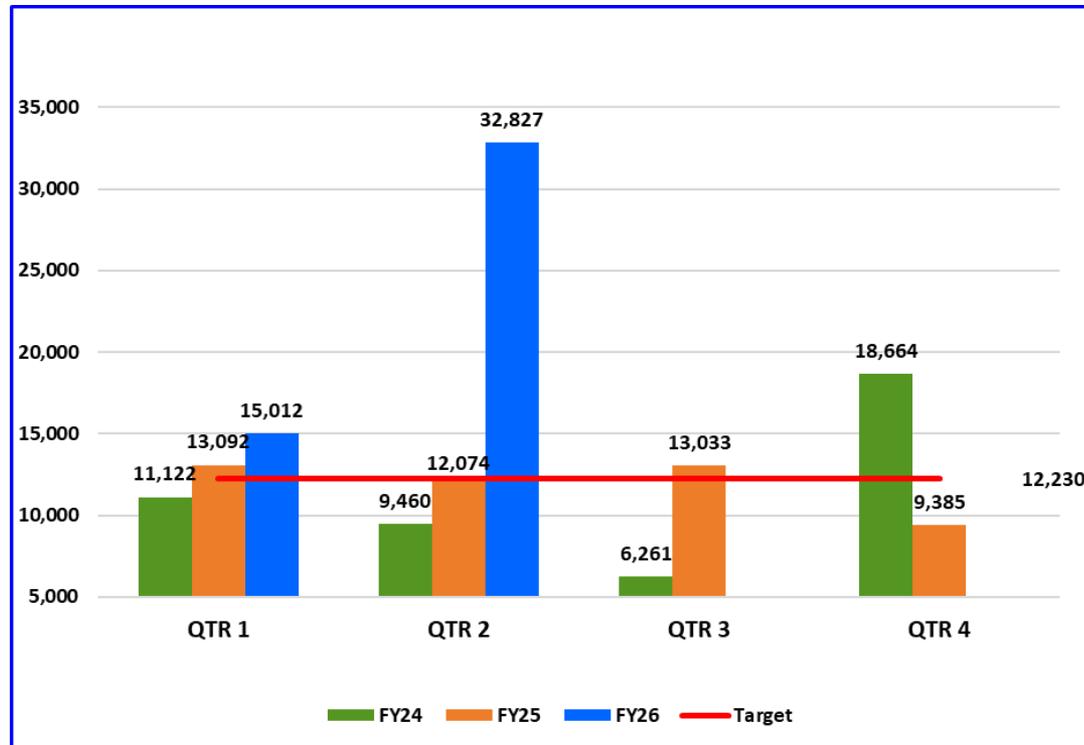
# Reliability KPI's

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



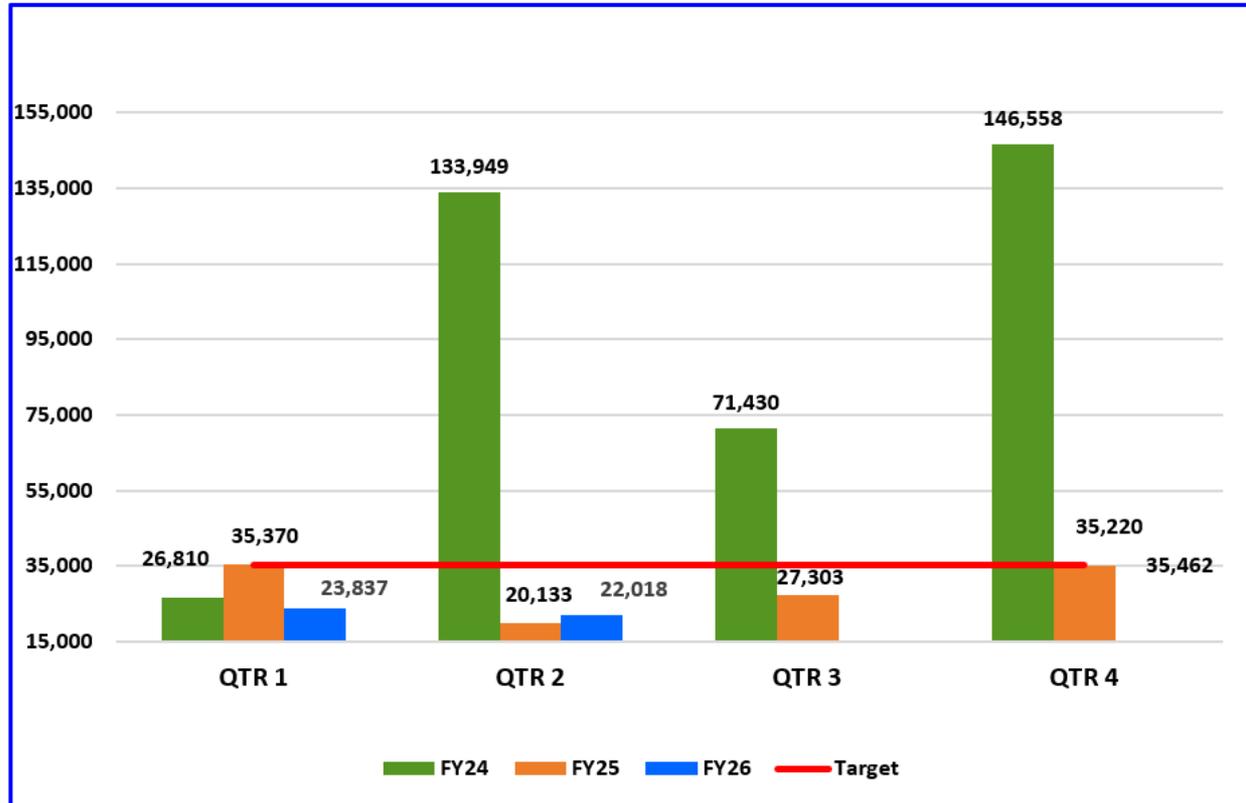
- Q2 FY26 saw total miles increasing by 2,990 while chargeable road calls increased by 28, resulting in a decrease in average miles of 4,502 between calls when compared to prior year
- Chargeable road calls in Q2 FY26 were 28 in October, along with 35 in November and 28 in December
- An upward trend in Fixed Route road calls reflects an aging fleet and the temporary addition of older used buses to bridge service needs until hydrogen buses enter service
- The current target of 14,388 is based off a 3-year average (FY23, FY24, FY25)

# Mean Miles Between Chargeable Road Calls – Highway 17



- Q2 FY26 saw total miles decreasing by 4,896 along with 9 fewer chargeable road calls, resulting in an overall increase in average miles 20,753 between calls when compared to prior year
- Chargeable road calls in Q2 FY26 were 2 in October, 1 in November, and 2 in December
- The Q2 FY26 Mean Miles increase reflects improved reliability from hybrid battery and drive motor upgrades
- The current target of 12,230 is based off a 3-year average (FY23, FY24, FY25)

# Mean Miles Between Chargeable Road Calls – ParaCruz

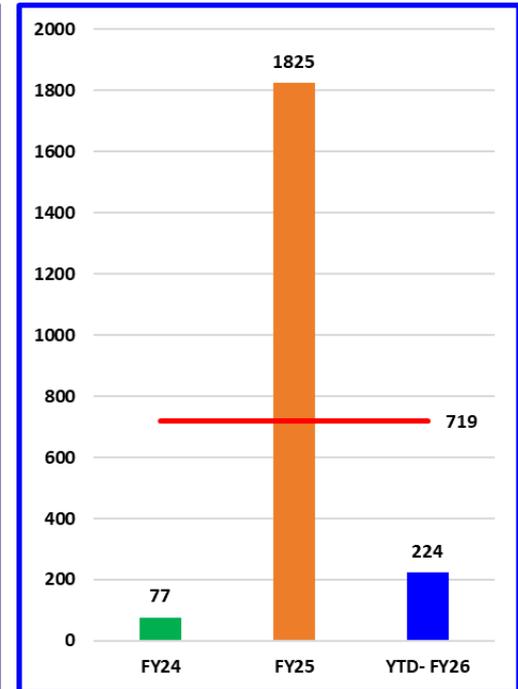
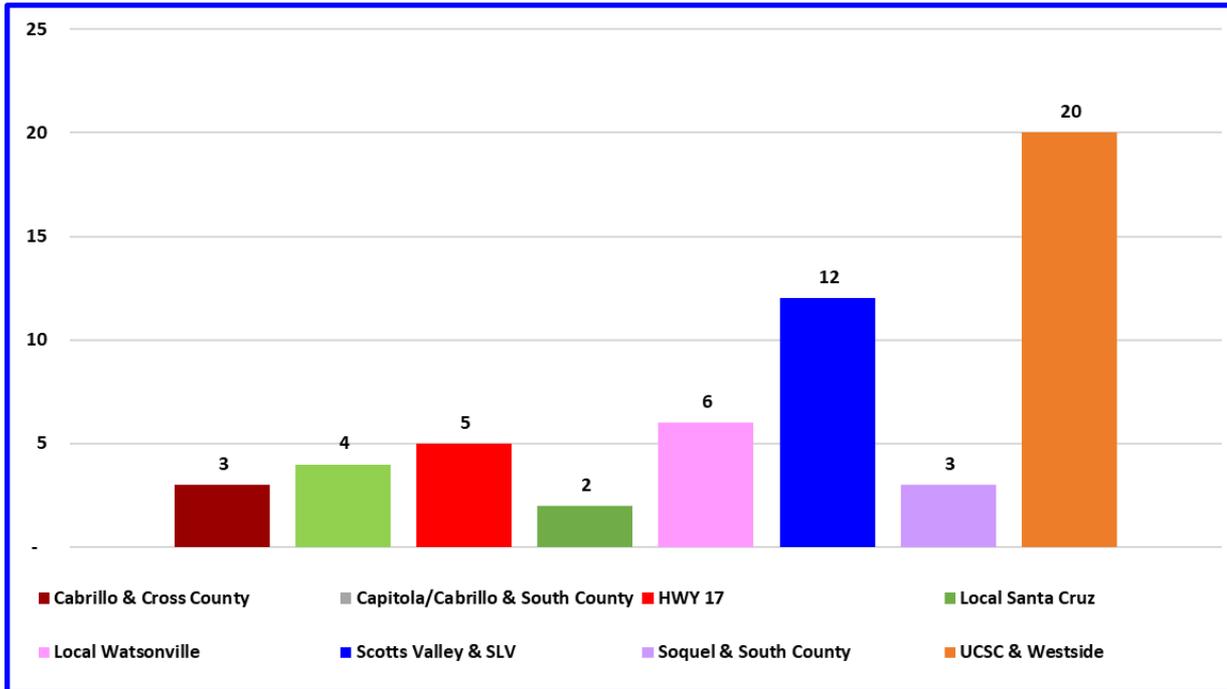


- Q2 FY26 saw total miles decreasing by 8,826 and chargeable road calls decreasing by 1, resulting in an overall increase in average miles 1,885 between calls when compared to the same period in FY25
- Chargeable road calls in Q2 FY26 were 3 in October, 0 in November, and 3 in December
- The current target of 35,462 is based off a 3-year average (FY23, FY24, FY25)

11.4A.21

# **Dependability KPI's**

# Cancelled Trips by Region



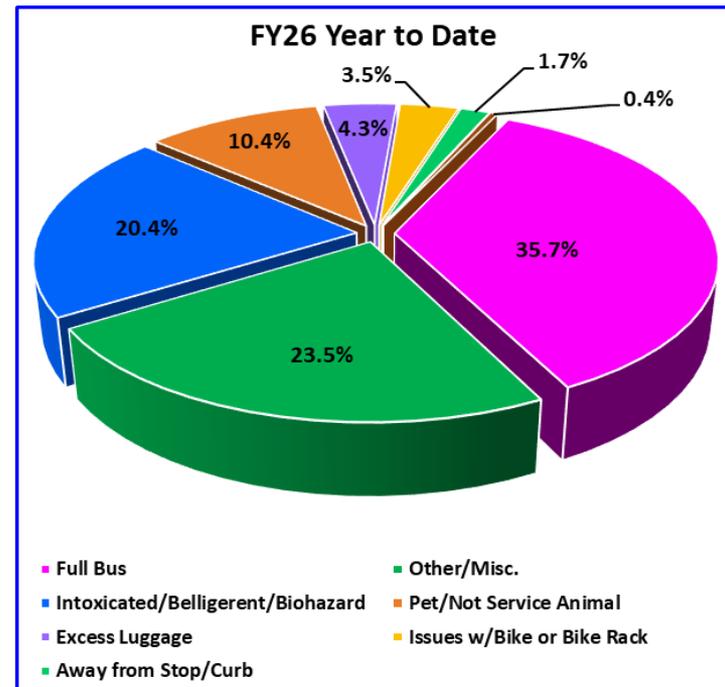
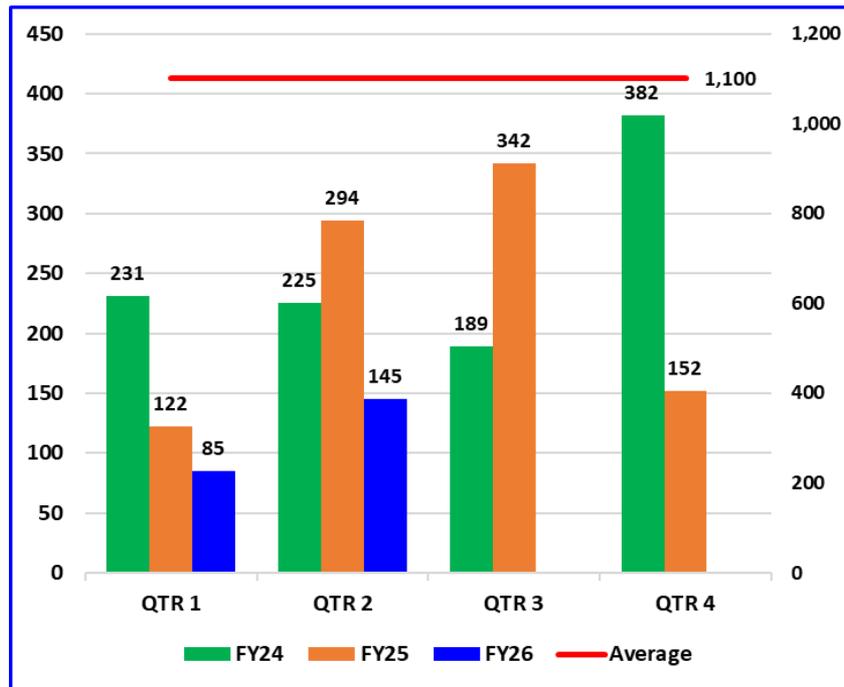
- There were 55 trips cancelled in Q2 FY26 – 22 in October 4 in November, and 29 in December
- Eight regions were impacted – Cabrillo & Cross County, Capitola/Cabrillo & South County, HWY 17, Local Santa Cruz, Local Watsonville, Scotts Valley & SLV, Soquel & South County, and UCSC & Westside
- YTD cancelled trips are 224

Full year average of 719 is based 3-year average (FY23, FY24, FY25)

Note: we are no longer able to capture the reason for cancellation

**11.4A.23**

# Pass-Ups by Quarter/Reason – Fixed Route

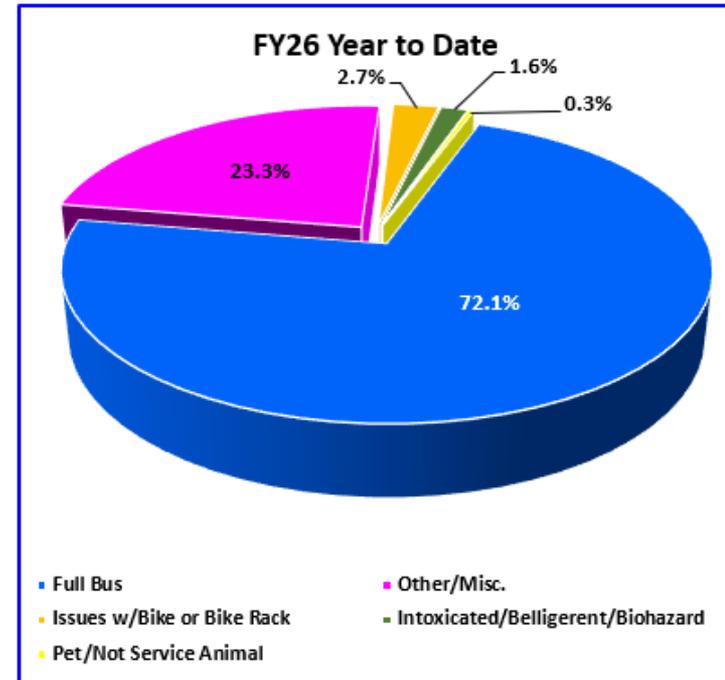
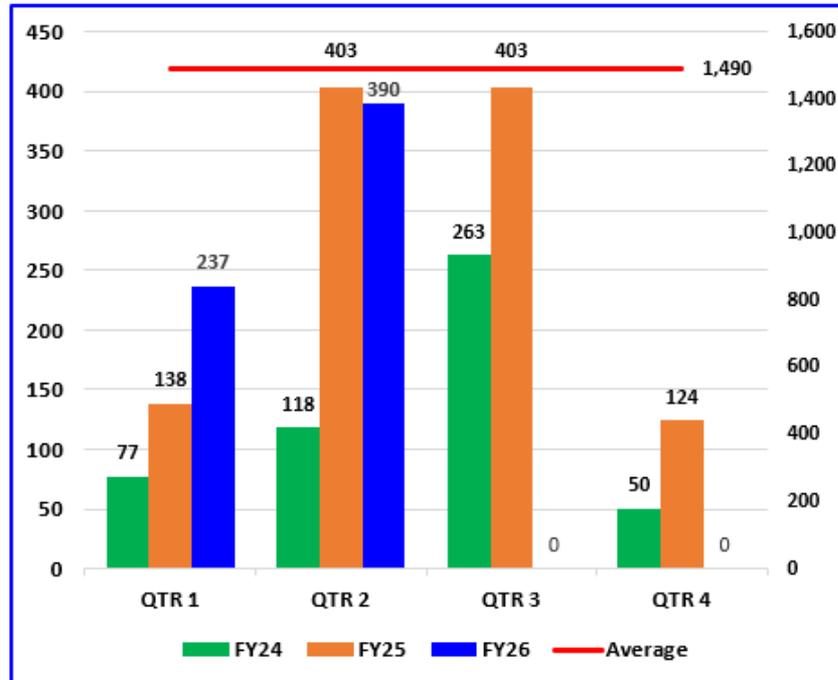


- In Q2 FY26, total pass-ups were 145, which is 149 fewer (50.7% lower) when compared to Q2 FY25
- There were decreases in October (59 or 46.1%), November (16 or 22.5%) and December (74 or 77.9%) when compared to the same time period in FY25
- 35.7% of Year-to-Date total pass-ups are due to a full bus, followed by 23.5% Other/Misc, which covers a wide range of issues (such as Surfboards, No Shoes, Smoking/Vaping, and Hygiene to name a few), 20.4% are caused by riders that were Intoxicated/Belligerent/Biohazard, 10.4% from Pet/Not Service Animals, and all other categories are 4.3% or less

Note: 48 Pass-ups were removed from the data set due to missing route information

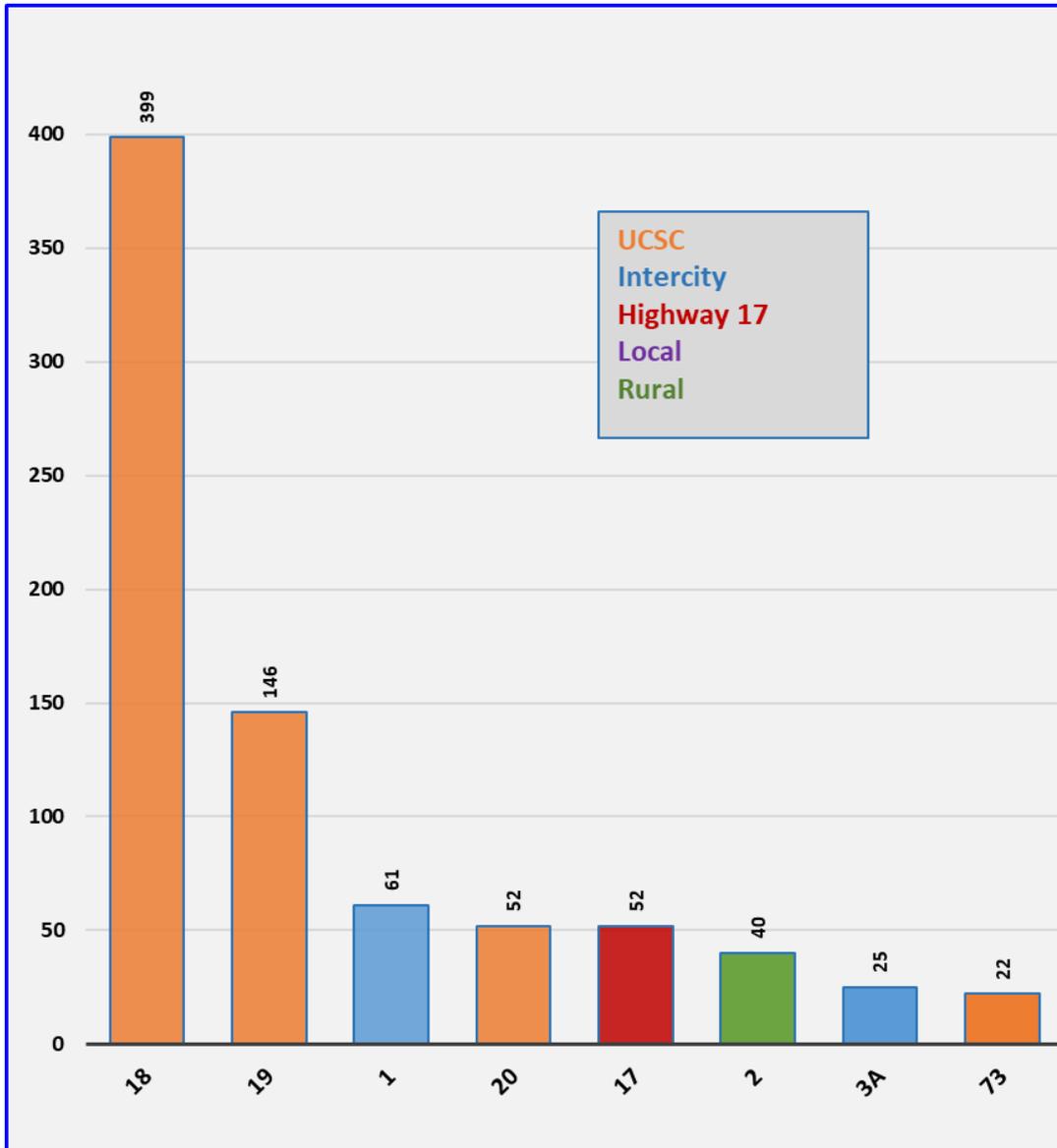
11.4A.24

# Pass-Ups by Quarter/Reason - UCSC



- In Q2 FY26, total pass-ups were 390, which is 13 fewer (3.2% lower) when compared to Q2 FY25
- There was an increase in the pass-up count in October (30 or 9.2%) and decreases in November (6 or 15.4%) and December (37 or 94.9%) when compared to the same time period in FY25
- 72.1% of Year-to-Date total pass-ups are caused by full bus capacity, followed by 23.3% caused by Other/Misc., with all other categories accounting for 2.7% or less

# YTD FY26 Pass-Ups by Route\*



- YTD Pass-ups total 857
- UCSC Routes comprised 627 (73.2%), of which 72.1% were due to full bus capacity
- Highway 17 Routes comprised 52 (6.1%), of which 65.4% were due to full bus capacity
- Intercity Routes comprised 101 (11.8%), of which 38.6% were due to Other/Misc
- Rural Routes comprised 70 (8.2%), of which 68.6% were due to full bus capacity
- Local Routes comprised 7 (0.8%), of which three categories (Other/Misc, Intoxicated/Belligerent/Biohazard) had 28.6% each

**11.4A.26**

\*Only Routes with greater than 10 pass-ups are shown in the graph; 48 Pass-ups were removed from the data set due to missing route information

**Questions ?**

# KPI Metric Descriptions & Importance

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

# KPI Metric Descriptions & Importance, con't

Metric	Description & Importance
<p>Risk Management &amp; Safety</p>	<p>Traffic Accidents are broken down into different categories: Collisions between intersections, at the intersection, with fixed objects, with other district vehicles</p> <p>Passenger Incidents, such as passenger falls, happen with METRO passengers either while boarding a bus, on board a bus, or alighting (descending) a bus.</p> <p>Data presented is by Quarter, for the current quarter, previous quarter, and the current quarter for the last fiscal year.</p> <p>The accident metric is calculated using the accident rate based on a formula that shows how many accidents of each category occur per 100,000 revenue miles driven. The incident metric is calculated using the total number of passenger incidents in each category per 100,000 revenue miles driven. This helps to compare safety performance for each quarter even as overall revenue miles change. This data is all accidents/incidents combined whether they are chargeable (the fault of the operator) or not.</p> <p>The YTD total is <b><i>all</i></b> incidents (Collisions between/at intersections, fixed object and rear end collisions, along with collisions between District vehicles)</p>
<p>Reliability</p>	<p>Any mechanical failure that impedes the vehicle from starting or completing a scheduled revenue trip because actual movement is limited, or there are safety concerns, are used to calculate the Mean Miles Between Chargeable Road Call.</p> <p>The metric is calculated using the number of miles for the month divided by the number of chargeable road calls for each service type (Fixed Route, Commuter, and ParaCruz).</p> <p>Data presented is by Quarter, for the current and past two fiscal years.</p>

# KPI Metric Descriptions & Importance, con't

Metric	Description & Importance
Dependability	<p>Cancelled Trips are presented by Region and Cause for the current quarter only and YTD for the current year, and full year for the previous two fiscal years.</p> <p>Pass-Ups occur when a bus operator must leave behind a passenger for a variety of reasons: No Fare, Exceeds Capacity Load (Full Bus), Intoxicated/Belligerent/Biohazard, and All Other.</p> <p>Pass-Ups data are presented by Quarter, for the current and past two fiscal years for both Fixed Route and UCSC along with a YTD presentation of Routes with 10 or more Pass-Ups</p>

## Historical Metrics

Metric	FY21	FY22	FY23	FY24	FY25	YTD FY26
Farebox/Contract Recovery	11.2%	16.7%	18.6%	16.2%	14.4%	14.2%
Fixed Route/Commuter Cost/RSH	298	267	265	297	245	250
ParaCruz Cost/Trip	181	88	68	81	93	99
Monthly Mean Miles Between Chargeable Road Calls - Fixed Route	13,695	15,401	17,602	14,494	13,509	11,165
Monthly Mean Miles Between Chargeable Road Calls - Highway 17	18,016	18,699	18,341	9,959	12,700	20,579
Monthly Mean Miles Between Chargeable Road Calls - ParaCruz	53,393	29,626	29,729	66,326	26,183	22,927
Annual Road Miles - Fixed Route	1,999,474	2,325,531	2,358,618	2,594,510	2,728,898	1,853,310
Annual Road Miles - Highway 17	324,281	373,984	403,492	468,091	482,585	329,268
Annual Road Miles - ParaCruz	373,748	503,650	505,399	530,608	418,927	275,129

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**DATE:** February 27, 2026  
**TO:** Board of Directors  
**FROM:** Rina Solorio Gomez, Assistant Operations Manager, Paratransit Division  
**SUBJECT: ACCEPT AND FILE THE METRO PARACRUZ OPERATIONS STATUS REPORT FOR OCTOBER, NOVEMBER, AND DECEMBER 2025**

**I. RECOMMENDED ACTION**

**That the Board of Directors accept and file the quarterly METRO ParaCruz Operations Status Report for October, November, and December 2025**

**II. SUMMARY**

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

ParaCruz during the months of October, November, and December provided 17,147 rides. On-Time Performance for this period was **97.58%**.

ParaCruz is currently funded for 36 Paratransit Operators; zero positions are vacant.

**III. DISCUSSION/BACKGROUND**

- Summary review of monthly operational statistics for ParaCruz.

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

- In October, the number of ParaCruz rides increased by: 552
- In November, the number of ParaCruz rides increased by: 429
- In December, the number of ParaCruz rides increased by: 383

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

- October number of total ParaCruz rides: 6,500
- November number of total ParaCruz rides: 5,434
- December number of total ParaCruz rides: 5,213

- Comparing September 2025 statistics to October 2025, ParaCruz rides increased by 327.
- Comparing October 2025 statistics to November 2025, ParaCruz rides decreased by 1066.
- Comparing November 2025 statistics to December 2025, ParaCruz rides decreased by 221.

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

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

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

There are no financial considerations for this report.

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

N/A

#### **VII. COORDINATION**

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

#### **VIII. ATTACHMENTS**

- Attachment A:** ParaCruz On-time Performance Charts for October, November, and December.
- Attachment B:** Comparative Operating Statistics Tables for October, November, and December.
- Attachment C:** Number of Rides Comparison Chart.
- Attachment D:** Total Ride vs. Shared Ride Chart.
- Attachment E:** Annual Miles Comparison Chart.
- Attachment F:** Monthly Assessments.

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

**IX. APPROVALS**

X   
\_\_\_\_\_  
Rina Solorio Gomez  
Assistant Operations Manager

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

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# Attachment A

## ParaCruz On-time Performance Report for October 2025

	October 2024	October 2025
Total pick ups	5,948	6,500
<b>Percent in “ready window”</b>	<b>95.98%</b>	<b>97.42%</b>
1 to 5 minutes late	1.58%	1.50%
6 to 10 minutes late	1.01%	0.78%
11 to 15 minutes late	0.30%	0.15%
16 to 20 minutes late	0.49%	0.08%
21 to 25 minutes late	0.15%	0.02%
26 to 30 minutes late	0.15%	0.03%
31 to 35 minutes late	0.10%	0.02%
36 to 40 minutes late	0.07%	0.00%
41 or more minutes late (excessively late/missed trips)	0.17%	0.00%
<b>Total beyond “ready window”</b>	<b>4.02%</b>	<b>2.58%</b>

\*Target: 90%

### On-time Performance

During October, ParaCruz' on time performance increased by 1.06% from last month. October ridership increased from last month. ParaCruz has zero unfilled operator positions, one trainee. Four Operator out on medical leave. The total number of available working ParaCruz Operators is 22 per weekday, not including Operators on annual leave.

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

During the month of October 2025, ParaCruz received two Customer Service Reports. One compliment and one complaint. One complaint was valid.

# Attachment A

## ParaCruz On-time Performance Report for November 2025

	November 2024	November 2025
Total pick ups	5,005	5,434
<b>Percent in “ready window”</b>	<b>96.81%</b>	<b>97.74%</b>
1 to 5 minutes late	0.90%	1.03%
6 to 10 minutes late	0.78%	0.80%
11 to 15 minutes late	0.96%	0.28%
16 to 20 minutes late	0.36%	0.13%
21 to 25 minutes late	0.20%	0.02%
26 to 30 minutes late	0.04%	0.00%
31 to 35 minutes late	0.02%	0.00%
36 to 40 minutes late	0.02%	0.00%
41 or more minutes late (excessively late/missed trips)	0.02%	0.00%
<b>Total beyond “ready window”</b>	<b>3.29%</b>	<b>2.26%</b>

\*Target: 90%

### On-time Performance

During November ParaCruz' on time performance increased by 0.32% from last month. November ridership decreased from last month. ParaCruz has zero unfilled operator positions, one trainee. Four Operators were out on medical leave. The total number of available working ParaCruz Operators is 21 per weekday, not including Operators on annual leave.

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

During the month of November 2025, ParaCruz received two Customer Service Reports. Two complaints were not valid.

# Attachment A

## ParaCruz On-time Performance Report for December 2025

	December 2024	December 2025
Total pick ups	4,830	5,213
<b>Percent in “ready window”</b>	<b>97.39%</b>	<b>97.64%</b>
1 to 5 minutes late	1.20%	1.37%
6 to 10 minutes late	0.79%	0.46%
11 to 15 minutes late	0.33%	0.29%
16 to 20 minutes late	0.15%	0.08%
21 to 25 minutes late	0.08%	0.08%
26 to 30 minutes late	0.00%	0.00%
31 to 35 minutes late	0.02%	0.04%
36 to 40 minutes late	0.02%	0.00%
41 or more minutes late (excessively late/missed trips)	0.02%	0.04%
<b>Total beyond “ready window”</b>	<b>2.61%</b>	<b>2.36%</b>

\*Target: 90%

### On-time Performance

During December ParaCruz' on time performance decreased by .10% from last month. December ridership decreased from last month. ParaCruz zero unfilled position, one trainee. Four Operators are out on medical leave. The total number of available working ParaCruz Operators is 20 per weekday, not including Operators on annual leave.

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

During the month of December 2025, ParaCruz received seven Customer Service Reports. Three complements and four complaints. One complaint was valid, and three were not valid.

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# Attachment B

## Comparative Operating Statistics through October 2025

	October 2024	October 2025	FY 25	FY 26	Performance Averages	Performance Goals
Requested	6,997	8,583	30,512	31,788	<b>7,352</b>	
Performed	5,948	6,500	21,873	24,318	<b>5,677</b>	
Cancels	17.30%	15.66%	27.77%	16.77%	<b>23.00%</b>	
No Shows	3.24%	2.42%	3.27%	3.15%	<b>3.43%</b>	Less than 3%
Total miles	34,121	36,684	164,777	136,365	<b>32,007</b>	
Av trip miles	6.43	6.59	6.43	6.65	<b>6.43</b>	
Within ready window	96.11%	97.42%	96.11%	97.16%	<b>97.50%</b>	90.00% or better
Call center volume	4,331	3,885	19,917	14,626	<b>3,530</b>	
Hold times less than 2 minutes	95.17%	92.25%	93.85%	92.66%	<b>92.74%</b>	Greater than 90%
Distinct riders	529	508	820	755	<b>509</b>	
Most frequent rider	65 rides	75 rides	215 rides	204 rides	<b>77 rides</b>	
Shared rides	22.23%	33.58%	32.71%	31.66%	<b>29.25%</b>	Greater than 60%
Passengers per rev hour	1.78	1.43	1.57	1.51	<b>1.58</b>	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	<b>N/A</b>	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	<b>N/A</b>	
Rides < 10 miles	81.57%	56.74%	68.13%	55.18%	<b>57.43%</b>	
Rides > 10 miles	18.43%	43.26%	32.62%	44.82%	<b>42.57%</b>	
Denied Rides	0	0	0	0	<b>0</b>	Zero
Missed Trips	3	0	17	0	<b>1</b>	
Excessively Long Trips	0	0	5	2	<b>0</b>	
# Trips at Base Fare	3,565	4,650	13,393	17,648	<b>4,182</b>	
# Trips > Base Fare	1,082	80	4,285	301	<b>103</b>	

# Attachment B

## Comparative Operating Statistics through November 2025

	<b>November 2024</b>	<b>November 2025</b>	<b>FY 25</b>	<b>FY 26</b>	<b>Performance Averages</b>	<b>Performance Goals</b>
Requested	6,514	7,356	37,026	39,144	<b>7,423</b>	
Performed	5,005	5,434	26,878	29,752	<b>5,713</b>	
Cancel	23.17%	19.45%	26.85%	17.30%	<b>22.69%</b>	
No Shows	3.92%	3.96%	3.40%	3.31%	<b>3.44%</b>	Less than 3%
Total miles	28,886	30,392	175,640	166,757	<b>32,133</b>	
Av trip miles	6.38	6.44	6.68	6.60	<b>6.44</b>	
Within ready window	96.81%	97.74%	95.41%	97.27%	<b>97.57%</b>	90.00% or better
Call center volume	3,620	3,412	23,537	18,038	<b>3,512</b>	
Hold times less than 2 minutes	94.92%	91.53%	94.07%	92.44%	<b>92.46%</b>	Greater than 90%
Distinct riders	498	471	873	788	<b>506</b>	
Most frequent rider	86 rides	50 rides	219 rides	248 rides	<b>74 rides</b>	
Shared rides	23.71%	31.43%	30.80%	31.61%	<b>29.94%</b>	Greater than 60%
Passengers per rev hour	1.41	1.43	1.54	1.49	<b>1.59</b>	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	<b>N/A</b>	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	<b>N/A</b>	
Rides < 10 miles	64.18%	56.90%	67.34%	55.52%	<b>56.82%</b>	
Rides > 10 miles	35.82%	43.10%	33.26%	44.48%	<b>43.18%</b>	
Denied Rides	0	0	0	0	<b>0</b>	Zero
Missed Trips	4	0	21	0	<b>1</b>	
Excessively Long Trips	0	0	5	2	<b>0</b>	
# Trips Base Fare	3,614	3,994	17,007	21,642	<b>4,214</b>	
# Trips > Base Fare	458	68	4,743	369	<b>70</b>	

# Attachment B

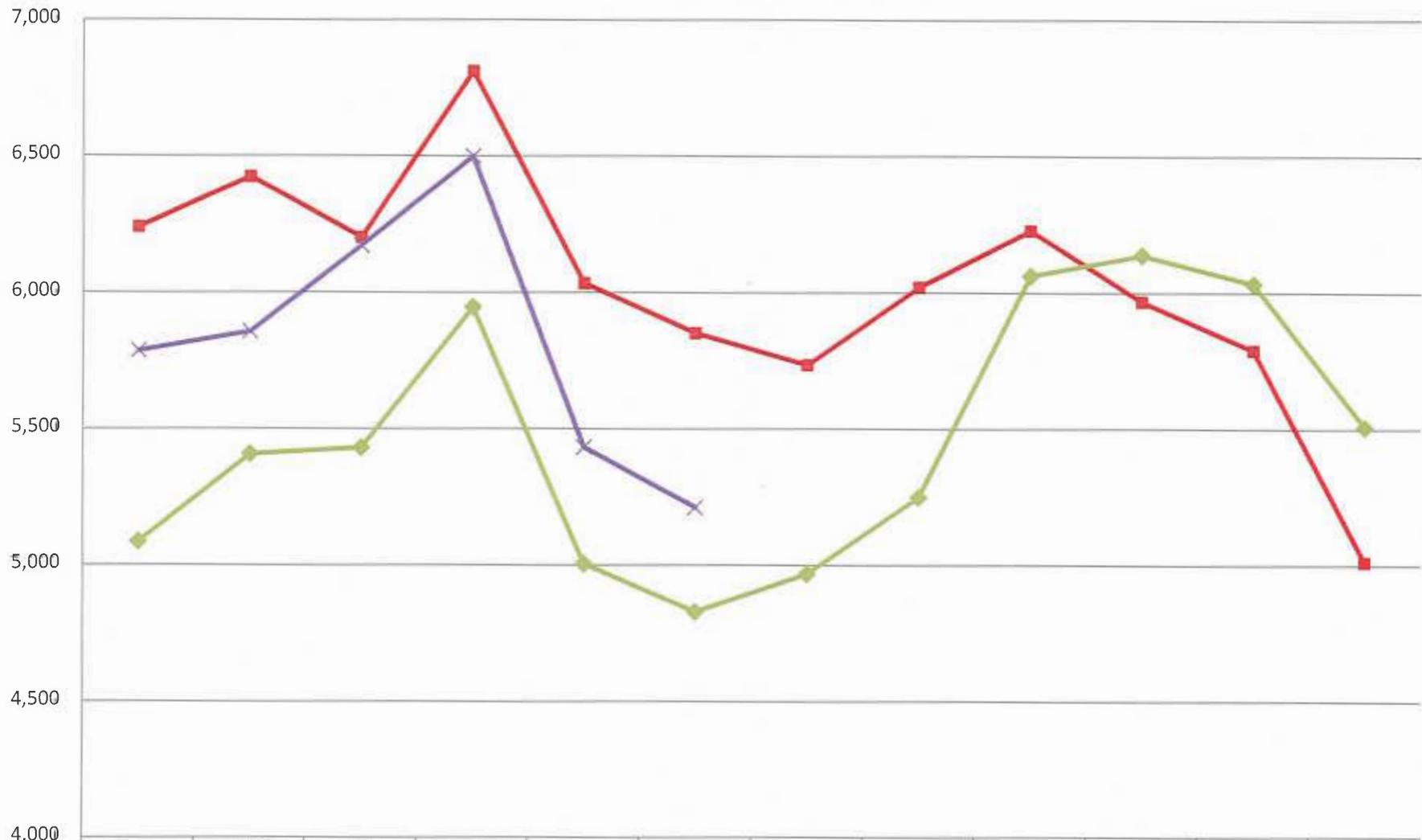
## Comparative Operating Statistics through December 2025

	<b>December 2024</b>	<b>December 2025</b>	<b>FY 25</b>	<b>FY 26</b>	<b>Performance Averages</b>	<b>Performance Goals</b>
Requested	5,759	7,043	42,785	46,187	<b>7,530</b>	
Performed	4,830	5,213	31,708	34,965	<b>5,744</b>	
Cancel	23.71%	19.99%	26.32%	17.75%	<b>22.38%</b>	
No Shows	4.16%	2.53%	3.53%	3.18%	<b>3.30%</b>	Less than 3%
Total miles	31,596	29,816	207,236	196,573	<b>31,984</b>	
Av trip miles	6.59	6.60	6.66	6.60	<b>6.44</b>	
Within ready window	97.39%	97.64%	95.74%	97.33%	<b>97.59%</b>	90.00% or better
Call center volume	3,441	3,318	26,978	21,356	<b>3,502</b>	
Hold times less than 2 minutes	93.66%	91.59%	94.00%	92.30%	<b>92.28%</b>	Greater than 90%
Distinct riders	489	475	930	821	<b>505</b>	
Most frequent rider	58 rides	43 rides	312 rides	291 rides	<b>72 rides</b>	
Shared rides	28.30%	34.11%	30.39%	32.03%	<b>30.43%</b>	Greater than 60%
Passengers per rev hour	1.65	1.43	1.56	1.48	<b>1.57</b>	Greater than 1.6 passengers/hour
Rides by supplemental providers	N/A	N/A	N/A	N/A	<b>N/A</b>	No more than 25%
Vendor cost per ride	N/A	N/A	N/A	N/A	<b>N/A</b>	
Rides < 10 miles	58.92%	57.34%	65.94%	55.83%	<b>56.69%</b>	
Rides > 10 miles	41.08%	42.66%	34.56%	44.18%	<b>43.31%</b>	
Denied Rides	0	0	0	0	<b>0</b>	Zero
Missed Trips	1	0	22	0	<b>1</b>	N/A
Excessively Long Trips	3	0	5	2	<b>0</b>	
# Trips Base Fare	3,703	3,938	20,710	25,580	<b>4,233</b>	
# Trips > Base Fare	62	63	4,805	432	<b>70</b>	

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# Attachment C

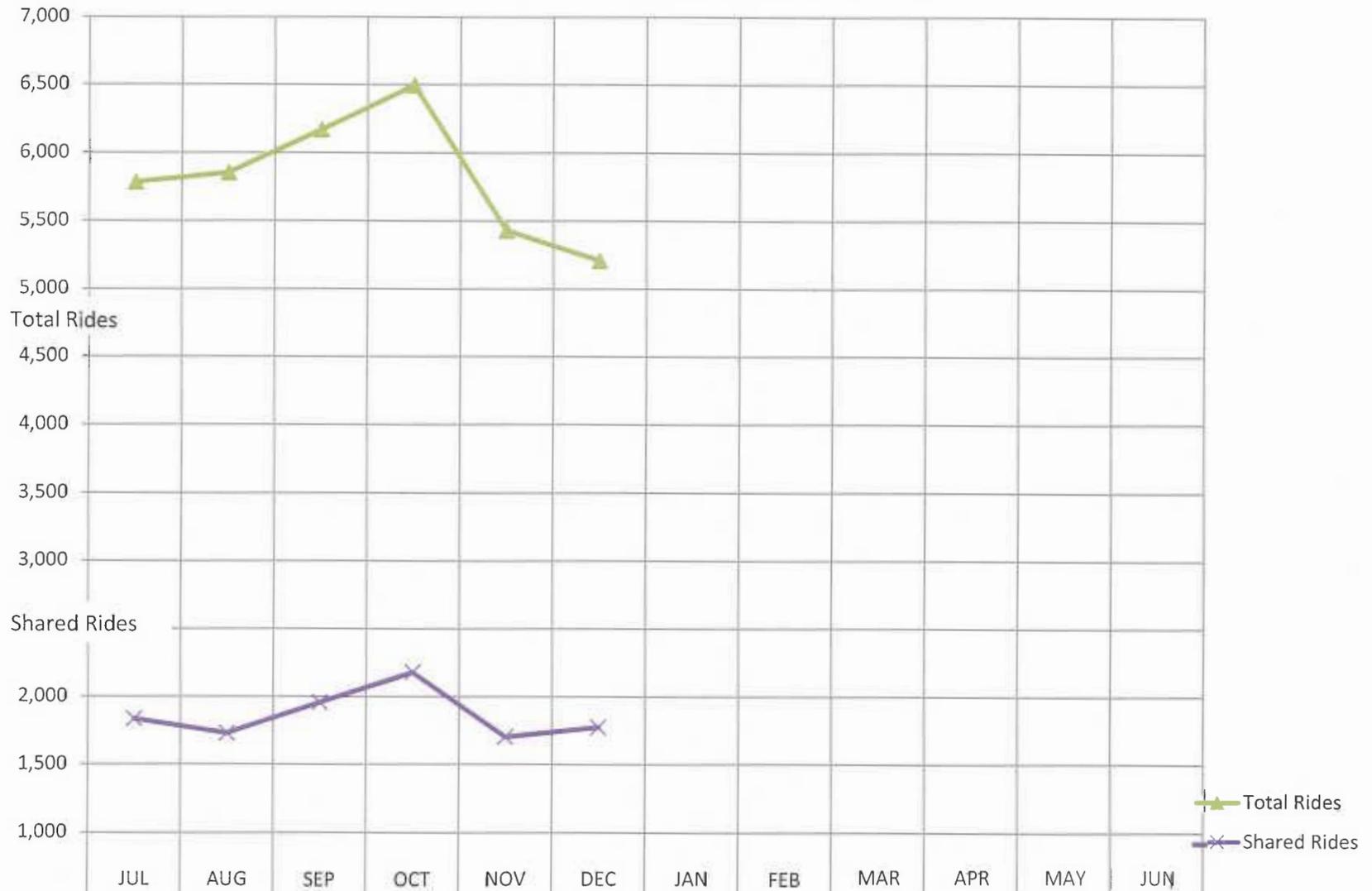
## Number of Rides Comparison



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# Attachment D

## Total Ride vs. Shared Ride Count

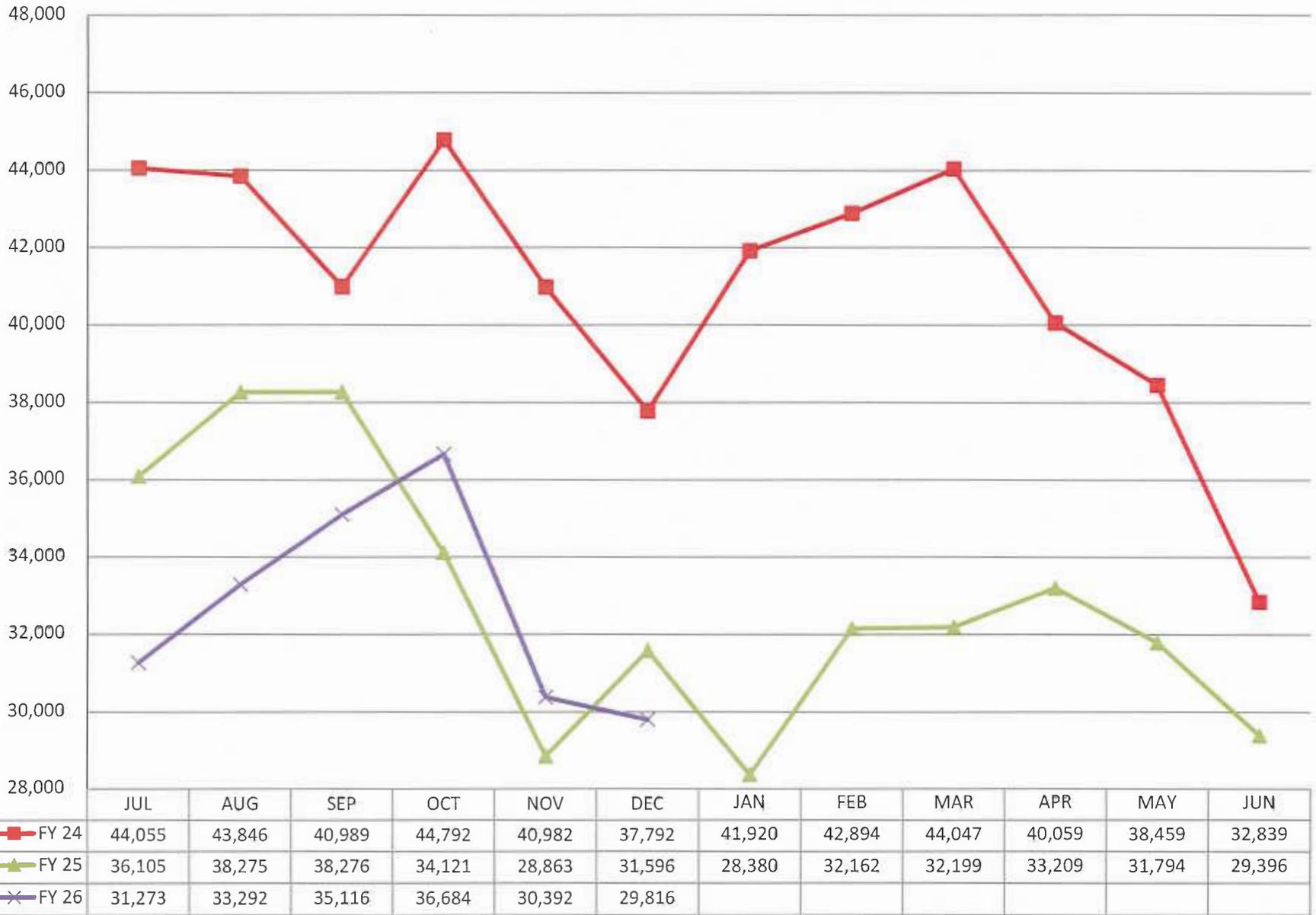


Total Rides	5,787	5,858	6,173	6,500	5,434	5,213
Shared Rides	1,837	1,732	1,960	2,183	1,708	1,778

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# Attachment E

## Annual Miles Comparison



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# Attachment F

## Monthly Assessments

MONTHLY ASSESSMENTS						
	UNRESTRICTED	RESTRICTED CONDITIONAL	RESTRICTED TRIP BY TRIP	TEMPORARY	DENIED	TOTAL
JANUARY 2025	82	6	3	40	3	134
FEBRUARY 2025	51	3	7	16	2	79
MARCH 2025	80	6	5	1	2	94
April 2025	87	3	6	3	1	100
May 2025	74	5	11	4	3	97
June 2025	56	7	5	7	3	78
July 2025	50	6	11	15	2	84
August 2025	46	6	9	8	4	73
September 2025	39	3	12	2	1	57
October 2025	46	2	14	1	2	65
November 2025	48	5	6	7	1	67
December 2025	53	2	7	6	0	68

Number of Eligible Riders for the month of October 2025= 2,096

Number of Eligible Riders for the month of November 2025 = 2,086

Number of Eligible Riders for the month of December 2025 = 2,055

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

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

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

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

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*Santa Cruz Metropolitan  
Transit District*



**DATE:** February 27, 2026  
**TO:** Board of Directors  
**FROM:** Derek Toups, Planning and Innovation Deputy Director  
**SUBJECT: ACCEPT AND FILE FISCAL YEAR 2026 SECOND QUARTER GRANTS  
MANAGEMENT REPORT**

**I. RECOMMENDED ACTION**

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

**II. SUMMARY**

During the second quarter of Fiscal Year 2026 (Q2-FY26) (October 1 – December 31), great progress was made on METRO's Capital Projects that support the agency's transition to a 100 percent zero emission bus (ZEB) fleet by 2040. These include substantial progress on the delivery of hydrogen fuel cell electric buses (FCEBs) and on METRO's provision of hydrogen fueling infrastructure to support them.

- METRO expended \$17.9 million last quarter and accepted 10 more 40' FCEBs during the quarter
- METRO progressed its design for the new hydrogen fuel storage, compression and dispensing (FSCD) facility to 100 percent and filed for construction permits with the City of Santa Cruz Building and Safety Division.
- METRO also advanced the on-going planning and design work for the redevelopment of the Watsonville Transit Center this period, and was awarded new funding to support the construction phase of that project.
- METRO was awarded over \$10 million in new capital and operating grants during Q2 through multiple sources.
- METRO also applied for a grant under the State's Clean California Grant Program last quarter, which if awarded will help pay for capital improvements at the new Rotkin Transit Center (formerly Pacific Station).

- A complete list of METRO's active and pending grants (Attachment A) is attached to this report.
- No action is required - this report is for information only.

### III. DISCUSSION/BACKGROUND

#### New Grants Awarded this Period: \$17.9 million

- Carbon Reduction Program (CRP) (\$2,000,000): AMBAG awarded METRO the maximum available grant from its CRP program back in 2024. This quarter, AMBAG agreed to reprogram the funding to support the purchase of FCEBs.
- 5339(b) Bus & Bus Facilities Discretionary Grant (\$1,152,000) – METRO was awarded funding for the 80 percent federal cost share to replace six ParaCruz vehicles that are operating on average 10 years past their useful life benchmark (ULB), and to add two ParaCruz expansion vehicles to meet expected growing demand for the demand-response service as the Santa Cruz County population ages.
- Local Partnership Program (LPP) (\$288,000): METRO was awarded the 20 percent local cost share to match the FY25 5339(b) Bus & Bus Facilities grant from the Santa Cruz County Regional Transportation Commission (SCCRTC)'s LPP-formula allocation.
- Low Carbon Transit Operations Program (\$650,000): METRO was also awarded funding from SCCRTC to cover two years of operating the Route 90X express service between Watsonville and Santa Cruz, which will utilize the new Bus Only Shoulder (BOS) lanes on Highway 1.
- Transportation Development Act/State Transit Assistance TDA-STA (\$600,000): METRO was awarded an additional grant from the SCCRTC's TDA-STA regional share to fund two years of software support costs for the HASTUS by CSched scheduling platform that METRO will migrate to later this calendar year.
- State Transportation Improvement Program (STIP) (\$150,000): METRO will receive funding from this year's STIP allocation to fund the balance of costs to complete an STA-State of Good Repair (SGR) project to renovate the property METRO acquired in 2025 at 809 West Beach Street in Watsonville that provides a safe and secure location to park and store buses in the South County.
- Affordable Housing and Sustainable Communities (AHSC) (\$5,987,000): METRO and its partners (MidPen Housing Corporation and the City of Watsonville) were awarded over \$39 million from the State's Department of Housing & Community Development (HCD) and California's Strategic Growth Council to complete the financing plan for the Watsonville Transit Center

redevelopment, infill housing and local streetscape improvements project. METRO's share of these AHSC funds will pay to increase service frequency on Bus Route 2 by 50 percent, add Transit Signal Priority (TSP) improvements at eight intersections, and upgrade eight bus stops on Hwy 152/Main Street (between Hwy 152 from Ohlone Parkway and the Transit Center site on Rodriguez Street) with enhanced shelters and real-time information signs.

Active Grants: \$254 million

At the end of Q2, METRO is actively managing a one-quarter-billion dollar portfolio of federal, state, and local operating and capital improvement grants that comprise:

- Operating Grants (\$110,478,451): Includes FTA Section 5307 Urbanized Area Operating Assistance, FTA Section 5311 Rural Area Operating Assistance, TDA-STA and Local Transportation Funding (TDA-LTF), LCTOP, and CA Senate Bill (SB) 125 Cap-and-Invest Funding.
- Capital Improvement Program (\$143,282,768): METRO is managing multiple capital grants to deliver its ZEB transition, affordable infill housing, and service enhancement projects, including AB 2677 Carl Moyer funding, multiple AHSC grants, CRP funding, Energize Transit Set-Aside funds, FTA Section 5339(a) and 5339(b) grants, Hybrid and Zero-Emission Bus Voucher Incentive Permits (HVIP), Regional Early Action Program (REAP) funds, Solutions for Congested Corridors Program (SCCP) funds, Transit and Intercity Rail Capital Program (TIRCP), and Volkswagen Environmental Mitigation funds.

METRO applies local partnership program (LPP-F), Measure D and STA-SGR funding to provide the local match requirements for its state and federal grants.

Pending Grants: \$6.2 million

- Clean California (\$1.4 million requested): METRO is awaiting a funding decision from Caltrans on this year's Clean California application. If awarded, this grant will help pay for passenger amenities (e.g., benches, signage, waste receptacles) at the Rotkin Transit Center to help maintain the site in a state of good repair and comfort.
- USDOT "MEGA" Grant (\$4.8 million): METRO continues to await a funding action to re-program awarded funds from the SCCRTC's FY24 Multimodal Project Discretionary Grant (MPDG) or "MEGA" program. These funds were initially awarded for rolling stock but were later paused by USDOT. METRO and SCCRTC have not identified a timeframe to allocate these funds for a different project.

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

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

**V. FINANCIAL CONSIDERATIONS/IMPACT**

Current active grants (Attachment A) provide over \$250 million for METRO's operating and capital improvement budgets. The budgets will be amended as necessary whenever new grants are received or when funds are fully expended.

**VI. CHANGES FROM COMMITTEE**

N/A

**VII. ALTERNATIVES CONSIDERED**

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

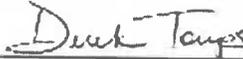
**VIII. ATTACHMENTS**

**Attachment A:** Active and Pending Grants as of December 31, 2025

Prepared by: Cayla Hill, Grants Analyst

**IX. APPROVALS:**

Derek Toups, Planning and  
Innovation Deputy Director

  
\_\_\_\_\_

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

  
\_\_\_\_\_

Corey Aldridge, CEO/General Manager

  
\_\_\_\_\_

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# Attachment A

Board of Directors  
February 27, 2026  
Attachment A

Santa Cruz Metropolitan Transit District  
Active Grants  
(Expenditure Progress through December 31, 2026)

## OPERATING GRANTS

Funding Program	Project Description	Funding Year(s)	Funding Agency	Grant Amount (\$)	Amount Expended (\$)	Funding Balance (\$)	% Expended
Low Carbon Transit Operations Program (LCTOP)	Youth Cruz Free	FY2022-FY2023	Caltrans/SCCRTC	\$ 4,284,176	\$ 2,843,656	\$ 1,440,520	66%
Low Carbon Transit Operations Program (LCTOP)	Route 90X-BOS Operations	FY2026	Caltrans/SCCRTC	\$ 650,000	\$ -	\$ 650,000	0%
Transportation Development Act - Local Transportation Fund (TDA-LTF)	Operating Assistance (non-federal share)	FY2026	Caltrans/SCCRTC	\$ 9,330,817	\$ -	\$ 9,330,817	0%
Transportation Development Act - State Transit Assistance (TDA-STA)	Operating Assistance (non-federal share)	FY2026	Caltrans/SCCRTC	\$ 600,000	\$ -	\$ 600,000	0%
SB 125 - Transit and Intercity Rail Capital Program (TIRCP), Zero Emission Transit Capital Program (ZETCP), and Greenhouse Gas Reduction Fund (GGRF)	Operating Assistance - Re-imagine METRO (Service Expansion and Recovery/Restoration)	FY2024-FY2027	CalSTA/SCCRTC	\$ 28,339,200	\$ 20,589,198	\$ 7,750,002	73%
Affordable Housing and Sustainable Communities (AHSC)	Operating Assistance (non-federal share)	FY2023	SGC	\$ 860,000	\$ -	\$ 860,000	0%
Affordable Housing and Sustainable Communities (AHSC)	Operating Assistance (non-federal share)	FY2025	SGC	\$ 4,677,000	\$ -	\$ 4,677,000	0%
FTA Section 5311 Rural Area Operating Assistance	Rural operating Assistance (federal share)	FY2024	FTA/Caltrans	\$ 288,653	\$ -	\$ 288,653	0%
FTA Section 5311 Rural Area Operating Assistance	Operating Assistance (non-federal share)	FY2025	FTA/Caltrans	\$ 274,943	\$ -	\$ 274,943	0%
FTA Section 5307 Urbanized Area Operating Assistance	Operating Assistance (federal share)	FY2022-FY2023	FTA	\$ 36,572,743	\$ 3,942,991	\$ 32,629,752	11%
FTA Section 5307 Urbanized Area Operating Assistance	Operating Assistance (federal share)	FY2024	FTA	\$ 12,178,492	\$ -	\$ 12,178,492	0%
FTA Section 5307 Urbanized Area Operating Assistance	Operating Assistance (federal share)	FY2025	FTA	\$ 12,422,427	\$ -	\$ 12,422,427	0%
<b>SUBTOTAL ALL ACTIVE OPERATING GRANTS:</b>				<b>\$ 110,478,451</b>	<b>\$ 27,375,845</b>	<b>\$ 83,102,606</b>	<b>25%</b>

## CAPITAL GRANTS

Funding Program	Project Description	Funding Year(s)	Funding Agency	Grant Amount (\$)	Amount Expended (\$)	Funding Balance (\$)	% Expended
Hybrid & Zero-Emission Truck/Bus Voucher Incentive Project (HVIP)	Funding incentive for zero-emission bus purchase	FY2024-FY2025	CARB	\$ 13,674,000	\$ 9,288,000	\$ 4,386,000	68%
Local Partnership Program (LPP) Zero Emission Bus (ZEB) Formulaic	Funding match for purchase of fuel cell electric bus	FY2023	Caltrans	\$ 918,000	\$ -	\$ 918,000	0%
State Transit Assistance - State of Good Repair (STA-SGR)	Bus replacement or other capital projects	FY2021-FY2026	Caltrans/SCCRTC	\$ 4,408,060	\$ 1,022,653	\$ 3,385,408	23%
Transit and Intercity Rail Capital Program (TIRCP)	Zero Emission Intercity Transit Service Expansion	FY2023 (Cycle 6)	CalSTA	\$ 40,315,000	\$ 14,447,360	\$ 25,867,640	36%
Low Carbon Transit Operations Program (LCTOP)	Funding match for purchase of fuel cell electric bus	FY2024-FY2025	Caltrans/SCCRTC	\$ 3,040,813	\$ 2,338,294	\$ 702,519	77%
SB 125 - Transit and Intercity Rail Capital Program (TIRCP) Capital	Rapid Corridors Capital Improvements	FY2025	CalSTA	\$ 4,000,000	\$ -	\$ 4,000,000	0%
EnergIZE Commercial Vehicles Project Transit Set Aside Funding	Mobile Hydrogen Fueling Solution	FY2025	CA Energy Comm.	\$ 2,800,000	\$ 2,245,980	\$ 554,020	80%
Regional Early Action Planning (REAP) Grant	Watsonville Transit Center redevelopment design	FY2023 (REAP2.0)	AMBAG	\$ 1,882,000	\$ 997,762	\$ 884,238	53%
AB2677 Clean Vehicle Incentive Program	Purchase incentive for non-revenue EV fleet cars	FY2025	MBARD	\$ 40,000	\$ -	\$ 40,000	0%
Volkswagen (VW) Environmental Mitigation Settlement Trust Fund	Funding incentive for diesel/CNG engine dismantling	FY2024-FY2025	San Joaquin APCD	\$ 24,960,000	\$ 17,280,000	\$ 7,680,000	69%
FTA Section 5309 Capital Investment Grants	Pacific Station transit center improvements	FY2006, FY2008	FTA	\$ 886,000	\$ 777,088	\$ 108,913	88%
FTA Section 5339 Bus & Bus Facilities Capital Improvements Grants	Zero emission bus and infrastructure improvements	FY2020-FY2024	FTA	\$ 23,922,611	\$ 7,084,768	\$ 16,837,843	30%
Affordable Housing and Sustainable Communities (AHSC)	Funding match for purchase of fuel cell electric bus	FY2023	SGC	\$ 3,320,000	\$ 2,057,928	\$ 1,262,072	62%
Affordable Housing and Sustainable Communities (AHSC)	Operating Assistance (non-federal share)	FY2025	SGC	\$ 1,310,000	\$ -	\$ 1,310,000	0%
5339 Bus and Bus Facilities	Paracruz Van Replacement	FY2025	FTA	\$ 1,152,000	\$ -	\$ 1,152,000	0%
Carbon Reduction Program (CRP)	Zero emission bus purchase	FY2025	FHWA/AMBAG	\$ 2,000,000	\$ -	\$ 2,000,000	0%
State Transportation Improvement Program	809 W Beach Street Site Improvements (SGR Match)	FY2026	SCCRTC	\$ 150,000	\$ -	\$ 150,000	0%
Caltrans Sustainable Transportation Planning Grant	Bus Stop Master Plan	FY2026	Caltrans	\$ 380,284	\$ -	\$ 380,284	0%
Local Partnership Program (LPP)	ParaCruz Van Replacement Project (5339 Bus and Bus Facilities Match)	FY2026	SCCRTC	\$ 288,000	\$ -	\$ 288,000	0%
Solutions for Congested Corridors Program (SCCP) Grant	Watsonville-Santa Cruz Multimodal Corridor Program	FY2026	Caltrans/SCCRTC	\$ 13,836,000	\$ 57,539,832	\$ 71,906,936	40%
<b>SUBTOTAL ALL ACTIVE CAPITAL GRANTS:</b>				<b>\$ 143,282,768</b>			

## PENDING GRANTS

Funding Program	Project Description	Funding Year(s)	Funding Agency	Amount Requested (\$)
USDOT "MEGA" Multimodal Project Discretionary Grant	Santa Cruz-Watsonville Multimodal Corridor Program	FY2022	FHWA	\$ 4,800,000
Clean California Grant	Mike Rotkin Pacific Station Transit Center Passenger Safety, Comfort, Public Art and Sanitation Project	FY2026	Caltrans	\$ 1,418,903
<b>TOTAL AMOUNT REQUESTED ALL PENDING GRANTS:</b>				<b>\$ 6,218,903</b>

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**DATE:** February 27, 2026  
**TO:** Board of Directors  
**FROM:** Gregory Strecker, Safety, Security and Risk Management Director  
**SUBJECT: APPROVE UPDATED PUBLIC TRANSPORTATION AGENCY  
SAFETY PLAN (PTASP) – REGULATORY COMPLIANCE UPDATE**

**I. RECOMMENDED ACTION**

1. Approve the updated Public Transportation Agency Safety Plan (PTASP), revised to incorporate the Federal Transit Administration (FTA) 2024 regulatory updates to 49 CFR Part 673; and
2. Affirm the Board's continued oversight of safety performance targets and Safety Management System (SMS) implementation as required by federal regulation.

**II. SUMMARY**

The Federal Transit Administration (FTA) issued updates to the Public Transportation Agency Safety Plan (PTASP) regulation (49 CFR Part 673) in 2024. These updates strengthen Safety Management System (SMS) implementation requirements, reinforce employee safety reporting protections, and clarify Board oversight responsibilities.

The attached revised PTASP incorporates all applicable federal updates. The revisions do not fundamentally alter METRO's existing safety framework but formalize and strengthen documentation and governance practices already in place.

Approval of the updated PTASP ensures continued compliance with FTA requirements and maintains METRO's eligibility for federal funding.

**III. DISCUSSION/BACKGROUND**

Under 49 CFR Part 673, transit agencies receiving federal funding must develop, implement, and maintain a Public Transportation Agency Safety Plan that includes:

- A Safety Management System (SMS)
- Annual Safety Performance Targets
- An Employee Safety Reporting Program

- Safety Risk Management and Safety Assurance processes
- Board approval and oversight

METRO originally adopted its PTASP in 2020 and has conducted required annual reviews and updates. The 2024 federal update clarifies and enhances several regulatory requirements, necessitating revisions to the Plan.

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

The PTASP aligns the following Strategic Priorities:

1. Safety First Culture
2. Service Quality and Delivery

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

There is no additional fiscal impact associated with this update. Compliance with PTASP requirements is necessary to maintain eligibility for federal funding.

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

N/A

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

There is no alternative for compliance with this federal regulation issued by the FTA.

#### **VIII. ATTACHMENTS**

**Attachment A:** Santa Cruz Metropolitan Transit District's Public Transportation Agency Safety Plan – Clean & Redline Versions

**IX. APPROVALS**

Gregory Strecker,  
Safety, Security & Risk Director



Corey Aldridge, CEO/General Manager



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Santa Cruz Metropolitan Transit District  
Public Transportation Agency Safety Plan  
(PTASP)



Issue Date: June 26, 2020

Revised Date: January 9, 2026

# Attachment A

# Attachment A

## CONTENTS

Public Transportation Agency Safety Plan (PTASP) Rule Overview .....	iii
Section 1 Transit Agency Information .....	1
Subsection 1.1 Accountable Executive .....	2
Subsection 1.2 Chief Safety Officer.....	3
Section 2 Plan Development, Approval, and Updates.....	3
Subsection 2.1 Drafting the Plan.....	4
Subsection 2.2 Signature by the Accountable Executive/Approval by the Board...	4
Subsection 2.3 Certification of Compliance.....	5
Subsection 2.4 Plan Review and Updates.....	6
Section 3 Safety Performance Targets (SPTs).....	7
Subsection 3.1 Target Development.....	7
Subsection 3.2 Performance Target Coordination.....	9
Section 4 Overview of the Agency’s Safety Management Systems (SMS) .....	10
Section 5 Safety Management Policy.....	11
Subsection 5.1 Safety Management Policy Statement.....	11
Subsection 5.2 Safety Management Policy Communication.....	12
Subsection 5.3 Employee Safety Reporting Program.....	12
Subsection 5.4 SMS Authorities, Accountabilities, and Responsibilities.....	14
Subsection 5.4.1 Accountable Executive .....	14
Subsection 5.4.2 Chief Safety Officer .....	14
Subsection 5.4.3 Agency Leadership and Executive Management .....	15
Subsection 5.4.4 Key Staff .....	15
Section 6 Safety Risk Management (SRM) .....	16
Subsection 6.1 Safety Hazard Identification .....	16
Subsection 6.2 Safety Risk Assessment .....	19
Subsection 6.3 Safety Risk Mitigation .....	21
Section 7 Safety Assurance .....	23

# Attachment A

Subsection 7.1 Safety Performance Monitoring and Measurement .....	23
Section 8 Safety Promotion.....	25
Subsection 8.1 Safety Communication.....	25
Section 9 Documentation .....	26
References .....	27
Definitions .....	28
Acronyms .....	31
Appendices .....	32

# Attachment A

## **Santa Cruz METRO Public Transportation Agency Safety Plan (PTASP)**

*Version 1, Issued 06/30/2022*

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### **Public Transportation Agency Safety Plan (PTASP) Rule Overview**

On July 19, 2018, the Federal Transit Administration (FTA) published the Public Transportation Agency Safety Plan (PTASP) Rule that requires certain transit operators of public transportation systems that receive federal funds under FTA's Urbanized Area Formula Grants to develop a PTASP (Plan) that include the processes and procedures to implement Safety Management System (SMS).

- The Rule 49 CFR Part 673 became effective on July 19, 2019.
- FTA published a Dear Colleague letter on July 19, 2019, to alert the transit industry of the July 20, 2020 safety compliance deadline.

The PTASP must include all applicable requirements of Part 673. The PTASP must be signed by the CEO/General Manager of the transit agency and approved by the transit agency's Board of Directors. Transit agency also must certify they have a PTASP in place meeting the requirements of the rule by July 20, 2020. The PTASP must be updated and certified by the transit agency annually.

The rule applies to all operators of public transportation systems that are recipients and sub-recipients of federal financial assistance under the Urbanized Area Formula Program (49 U.S.C. § 5307).

The rule does not apply to agencies that are subject to the safety jurisdiction of another federal agency, including passenger ferry operators regulated by the U.S. Coast Guard and rail operators regulated by the Federal Railroad Administration.

FTA has adopted the principles and methods of SMS as the basis for enhancing the safety of public transportation in the United States.

# Attachment A

## SECTION 1 TRANSIT AGENCY INFORMATION

**Santa Cruz METRO (METRO)** was established in 1968. METRO's Headquarters building is located at 110 Vernon Street, Santa Cruz, CA 95060. METRO employs 404 employees, and majority of employees are from the bus operations department. METRO is comprised of twelve (12) departments: (1) Administration; (2) Finance; (3) Human Resources; (4) Information Technology; (5) Customer Service/Marketing; (6) Operations; (7) Planning Grants & Government Affairs; (8) Purchasing; (9) Safety/Security/Risk Management; (10) Facilities Maintenance; (11) Fleet Maintenance; and (12) Paratransit. METRO's Organization Chart is attached as Appendix – A.

METRO is governed by 11 Board of Directors and two (2) Ex-Officio Directors, representing various jurisdictions of METRO's service areas. The Board Chairperson is selected from among the Board members on a term period. The Board meetings are usually held once a month as per an established schedule. The agenda and meeting minutes are documented and posted on our website.

METRO provides fixed route and Highway 17 commuter service throughout Santa Cruz County, with limited service connecting to Monterey Salinas Transit at our Watsonville Transit Center and VTA in Santa Clara County, transporting more than 5 million passenger trips a year. METRO also operates Para Cruz paratransit service to Santa Cruz County, providing about 72,000 trips per year. METRO's operating budget in FY25 was approximately \$82.9 million and is funded through a combination of fare-box revenues, sales tax, state and federal sources.

**Today METRO operates a fleet of 131 buses on 28 fixed routes. METRO does not provide service on behalf of another transit agency or entity.**

PTASP Rule applies to all large and small transit systems that receive Urbanized Area Formula Program funds and all rail transit operators, regardless of FTA funding source. Santa Cruz METRO is a recipient of state and federal grants. These state and federal formula dollars are typically used for operations, are sometimes flexible for use in both operations and capital, and are often restricted to capital only. The following page provides a chart with information about the Grant Name; Source; and Project Type at METRO.

# Attachment A

GRANT NAME	SOURCE		PROJECT TYPE
<b>FTA 5307 Urbanized Area Formula Grants</b>	Federal Transit Administration, US Dept. of Transportation		Operations Capital
<b>FTA 5311 Rural Operating Assistance</b>	Federal Transit Administration, US Dept. of Transportation		Operations Capital
<b>FTA Funding for Small Transit Intensive Cities (STIC)</b>	Federal Transit Administration, US Dept. of Transportation		Operations Capital
<b>FTA Section 5339 Bus and Bus Facilities</b>	Federal Transit Administration, US Dept. of Transportation		Capital
<b>State Transit Assistance, State of Good Repair (SGR)</b>	Caltrans		Capital
<b>Low Carbon Transit Operations Program (LCTOP)</b>	Caltrans		Capital
<b>Local Partnership Program (LPP)</b>	California Transportation Commission		Capital
<b>Transportation Development Act (TDA) Funds -LTF</b>	State Sales Tax		Operations
<b>TDA- State Transit Assistance (STA) Funds</b>	State Sales Tax on Motor Fuel		Operations Capital

Santa Cruz Metro is also unique in that we service two small urbanized area's within our service area and do not provide local service in any large urbanized area. The small urbanized areas that we serve are Santa Cruz, CA with a population of 169,038 and Watsonville, CA with a population of 68,668.

## **Subsection 1.1 Accountable Executive**

**Corey Aldridge, CEO/ General Manager** of METRO reports to the Board of Directors and has been assigned as the Accountable Executive for the PTASP/SMS. The Accountable Executive has ultimate responsibility for carrying out METRO's PTASP/SMS and the agency's Transit Asset Management Plan (TAM), and control or direction over the human and capital resources needed to develop and maintain this Plan and the TAM Plan.

The CEO/General Manager is accountable for ensuring that the Agency's Safety Management Systems (SMS) is effectively implemented throughout the system. The CEO/General Manager is accountable for ensuring action is taken, as necessary, to

# Attachment A

address substandard performance in the agency's SMS. The CEO/General Manager may delegate specific responsibilities, but the ultimate accountability for METRO's safety performance cannot be delegated and always rests with the CEO/General Manager.

## Subsection 1.2 Chief Safety Officer

**Gregory Strecker is the Director of Safety, Security & Risk Management** who reports directly to the CEO/General Manager and has been assigned as the **Chief Safety Officer/Safety Management Systems (SMS) Executive** for the PTASP/SMS. METRO's Chief Safety Officer has the authority and responsibility for day-to-day implementation and operation of METRO's SMS. The Chief Safety Officer holds a direct line of reporting to the Accountable Executive as shown in the organization chart attached (Appendix –A), and has a strong working relationship with the operations and asset management functions at METRO.

## SECTION 2 PLAN DEVELOPMENT, APPROVAL, AND UPDATE

METRO is a small bus transit agency with fewer than 150 buses and has decided to develop its own PTASP and has informed the State Safety entity (Caltrans) of its decision on August 22, 2019. Consequently, METRO has developed this Plan in cooperation with frontline transit worker representatives to comply with 49 C.F.R Part 673 requirements. Any changes/updates to the PTASP are presented to the frontline transit workers through our Labor/Management Safety Committee where feedback is solicited and any suggested changes can be implemented per (673.17(b)(2)). This regulation requires that the Plan must be developed based on the four (4) principles or pillars of the Safety Management Systems (SMS). SMS is defined as the formal, **top-down**, organization-wide, data-driven approach to **managing** safety risk and assuring the effectiveness of safety mitigations. It includes systematic policies, procedures, and practices for the **management** of safety risk. The four principles or pillars of SMS are: (1) Safety Management Policy; (2) Safety Risk Management; (3) Safety Assurance; and (4) Safety Promotion. The following page provides a pictorial view of the four pillars of SMS.



# Attachment A

## Subsection 2.1 Drafting the Plan

This Plan was drafted by Santa Cruz METRO, thus meeting the requirements of 49 CFR Part 673.11(d). FTA will oversee compliance with the requirements of Part 673 through the existing Triennial Review Process.

## Subsection 2.2 Signature by the Accountable Executive, Safety Committee and Approval by the Board

This Plan addresses applicable requirements and standards stated in FTA's Public Transportation Safety Plan and the National Public Transportation Safety Plan. This Plan is developed by METRO and by signature below, the Accountable Executive confirms the development of this Plan.

\_\_\_\_\_  
Corey Aldridge – Accountable Executive  
CEO/General Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Frontline Personnel – Safety Committee

\_\_\_\_\_  
Date

## Approval

The Board of Directors of METRO has approved this Plan as so indicated by the signature of the Board of Directors' Chair on the date noted below.

\_\_\_\_\_  
METRO Board of Directors Chair

\_\_\_\_\_  
Date

# Attachment A

## **Subsection 2.3 Certification of Compliance**

This Plan will be certified by Corey Aldridge, CEO/General Manager, METRO on June 30, 2026 or earlier and will be attested by a letter of certification which can be viewed at the Administration Office located at 110 Vernon Street, Santa Cruz, CA 95060. METRO will ensure this Plan is maintained for three years after its creation and these documents are available to FTA, Caltrans, MPO and other federal/state entities upon request.

# Attachment A

## Subsection 2.4 Plan Review and Updates

Version #	Section/Pages Affected	Reason for Change	Date Issued
0	None	None	07/20/2020
1	1,4,6,11,23,26,31,40	Added COVID strategic plan, incorporate Safety Committee and Frontline Personnel review of PTASP, personnel update, added review of security incidents, updated data within section #3, added a safety goal section #7	06/30/2022
2	1-10, 15,18,22,25,29,45-47	Updated PTASP with all additions per PTASP final Rule Published April 11,2024, in particular 2026 Safety Performance Review Targets, Updated Personal, Added Raw data for STPs in Appendix D, General updates to reflect current SC Metro Procedures.	2/27/2026

This Plan will be reviewed by the PTASP Committee:

- Annually, each year during the first quarter, METRO will conduct a review/audit of its PTASP. This effort will be led by the Safety, Security, and Risk Management Director with input from the Labor Management Health and Safety Committee;
- Evaluate its approach/methods to mitigating safety deficiencies and unsafe conditions or hazards;
- Evaluate organizational or operating changes that may warrant updating PTASP;
- Evaluate the need of new processes or procedures that may improve safety; and
- Evaluate implementation of PTASP/SMS processes and re-prioritize available resources to support PTASP/SMS, if needed.

Revisions or any changes/updates to the PTASP will be submitted to the Board of Directors for their approval by the second quarter Board meeting. Amendments to the PTASP will be circulate to all employees in accordance with METRO's standard communication process, and a copy be sent to Caltrans and MPO. METRO's PTASP Committee will consist of the following members:

Corey Aldridge – CEO/General Manager

Gregory Strecker – Safety, Security, and Risk Director (CSO)

Margo Ross – Chief Operating Officer (Executive Management/Agency Leadership)

Chuck Farmer – Chief Financial Officer

Dawn Crummié – Chief Human Resources Officer

Jorge A. Ovando Zalapa – Information Technology Director

# Attachment A

John Urgo – Chief Planning & Innovation Officer  
Danielle Frost – Chief Marketing & Communications Officer  
Micheal Bois – Communications & Marketing Manager  
Daniel Zaragoza – Deputy Director of Operations  
Rina Solorio – Assistant Operations Manager – Paratransit Division  
Brandon Freeman – Assistant Operations Manager – Fixed Route Division  
Freddy Rocha – Maintenance Deputy Director  
Other staff members may be added to the PTASP Committee as warranted.

## **SECTION 3 SAFETY PERFORMANCE TARGETS (SPTS)**

### **Subsection 3.1 Target Development**

METRO will develop SPTs that will be reviewed and updated annually. Santa Cruz Metro’s safety Performance measures are based on the measures established under the National Public Transportation Safety Plan. There are 15 total targets defined by the national PTASP. All rates are per 100,000 Vehicle Revenue Miles (VRM)

All Measures will be evaluated over a calendar year period against a 3-year average of data reported to the National Transit Database (NTD). 2026 targets are based on CY 2023-2025 (1/1/2023 – 12/30/2025). For each measure, the performance target is to maintain or improve upon the 3-year average. For all measures except System Reliability, “improvement” refers to a reduction. For System Reliability, “Improvement” refers to an increase.

### **Sources & Methodology**

Performance Targets are calculated based on data pulled from the NTD Open Data portal and contains all [Major Safety Events](#) and all [Non-Major Safety Events](#) resulting in an injury. Data on vehicle revenue miles (VRM) is produced by Metro’s Planning Department. For each metric listed, the total number of events are summed for the Calander year. For the metrics that are rates, this total is then multiplied by 100,000 and then divided by the total VRM for that calendar year. Each of these metrics is then averaged over the 3-year period.

System Reliability (MDBF) is calculated by dividing the VRM by total major mechanical failure as reported by SC Metro Fleet Maintenance Department for each calendar year and then averaging those numbers over 3 years.

See APPENDIX – D for the raw data that the SPT is based on for the 3 previous years

# Attachment A

## CY 2026 Safety Performance Targets by mode

National PTASP Numbering	Measure	Fixed Route Service (MBDO)	Commuter Service (CBDO)(Highway 17)	Paracruz/Paratransit (DRDO)
Measure 1a	Major Safety Events	≤1	≤1	≤0
Measure 1b	Major Safety Events – Rate per 100,000 Revenue Miles	≤0.03	≤0.14	≤0
	Collisions	≤1	≤1	≤0
Measure 1.1	Collisions – Rate per 100,000 Revenue Miles	≤0.03	≤0.14	≤0
Measure 1.1.1	Pedestrian Collisions – Rate per 100,000 Revenue Miles	≤0	≤0	≤0
Measure 2a	Fatalities	≤0	≤0	≤0
Measure 2b	Fatalities – Rate per 100,000 Revenue Miles	≤0	≤0	≤0
Measure 2.1	Transit Worker Fatalities – Rate per 100,000 Revenue Miles	≤0	≤0	≤0
Measure 3a	Injuries	≤2	≤2	≤1
Measure 3b	Injuries – Rate per 100,000 Revenue Miles	≤0.08	≤0.47	≤0.07
Measure 3.1	Transit Worker Injuries – Rate per 100,000 Revenue Miles	≤0	≤0.08	≤0
Measure 4a	Assaults on Transit Workers	*	*	*
Measure 4b	Assaults on Transit Workers – Rate per 100,000 Revenue Miles	*	*	*
Measure 5	System Reliability (Mean Distance between Major Mechanical Failures)	≥10726	≥11072	≥26396

# Attachment A

\* Agencies are not required to set a Performance Target until they have reported 3 fiscal years of data to the NTD; Santa Cruz Metro has reported 2 calendar years and will begin setting targets in the 2027 PTASP.

## **Subsection 3.2 Safety Performance Target Coordination**

METRO participates regularly at the monthly Interagency Technical Advisory Committee (ITAC) meetings. At ITAC meetings METRO provides the information about the safety performance targets to the State Department of Transportation – Caltrans; and Metropolitan Planning Organization (MPO). This information may also be provided through email.

The Association of Monterey Bay Area Governments (AMBAG) is the MPO for this region. AMBAG was established in 1968 for the purpose of regional collaboration and problem solving. AMBAG as it is often referred to was formed as a Joint Powers Authority (JPA) governed by a twenty-four-member Board of Directors comprised of elected officials from each City and County within the region. The AMBAG region includes Monterey, San Benito and Santa Cruz County. AMBAG serves as both a federally designated Metropolitan Planning Organization (MPO) and Council of Governments (COG). AMBAG performs metropolitan level transportation planning on behalf of the region. Among its many duties, AMBAG manages the region’s transportation demand model and prepares regional housing, population and employment forecast that are utilized in a variety of regional plans. Funding is primarily from state and federal transportation funds and grants as well as other project specific grants. A small, but critical component of AMBAG funding is derived from annual member dues.

Targets Transmitted to the State	State Entity	Date Targets Transmitted
	Caltrans-District 5	February 27,2026
Targets Transmitted to the Metropolitan Planning Organization(s) - MPO	MPO	Date Targets Transmitted
	AMBAG	February 27, 2026

# Attachment A

## **SECTION 4 OVERVIEW OF THE AGENCY'S SAFETY MANAGEMENT SYSTEM**

SMS is a comprehensive, collaborative approach that brings management and labor together to build on the transit industry's existing safety foundation to control risk better, detect and correct safety problems earlier, share and analyze safety data more effectively, and measure safety performance more carefully. METRO's SMS focuses on applying resources to risk and is based on ensuring that the METRO has the organizational infrastructure to support decision-making at all levels regarding the assignment of resources. Some key parts of METRO's SMS include:

- Defined roles and responsibilities
- Strong executive safety leadership
- Formal safety accountabilities and communication
- Effective policies and procedures
- Active employee involvement

Furthermore, METRO's SMS have four distinct components, which are discussed in subsequent sections to this Safety Plan:

- Safety Policy
- Safety Risk Management
- Safety Assurance
- Safety Promotion

# Attachment A

## **SECTION 5 SAFETY MANAGEMENT POLICY**

The Safety Management Policy is the first of the four principles or pillars of SMS.

### **Subsection 5.1 Safety Management Policy Statement**

Safety is METRO's first priority. METRO is committed to implementing, developing, and improving strategies, management systems, and processes to ensure that all our activities uphold the highest level of safety performance and meet required safety standards.

We will develop and embed a safety culture in all our activities that recognizes the importance and value of effective safety management and acknowledges at all times that safety is paramount.

Our Safety Objectives includes the following:

- (a) Ensure employees and passenger safety, by minimizing the safety risks associated with transit service to as low as reasonably practicable;
- (b) Effective implementation of the Safety Management System (SMS);
- (c) Prompt and effective resolution of reported unsafe conditions and hazards; and
- (d) Meeting our safety performance targets

We will also ensure that all employees are provided with adequate and appropriate safety information and training, are competent in safety matters, and are only allocated tasks commensurate with their skills.

Responsibility for making our operations safer for everyone lies with each one of us – from executive management to frontline employees through the Labor/Management Health/Safety Committees. Each manager is responsible for implementing the SMS in their area of responsibility and will be held accountable to ensure that all reasonable steps are taken to perform activities established as part of the SMS.

We have established safety performance targets to help us measure the overall effectiveness of our processes and ensure we meet our safety objectives and will keep our employees informed about our safety performance goals and objectives.

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Corey Aldridge – CEO/General Manager

# Attachment A

## **Subsection 5.2 Safety Management Policy Communication**

The safety management policy will be made available upon request to all employees and communicated throughout the agency through various processes such as:

- Workshops/training sessions - These will be conducted for Senior Management, Directors, Managers, and Supervisors. All Union representative's will be kept informed about this Plan. Once this Plan has been signed by the CEO/General Manager and approved by the Board of Directors, the Plan will be implemented at each respective department and will continue until each employee in the organization become familiar with their specific roles and responsibilities pertaining to PTASP/SMS.
- New Hire Safety Orientation – Through this program all new employees regardless of their classifications will be trained about their roles and responsibilities pertaining to PTASP and the principles of SMS.
- The safety communication will continue using safety bulletins, toolbox/tailgate safety meetings, and safety committee meetings, etc.
- In addition, annual safety audits/reviews of PTASP will be conducted to bring focus on the safety management communication aspect and the implementation status of PTASP and SMS principles.

## **Subsection 5.3 Employee Safety Reporting Program**

The purpose, description and protections for employees to report unsafe conditions & hazards are described in the Employee Safety Reporting Program as below:

### **Purpose:**

- a) To establish a system for METRO Employees to identify unsafe conditions or hazards at work and report them to their department management without fear of reprisal.
- b) To provide guidelines for facilitating the timely correction of unsafe conditions or hazards by METRO management.

### **Description:**

# Attachment A

- a) This program provides a method for METRO management to identify, evaluate, and correct or avoid unsafe conditions or hazards, procedural deficiencies, design inadequacies, equipment failures, near misses, etc., which adversely affect the safety of employees.
- b) The program also involves recommending corrective actions and resolutions of identified unsafe conditions or hazards and/or near miss.
- c) All employees have the obligation to report immediately any unsafe conditions or hazards and near miss to their immediate supervisor /department manager and may do so without fear of reprisal. The “Report of Unsafe Condition or Hazard/Near Miss Form” is a means by which employees can report hazards or near misses. (See Appendix - B). These forms are available with each department Manager/Supervisor and are also located near the Safety Bulletin Boards at each location. All employees also have through QR Code posted at all sites and/or the link here (<https://app.industrysafe.com/SANTACRUZM/hazards/>) an online unsafe conditions/hazards/near miss form that allows employees to submit these to our online Safety tracking platform. The corrective actions and resolutions of reported unsafe conditions or hazards are developed by the supervisor/department manager and communicated to the employee who reported about it. If it was reported anonymously, the corrective actions and resolution will be posted on the Safety Bulletin Board for 30 days.
- d) Unsafe conditions or hazards may also be identified as a result of occupational injury or illness investigations and/or by accident investigations using the HRD-58A Employee Report of Injury, HRD-58B Supervisor Report of Injury. (See Appendix - D). Employee behaviors that may result in disciplinary actions are excluded from this program.
- e) Other means by which hazards may be identified are inspections/audits or observations made by the Supervisors/management staff as referenced in agency’s Safety Inspection Program. Regardless of how the hazard was originally identified, departments may use the Unsafe Condition or Hazard/Near Miss Tracking Sheet to log and track all hazard near miss reports and record when the corrective actions are completed or choose their own method to track the status of corrective actions. (See Appendix - C). They may also file these reports on our Vector EHS safety tracking software.
- f) Employees may also report assaults on Transit workers, near-misses, and unsafe acts and conditions through any of the above referenced safety reporting systems without fear of reprisal.

# Attachment A

- g) At the Quarterly Safety Committee Meetings represented by management and unions, a summary report is presented by the Safety, Security & Risk Management Department for all the reported hazards or unsafe conditions initiated during the previous quarter along with their corrective actions or resolutions. The summary report is reviewed by the committee members, and if any discussion is needed, it is then held at this meeting and a concurrence is reached among the members of the Quarterly Safety Committee. Any corrective actions or resolutions that are not completed or need more work is then reviewed at the next Quarterly Safety Committee meeting.

## **Subsection 5.4 SMS Authorities, Accountabilities, and Responsibilities**

This Plan has assigned specific authorities, accountabilities, and responsibilities to the designated Accountable Executive; Chief Safety Officer or SMS Executive; Chief Operations Officer and Agency's Leadership/Executive Management; and Key Staff/Employees. Some of these assigned tasks pertaining to PTASP/SMS are described as below:

### **Subsection 5.4.1 Accountable Executive**

The CEO/General Manager is assigned as the Accountable Executive and some of his responsibilities include:

- Reviewing draft PTASP and make any changes as warranted and obtaining approval from the Board of Directors.
- Ensuring PTASP is based on SMS principles.
- Ensuring safety concerns are considered and addressed in the agency's ongoing budget planning process.
- Ensuring transparency in safety priorities: for the Board of Directors and for the employees.
- Establishing guidance on the level of safety risk acceptable to the agency.
- Assuring safety policy is appropriately communicated throughout the agency.
- Decision making about resources (staff & funding) to support TAM, PTASP/SMS, and capital investments.

### **Subsection 5.4.2 Chief Safety Officer or SMS Executive**

The Safety, Security & Risk Management Director is assigned as the Chief Safety Officer or SMS Executive and some of the responsibilities include:

- Developing, updating and implementing PTASP/SMS

# Attachment A

- Developing and organizing annual audits/reviews of PTASP & SMS principles to ensure compliance with 49 CFR Part 673 requirements.
- Overseeing the hazard management program and facilitating hazard identification, safety risk analysis and assessment, and the development and completion of safety risk controls and corrective actions.
- Maintaining safety documentation.
- Planning and organizing safety training.
- Providing regular reports on safety performance
- Briefing the Accountable Executive and Board of Directors on PTASP/SMS implementation activities.

## **Subsection 5.4.3 Agency Leadership/ Executive Management**

The Agency Leadership/Executive Management is comprised of the Chief Operations Officer and the department directors or managers of each department as shown in METRO's Organization Chart Appendix – A. Some of the responsibilities include:

- Day-to-day implementing of the PTASP/SMS principles throughout their department/organization.
- Communicating safety accountability and responsibility from the frontline employees to the top of the organization.
- Ensuring employees are following their working rules and procedures and following safety rules & regulations in performing their jobs, as well as following their specific roles & responsibilities in the implementation of the PTASP and SMS principles.
- Ensuring that employees complying with the safety reporting program and are reporting unsafe conditions and hazards to their department management and those unsafe conditions and hazards are corrected in a timely manner.
- Ensuring that resources are sufficient to carry out employee training/certification and re-training as required by their job classifications.

## **Subsection 5.4.4 Key Staff/Employees**

The agency Key Staff/Employees may include managers, supervisors, specialists, analysts, database administrators, and other key employees who are performing highly technical work and overseeing employees performing critical tasks and providing support in the implementation of PTASP & SMS principles in various departments throughout the agency. The Key Staff/Employees responsibilities include:

- Ensuring that employees are complying with the safety reporting program.
- Ensuring supervisors are conducting their toolbox safety meetings

# Attachment A

- Promoting safety in employee's respective area of responsibilities – That means: zero accidents; absence of any safety concerns; perfect employee performance; and compliance with agency rules & procedures and regulatory requirements.
- Ensuring safety of passengers, employees, and the public.
- Responding to customer complaints and expectations for frequency, reliability, and convenience of service.
- Replacing and maintaining aging facilities, equipment, and infrastructure.
- Meeting increasing demands for fixed route, commuter service and paratransit service.
- Developing and maintaining database software programs such as HASTUS, ECO LANE, MAINSTAR and Vector EHS to gather pertinent data elements to develop Key Performance Indicators (KPI) reports and conduct useful statistical analyses to identify trends and system performance targets.
- Establishing clear lines of safety communication and holding accountability for safety performance.

## **SECTION 6 SAFETY RISK MANAGEMENT (SRM)**

Safety Risk Management is the second of the four principles or pillars of SMS. The safety hazard identification is the key component of SRM process.

### **Subsection 6.1 Safety Hazard Identification**

Hazard identification and analysis is the first step in the SRM process and is a key component of an SRM. It involves two fundamental safety-related activities: Identifying and analyzing safety hazards; and assessing the risks associated with those hazards, and mitigating them to reduce the potential or consequences of those hazards causing harm.

- Example from METRO: Wires on floor causing tripping hazard; employees complaining of air quality in the yard as unsafe due to dust particles from the excavation/construction work, safety concerns identified through its Safety Assurance Activities
- Examples from FTA Provided Material: Unclear roadway signage/traffic may lead to erratic vehicle speeds; worn vehicle brake assembly may lead to a collision; narrow traffic lanes may lead to collisions with other vehicles, pedestrians, bicyclists, data and information regarding exposure to infectious diseases provided by the Centers for Disease Control and Prevention (CDC) or the State Health Authority, etc.
- Most accidents occur either due to a safety deficiency or hazard, and the consequence is an injury or property damage or both.

**Safety Deficiency:** A system-wide condition that allows hazards to exist.

# Attachment A

**Hazard:** Condition or object with the potential of causing injuries to personnel, damage to equipment or structures, loss of material, or reduction of ability to perform a prescribed function.

**Consequence:** Potential outcome(s) of the hazard.

Sample chart to determine Safety Deficiency, and/or Hazard, and Consequences:

ITEM	SAFETY DEFICIENCY	HAZARD	CONSEQUENCE
Bus route operated in mixed traffic			
Employee fell while performing maintenance on vehicle roof			
Operators are allotted 5 minutes for pre-trip inspections			
Pedestrian struck at an intersection with no crosswalk			
Passenger got foot caught in accessibility lift/ramp			
Training manual contradicts established SOPs			
Deteriorating bus stop shelter			

It's important that all Hazards are reported utilizing the form in Appendix – B.

Examples of Hazard identification through other sources may include: inspections, observations; safety investigations, accident reports, compliance reviews, committee reviews, industry data, FTA & NTSB reports, CDC and/or State Health Authority, customer or public reports/complaints, and new projects related reports. All such hazards must be investigated, and their consequences be analyzed and corrective actions be taken to mitigate or eliminate safety deficiencies. All reported hazards or unsafe condition along with their mitigations or resolutions, and effectiveness or ineffectiveness of mitigations and any analysis performed will be discussed at the Quarterly Management/Labor Safety Committee meetings. The safety risks must be mitigated to as low as reasonably practicable and the committee members must reach a concurrence for all corrective actions and resolutions.

# Attachment A

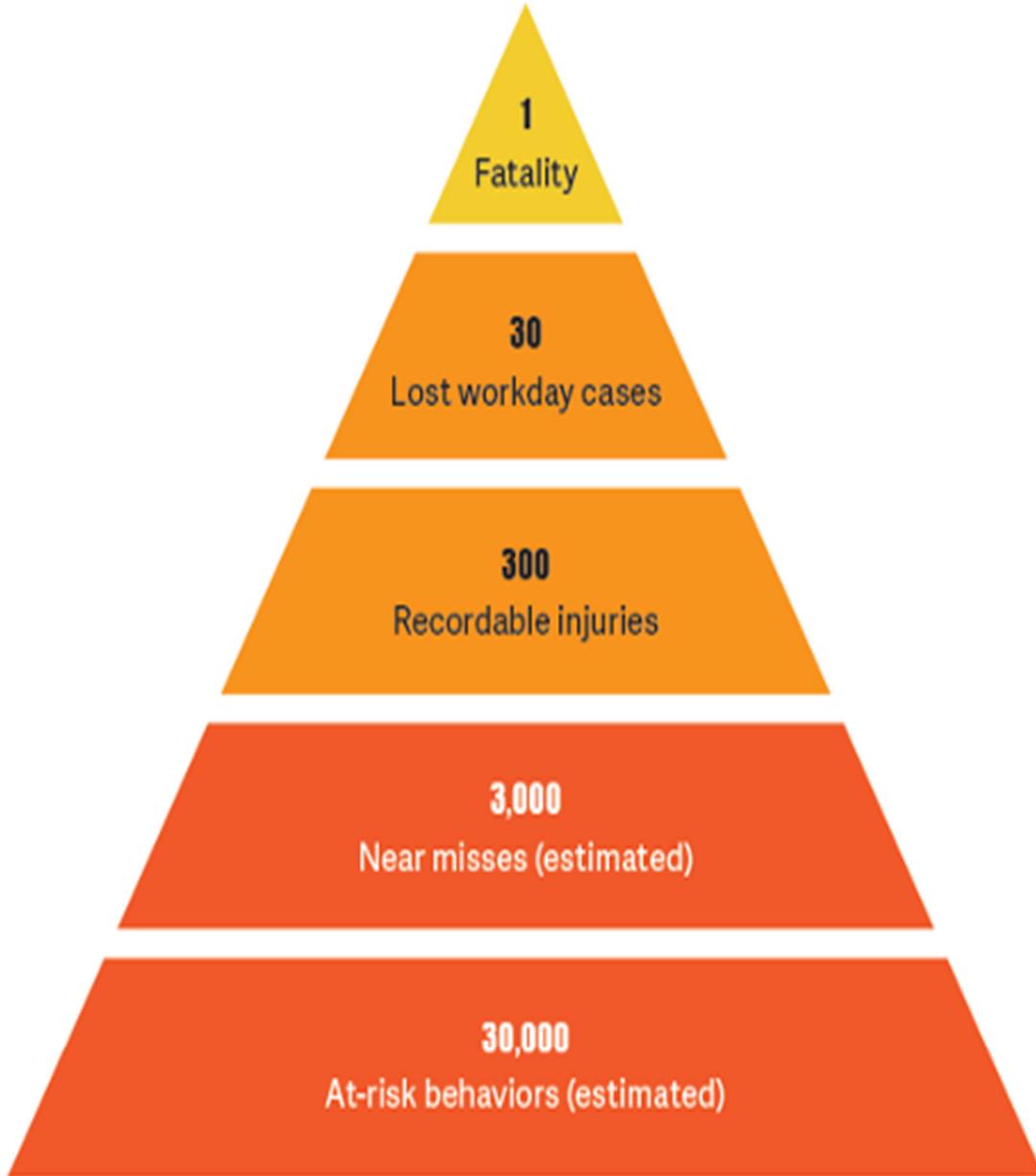


Figure 1: ConocoPhillips Marine Safety Pyramid, 2003

Conoco Phillips Marine in 2003 updated the Heinrich Ratio to include estimated near misses and eliminated at-risk behaviors, as illustrated above.

# Attachment A

## Subsection 6.2 Safety Risk Assessment

The quantification expressed in terms of: predicted probability and severity of the consequences of a hazard. The process involves analyzing the likelihood of a consequence occurring (probability) and evaluating the seriousness of a consequence, if it does occur (severity).

- **Safety Risk Probability** – The frequency or the likelihood of an occurrence in the life cycle of the system.

**Safety Risk Probability Table**

PROBABILITY LEVELS			
Description	Level	Specific Individual Item	Fleet Inventory
Frequent	A	Likely to occur often in the life of an item	Continuously experienced. Potential consequence may be experienced more than once in 500 operating hours.
Probable	B	Will occur several times in the life of an item	Will occur frequently. Potential consequence may be experienced once between 500 and 6,000 operating hours.
Occasional	C	Likely to occur sometime in the life of an item	Will occur several times. Potential consequence may be experienced once between 6,000 and 60,000 operating hours.
Remote	D	Unlikely, but possible to occur in the life of an item	Unlikely, but can reasonably be expected to occur. Potential consequence may be experienced once

# Attachment A

			between 60,000 and 180,000 operating hours.
Improbable	E	So unlikely, it can be assumed occurrence may not be experience in the life of an item	Unlikely to occur, but possible
Eliminated	F	Incapable of occurrence. This level is used when potential hazards are identified and later eliminated.	Incapable of occurrence. This level is used when potential hazards are identified and later eliminated.

The measuring goes from A to F with A being frequent or likely to occur frequently and E being improbable or expected that this event will most likely never occur. The designation F is used when potential hazards are identified and later eliminated. (Note this table has been taken from the TSI Participation Guide – SMS Principles for Transit)

- **Safety Risk Severity** – An assessment of the damaging potential of the consequence. This must be done within the scope of worst-case but credible condition – not simply worst-case condition.

## Safety Risk Severity Table

SEVERITY CATEGORIES		
Description	Severity Category	Mishap Result Criteria
Catastrophic	1	Could result in one or more of the following: death, permanent total disability, irreversible significant environmental impact, or monetary loss equal to or exceeding \$10M
Critical	2	Could result in one or more of the following: permanent partial disability, injuries or occupational illness that may result in hospitalization of at least three personnel, reversible significant environmental impact, or monetary loss equal to or exceeding \$1M but less than \$10M
Marginal	3	Could result in one or more of the following: injuries or occupational illness resulting in one or more lost work day(s), reversible moderate environmental impact, or monetary loss equal to or exceeding \$100K but less than \$1M

# Attachment A

Negligible	4	Could result in one or more of the following: injuries or occupational illness not resulting in lost work day, minimum environmental impact, or monetary loss less than \$100K
------------	---	--

Like the Safety Risk Probability Table, the Safety Risk Severity Table presents a typical safety risk. It includes four categories to denote the level of severity of the occurrence of a consequence, the meaning of each category, and the assignment of a value to each category using numbers. In this table, 1 is considered catastrophic meaning possible deaths and equipment destroyed and 4 is considered negligible or of little consequence with two levels in between. (Note this table has been taken from the TSI Participant Guide – SMS Principles for Transit).

## Subsection 6.3 Safety Risk Mitigation

Involves evaluating the risk based on the Safety Risk Matrix and recommending appropriate mitigations. This is achieved by combining the Safety Risk Probability and Safety Risk Severity into the Safety Risk Index Ranking. This will also help prioritize safety risks.

### Safety Risk Matrix

MIL-STD-882E	Safety Risk Assessment Matrix			
Severity	Catastrophic	Critical	Marginal	Negligible
Probability	1	2	3	4
A – Frequent	1A	2A	3A	4A
B – Probable	1B	2B	3B	4B
C – Occasional	1C	2C	3C	4C
D – Remote	1D	2D	3D	4D
E – Improbable	1E	2E	3E	4E
F – Eliminated				

### Safety Risk Index Ranking

1A, 1B, 1C, 2A, 2B	High	Unacceptable
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# Attachment A

<b>1D, 2C, 3A, 3B</b>	<b>Serious</b>	<b>Undesirable – with management decision required</b>
<b>1E, 2D, 2E, 3C, 3D, 3E, 4A, 4B</b>	<b>Medium</b>	<b>Acceptable – with review by management</b>
<b>4C, 4D, 4E</b>	<b>Low</b>	<b>Acceptable – without review</b>

The mitigations may include Engineering Controls or Administrative Controls or both. The Engineering Controls may include redesign or designing the hazard out, installing safety devices, interlocks or warning systems and the Administrative Controls may include writing new rules & procedures, training or use of Personal Protective Equipment (PPE). As a source for safety risk mitigation the agency considers the guidance provided by an oversight authority, if applicable, the FTA. In addition, another source for safety risk mitigation the agency considers is guidelines to prevent or control exposure to infectious diseases provided by the CDC or a State Health authority. The Safety risk must be mitigated if ranked as unacceptable (High- Red). Those Safety Risks that have been mitigated, even those mitigated risks shown as Acceptable status (Low -Green) must undergo regular and consistent monitoring to ensure the mitigation strategy is effective. These mitigations will be reviewed at the Quarterly Safety Committee Meetings.

# Attachment A

## **SECTION 7 SAFETY ASSURANCE**

Safety Assurance is the third of the four pillars of SMS. It ensures that processes within METRO's Safety Management System have been implemented and are effective in mitigating risks and that METRO meets or exceeds its safety objectives through the collection, analysis, and assessment of information. Safety Assurance constantly interacts with Safety Risk Management. It helps ensure agency Safety Performance is in line with Safety Objectives and targets. It ensures Safety Mitigation Activities are being implemented and they are appropriate and effective. It helps with Safety Performance Monitoring and Measurement. Some of the key elements of Safety Performance Monitoring and Measurement are shown below:

### **Subsection 7.1 Safety Performance Monitoring and Measurement**

Safety Performance Monitoring and Measurement may include the following activities:

- Monitor compliance with, and sufficiency of, METRO's procedures for operations and maintenance. This is achieved during the monthly safety inspections, accident investigations, and annual audits/reviews
- Monitor safety risk mitigations that may be ineffective, inappropriate, or were not implemented as intended. This is achieved during the Quarterly Safety Committee meetings, regular inspections, accident investigations, and annual audits/reviews
- Monitor safety related information reported through internal reporting programs. This is achieved during the Quarterly Safety Committee meetings and annual audits/reviews
- Review Operator's Chargeable versus Non-chargeable accidents
- Review the Operator's Rule-Book violations. This is reviewed during accident investigations and annual audits/reviews. The investigation process follows METRO's Guidelines for responding to collisions and incidents. The incident investigations are conducted of all safety events and identifies casual factors.
- Review Operator Training Program. This is reviewed during annual audits/reviews
- Review Transit Supervisor Training Program. This is reviewed during annual audits/reviews
- Review Accident Investigation Program including review of identification of casual factors and corrective actions. This is reviewed during annual audits/reviews
- Review operational data for Operators on-time performance. This is reviewed during annual audits/reviews
- Review Fleet Maintenance Plan and if bus maintenance performed as per PMs. This is reviewed during annual audits/reviews
- Review data for mean distance between major mechanical failures. This is reviewed on a quarterly basis and during annual audits/reviews

# Attachment A

- Review Facilities Maintenance Plan and if maintenance performed as per PMs. This is reviewed during annual audits/reviews
- Review State of Good Repair and Transit Asset Management Plan activities
- Review employee safety reporting program
- Review results of surveys/studies/tests, conducted to improve safety or reliability
- Check on the appropriateness and effectiveness of past mitigation strategies
- Review action items from safety inspection of facilities and six monthly inspections of Fuel Island areas
- Review record of new employee/new hire safety training
- Review implementation of agency’s Drug & Alcohol Program & post-accident testing
- Review Cyber Security Policy, cyber-attacks and their resolutions
- Review activities of Injury and Illness Prevention Program (IIPP)
- Review development & implementation of PTASP/SMS
- Review training records of IIPP and PTASP/SMS
- Review METRO participation in emergency preparedness drills internally and/or with outside agencies, cities and counties
- Review Annual Safety Audit/review process of PTASP/SMS
- Review identified deficiencies in the SMS and the agency’s performance against its safety performance targets.
- Review efforts to follow through with FTA safety advisories, NTSB recommendations and peer review sessions/conferences and workshops
- Review safety goals, objectives/targets and safety performance indicators.
- Review security incidents to address safety concerns

## Safety Performance related Safety Goals, Objectives/Targets and Indicators

GOALS	OBJECTIVE/TARGET	SAFETY PERFORMANCE INDICATOR
Develop & Implement Safety Risk Probability, Severity, and Safety Risk Mitigation Processes	To comply with 49 CFR Part 673 and MIL STD 882E	Complete development by end of February 2020
Develop & Implement PTASP/SMS	To comply with 49 CFR Part 673. Obtain CEO/General Manager and Board of Directors Approval	Complete development of PTASP by end of June 2020
Educate employees of two of the four SMS principles throughout the agency	To comply with 49 CFR 673.	Complete informing employees of “Safety Policy” and “Safety Promotion” principles by the end of June 2023

# Attachment A

## SECTION 8 SAFETY PROMOTION

Safety Promotion is the fourth of the four pillars of SMS. Safety Promotion is an important part of the Safety Management System, setting the tone for the PTASP/SMS and helping to establish and maintain a robust safety culture. Safety Promotion has two-components: (1) Safety Communication; and (2) Competencies and Training. Some of the key elements of Safety Communication, and Competencies & Training are shown as below:

### Subsection 8.1 Safety Communication

Ongoing Safety Communication is critical and it should occur– up, down and across all levels. Any lessons learned should be communicated to all concerned. Management commitment to resolve safety concerns & hazards should be communicated on a regular basis. One of Management’s most important responsibilities under PTASP/SMS is to encourage and motivate employees to communicate openly, authentically and without concern for reprisal. Safety Communication is the heart and soul of a successful PTASP/SMS. Ensure employees are aware of the PTASP/SMS principles and understand their roles and responsibilities. Convey safety critical information such as accident data, injuries and reported hazards and their resolutions to frontline employees through the quarterly Safety committee meetings. Tools to support safety communication include:

- Safety bulletins
- Safety notices
- Posters
- CDs or Thumb drives or online safety video access
- Newsletters
- Briefings or Toolbox talks
- Seminars and workshops
- New employee training and refresher training
- Intranet or social media
- Safety committee meetings

**Competencies and Training:** The Executive Management is responsible to ensure that all employees attend the training & retraining requirements for their specific job classifications roles and as well as their responsibilities for the implementation of PTASP/SMS. All employees must acquire the competencies and knowledge for the consistent application of their skills needed for their job classifications and as well as they relate to safety performance objectives. All employees must be trained in their

# Attachment A

respective job classifications and must complete their refresher or recertification training requirements. All Employees, Managers and Supervisors, and Executive Management must have a good understanding of the following:

## **All Employees:**

- Understanding of their job duties, responsibilities and training requirements
- Understanding of safety performance targets
- Understanding of fundamental principles of PTASP/SMS
- Understanding of Safety Reporting Program – Reporting unsafe conditions & hazards/near miss
- Understanding of the fundamentals of De-escalation
- Understanding of their individual roles & responsibilities for PTASP/SMS

## **Managers and Supervisors**

- Understanding of their job duties, responsibilities and training requirements
- Understanding of Safety Risk Management
- Understanding of Safety Assurance
- Understanding of Safety Promotion
- Understanding of their individual roles & responsibilities for PTASP/SMS

## **Executive Management:**

- Understanding of management commitment and support to all activities of PTASP/SMS.

## **SECTION 9 DOCUMENTATION**

Pursuant to 49 CFR Part 673.31, METRO maintains records related to this Safety Plan and SMS implementation for a minimum of three years. These documents include but are not limited to the results from SMS processes and activities. METRO will make these documents available to FTA Region 9, Caltrans, and other Federal and state agencies upon request.

# Attachment A

## REFERENCES

1. 49 Code of Federal Regulation Part 673,625,655,40
2. U.S. Department of Transportation, Federal Transit Administration, MAP-21
3. Military Standard 882E
4. Federal Transit Administration. SMS “Dear Colleague Letter”. May 13, 2013
5. SMS Principles for Transit – Participant Guide – Federal Transit Administration
6. Employee Reporting Program – Santa Cruz METRO – IIPP Program
7. FTA Workshop on PTASP
8. Caltrans PTASP template
9. Federal Motor Carrier Safety

# Attachment A

## Definitions

Accident means an Event that involves any of the following: a loss of life; a report of a serious injury to a person; a collision of public transportation vehicles; an evacuation for life safety reasons.

Accountable Executive means the single, identifiable person who has ultimate responsibility for carrying out the Public Transportation Agency Safety Plan of the Agency; responsibility for carrying out the Agency's Transit Asset Management Plan; and control or direction over the human and capital resources needed to develop and maintain both the Agency's Public Transportation Agency Safety Plan, in accordance with 49 U.S.C. § 5329(d), and the Agency's Transit Asset Management Plan in accordance with 49 U.S.C. § 5326.

Agency, Transit Agency or METRO means Santa Cruz Metropolitan Transit District  
Board means governing body of METRO.

Caltrans means the California Department of Transportation- District 5

Chief Safety Officer means the adequately trained individual who has responsibility for safety and reports directly to the Transit Agency's chief executive officer.

CFR means Code of Federal Regulations.

Event means any Accident, Incident, or Occurrence.

FTA means the Federal Transit Administration, an operating administration within the United States Department of Transportation.

Hazard means any real or potential condition that can cause injury, illness, or death, damage to or loss of the facilities, equipment, rolling stock, or infrastructure of the system, or damage to the environment.

Incident means an Event that involves any of the following: a personal injury that is not a serious injury, one or more injuries requiring medical transport, or damage to facilities, equipment, rolling stock, or infrastructure that disrupts the operations of the Transit Agency.

Investigation means the process of determining the causal and contributing factors of an accident, incident, or hazard, for the purpose of preventing recurrence and mitigating risk.

National Public Transportation Safety Plan means the plan to improve the safety of all public transportation systems that receive federal financial assistance under 49 U.S.C. Chapter 53.

# Attachment A

Occurrence means an Event without any personal injury in which any damage to facilities, equipment, rolling stock, or infrastructure does not disrupt the operations of the Transit Agency.

Part 673 means 49 CFR (Code of Federal Regulations) Part 673.

Performance Measure means an expression based on a quantifiable indicator of performance or condition that is used to establish targets and to assess progress toward meeting the established targets.

Performance target means a quantifiable level of performance or condition, expressed as a value for the measure, to be achieved within a time period required by the Federal Transit Administration (FTA).

Risk means the composite of predicted severity and likelihood of the potential effect of a hazard.

Risk mitigation means a method or methods to eliminate or reduce the effects of hazards.

Safety Assurance means processes within the Transit Agency's Safety Management Systems that function to ensure the implementation and effectiveness of safety risk mitigation, and to ensure that the Transit Agency meets or exceeds its safety objectives through the collection, analysis, and assessment of information.

Safety Management Policy means the Transit Agency's documented commitment to safety, which defines the Transit Agency's safety objectives and the accountabilities and responsibilities of its employees in regard to safety.

Safety Management Systems (SMS) means the formal, top-down, organization-wide approach to managing safety risk and assuring the effectiveness of a Transit Agency's safety risk mitigation. SMS includes systematic procedures, practices, and policies for managing risks and hazards.

Safety Performance Target (SPT) means a Performance Target related to safety management activities.

Safety Promotion means a combination of training and communication of safety information to support SMS as applied to the Transit Agency's public transportation system.

Safety Risk Assessment (SRA) means the formal activity whereby the Transit Agency determines Safety Risk Management priorities by establishing the significance or value of its safety risks.

Safety Risk Management (SRM) means a process within the Transit Agency's Public Transportation Agency Safety Plan for identifying hazards and analyzing, assessing, and mitigating safety risk.

# Attachment A

Serious injury means any injury which: (1) requires hospitalization for more than 48 hours, commencing within seven days from the date the injury was received, (2) results in a fracture of any bone (except simple fractures of fingers, toes, or noses), (3) causes severe hemorrhages, nerve, muscle, or tendon damage; (4) involves any internal organ, or (5) involves second or third-degree burns, or any burns affecting more than five percent of the body surface.

State of Good Repair (SGR) means the condition in which a capital asset is able to operate at a full level of performance.

Transit Asset Management Plan means the strategic and systematic practice of procuring, operating, inspecting, maintaining, rehabilitating, and replacing transit capital assets to manage their performance, risks, and costs over their life cycles, for the purpose of providing safe, cost-effective, and reliable public transportation, as required by 49 U.S.C. 5326 and 49 CFR part 625.

U.S.C. means United States Code.

# Attachment A

## LIST OF ACRONYMS USED IN THIS PLAN

**ALARP** – As Low as Reasonably Practical

**AMBAG** – Association of Monterey Bay Area of Governments

**CBDO** – Commuter Service

**CEO/GM** – Chief Executive Officer/General Manager

**COO** – Chief Operations Officer

**CSO** – Chief Safety Officer

**DOT** – Department of Transportation

**DRDO** – Para Cruz/Paratransit Service

**FTA** – Federal Transit Administration

**KPI** – Key Performance Indicators

**MBDO** – Fixed Route Service

**MPO** – Metropolitan Planning Organization

**PTASP** – Public Transportation Agency Safety Plan

**SMS** – Safety Management Systems

**STP** – Safety Performance Targets

**TAM** – Transit Asset Management

**VTA** – Valley Transportation Authority

# Attachment A

## APPENDICES

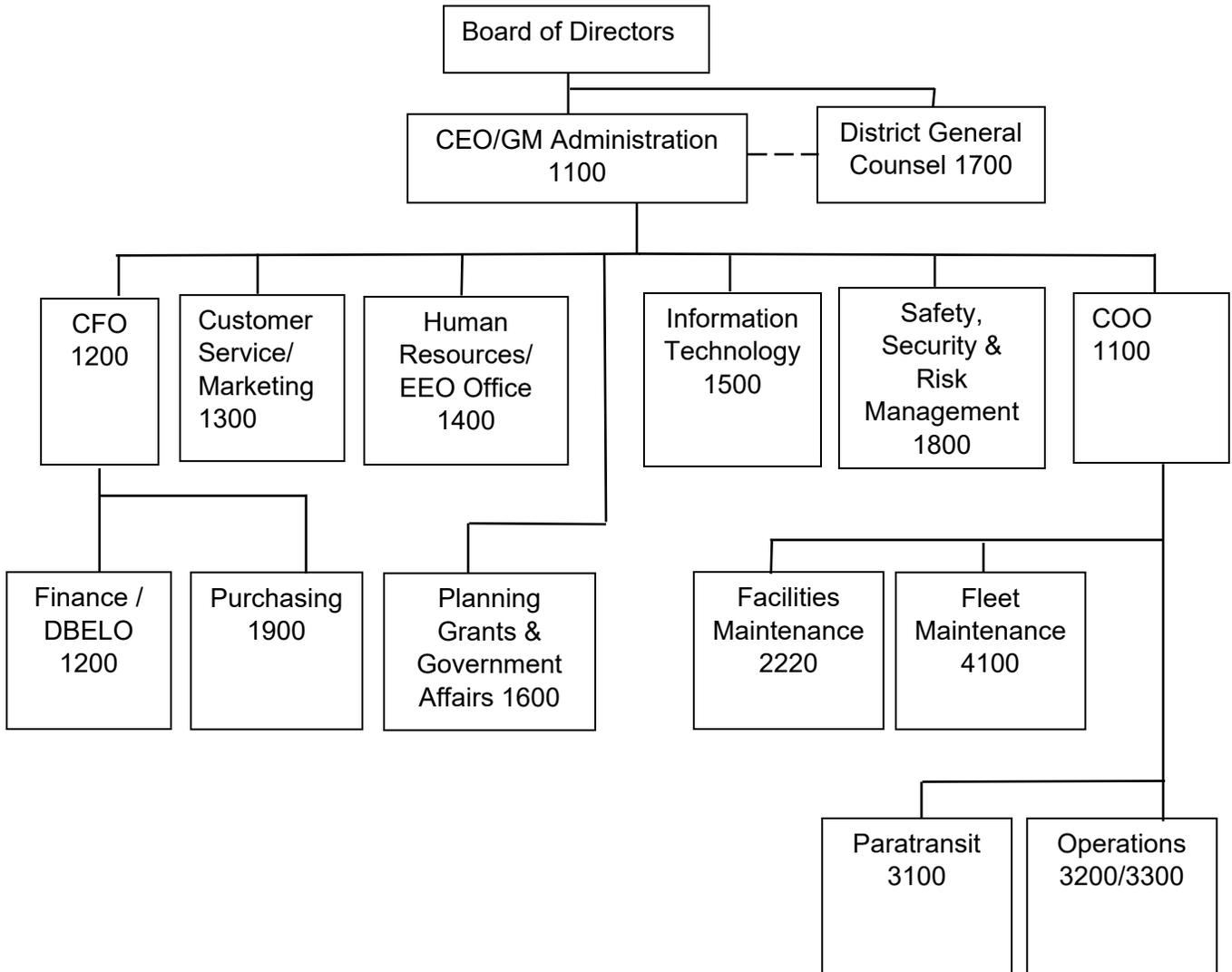
- Appendix – A: METRO Organization Chart**
- Appendix – B: Report of Unsafe Condition or Hazard/Near Miss Form**
- Appendix – C: Unsafe Condition or Hazard/Near Miss Tracking Sheet**
- Appendix – D: HRD-58A Employees Report of Injury, HRD-58B Supervisors Report of Injury**
- Appendix – E: COVID Strategic Plan**
- Appendix – F: STP Previous 3 year Raw Data**

# Attachment A

## APPENDIX – A

### SANTA CRUZ METROPOLITAN TRANSIT DISTRICT SANTA CRUZ METRO

ORGANIZATIONAL CHART FY-26



# Attachment A

## APPENDIX-B

### Report of Unsafe Condition or Hazard/Near Miss

**INSTRUCTIONS:** This form can be submitted to your supervisor, manager, or may be placed anonymously in the drop box near the safety board. If you do not receive a response in 15 days, please contact METRO's Safety Specialist at (831) 420-2564 or via email [safety@scmtd.com](mailto:safety@scmtd.com). **THERE IS NO REPRISAL OR DISCIPLINARY ACTION FOR SUBMITTING THIS FORM.**

Name (Voluntary):	Date:
Department:	Phone:
Work Location:	Supervisor:

**Location believed to have an Unsafe Condition or Hazard/Near Miss:**


**Description of the Unsafe Condition or Hazard/Near Miss:**


### Management Investigation and Response

**Name and title of person investigating this report:**

--

**Result of Investigation: (When was investigation conducted? What was found? Was the condition/practice Unsafe? If yes, what was the cause?)**


**Date of Corrective Action:** \_\_\_\_\_

**Description of Corrective Action:**


**If not corrected, give target date of Corrective Action. Provide name of person taking Corrective Action and contact information:**

--

**Was management's response provided to the employee reporting this condition?** Yes  No

**If the report was submitted anonymously, provide date the response was posted on the bulletin board. DATE:**

--

\_\_\_\_\_  
Signature of person investigating this report

\_\_\_\_\_  
Date

**MANAGEMENT RESPONSIBILITIES:** 1) Investigate the unsafe condition/work practice; 2) Ensure that this form is documented and tracked to resolution; 3) Provide a response to the reporting employee within 15 days of receipt of notice; 4) For anonymous submissions, a copy of this form will be posted on the safety bulletin board for 30 days after management signs off on corrective action.



Attachment A  
APPENDIX-D

**EMPLOYEE REPORT OF INJURY**

**Employee Section I - General Information**

Employee Name (Print): \_\_\_\_\_ Phone #: (\_\_\_\_) \_\_\_\_ - \_\_\_\_  
Job Title: \_\_\_\_\_ Employee #: \_\_\_\_\_  
Address: \_\_\_\_\_ Date of Hire: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Dept. #: \_\_\_\_\_ Date of Injury/Illness: \_\_\_\_/\_\_\_\_/\_\_\_\_ Time: \_\_\_\_ AM/PM  
Date Injury/illness Reported: \_\_\_\_/\_\_\_\_/\_\_\_\_ If injury was reported *after* the date of incident, explain:

Witness(es) to injury/incident: Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone#: (\_\_\_\_) \_\_\_\_ - \_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone#: (\_\_\_\_) \_\_\_\_ - \_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone#: (\_\_\_\_) \_\_\_\_ - \_\_\_\_

Person the Injury/Incident was reported to: Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**Employee Section II - Injury/Illness Information**

Body Part Injured: (INDICATE LEFT OR RIGHT WHERE APPLICABLE)

<input type="checkbox"/> Head	<input type="checkbox"/> Chest	<input type="checkbox"/> Hand (L/R)	<input type="checkbox"/> Ankle (L/R)
<input type="checkbox"/> Face	<input type="checkbox"/> Upper Back	<input type="checkbox"/> Finger (identify) L/R	<input type="checkbox"/> Foot (L/R)
<input type="checkbox"/> Eye (L/R)	<input type="checkbox"/> Mid Back	<input type="checkbox"/> Hip (L/R)	<input type="checkbox"/> Toe (identify) L/R
<input type="checkbox"/> Neck	<input type="checkbox"/> Lower Back	<input type="checkbox"/> Leg (L/R)	<input type="checkbox"/> Abdomen
<input type="checkbox"/> Shoulder (L/R)	<input type="checkbox"/> Arm (L/R)	<input type="checkbox"/> Knee (L/R)	<input type="checkbox"/> Respiratory

Other (Explain)

Type of Injury:

<input type="checkbox"/> Laceration	<input type="checkbox"/> Burn	<input type="checkbox"/> Contusion
<input type="checkbox"/> Abrasion	<input type="checkbox"/> Fracture	<input type="checkbox"/> Amputation
<input type="checkbox"/> Puncture	<input type="checkbox"/> Sprain/Strain	<input type="checkbox"/> Foreign Body

Other (Explain)

- Were medical services offered for this injury?  No  Yes Date Offered: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Facility where treatment was provided: \_\_\_\_\_  
Physician's Name: \_\_\_\_\_ Phone #: (\_\_\_\_) \_\_\_\_ - \_\_\_\_  
Physician's Address: \_\_\_\_\_

If no, are you declining medical services?  No  Yes If yes, why? \_\_\_\_\_

- If you went to the doctor before reporting your injury, explain:

Attachment A  
APPENDIX-D

- Have you ever injured this body part(s) before? No Yes **If yes, how and when?** \_\_\_\_\_  
\_\_\_\_\_
- Have you ever received treatment for this body part(s) prior to this injury? No Yes  
**If yes, where and when?** \_\_\_\_\_  
\_\_\_\_\_
- Have you ever received compensation for a past injury for this body part(s)? No Yes  
**If yes, please provide details?** \_\_\_\_\_  
\_\_\_\_\_

**Employee Section III - Description of How Injury Occurred**

- Is this a re-injury? No Yes (If yes, what was your original date of injury? \_\_\_\_/\_\_\_\_/\_\_\_\_)
- Did injury occur on Santa Cruz METRO property? No Yes (If yes, give address and specific location):  
\_\_\_\_\_
- If not on Santa Cruz METRO property, describe exact location and address:  
\_\_\_\_\_
- Did injury occur in van/bus/staff car? No Yes (If yes, which vehicle #: \_\_\_\_\_)
- Did injury involve another vehicle? No Yes (If yes, vehicle license #(s) : \_\_\_\_\_)
- What duties were you performing when incident/injury occurred? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Were the above regularly assigned duties? No Yes

Explain in detail how the injury occurred: (use separate sheet of paper if more room is needed)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Employee's recommendations for avoiding this injury in the future:

\_\_\_\_\_  
\_\_\_\_\_

**PLEASE NOTE: It is your responsibility to turn in all medical notes regarding this Workers' Compensation Claim to Santa Cruz METRO's Human Resources Department. Initial:** \_\_\_\_\_

**I certify the above is true and correct: to we want to this to be a penalty of perjury statement if so change language**

Employee's Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Employee Name (Print): \_\_\_\_\_  
Received By (Print): \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Title: \_\_\_\_\_

# Attachment A

## APPENDIX-D



### SUPERVISOR REPORT OF INJURY

#### Supervisor Section I

- Employee's Name: \_\_\_\_\_ Employee #: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone#: ( ) \_\_\_\_\_ - \_\_\_\_\_
- Date of Injury: \_\_\_\_/\_\_\_\_/\_\_\_\_ Date Injury Reported: \_\_\_\_/\_\_\_\_/\_\_\_\_
- Employee's Start Time: \_\_\_\_ AM/PM Employee's Injury/Incident Time: \_\_\_\_ AM/PM
- What First Aid was offered, if any? \_\_\_\_\_  
\_\_\_\_\_
- If First Aid was not offered, explain: \_\_\_\_\_  
\_\_\_\_\_
- Was medical treatment beyond first aid offered? Yes No Did employee go to the doctor? Yes No
- Did doctor send employee home? Yes No
- If yes, what is the estimated return to work date? \_\_\_\_/\_\_\_\_/\_\_\_\_
- If no, did employee return to work immediately after seeing the doctor? Yes No  
If no, explain: \_\_\_\_\_
- Date Workers' Compensation Claim Form (DWC-1) was offered to employee: \_\_\_\_/\_\_\_\_/\_\_\_\_  
**(Provide form ONLY if employee needs treatment beyond first aid or lost time beyond work shift)**
- If DWC-1 or Employee Report of Injury forms were not provided, or were provided *after* the date of injury/incident, explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### Supervisor Section II (use additional sheets of paper if necessary for answers)

- How did injury/incident occur? \_\_\_\_\_  
\_\_\_\_\_
- How did you become aware of the injury/incident? \_\_\_\_\_  
\_\_\_\_\_
- Witness(es) to injury/incidents: Name: \_\_\_\_\_ Phone#: ( ) \_\_\_\_\_ - \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Name: \_\_\_\_\_ Phone#: ( ) \_\_\_\_\_ - \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Name: \_\_\_\_\_ Phone#: ( ) \_\_\_\_\_ - \_\_\_\_\_  
Address: \_\_\_\_\_
- Did employee lose time from work? Yes No Date employee last worked: \_\_\_\_/\_\_\_\_/\_\_\_\_
- Were wages paid on date of injury/illness? Yes No
- Employee's work hours and specific job assignments on day of injury/incident: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Was employee performing regularly assigned duties at time of injury/incident? Yes No
- Are there any other circumstances that may have caused or contributed to the injury/incident? Yes No

YOU MUST SEND THIS FORM ALONG WITH A COMPLETED DWC-1 FORM (if required) TO HUMAN RESOURCES DEPT. WITHIN 24 HOURS OF DATE INJURY WAS REPORTED IF TREATMENT BEYOND FIRST AID IS SOUGHT OR TIME IS LOST BEYOND THE WORK SHIFT  
HRD-58B (rev.10-2015)

# Attachment A

## APPENDIX-D

- If yes, explain: \_\_\_\_\_  
\_\_\_\_\_
- Is there any reason to suspect injury/illness did not occur as described by employee? Yes No  
If yes, explain: \_\_\_\_\_  
\_\_\_\_\_
- How do you believe the injury/illness occurred? \_\_\_\_\_  
\_\_\_\_\_
- Provide information concerning any prior injuries/illnesses or medical treatment involving same body part(s) as claimed injury: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Supervisor Section III

<u>Unsafe Act or Condition</u>	<u>YES</u>	<u>NO</u>	<u>N/A</u>
Lack of skill or knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unsafe act of other person	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unsafe act of employee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Failure to use proper tools or protection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unaware of hazards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Used short cut to save time/effort	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unsafe/improper material handling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vehicle collision	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unsafe condition of machine	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lack of Transit Santa Cruz METRO tools/equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Improper job procedure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unsafe floor, ramps, stairs, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Improper lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Horseplay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intoxication (under influence of drugs or alcohol)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- If yes to any of the above, explain: \_\_\_\_\_  
\_\_\_\_\_
- If yes to any of the above, what corrective action will you take as the Supervisor?  
\_\_\_\_\_  
\_\_\_\_\_
- Estimated completion date of corrective action: \_\_\_\_/\_\_\_\_/\_\_\_\_
- Supervisor's comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**I certify that the above information is true and correct: Penalty??**

Supervisor's Signature \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Supervisor's Name (please print) \_\_\_\_\_  
 Manager's Signature \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Manager's Name (please print) \_\_\_\_\_

YOU MUST SEND THIS FORM ALONG WITH A COMPLETED DWC-1 FORM (if required) TO HUMAN RESOURCES DEPT. WITHIN 24 HOURS OF DATE INJURY WAS REPORTED IF TREATMENT BEYOND FIRST AID IS SOUGHT OR TIME IS LOST BEYOND THE WORK SHIFT  
 HRD-58B (rev.10-2015)

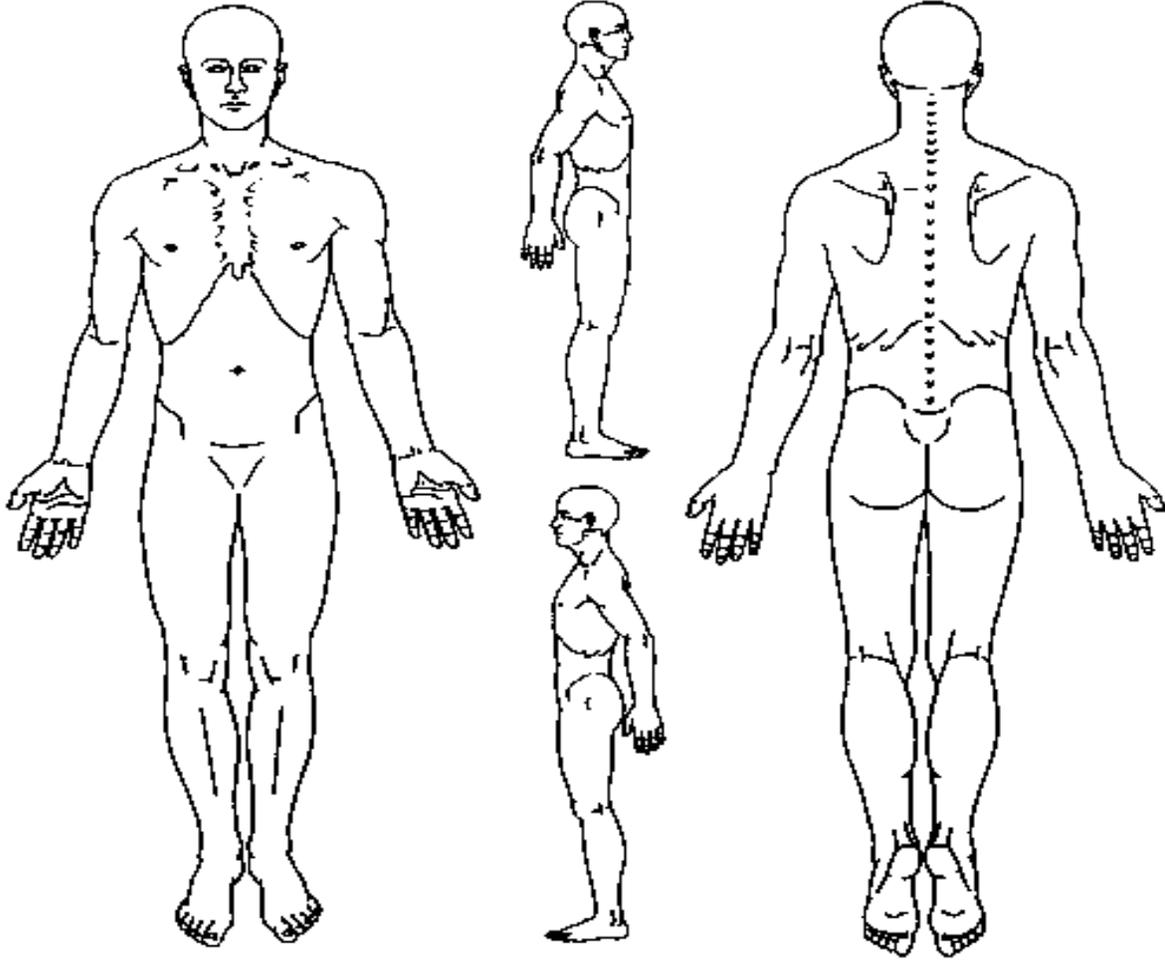
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APPENDIX-D

**PAIN DIAGRAM**

EMPLOYEE NAME \_\_\_\_\_

DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

On the diagram below, please mark the drawings according to where you hurt (if the back of your neck, mark the drawing on the back of the neck, etc.). If you feel any of the following symptoms, please indicate where you feel them by placing the letters shown below on the diagram. Include all affected areas.



- A** = ACHE
- P** = PINS & NEEDLES
- B** = BURNING
- S** = STABBING
- N** = NUMBNESS
- O** = OTHER

Employee's Signature: \_\_\_\_\_

Received by: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ ./. \_\_\_\_

# Attachment A

## APPENDIX-E

### **COVID STRATGIC PLAN**

The first COVID-19 case was discovered on January 19, 2021. COVID-19 quickly spread nationally as a pandemic affecting all modes of transportation. Over time, COVID-19 mutated into various variants that were highly contagious.

Multiple government agencies and private companies responded to the pandemic with regulations, medical supplies, health recommendations, protective equipment, and vaccinations. The Center of Disease Control (CDC) led the nation with providing health recommendations through collection of data and science. Transportation Security Administration and California Occupational Safety and Health Administration developed and enforced regulations for the transportation industry. Santa Cruz Public Health Division developed and enforced local regulations through the collection of data, science, and following CDC recommendations.

Santa Cruz Metropolitan Transit District (METRO) monitored and adhered to the regulations and safety recommendations to provide a safe working and riding environment. METRO developed COVID polices, added engineering controls to buses and facilities, posted COVID information signage, applied physical distancing, provided face masks to employees and passengers, provided additional personal protective equipment, hosted onsite COVID vaccine and booster clinics, reported positive cases, conducted contact tracing for positive cases, sanitize buses/vehicles and facilities, and provided free onsite testing.

In the event of another COVID variant becoming highly contagious, METRO strategic plan is to continue maintaining an adequate supply of sanitization liquids and face masks, maintain engineering controls, continue free onsite testing, and implement if necessary CDC, federal, state and local regulations and recommendations. METRO currently hire personnel that are vaccinated to the existing higher than 90% vaccination rate.

The Federal Transit Administration provided COVID funds through grants to purchase COVID supplies and equipment to provide a safer environment.

# Attachment A

## APPENDIX F

### SPT previous 3-year raw data

Below is the past three (3) Calendar years (2023, 2024, 2025) data of METRO fatalities, injuries, and safety events.

#### METRO Data for CY 2025

National PTASP Numbering	Measure	Fixed Route Service (MBDO)	Commuter Service (CBDO)(Highway 17)	Paracruz/Paratransit (DRDO)
Measure 1a	Major Safety Events	0	1	0
Measure 1b	Major Safety Events – Rate per 100,000 Revenue Miles	0	0.17	0
	Collisions	0	1	0
Measure 1.1	Collisions – Rate per 100,000 Revenue Miles	0	0.17	0
Measure 1.1.1	Pedestrian Collisions – Rate per 100,000 Revenue Miles	0	0	0
Measure 2a	Fatalities	0	0	0
Measure 2b	Fatalities – Rate per 100,000 Revenue Miles	0	0	0
Measure 2.1	Transit Worker Fatalities – Rate per 100,000 Revenue Miles	0	0	0
Measure 3a	Injuries	2	0	0
Measure 3b	Injuries – Rate per 100,000 Revenue Miles	0.07	0	0
Measure 3.1	Transit Worker Injuries – Rate per 100,000 Revenue Miles	0	0	0
Measure 4a	Assaults on Transit Workers	*	*	*
Measure 4b	Assaults on Transit Workers – Rate per 100,000 Revenue Miles	*	*	*
Measure 5	System Reliability (Mean Distance between Major Mechanical Failures	8989	13131	26543

MBDO Mileage = 2,867,481; CBDO Mileage = 564,639; DRDO Mileage = 371,609

# Attachment A

## METRO Data for CY 2024

National PTASP Numbering	Measure	Fixed Route Service (MBDO)	Commuter Service (CBDO)(Highway 17)	Paracruz/Paratransit (DRDO)
Measure 1a	Major Safety Events	2	1	0
Measure 1b	Major Safety Events – Rate per 100,000 Revenue Miles	0.09	0.24	0
	Collisions	2	1	0
Measure 1.1	Collisions – Rate per 100,000 Revenue Miles	0.09	0.24	0
Measure 1.1.1	Pedestrian Collisions – Rate per 100,000 Revenue Miles	0	0	0
Measure 2a	Fatalities	0	0	0
Measure 2b	Fatalities – Rate per 100,000 Revenue Miles	0	0	0
Measure 2.1	Transit Worker Fatalities – Rate per 100,000 Revenue Miles	0	0	0
Measure 3a	Injuries	2	6	1
Measure 3b	Injuries – Rate per 100,000 Revenue Miles	0.09	1.41	0.25
Measure 3.1	Transit Worker Injuries – Rate per 100,000 Revenue Miles	0	0.24	0
Measure 4a	Assaults on Transit Workers	*	*	*
Measure 4b	Assaults on Transit Workers – Rate per 100,000 Revenue Miles	*	*	*
Measure 5	System Reliability (Mean Distance between Major Mechanical Failures)	10151	8172	27148

MBDO Mileage =2,253,439; CBDO Mileage = 424,962; DRDO Mileage =407,219

# Attachment A

## METRO Data for CY 2023

National PTASP Numbering	Measure	Fixed Route Service (MBDO)	Commuter Service (CBDO)(Highway 17)	Paracruz/Paratransit (DRDO)
Measure 1a	Major Safety Events	0	0	0
Measure 1b	Major Safety Events – Rate per 100,000 Revenue Miles	0	0	0
	Collisions	0	0	0
Measure 1.1	Collisions – Rate per 100,000 Revenue Miles	0	0	0
Measure 1.1.1	Pedestrian Collisions – Rate per 100,000 Revenue Miles	0	0	0
Measure 2a	Fatalities	0	0	0
Measure 2b	Fatalities – Rate per 100,000 Revenue Miles	0	0	0
Measure 2.1	Transit Worker Fatalities – Rate per 100,000 Revenue Miles	0	0	0
Measure 3a	Injuries	2	0	1
Measure 3b	Injuries – Rate per 100,000 Revenue Miles	0.09	0	0.23
Measure 3.1	Transit Worker Injuries – Rate per 100,000 Revenue Miles	0	0	0
Measure 4a	Assaults on Transit Workers	*	*	*
Measure 4b	Assaults on Transit Workers – Rate per 100,000 Revenue Miles	*	*	*
Measure 5	System Reliability (Mean Distance between Major Mechanical Failures	13039	11914	25498

MBDO Mileage = 2,151,511; CBDO Mileage = 393,148; DRDO Mileage = 433,469

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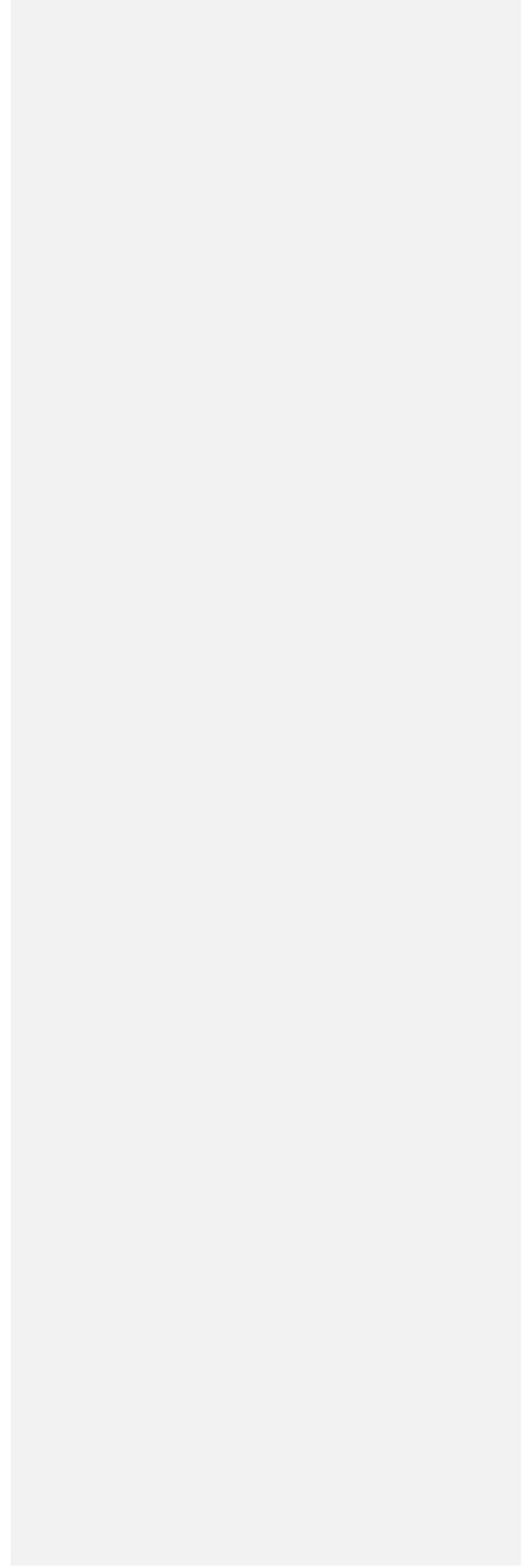
Santa Cruz Metropolitan Transit District  
Public Transportation Agency Safety Plan  
(PTASP)



Issue Date: June 26, 2020

Revised Date: January 9, 2026

# Attachment A



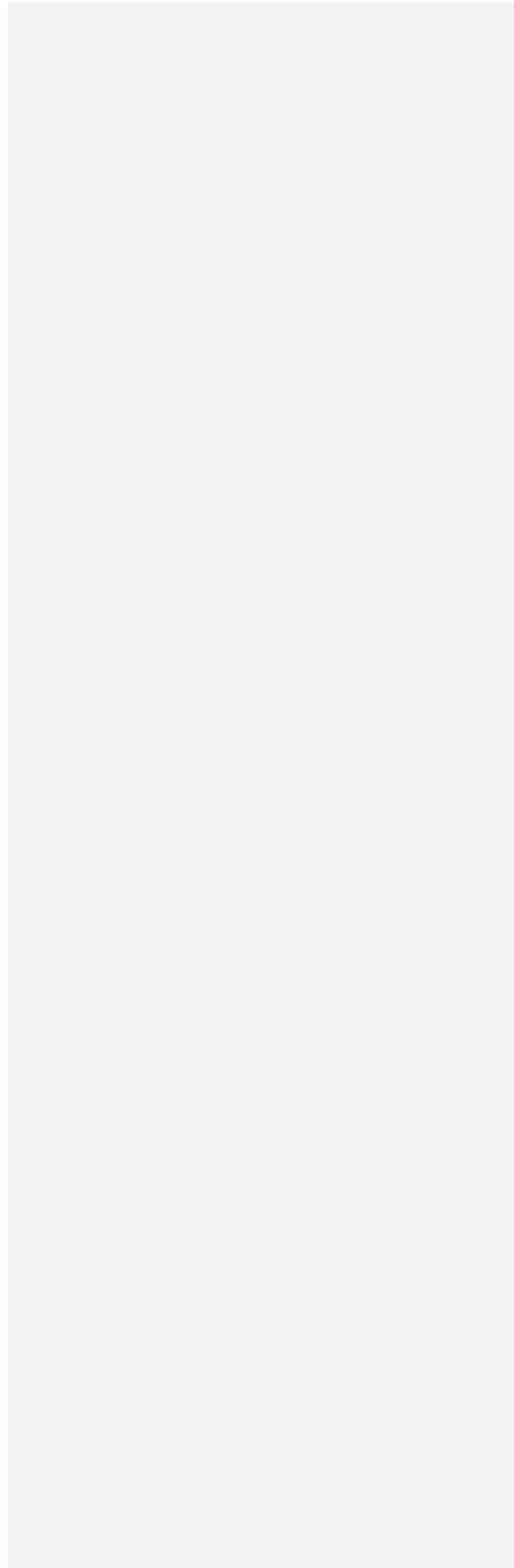
# Attachment A

## CONTENTS

Public Transportation Agency Safety Plan (PTASP) Rule Overview .....	iii
Section 1 Transit Agency Information .....	1
Subsection 1.1 Accountable Executive .....	2
Subsection 1.2 Chief Safety Officer.....	3
Section 2 Plan Development, Approval, and Updates.....	3
Subsection 2.1 Drafting the Plan.....	4
Subsection 2.2 Signature by the Accountable Executive/Approval by the Board...	4
Subsection 2.3 Certification of Compliance.....	4
Subsection 2.4 Plan Review and Updates.....	5
Section 3 Safety Performance Targets (SPTs).....	6
Subsection 3.1 Target Development.....	6
Subsection 3.2 Performance Target Coordination.....	8
Section 4 Overview of the Agency's Safety Management Systems (SMS) .....	9
Section 5 Safety Management Policy.....	10
Subsection 5.1 Safety Management Policy Statement.....	10
Subsection 5.2 Safety Management Policy Communication.....	11
Subsection 5.3 Employee Safety Reporting Program.....	11
Subsection 5.4 SMS Authorities, Accountabilities, and Responsibilities.....	13
Subsection 5.4.1 Accountable Executive .....	13
Subsection 5.4.2 Chief Safety Officer .....	13
Subsection 5.4.3 Agency Leadership and Executive Management .....	14
Subsection 5.4.4 Key Staff .....	14
Section 6 Safety Risk Management (SRM) .....	15
Subsection 6.1 Safety Hazard Identification .....	15
Subsection 6.2 Safety Risk Assessment .....	18
Subsection 6.3 Safety Risk Mitigation .....	19
Section 7 Safety Assurance .....	21

# Attachment A

Subsection 7.1 Safety Performance Monitoring and Measurement .....	21
Section 8 Safety Promotion.....	23
Subsection 8.1 Safety Communication.....	23
Section 9 Documentation .....	24
References .....	25
Definitions .....	26
Acronyms .....	29
Appendices .....	30



# Attachment A

## **Santa Cruz METRO Public Transportation Agency Safety Plan (PTASP)**

*Version 1, Issued 06/30/2022*

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### **Public Transportation Agency Safety Plan (PTASP) Rule Overview**

On July 19, 2018, the Federal Transit Administration (FTA) published the Public Transportation Agency Safety Plan (PTASP) Rule that requires certain transit operators of public transportation systems that receive federal funds under FTA's Urbanized Area Formula Grants to develop a PTASP (Plan) that include the processes and procedures to implement Safety Management System (SMS).

- The Rule 49 CFR Part 673 became effective on July 19, 2019.
- FTA published a Dear Colleague letter on July 19, 2019, to alert the transit industry of the July 20, 2020 safety compliance deadline.

The PTASP must include all applicable requirements of Part 673. The PTASP must be signed by the CEO/General Manager of the transit agency and approved by the transit agency's Board of Directors. Transit agency also must certify they have a PTASP in place meeting the requirements of the rule by July 20, 2020. The PTASP must be updated and certified by the transit agency annually.

The rule applies to all operators of public transportation systems that are recipients and sub-recipients of federal financial assistance under the Urbanized Area Formula Program (49 U.S.C. § 5307).

The rule does not apply to agencies that are subject to the safety jurisdiction of another federal agency, including passenger ferry operators regulated by the U.S. Coast Guard and rail operators regulated by the Federal Railroad Administration.

FTA has adopted the principles and methods of SMS as the basis for enhancing the safety of public transportation in the United States.

# Attachment A

## SECTION 1 TRANSIT AGENCY INFORMATION

**Santa Cruz METRO (METRO)** was established in 1968. METRO's Headquarters building is located at 110 Vernon Street, Santa Cruz, CA 95060. METRO employs ~~404~~<sup>282</sup> employees, and majority of employees are from the bus operations department. METRO is comprised of twelve (12) departments: (1) Administration; (2) Finance; (3) Human Resources; (4) Information Technology; (5) Customer Service/Marketing; (6) Operations; (7) Planning Grants & Government Affairs; (8) Purchasing; (9) Safety/Security/Risk Management; (10) Facilities Maintenance; (11) Fleet Maintenance; and (12) Paratransit. METRO's Organization Chart is attached as Appendix – A.

METRO is governed by 11 Board of Directors and two (2) Ex-Officio Directors, representing various jurisdictions of METRO's service areas. The Board Chairperson is selected from among the Board members on a term period. The Board meetings are usually held once a month as per an established schedule. The agenda and meeting minutes are documented and posted on our website.

METRO provides fixed route and Highway 17 commuter service throughout Santa Cruz County, with limited service connecting to Monterey Salinas Transit at our Watsonville Transit Center and VTA in Santa Clara County, transporting more than 5 million passenger trips a year. METRO also operates Para Cruz paratransit service to Santa Cruz County, providing about 72,000 trips per year. METRO's operating budget in FY2~~5~~<sup>6</sup> was approximately ~~\$56.6~~<sup>\$82.9</sup> million and is funded through a combination of fare-box revenues, sales tax, state and federal sources.

**Today METRO operates a fleet of ~~112~~<sup>93</sup> buses on ~~28~~<sup>4</sup> fixed routes. METRO does not provide service on behalf of another transit agency or entity.**

PTASP Rule applies to all large and small transit systems that receive Urbanized Area Formula Program funds and all rail transit operators, regardless of FTA funding source. Santa Cruz METRO is a recipient of state and federal grants. These state and federal formula dollars are typically used for operations, are sometimes flexible for use in both operations and capital, and are often restricted to capital only. The following page provides a chart with information about the Grant Name; Source; and Project Type at METRO.

# Attachment A

GRANT NAME	SOURCE		PROJECT TYPE
<b>FTA 5307 Urbanized Area Formula Grants</b>	Federal Transit Administration, US Dept. of Transportation		Operations Capital
<b>FTA 5311 Rural Operating Assistance</b>	Federal Transit Administration, US Dept. of Transportation		Operations Capital
<b>FTA Funding for Small Transit Intensive Cities (STIC)</b>	Federal Transit Administration, US Dept. of Transportation		Operations Capital
<b>FTA Section 5339 Bus and Bus Facilities</b>	Federal Transit Administration, US Dept. of Transportation		Capital
<b>State Transit Assistance, State of Good Repair (SGR)</b>	Caltrans		Capital
<b>Low Carbon Transit Operations Program (LCTOP)</b>	Caltrans		Capital
<b>Local Partnership Program (LPP)</b>	California Transportation Commission		Capital
<b>Transportation Development Act (TDA) Funds -LTF</b>	State Sales Tax		Operations
<b>TDA- State Transit Assistance (STA) Funds</b>	State Sales Tax on Motor Fuel		Operations Capital

[Santa Cruz Metro is also unique in that we service two small urbanized area's within our service area and do not provide local service in any large urbanized area. The small urbanized areas that we serve are Santa Cruz, CA with a population of 169,038 and Watsonville, CA with a population of 68,668.](#)

## Subsection 1.1 Accountable Executive

**Corey Aldridge, CEO/ General Manager** of METRO reports to the Board of Directors and has been assigned as the Accountable Executive for the PTASP/SMS. The Accountable Executive has ultimate responsibility for carrying out METRO's PTASP/SMS and the agency's Transit Asset Management Plan (TAM), and control or direction over the human and capital resources needed to develop and maintain this Plan and the TAM Plan.

The CEO/General Manager is accountable for ensuring that the Agency's Safety Management Systems (SMS) is effectively implemented throughout the system. The CEO/General Manager is accountable for ensuring action is taken, as necessary, to

# Attachment A

address substandard performance in the agency's SMS. The CEO/General Manager may delegate specific responsibilities, but the ultimate accountability for METRO's safety performance cannot be delegated and always rests with the CEO/General Manager.

## Subsection 1.2 Chief Safety Officer

**Gregory Strecker is the Director of Safety, Security & Risk Management** who reports directly to the CEO/General Manager and has been assigned as the **Chief Safety Officer/Safety Management Systems (SMS) Executive** for the PTASP/SMS. METRO's Chief Safety Officer has the authority and responsibility for day-to-day implementation and operation of ~~the METRO's~~METRO's SMS. The Chief Safety Officer holds a direct line of reporting to the Accountable Executive as shown in the organization chart attached (Appendix –A), and has a strong working relationship with the operations and asset management functions at METRO.

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## SECTION 2 PLAN DEVELOPMENT, APPROVAL, AND UPDATE

METRO is a small bus transit agency with fewer than ~~15000~~ buses and has decided to develop its own PTASP and has informed the State Safety entity (Caltrans) of its decision on August 22, 2019. Consequently, METRO has developed this Plan in cooperation with frontline transit worker representatives to comply with 49 C.F.R Part 673 requirements. Any changes/updates to the PTASP are presented to the frontline transit workers through our Labor/Management Safety Committee where feedback is solicited and any suggested changes can be implemented per (673.17(b)(2)). This regulation requires that the Plan must be developed based on the four (4) principles or pillars of the Safety Management Systems (SMS). SMS is defined as the formal, **top-down**, organization-wide, data-driven approach to **managing** safety risk and assuring the effectiveness of safety mitigations. It includes systematic policies, procedures, and practices for the **management** of safety risk. The four principles or pillars of SMS are: (1) Safety Management Policy; (2) Safety Risk Management; (3) Safety Assurance; and (4) Safety Promotion. The following page provides a pictorial view of the four pillars of SMS.



# Attachment A

## Subsection 2.1 Drafting the Plan

This Plan was drafted by Santa Cruz METRO, thus meeting the requirements of 49 CFR Part 673.11(d). FTA will oversee compliance with the requirements of Part 673 through the existing Triennial Review Process.

## Subsection 2.2 Signature by the Accountable Executive, Safety Committee and Approval by the Board

This Plan addresses applicable requirements and standards stated in FTA's Public Transportation Safety Plan and the National Public Transportation Safety Plan. This Plan is developed by METRO and by signature below, the Accountable Executive confirms the development of this Plan.

\_\_\_\_\_  
Michael Tree – Accountable Executive  
CEO/General Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Frontline Personnel – Safety Committee

\_\_\_\_\_  
Date

## Approval

The Board of Directors of METRO has approved this Plan as so indicated by the signature of the Board of Directors' Chair on the date noted below and specified in Board of Directors Resolution # 20 Meeting Minutes and Board Agenda dated June 24, 2022. |

Commented [GS1]: Will be updated by the Board Meeting Signature

\_\_\_\_\_  
[Rebecca Downing](#)[Larry Pageler](#)  
METRO Board of Directors Chair

\_\_\_\_\_  
Date

# Attachment A

## Subsection 2.3 Certification of Compliance

This Plan will be certified by ~~Michael Tree~~[Corey Aldridge](#), CEO/General Manager, METRO on June 30, 202~~62~~ or earlier and will be attested by a letter of certification which can be viewed at the Administration Office located at 110 Vernon Street, Santa Cruz, CA 95060. METRO will ensure this Plan is maintained for three years after its creation and these documents are available to FTA, Caltrans, MPO and other federal/state entities upon request.

# Attachment A

## Subsection 2.4 Plan Review and Updates

Version #	Section/Pages Affected	Reason for Change	Date Issued
0	None	None	07/20/2020
1	1,4,6,11,23,26,31,40	Added COVID strategic plan, incorporate Safety Committee and Frontline Personnel review of PTASP, personnel update, added review of security incidents, updated data within section #3, added a safety goal section #7	06/30/2022
<u>2</u>		<u>Updated PTASP with all additions per PTASP final Rule Published April 11,2024</u>	

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This Plan will be reviewed by the PTASP Committee:

- Annually, each year during the first quarter, METRO will conduct a review/audit of its PTASP. This effort will be led by the Safety, Security, and Risk Management Director [with input from the Labor Management Health and Safety Committee](#);
- Evaluate its approach/methods to mitigating safety deficiencies and unsafe conditions or hazards;
- Evaluate organizational or operating changes that may warrant updating PTASP;
- Evaluate the need of new processes or procedures that may improve safety; and
- Evaluate implementation of PTASP/SMS processes and re-prioritize available resources to support PTASP/SMS, if needed.

Revisions or any changes/updates to the PTASP will be submitted to the Board of Directors for their approval by the second quarter Board meeting. Amendments to the PTASP will be circulate to all employees in accordance with METRO's standard communication process, and a copy be sent to Caltrans and MPO. METRO's PTASP Committee will consist of the following members:

~~Michael Tree~~ [Corey Aldridge](#) – CEO/General Manager

~~Gregory Strecker~~ ~~Curtis Moses~~ – Safety, Security, and Risk Management Director (CSO)

Margo Ross – Chief Operations Officer (Executive Management/Agency Leadership)

Chuck Farmer – Chief Finance Officer

Dawn Crummié – ~~Chief~~ Human Resources ~~Officer-Director~~

~~Isaac Holly~~ [Jorge A. Ovando Zalapa](#) – IT & ITS Director

John Urgo – ~~Chief~~ Planning, Grants & Governmental Affairs ~~Director~~ ~~Officer~~

~~Rina Solerio~~ [Micheal Bois](#) – Customer Service Manager

# Attachment A

~~Anna Marie Gouveia~~Daniel Zaragoza – ~~Operations Manager – Fixed Route~~Director of Operations

~~Daniel Zaragoza~~Rina Solorio – Operations Manager – Paratransit

~~Brandon Freeman~~ – ~~Assistant Operations Manager – Fixed Route~~

~~Freddy Rocha~~ – ~~Facilities Maintenance Manager~~Director of Facilities & Fleet

~~Eddie Benson~~ – ~~Fleet Maintenance Manager~~

Other staff members may be added to the PTASP Committee as warranted.

## SECTION 3 SAFETY PERFORMANCE TARGETS (SPTS)

### Subsection 3.1 Target Development

~~METRO will develop SPTs that will be reviewed and updated annually.~~ Santa Cruz Metro's safety Performance measures are based on the measures established under the National Public Transportation Safety Plan. There are 15 total targets defined by the national PTASP. All rates are per 100,000 Vehicle Revenue Miles (VRM)

All Measures will be evaluated over a calendar year period against a 3-year average of data reported to the National Transit Database (NTD). 2026 targets are based on CY 2023-2025 (1/1/2023 – 12/30/2025). For each measure, the performance target is to maintain or improve upon the 3-year average. For all measures except System Reliability, "improvement" refers to a reduction. For System Reliability, "Improvement" refers to an increase.

### Sources & Methodology

Performance Targets are calculated based on data pulled from the NTD Open Data portal and contains all Major Safety Events and all Non-Major Safety Events resulting in an injury. Data on vehicle revenue miles (VRM) is produced by Metro's Planning Department. For each metric listed, the total number of events are summed for the Calander year. For the metrics that are rates, this total is then multiplied by 100,000 and then divided by the total VRM for that calendar year. Each of these metrics is then averaged over the 3-year period.

System Reliability (MDBF) is calculated by dividing the VRM by total major mechanical failure as reported by SC Metro Fleet Maintenance Department for each calendar year and then averaging those numbers over 3 years.

See APPENDIX – D for the raw data that the SPT is based on for the 3 previous years  
~~METRO will develop SPTs that will be reviewed and updated annually. The specific SPTs are based on the safety performance measures established under the National Public Transportation Safety Plan and the safety performance goals set by METRO~~

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# Attachment A

based on the past three (3) Calendar years' data. The SPTs for METRO for the year 2022 is expected to stay within 1% of previous three years' data pertaining to fatalities, injuries, safety events, and system reliability. The rate is calculated based on Vehicle Revenue Miles (VRM) per 100,000. For example: **Fatalities** ÷ by VRM x 100,000; **Injuries** ÷ by VRM x 100,000; **Safety Events** ÷ by VRM x 100,000. **System Reliability**=failures ÷VRM

METRO Data for CY 2022CY 2026 Safety Performance Targets by mode

National PTASP Numbering	Measure	Fixed Route Service (MBDO)	Commuter Service (CBDO)(Highway 17)	Paracruz/Paratransit (DRDO)
Measure 1a	Major Safety Events	≤1	≤1	≤0
Measure 1b	Major Safety Events – Rate per 100,000 Revenue Miles	≤0.03	≤0.14	≤0
	Collisions	≤1	≤1	≤0
Measure 1.1	Collisions – Rate per 100,000 Revenue Miles	≤0.03	≤0.14	≤0
Measure 1.1.1	Pedestrian Collisions – Rate per 100,000 Revenue Miles	≤0	≤0	≤0
Measure 2a	Fatalities	≤0	≤0	≤0
Measure 2b	Fatalities – Rate per 100,000 Revenue Miles	≤0	≤0	≤0
Measure 2.1	Transit Worker Fatalities – Rate per 100,000 Revenue Miles	≤0	≤0	≤0
Measure 3a	Injuries	≤2	≤2	≤1
Measure 3b	Injuries – Rate per 100,000 Revenue Miles	≤0.08	≤0.47	≤0.07
Measure 3.1	Transit Worker Injuries – Rate per 100,000 Revenue Miles	≤0	≤0.08	≤0
Measure 4a	Assaults on Transit Workers	*	*	*
Measure 4b	Assaults on Transit Workers – Rate per 100,000 Revenue Miles	*	*	*

# Attachment A

Measure 5	System Reliability (Mean Distance between Major Mechanical Failures)	≥10726	≥11072	≥26396
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\* Agencies are not required to set a Performance Target until they have reported 3 fiscal years of data to the NTD; Santa Cruz Metro has reported 2 calendar years and will begin setting targets in the 2027 PTASP.

# Attachment A

Below is the past three (3) Calendar years (2019, 2020, 2021) data of METRO fatalities, injuries, and safety events.

## METRO Data for CY 2021

Mode of Transit Service	Fatalities (Total)	Fatalities (Rate)	Injuries (Total)	Injuries (Rate)	Safety Events (Total)	Safety Events (Rate)	System Reliability
Fixed-Route-Service (MBDO)	0	0	1	0.04	4	0.18	14,140
Commuter-Service (CBDO)	0	0	2	0.5	2	0.5	23,192
Para-Cruz/Paratransit (DRDO)	0	0	0	0	4	0.2	41,708

MBDO Mileage = 2,219,916; CBDO Mileage = 375,076; DRDO Mileage = 375,372

## METRO Data for CY 2020

Mode of Transit Service	Fatalities (Total)	Fatalities (Rate)	Injuries (Total)	Injuries (Rate)	Safety Events (Total)	Safety Events (Rate)	System Reliability
Fixed-Route-Service (MBDO)	0	0	2	-0.12	4	0.23	12272
Commuter-Service (CBDO)	0	0	0	0	0	0	19609
Para-Cruz/Paratransit (DRDO)	0	0	2	0.81	2	0.81	46246

MBDO Mileage = 1,737,120; CBDO Mileage = 353,853; DRDO Mileage = 245,941

## METRO Data for CY 2019

Mode of Transit Service	Fatalities (Total)	Fatalities (Rate)	Injuries (Total)	Injuries (Rate)	Safety Events (Total)	Safety Events (Rate)	System Reliability
Fixed-Route-Service (MBDO)	4	0.04	4	0.16	9	0.37	13435
Commuter-Service (CBDO)	0	0	0	0	1	0.15	14687
Para-Cruz/Paratransit (DRDO)	0	0	1	0.16	1	0.16	57313

MBDO Mileage = 2,445,157; CBDO Mileage = 646,238; DRDO Mileage = 630,447

# Attachment A

## Subsection 3.2 Safety Performance Target Coordination

METRO participates regularly at the monthly Interagency Technical Advisory Committee (ITAC) meetings. At ITAC meetings METRO provides the information about the safety performance targets to the State Department of Transportation – Caltrans; and Metropolitan Planning Organization (MPO). This information may also be provided through email.

The Association of Monterey Bay Area Governments (AMBAG) is the MPO for this region. AMBAG was established in 1968 for the purpose of regional collaboration and problem solving. AMBAG as it is often referred to was formed as a Joint Powers Authority (JPA) governed by a twenty-four-member Board of Directors comprised of elected officials from each City and County within the region. The AMBAG region includes Monterey, San Benito and Santa Cruz County. AMBAG serves as both a federally designated Metropolitan Planning Organization (MPO) and Council of Governments (COG). AMBAG performs metropolitan level transportation planning on behalf of the region. Among its many duties, AMBAG manages the region's transportation demand model and prepares regional housing, population and employment forecast that are utilized in a variety of regional plans. Funding is primarily from state and federal transportation funds and grants as well as other project specific grants. A small, but critical component of AMBAG funding is derived from annual member dues.

Targets Transmitted to the State	State Entity	Date Targets Transmitted
	Caltrans-District 5	April 29 , 2022
Targets Transmitted to the Metropolitan Planning Organization(s) - MPO	MPO	Date Targets Transmitted
	AMBAG	April 29, 2022

# Attachment A

## **SECTION 4 OVERVIEW OF THE AGENCY'S SAFETY MANAGEMENT SYSTEM**

SMS is a comprehensive, collaborative approach that brings management and labor together to build on the transit industry's existing safety foundation to control risk better, detect and correct safety problems earlier, share and analyze safety data more effectively, and measure safety performance more carefully. METRO's SMS focuses on applying resources to risk and is based on ensuring that the METRO has the organizational infrastructure to support decision-making at all levels regarding the assignment of resources. Some key parts of METRO's SMS include:

- Defined roles and responsibilities
- Strong executive safety leadership
- Formal safety accountabilities and communication
- Effective policies and procedures
- Active employee involvement

Furthermore, METRO's SMS have four distinct components, which are discussed in subsequent sections to this Safety Plan:

- Safety Policy
- Safety Risk Management
- Safety Assurance
- Safety Promotion

# Attachment A

## SECTION 5 SAFETY MANAGEMENT POLICY

The Safety Management Policy is the first of the four principles or pillars of SMS.

### Subsection 5.1 Safety Management Policy Statement

Safety is METRO's first priority. METRO is committed to implementing, developing, and improving strategies, management systems, and processes to ensure that all our activities uphold the highest level of safety performance and meet required safety standards.

We will develop and embed a safety culture in all our activities that recognizes the importance and value of effective safety management and acknowledges at all times that safety is paramount.

Our Safety Objectives includes the following:

- (a) Ensure employees and passenger safety, by minimizing the safety risks associated with transit service to as low as reasonably practicable;
- (b) Effective implementation of the Safety Management System (SMS);
- (c) Prompt and effective resolution of reported unsafe conditions and hazards; and
- (d) Meeting our safety performance targets

We will also ensure that all employees are provided with adequate and appropriate safety information and training, are competent in safety matters, and are only allocated tasks commensurate with their skills.

Responsibility for making our operations safer for everyone lies with each one of us – from executive management to frontline employees [through the Labor/Management Health/Safety Committees](#). Each manager is responsible for implementing the SMS in their area of responsibility and will be held accountable to ensure that all reasonable steps are taken to perform activities established as part of the SMS.

We have established safety performance targets to help us measure the overall effectiveness of our processes and ensure we meet our safety objectives and will keep our employees informed about our safety performance goals and objectives.

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[Michael Tree](#)[Corey Aldridge](#) – CEO/General Manager

# Attachment A

## Subsection 5.2 Safety Management Policy Communication

The safety management policy will be made available upon request to all employees and communicated throughout the agency through various processes such as:

- Workshops/training sessions - These will be conducted for Senior Management, Directors, Managers, and Supervisors. All Union representative's will be kept informed about this Plan. Once this Plan has been signed by the CEO/General Manager and approved by the Board of Directors, the Plan will be implemented at each respective department and will continue until each employee in the organization become familiar with their specific roles and responsibilities pertaining to PTASP/SMS.
- New Hire Safety Orientation – Through this program all new employees regardless of their classifications will be trained about their roles and responsibilities pertaining to PTASP and the principles of SMS.
- The safety communication will continue using safety bulletins, toolbox/tailgate safety meetings, and safety committee meetings, etc.
- In addition, annual safety audits/reviews of PTASP will be conducted to bring focus on the safety management communication aspect and the implementation status of PTASP and SMS principles.

## Subsection 5.3 Employee Safety Reporting Program

The purpose, description and protections for employees to report unsafe conditions & hazards are described in the Employee Safety Reporting Program as below:

### Purpose:

- a) To establish a system for METRO Employees to identify unsafe conditions or hazards at work and report them to their department management without fear of reprisal.
- b) To provide guidelines for facilitating the timely correction of unsafe conditions or hazards by METRO management.

### Description:

- a) This program provides a method for METRO management to identify, evaluate, and correct or avoid unsafe conditions or hazards, procedural deficiencies,

# Attachment A

design inadequacies, equipment failures, near misses, etc., which adversely affect the safety of employees.

- b) The program also involves recommending corrective actions and resolutions of identified unsafe conditions or hazards and/or near miss.
- c) All employees have the obligation to report immediately any unsafe conditions or hazards and near miss to their immediate supervisor /department manager and may do so without fear of reprisal. [The "Report of Unsafe Condition or Hazard/Near Miss Form"](#) is a means by which employees can report hazards or near misses. (See Appendix - B). These forms are available with each department Manager/~~Supervisor, and~~[Supervisor and](#) are also located near the Safety Bulletin Boards at each location. [All employees also have through QR Code posted at all sites and/or the link here \(<https://app.industrysafe.com/SANTACRUZM/hazards/>\) an online unsafe conditions/hazards/near miss form that allows employees to submit these to our online Safety tracking platform.](#) The corrective actions and resolutions of reported unsafe conditions or hazards are developed by the supervisor/department manager and communicated to the employee who reported about it. If it was reported anonymously, the corrective actions and resolution will be posted on the Safety Bulletin Board for 30 days.
- d) Unsafe conditions or hazards may also be identified as a result of occupational injury or illness investigations and/or by accident investigations using the HRD-58A Employee Report of Injury, HRD-58B Supervisor Report of Injury. (See Appendix - D). Employee behaviors that may result in disciplinary actions are excluded from this program.
- e) Other means by which hazards may be identified are inspections/audits or observations made by the Supervisors/management staff as referenced in agency's Safety Inspection Program. Regardless of how the hazard was originally identified, departments may use the Unsafe Condition or Hazard/Near Miss Tracking Sheet to log and track all hazard near miss reports and record when the corrective actions are completed or choose their own method to track the status of corrective actions. (See Appendix - C). [They may also file these reports on our Vector EHS safety tracking software.](#)
- f) [Employees may also report assaults on Transit workers, near-misses, and unsafe acts and conditions through any of the above referenced safety reporting systems without fear of reprisal.](#)
- g) At the Quarterly Safety Committee Meetings represented by management and unions, a summary report is presented by the Safety, Security & Risk

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# Attachment A

Management Department for all the reported hazards or unsafe conditions initiated during the previous quarter along with their corrective actions or resolutions. The summary report is reviewed by the committee members, and if any discussion is needed, it is then held at this meeting and a concurrence is reached among the members of the Quarterly Safety Committee. Any corrective actions or resolutions that are not completed or ~~needed~~need more work is then reviewed at the next Quarterly Safety Committee meeting.

## **Subsection 5.4 SMS Authorities, Accountabilities, and Responsibilities**

This Plan has assigned specific authorities, accountabilities, and responsibilities to the designated Accountable Executive; Chief Safety Officer or SMS Executive; Chief Operations Officer and Agency's Leadership/Executive Management; and Key Staff/Employees. Some of these assigned tasks pertaining to PTASP/SMS are described as below:

### **Subsection 5.4.1 Accountable Executive**

The CEO/General Manager is assigned as the Accountable Executive and some of his responsibilities include:

- Reviewing draft PTASP and make any changes as warranted and obtaining approval from the Board of Directors.
- Ensuring PTASP is based on SMS principles.
- Ensuring safety concerns are considered and addressed in the agency's ongoing budget planning process.
- Ensuring transparency in safety priorities: for the Board of Directors and for the employees.
- Establishing guidance on the level of safety risk acceptable to the agency.
- Assuring safety policy is appropriately communicated throughout the agency.
- Decision making about resources (staff & funding) to support TAM, PTASP/SMS, and capital investments.

### **Subsection 5.4.2 Chief Safety Officer or SMS Executive**

The Safety, Security & Risk Management Director is assigned as the Chief Safety Officer or SMS Executive and some of the responsibilities include:

- Developing, updating and implementing PTASP/SMS
- Developing and organizing annual audits/reviews of PTASP & SMS principles to ensure compliance with 49 CFR Part 673 requirements.

# Attachment A

- Overseeing the hazard management program and facilitating hazard identification, safety risk analysis and assessment, and the development and completion of safety risk controls and corrective actions.
- Maintaining safety documentation.
- Planning and organizing safety training.
- Providing regular reports on safety performance
- Briefing the Accountable Executive and Board of Directors on PTASP/SMS implementation activities.

### **Subsection 5.4.3 Agency Leadership/ Executive Management**

The Agency Leadership/Executive Management is comprised of the Chief Operations Officer and the department directors or managers of each department as shown in METRO's Organization Chart Appendix – A. Some of the responsibilities include:

- Day-to-day implementing of the PTASP/SMS principles throughout their department/organization.
- Communicating safety accountability and responsibility from the frontline employees to the top of the organization.
- Ensuring employees are following their working rules and procedures and following safety rules & regulations in performing their jobs, as well as following their specific roles & responsibilities in the implementation of the PTASP and SMS principles.
- Ensuring that employees complying with the safety reporting program and are reporting unsafe conditions and hazards to their department management and those unsafe conditions and hazards are corrected in a timely manner.
- Ensuring that resources are sufficient to carry out employee training/certification and re-training as required by their job classifications.

### **Subsection 5.4.4 Key Staff/Employees**

The agency Key Staff/Employees may include managers, supervisors, specialists, analysts, database administrators, and other key employees who are performing highly technical work and overseeing employees performing critical tasks and providing support in the implementation of PTASP & SMS principles in various departments throughout the agency. The Key Staff/Employees responsibilities include:

- Ensuring that employees are complying with the safety reporting program.
- Ensuring supervisors are conducting their toolbox safety meetings
- Promoting safety in employee's respective area of responsibilities – That means: zero accidents; absence of any safety concerns; perfect employee

# Attachment A

performance; and compliance with agency rules & procedures and regulatory requirements.

- Ensuring safety of passengers, employees, and the public.
- Responding to customer complaints and expectations for frequency, reliability, and convenience of service.
- Replacing and maintaining aging facilities, equipment, and infrastructure.
- Meeting increasing demands for fixed route, commuter service and paratransit service.
- Developing and maintaining database software programs such as HASTUS, ECO LANE, MAINSTAR and [Industry SafeVector EHS](#) to gather pertinent data elements to develop Key Performance Indicators (KPI) reports and conduct useful statistical analyses to identify trends and system performance targets.
- Establishing clear lines of safety communication and holding accountability for safety performance.

## SECTION 6 SAFETY RISK MANAGEMENT (SRM)

Safety Risk Management is the second of the four principles or pillars of SMS. The safety hazard identification is the key component of SRM process.

### Subsection 6.1 Safety Hazard Identification

Hazard identification and analysis is the first step in the SRM process and is a key component of an SRM. It involves two fundamental safety-related activities: Identifying and analyzing safety hazards; and assessing the risks associated with those hazards, and mitigating them to reduce the potential or consequences of those hazards causing harm.

- Example from METRO: Wires on floor causing tripping hazard; employees complaining of air quality in the yard as unsafe due to dust particles from the excavation/construction work, [safety concerns identified through its Safety Assurance Activities-](#)
- Examples from FTA Provided Material: Unclear roadway signage/traffic may lead to erratic vehicle speeds; worn vehicle brake assembly may lead to a collision; narrow traffic lanes may lead to collisions with other vehicles, pedestrians, bicyclists, [data and information regarding exposure to infectious diseases provided by the Centers for Disease Control and Prevention \(CDC\) or the State Health Authority](#), etc.
- Most accidents occur either due to a safety deficiency or hazard, and the consequence is an injury or property damage or both.

**Safety Deficiency:** A system-wide condition that allows hazards to exist.

# Attachment A

**Hazard:** Condition or object with the potential of causing injuries to personnel, damage to equipment or structures, loss of material, or reduction of ability to perform a prescribed function.

**Consequence:** Potential outcome(s) of the hazard.

Sample chart to determine Safety Deficiency, and/or Hazard, and Consequences:

ITEM	SAFETY DEFICIENCY	HAZARD	CONSEQUENCE
Bus route operated in mixed traffic			
Employee fell while performing maintenance on vehicle roof			
Operators are allotted 5 minutes for pre-trip inspections			
Pedestrian struck at an intersection with no crosswalk			
Passenger got foot caught in accessibility lift/ramp			
Training manual contradicts established SOPs			
Deteriorating bus stop shelter			

It's important that all Hazards are reported utilizing the form in Appendix – B.

Examples of Hazard identification through other sources may include: inspections, observations; safety investigations, accident reports, compliance reviews, committee reviews, industry data, FTA & NTSB reports, [CDC and/or State Health Authority](#), customer or public reports/complaints, and new projects related reports. All such

# Attachment A

hazards must be investigated, and their consequences be analyzed and corrective actions be taken to mitigate or eliminate safety deficiencies. All reported hazards or unsafe condition along with their mitigations or resolutions, and effectiveness or ineffectiveness of mitigations and any analysis performed will be discussed at the Quarterly [Management/Labor](#) Safety Committee meetings. The safety risks must be mitigated to as low as reasonably practicable and the committee members must reach a concurrence for all corrective actions and resolutions.

# Attachment A

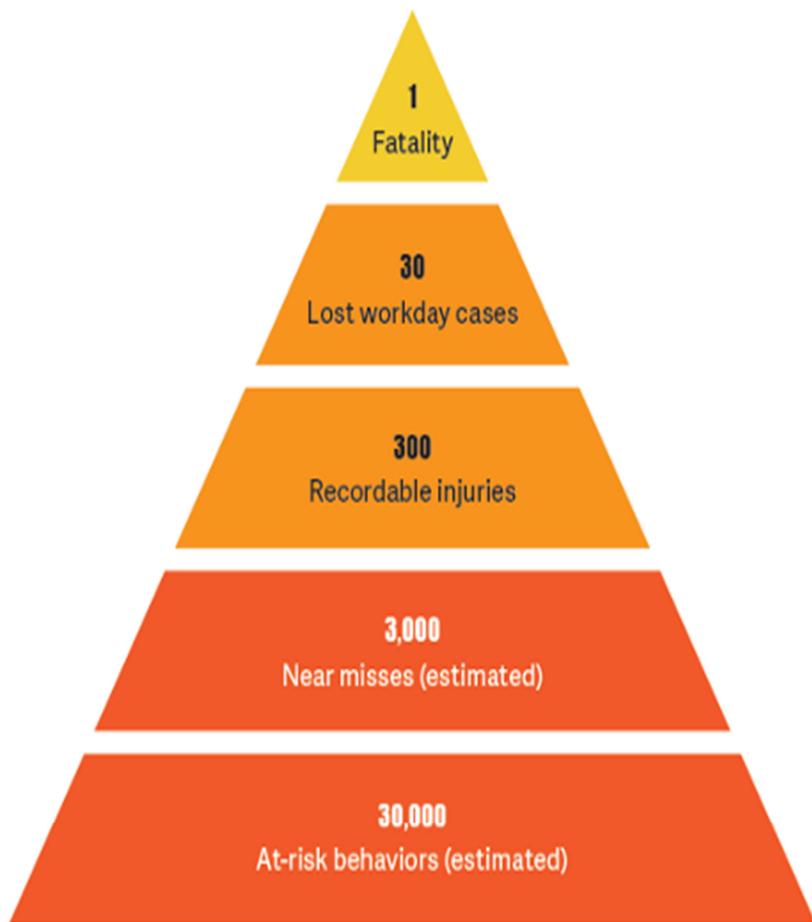


Figure 1: ConocoPhillips Marine Safety Pyramid, 2003

Conoco Phillips Marine in 2003 updated the Heinrich Ratio to include estimated near misses and eliminated at-risk behaviors, as illustrated above.

# Attachment A

## Subsection 6.2 Safety Risk Assessment

The quantification expressed in terms of: predicted probability and severity of the consequences of a hazard. The process involves analyzing the likelihood of a consequence occurring (probability) and evaluating the seriousness of a consequence, if it does occur (severity).

- **Safety Risk Probability** – The frequency or the likelihood of an occurrence in the life cycle of the system.

**Safety Risk Probability Table**

PROBABILITY LEVELS			
Description	Level	Specific Individual Item	Fleet Inventory
Frequent	A	Likely to occur often in the life of an item	Continuously experienced. <u>Potential consequence may be experienced more than once in 500 operating hours.</u>
Probable	B	Will occur several times in the life of an item	Will occur frequently. <u>Potential consequence may be experienced once between 500 and 6,000 operating hours.</u>
Occasional	C	Likely to occur sometime in the life of an item	Will occur several times. <u>Potential consequence may be experienced once between 6,000 and 60,000 operating hours.</u>
Remote	D	Unlikely, but possible to occur in the life of an item	Unlikely, but can reasonably be expected to occur. <u>Potential consequence may be experienced once</u>

# Attachment A

			<a href="#">between 60,000 and 180,000 operating hours.</a>
Improbable	E	So unlikely, it can be assumed occurrence may not be experience in the life of an item	Unlikely to occur, but possible
Eliminated	F	Incapable of occurrence. This level is used when potential hazards are identified and later eliminated.	Incapable of occurrence. This level is used when potential hazards are identified and later eliminated.

The measuring goes from A to F with A being frequent or likely to occur frequently and E being improbable or expected that this event will most likely never occur. The designation F is used when potential hazards are identified and later eliminated. (Note this table has been taken from the TSI Participation Guide – SMS Principles for Transit)

- **Safety Risk Severity** – An assessment of the damaging potential of the consequence. This must be done within the scope of worst-case but credible condition – not simply worst-case condition.

## Safety Risk Severity Table

SEVERITY CATEGORIES		
Description	Severity Category	Mishap Result Criteria
Catastrophic	1	Could result in one or more of the following: death, permanent total disability, irreversible significant environmental impact, or monetary loss equal to or exceeding \$10M
Critical	2	Could result in one or more of the following: permanent partial disability, injuries or occupational illness that may result in hospitalization of at least three personnel, reversible significant environmental impact, or monetary loss equal to or exceeding \$1M but less than \$10M
Marginal	3	Could result in one or more of the following: injuries or occupational illness resulting in one or more lost work day(s), reversible moderate environmental impact, or monetary loss equal to or exceeding \$100K but less than \$1M

# Attachment A

Negligible	4	Could result in one or more of the following: injuries or occupational illness not resulting in lost work day, minimum environmental impact, or monetary loss less than \$100K
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Like the Safety Risk Probability Table, the Safety Risk Severity Table presents a typical safety risk. It includes four categories to denote the level of severity of the occurrence of a consequence, the meaning of each category, and the assignment of a value to each category using numbers. In this table, 1 is considered catastrophic meaning possible deaths and equipment destroyed and 4 is considered negligible or of little consequence with two levels in between. (Note this table has been taken from the TSI Participant Guide – SMS Principles for Transit).

### Subsection 6.3 Safety Risk Mitigation

Involves evaluating the risk based on the Safety Risk Matrix and recommending appropriate mitigations. This is achieved by combining the Safety Risk Probability and Safety Risk Severity into the Safety Risk Index Ranking. This will also help prioritize safety risks.

### Safety Risk Matrix

MIL-STD-882E	Safety Risk Assessment Matrix			
Severity \ Probability	Catastrophic	Critical	Marginal	Negligible
	1	2	3	4
A – Frequent	1A	2A	3A	4A
B – Probable	1B	2B	3B	4B
C – Occasional	1C	2C	3C	4C
D – Remote	1D	2D	3D	4D
E – Improbable	1E	2E	3E	4E
F – Eliminated				

### Safety Risk Index Ranking

1A, 1B, 1C, 2A, 2B	High	Unacceptable
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# Attachment A

1D, 2C, 3A, 3B	Serious	Undesirable – with management decision required
1E, 2D, 2E, 3C, 3D, 3E, 4A, 4B	Medium	Acceptable – with review by management
4C, 4D, 4E	Low	Acceptable – without review

The mitigations may include Engineering Controls or Administrative Controls or both. The Engineering Controls may include redesign or designing the hazard out, installing safety devices, interlocks or warning systems and the Administrative Controls may include writing new rules & procedures, training or use of Personal Protective Equipment (PPE). [As a source for safety risk mitigation the agency considers the guidance provided by an oversight authority, if applicable, the FTA. In addition, another source for safety risk mitigation the agency considers is guidelines to prevent or control exposure to infectious diseases provided by the CDC or a State Health authority.](#) The Safety risk must be mitigated if ranked as unacceptable (High- Red). Those Safety Risks that have been mitigated, even those mitigated risks shown as Acceptable status (Low -Green) must undergo regular and consistent monitoring to ensure the mitigation strategy is effective. These mitigations will be reviewed at the Quarterly Safety Committee Meetings.

# Attachment A

## SECTION 7 SAFETY ASSURANCE

Safety Assurance is the third of the four pillars of SMS. It ensures that processes within METRO's Safety Management System have been implemented and are effective in mitigating risks and that METRO meets or exceeds its safety objectives through the collection, analysis, and assessment of information. Safety Assurance constantly interacts with [SRMSafety Risk Management](#). It helps [ensure](#) agency Safety Performance is in line with Safety Objectives and targets. It ensures Safety Mitigation Activities are being implemented and they are appropriate and effective. It helps [with](#) Safety Performance Monitoring and Measurement. Some of the key elements of Safety Performance Monitoring and Measurement are shown ~~as~~ below:

### Subsection 7.1 Safety Performance Monitoring and Measurement

Safety Performance Monitoring and Measurement may include the following activities:

- Monitor compliance with, and sufficiency of, METRO's procedures for operations and maintenance. This is achieved during the monthly safety inspections, accident investigations, and annual audits/reviews
- Monitor safety risk mitigations that may be ineffective, inappropriate, or were not implemented as intended. This is achieved during the Quarterly Safety Committee meetings, regular inspections, accident investigations, and annual audits/reviews
- Monitor safety related information reported through internal reporting programs. This is achieved during the Quarterly Safety Committee meetings and annual audits/reviews
- Review Operator's Chargeable versus Non-chargeable accidents
- Review the Operator's Rule-Book violations. This is reviewed during accident investigations and annual audits/reviews. The investigation process follows METRO's Guidelines for responding to collisions and incidents. The incident investigations are conducted of all safety events and identifies casual factors.
- Review Operator Training Program. This is reviewed during annual audits/reviews
- Review Transit Supervisor Training Program. This is reviewed during annual audits/reviews
- Review Accident Investigation Program including review of identification of casual factors and corrective actions. This is reviewed during annual audits/reviews
- Review operational data for Operators on-time performance. This is reviewed during annual audits/reviews
- Review Fleet Maintenance Plan and if bus maintenance performed as per PMs. This is reviewed during annual audits/reviews
- Review data for mean distance between major mechanical failures. This is reviewed on a quarterly basis and during annual audits/reviews

# Attachment A

- Review Facilities Maintenance Plan and if maintenance performed as per PMs. This is reviewed during annual audits/reviews
- Review State of Good Repair and Transit Asset Management Plan activities
- Review employee safety reporting program
- Review results of surveys/studies/tests, conducted to improve safety or reliability
- Check on the appropriateness and effectiveness of past mitigation strategies
- Review action items from safety inspection of facilities and six monthly inspections of Fuel Island areas
- Review record of new employee/new hire safety training
- Review implementation of agency’s Drug & Alcohol Program & post-accident testing
- Review Cyber Security Policy, cyber-attacks and their resolutions
- Review activities of Injury and Illness Prevention Program (IIPP)
- Review development & implementation of PTASP/SMS
- Review training records of IIPP and PTASP/SMS
- Review METRO participation in emergency preparedness drills internally and/or with outside agencies, cities and counties
- Review Annual Safety Audit/review process of PTASP/SMS
- [Review identified deficiencies in the SMS and the agency’s performance against its safety performance targets.](#)
- Review efforts to follow through with FTA safety advisories, NTSB recommendations and peer review sessions/conferences and workshops
- Review safety goals, objectives/targets and safety performance indicators.
- Review security incidents to address safety concerns

## Safety Performance related Safety Goals, Objectives/Targets and Indicators

GOALS	OBJECTIVE/TARGET	SAFETY PERFORMANCE INDICATOR
Develop & Implement Safety Risk Probability, Severity, and Safety Risk Mitigation Processes	To comply with 49 CFR Part 673 and MIL STD 882E	Complete development by end of February 2020
Develop & Implement PTASP/SMS	To comply with 49 CFR Part 673. Obtain CEO/General Manager and Board of Directors Approval	Complete development of PTASP by end of June 2020
Educate employees of two of the four SMS principles throughout the agency	To comply with 49 CFR 673.	Complete informing employees of “Safety Policy” and “Safety Promotion” principles by the end of June 2023

# Attachment A

## SECTION 8 SAFETY PROMOTION

Safety Promotion is the fourth of the four pillars of SMS. Safety Promotion is an important part of the Safety Management System, setting the tone for the PTASP/SMS and helping to establish and maintain a robust safety culture. Safety Promotion has two components: (1) Safety Communication; and (2) Competencies and Training. Some of the key elements of Safety Communication, and Competencies & Training are shown as below:

### Subsection 8.1 Safety Communication

Ongoing Safety Communication is critical and it should occur– up, down and across all levels. Any lessons learned should be communicated to all concerned. Management commitment to resolve safety concerns & hazards should be communicated on a regular basis. One of Management’s most important responsibilities under PTASP/SMS is to encourage and motivate employees to communicate openly, authentically and without concern for reprisal. Safety Communication is the heart and soul of a successful PTASP/SMS. Ensure employees are aware of the PTASP/SMS principles and understand their roles and responsibilities. Convey safety critical information such as accident data, injuries and reported hazards and their resolutions to [frontline](#) employees [through the quarterly Safety committee meetings](#). Tools to support safety communication include:

- Safety bulletins
- Safety notices
- Posters
- CDs or Thumb drives or online safety video access
- Newsletters
- Briefings or Toolbox talks
- Seminars and workshops
- New employee training and refresher training
- Intranet or social media
- Safety committee meetings

**Competencies and Training:** The Executive Management is responsible to ensure that all employees attend the training & retraining requirements for their specific job classifications roles and as well as their responsibilities for the implementation of

# Attachment A

PTASP/SMS. All employees must acquire the competencies and knowledge for the consistent application of their skills needed for their job classifications and as well as they relate to safety performance objectives. All employees must be trained in their respective job classifications and must complete their refresher or recertification training requirements. All Employees, Managers and Supervisors, and Executive Management must have a good understanding of the following:

## **All Employees:**

- Understanding of their job duties, responsibilities and training requirements
- Understanding of safety performance targets
- Understanding of fundamental principles of PTASP/SMS
- Understanding of Safety Reporting Program – Reporting unsafe conditions & hazards/near miss
- Understanding of the fundamentals of De-escalation
- Understanding of their individual roles & responsibilities for PTASP/SMS

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## **Managers and Supervisors**

- Understanding of their job duties, responsibilities and training requirements
- Understanding of Safety Risk Management
- Understanding of Safety Assurance
- Understanding of Safety Promotion
- Understanding of their individual roles & responsibilities for PTASP/SMS

## **Executive Management:**

- Understanding of management commitment and support to all activities of PTASP/SMS.

## **SECTION 9 DOCUMENTATION**

Pursuant to 49 CFR Part 673.31, METRO maintains records related to this Safety Plan and SMS implementation for a minimum of three years. These documents include but are not limited to the results from SMS processes and activities. METRO will make these documents available to FTA Region 9, Caltrans, and other Federal and state agencies upon request.

# Attachment A

## REFERENCES

1. 49 Code of Federal Regulation Part 673,625,655,40
2. U.S. Department of Transportation, Federal Transit Administration, MAP-21
3. Military Standard 882E
4. Federal Transit Administration. SMS "Dear Colleague Letter". May 13, 2013
5. SMS Principles for Transit – Participant Guide – Federal Transit Administration
6. Employee Reporting Program – Santa Cruz METRO – IIPP Program
7. FTA Workshop on PTASP
8. Caltrans PTASP template
9. Federal Motor Carrier Safety

# Attachment A

## Definitions

Accident means an Event that involves any of the following: a loss of life; a report of a serious injury to a person; a collision of public transportation vehicles; an evacuation for life safety reasons.

Accountable Executive means the single, identifiable person who has ultimate responsibility for carrying out the Public Transportation Agency Safety Plan of the Agency; responsibility for carrying out the Agency's Transit Asset Management Plan; and control or direction over the human and capital resources needed to develop and maintain both the Agency's Public Transportation Agency Safety Plan, in accordance with 49 U.S.C. § 5329(d), and the Agency's Transit Asset Management Plan in accordance with 49 U.S.C. § 5326.

Agency, Transit Agency or METRO means Santa Cruz Metropolitan Transit District

Board means governing body of METRO.

Caltrans means the California Department of Transportation- District 5

Chief Safety Officer means the adequately trained individual who has responsibility for safety and reports directly to the Transit Agency's chief executive officer.

CFR means Code of Federal Regulations.

Event means any Accident, Incident, or Occurrence.

FTA means the Federal Transit Administration, an operating administration within the United States Department of Transportation.

Hazard means any real or potential condition that can cause injury, illness, or death, damage to or loss of the facilities, equipment, rolling stock, or infrastructure of the system, or damage to the environment.

Incident means an Event that involves any of the following: a personal injury that is not a serious injury, one or more injuries requiring medical transport, or damage to facilities, equipment, rolling stock, or infrastructure that disrupts the operations of the Transit Agency.

Investigation means the process of determining the causal and contributing factors of an accident, incident, or hazard, for the purpose of preventing recurrence and mitigating risk.

National Public Transportation Safety Plan means the plan to improve the safety of all public transportation systems that receive federal financial assistance under 49 U.S.C. Chapter 53.

# Attachment A

Occurrence means an Event without any personal injury in which any damage to facilities, equipment, rolling stock, or infrastructure does not disrupt the operations of the Transit Agency.

Part 673 means 49 CFR (Code of Federal Regulations) Part 673.

Performance Measure means an expression based on a quantifiable indicator of performance or condition that is used to establish targets and to assess progress toward meeting the established targets.

Performance target means a quantifiable level of performance or condition, expressed as a value for the measure, to be achieved within a time period required by the Federal Transit Administration (FTA).

Risk means the composite of predicted severity and likelihood of the potential effect of a hazard.

Risk mitigation means a method or methods to eliminate or reduce the effects of hazards.

Safety Assurance means processes within the Transit Agency's Safety Management Systems that function to ensure the implementation and effectiveness of safety risk mitigation, and to ensure that the Transit Agency meets or exceeds its safety objectives through the collection, analysis, and assessment of information.

Safety Management Policy means the Transit Agency's documented commitment to safety, which defines the Transit Agency's safety objectives and the accountabilities and responsibilities of its employees in regard to safety.

Safety Management Systems (SMS) means the formal, top-down, organization-wide approach to managing safety risk and assuring the effectiveness of a Transit Agency's safety risk mitigation. SMS includes systematic procedures, practices, and policies for managing risks and hazards.

Safety Performance Target (SPT) means a Performance Target related to safety management activities.

Safety Promotion means a combination of training and communication of safety information to support SMS as applied to the Transit Agency's public transportation system.

Safety Risk Assessment (SRA) means the formal activity whereby the Transit Agency determines Safety Risk Management priorities by establishing the significance or value of its safety risks.

Safety Risk Management (SRM) means a process within the Transit Agency's Public Transportation Agency Safety Plan for identifying hazards and analyzing, assessing, and mitigating safety risk.

# Attachment A

Serious injury means any injury which: (1) requires hospitalization for more than 48 hours, commencing within seven days from the date the injury was received, (2) results in a fracture of any bone (except simple fractures of fingers, toes, or noses), (3) causes severe hemorrhages, nerve, muscle, or tendon damage; (4) involves any internal organ, or (5) involves second or third-degree burns, or any burns affecting more than five percent of the body surface.

State of Good Repair (SGR) means the condition in which a capital asset is able to operate at a full level of performance.

Transit Asset Management Plan means the strategic and systematic practice of procuring, operating, inspecting, maintaining, rehabilitating, and replacing transit capital assets to manage their performance, risks, and costs over their life cycles, for the purpose of providing safe, cost-effective, and reliable public transportation, as required by 49 U.S.C. 5326 and 49 CFR part 625.

U.S.C. means United States Code.

# Attachment A

## LIST OF ACRONYMS USED IN THIS PLAN

**ALARP** – As Low as Reasonably Practical

**AMBAG** – Association of Monterey Bay Area of Governments

**CBDO** – Commuter Service

**CEO/GM** – Chief Executive Officer/General Manager

**COO** – Chief Operations Officer

**DOT** – Department of Transportation

**DRDO** – Para Cruz/Paratransit Service

**FTA** – Federal Transit Administration

**KPI** – Key Performance Indicators

**MBDO** – Fixed Route Service

**MPO** – Metropolitan Planning Organization

**PTASP** – Public Transportation Agency Safety Plan

**SMS** – Safety Management Systems

**TAM** – Transit Asset Management

**VTA** – Valley Transportation Authority

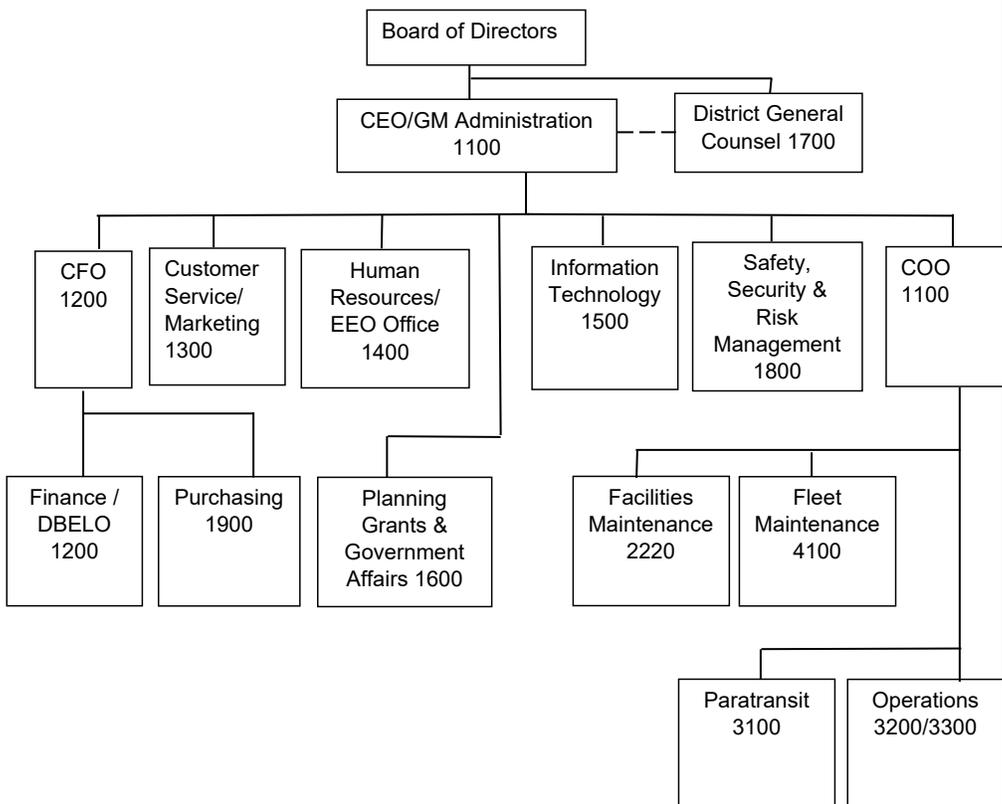
# Attachment A

## APPENDICES

- Appendix – A: METRO Organization Chart**
- Appendix – B: Report of Unsafe Condition or Hazard/Near Miss Form**
- Appendix – C: Unsafe Condition or Hazard/Near Miss Tracking Sheet**
- Appendix – D: HRD-58A Employees Report of Injury, HRD-58B Supervisors Report of Injury**
- Appendix – E: COVID Strategic Plan**

# Attachment A

APPENDIX – A  
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
SANTA CRUZ METRO  
ORGANIZATIONAL CHART FY-2020



# Attachment A

## APPENDIX-B

### Report of Unsafe Condition or Hazard/Near Miss

**INSTRUCTIONS:** This form can be submitted to your supervisor, manager, or may be placed anonymously in the drop box near the safety board. If you do not receive a response in 15 days, please contact METRO's Safety Specialist at (831) 420-2564 or via email [safety@scmted.com](mailto:safety@scmted.com). **THERE IS NO REPRISAL OR DISCIPLINARY ACTION FOR SUBMITTING THIS FORM.**

Name (Voluntary):	Date:
Department:	Phone:
Work Location:	Supervisor:

**Location believed to have an Unsafe Condition or Hazard/Near Miss:**


**Description of the Unsafe Condition or Hazard/Near Miss:**


### Management Investigation and Response

**Name and title of person investigating this report:**

--

**Result of Investigation: (When was investigation conducted? What was found? Was the condition/practice Unsafe? If yes, what was the cause?)**


**Date of Corrective Action:** \_\_\_\_\_

**Description of Corrective Action:**


**If not corrected, give target date of Corrective Action. Provide name of person taking Corrective Action and contact information:**

--

**Was management's response provided to the employee reporting this condition?** Yes  No

**If the report was submitted anonymously, provide date the response was posted on the bulletin board. DATE:**

--

\_\_\_\_\_  
Signature of person investigating this report

\_\_\_\_\_  
Date

**MANAGEMENT RESPONSIBILITIES:** 1) Investigate the unsafe condition/work practice; 2) Ensure that this form is documented and tracked to resolution; 3) Provide a response to the reporting employee within 15 days of receipt of notice; 4) For anonymous submissions, a copy of this form will be posted on the safety bulletin board for 30 days after management signs off on corrective action.



# Attachment A

## APPENDIX-D

### EMPLOYEE REPORT OF INJURY

#### Employee Section I - General Information

Employee Name (Print): \_\_\_\_\_ Phone #: (\_\_\_\_) \_\_\_\_ - \_\_\_\_  
Job Title: \_\_\_\_\_ Employee #: \_\_\_\_\_  
Address: \_\_\_\_\_ Date of Hire: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Dept. #: \_\_\_\_\_ Date of Injury/Illness: \_\_\_\_/\_\_\_\_/\_\_\_\_ Time: \_\_\_\_ AM/PM  
Date Injury/illness Reported: \_\_\_\_/\_\_\_\_/\_\_\_\_ If injury was reported *after* the date of incident, explain:  
\_\_\_\_\_

Witness(es) to injury/incident: Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone#: (\_\_\_\_) \_\_\_\_ - \_\_\_\_  
Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone#: (\_\_\_\_) \_\_\_\_ - \_\_\_\_  
Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone#: (\_\_\_\_) \_\_\_\_ - \_\_\_\_  
Person the Injury/Incident was reported to: Name: \_\_\_\_\_  
Title: \_\_\_\_\_

#### Employee Section II - Injury/Illness Information

Body Part Injured: (INDICATE LEFT OR RIGHT WHERE APPLICABLE)

<input type="checkbox"/> Head	<input type="checkbox"/> Chest	<input type="checkbox"/> Hand (L/R)	<input type="checkbox"/> Ankle (L/R)
<input type="checkbox"/> Face	<input type="checkbox"/> Upper Back	<input type="checkbox"/> Finger (identify) L/R	<input type="checkbox"/> Foot (L/R)
<input type="checkbox"/> Eye (L/R)	<input type="checkbox"/> Mid Back	<input type="checkbox"/> Hip (L/R)	<input type="checkbox"/> Toe (identify) L/R
<input type="checkbox"/> Neck	<input type="checkbox"/> Lower Back	<input type="checkbox"/> Leg (L/R)	<input type="checkbox"/> Abdomen
<input type="checkbox"/> Shoulder (L/R)	<input type="checkbox"/> Arm (L/R)	<input type="checkbox"/> Knee (L/R)	<input type="checkbox"/> Respiratory

Other (Explain) \_\_\_\_\_

Type of Injury:

<input type="checkbox"/> Laceration	<input type="checkbox"/> Burn	<input type="checkbox"/> Contusion
<input type="checkbox"/> Abrasion	<input type="checkbox"/> Fracture	<input type="checkbox"/> Amputation
<input type="checkbox"/> Puncture	<input type="checkbox"/> Sprain/Strain	<input type="checkbox"/> Foreign Body

Other (Explain) \_\_\_\_\_

- Were medical services offered for this injury?  No  Yes Date Offered: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Facility where treatment was provided: \_\_\_\_\_  
Physician's Name: \_\_\_\_\_ Phone #: (\_\_\_\_) \_\_\_\_ - \_\_\_\_  
Physician's Address: \_\_\_\_\_

If no, are you declining medical services?  No  Yes If yes, why? \_\_\_\_\_  
\_\_\_\_\_

- If you went to the doctor before reporting your injury, explain:  
\_\_\_\_\_  
\_\_\_\_\_

HRD-58A (rev. 11/2005)

# Attachment A

## APPENDIX-D

- Have you ever injured this body part(s) before? No Yes **If yes, how and when?** \_\_\_\_\_  
\_\_\_\_\_
- Have you ever received treatment for this body part(s) prior to this injury? No Yes  
**If yes, where and when?** \_\_\_\_\_  
\_\_\_\_\_
- Have you ever received compensation for a past injury for this body part(s)? No Yes  
**If yes, please provide details?** \_\_\_\_\_  
\_\_\_\_\_

### Employee Section III - Description of How Injury Occurred

- Is this a re-injury? No Yes (If yes, what was your original date of injury? \_\_\_\_/\_\_\_\_/\_\_\_\_)
- Did injury occur on Santa Cruz METRO property? No Yes (If yes, give address and specific location):  
\_\_\_\_\_
- If not on Santa Cruz METRO property, describe exact location and address:  
\_\_\_\_\_
- Did injury occur in van/bus/staff car? No Yes (If yes, which vehicle #: \_\_\_\_\_)
- Did injury involve another vehicle? No Yes (If yes, vehicle license #(s) : \_\_\_\_\_)
- What duties were you performing when incident/injury occurred? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Were the above regularly assigned duties? No Yes

Explain in detail how the injury occurred: (use separate sheet of paper if more room is needed)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Employee's recommendations for avoiding this injury in the future:

\_\_\_\_\_  
\_\_\_\_\_

**PLEASE NOTE:** It is your responsibility to turn in all medical notes regarding this Workers' Compensation Claim to Santa Cruz METRO's Human Resources Department. Initial: \_\_\_\_\_

I certify the above is true and correct: to we want to this to be a penalty of perjury statement if so change language

Employee's Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Employee Name (Print): \_\_\_\_\_

Received By (Print): \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Title: \_\_\_\_\_

# Attachment A

## APPENDIX-D



### SUPERVISOR REPORT OF INJURY

#### Supervisor Section I

- Employee's Name: \_\_\_\_\_ Employee #: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone#: ( ) \_\_\_\_\_ - \_\_\_\_\_
- Date of Injury: \_\_\_\_/\_\_\_\_/\_\_\_\_ Date Injury Reported: \_\_\_\_/\_\_\_\_/\_\_\_\_
- Employee's Start Time: \_\_\_\_ AM/PM Employee's Injury/Incident Time: \_\_\_\_ AM/PM
- What First Aid was offered, if any? \_\_\_\_\_
- If First Aid was not offered, explain: \_\_\_\_\_
- Was medical treatment beyond first aid offered? Yes No Did employee go to the doctor? Yes No
- Did doctor send employee home? Yes No
- If yes, what is the estimated return to work date? \_\_\_\_/\_\_\_\_/\_\_\_\_
- If no, did employee return to work immediately after seeing the doctor? Yes No  
If no, explain: \_\_\_\_\_
- Date Workers' Compensation Claim Form (DWC-1) was offered to employee: \_\_\_\_/\_\_\_\_/\_\_\_\_  
**(Provide form ONLY if employee needs treatment beyond first aid or lost time beyond work shift)**
- If DWC-1 or Employee Report of Injury forms were not provided, or were provided *after* the date of injury/incident, explain: \_\_\_\_\_

#### Supervisor Section II (use additional sheets of paper if necessary for answers)

- How did injury/incident occur? \_\_\_\_\_
- How did you become aware of the injury/incident? \_\_\_\_\_
- Witness(es) to injury/incidents: Name: \_\_\_\_\_ Phone#: ( ) \_\_\_\_\_ - \_\_\_\_\_  
Address: \_\_\_\_\_  
Name: \_\_\_\_\_ Phone#: ( ) \_\_\_\_\_ - \_\_\_\_\_  
Address: \_\_\_\_\_  
Name: \_\_\_\_\_ Phone#: ( ) \_\_\_\_\_ - \_\_\_\_\_  
Address: \_\_\_\_\_
- Did employee lose time from work? Yes No Date employee last worked: \_\_\_\_/\_\_\_\_/\_\_\_\_
- Were wages paid on date of injury/illness? Yes No
- Employee's work hours and specific job assignments on day of injury/incident: \_\_\_\_\_
- Was employee performing regularly assigned duties at time of injury/incident? Yes No
- Are there any other circumstances that may have caused or contributed to the injury/incident? Yes No

YOU MUST SEND THIS FORM ALONG WITH A COMPLETED DWC-1 FORM (if required) TO HUMAN RESOURCES DEPT. WITHIN 24 HOURS OF DATE INJURY WAS REPORTED IF TREATMENT BEYOND FIRST AID IS SOUGHT OR TIME IS LOST BEYOND THE WORK SHIFT  
HRD-58B (rev. 10-2013)

# Attachment A

## APPENDIX-D

- If yes, explain: \_\_\_\_\_
- Is there any reason to suspect injury/illness did not occur as described by employee?  Yes  No  
If yes, explain: \_\_\_\_\_
- How do you believe the injury/illness occurred? \_\_\_\_\_  
\_\_\_\_\_
- Provide information concerning any prior injuries/illnesses or medical treatment involving same body part(s) as claimed injury: \_\_\_\_\_  
\_\_\_\_\_

### Supervisor Section III

<u>Unsafe Act or Condition</u>	<u>YES</u>	<u>NO</u>	<u>N/A</u>
Lack of skill or knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unsafe act of other person	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unsafe act of employee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Failure to use proper tools or protection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unaware of hazards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Used short cut to save time/effort	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unsafe/improper material handling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vehicle collision	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unsafe condition of machine	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lack of Transit Santa Cruz METRO tools/equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Improper job procedure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unsafe floor, ramps, stairs, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Improper lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Horseplay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intoxication (under influence of drugs or alcohol)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- If yes to any of the above, explain: \_\_\_\_\_  
\_\_\_\_\_
- If yes to any of the above, what corrective action will you take as the Supervisor?  
\_\_\_\_\_
- Estimated completion date of corrective action: \_\_\_\_/\_\_\_\_/\_\_\_\_
- Supervisor's comments: \_\_\_\_\_  
\_\_\_\_\_

**I certify that the above information is true and correct: Penalty??**

Supervisor's Signature \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Supervisor's Name (please print) \_\_\_\_\_  
 Manager's Signature \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Manager's Name (please print) \_\_\_\_\_

YOU MUST SEND THIS FORM ALONG WITH A COMPLETED DWC-1 FORM (if required) TO HUMAN RESOURCES DEPT. WITHIN 24 HOURS OF DATE INJURY WAS REPORTED IF TREATMENT BEYOND FIRST AID IS SOUGHT OR TIME IS LOST BEYOND THE WORK SHIFT  
 HRD-588 (rev. 10-2015)

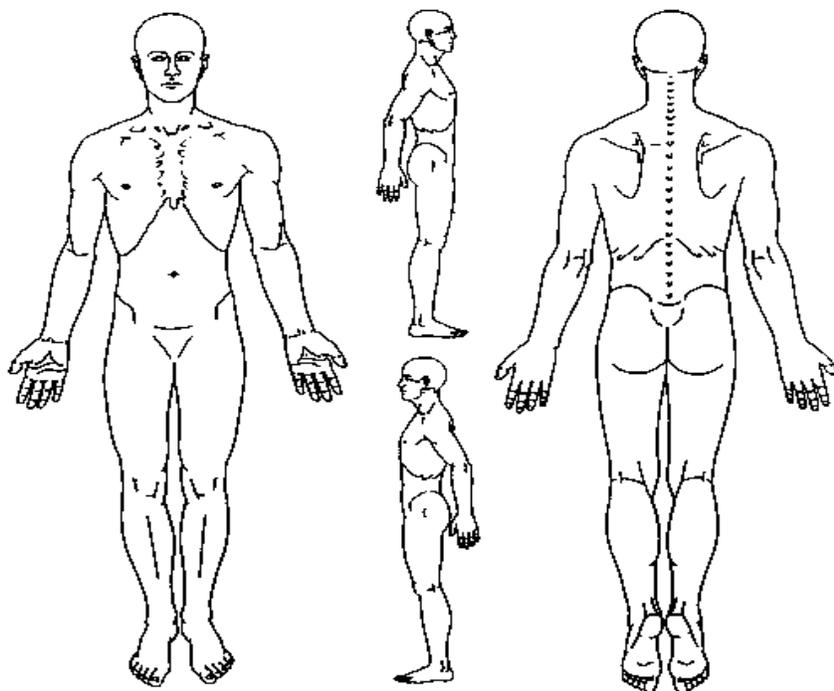
# Attachment A

## APPENDIX-D

### PAIN DIAGRAM

EMPLOYEE NAME \_\_\_\_\_ DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

On the diagram below, please mark the drawings according to where you hurt (if the back of your neck, mark the drawing on the back of the neck, etc.). If you feel any of the following symptoms, please indicate where you feel them by placing the letters shown below on the diagram. Include all affected areas.



- A = ACHE
- P = PINS & NEEDLES
- B = BURNING
- S = STABBING
- N = NUMBNESS
- O = OTHER

Employee's Signature: \_\_\_\_\_

Received by: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

# Attachment A

## APPENDIX-D

### **COVID STRATGIC PLAN**

The first COVID-19 case was discovered on January 19, 2021. COVID-19 quickly spread nationally as a pandemic affecting all modes of transportation. Over time, COVID-19 mutated into various variants that were highly contagious.

Multiple government agencies and private companies responded to the pandemic with regulations, medical supplies, health recommendations, protective equipment, and vaccinations. The Center of Disease Control (CDC) led the nation with providing health recommendations through collection of data and science. Transportation Security Administration and California Occupational Safety and Health Administration developed and enforced regulations for the transportation industry. Santa Cruz Public Health Division developed and enforced local regulations through the collection of data, science, and following CDC recommendations.

Santa Cruz Metropolitan Transit District (METRO) monitored and adhered to the regulations and safety recommendations to provide a safe working and riding environment. METRO developed COVID polices, added engineering controls to buses and facilities, posted COVID information signage, applied physical distancing, provided face masks to employees and passengers, provided additional personal protective equipment, hosted onsite COVID vaccine and booster clinics, reported positive cases, conducted contact tracing for positive cases, sanitize buses/vehicles and facilities, and provided free onsite testing.

In the event of another COVID variant becoming highly contagious, METRO strategic plan is to continue maintaining an adequate supply of sanitization liquids and face masks, maintain engineering controls, continue free onsite testing, and implement if necessary CDC, federal, state and local regulations and recommendations. METRO currently hire personnel that are vaccinated to the existing higher than 90% vaccination rate.

The Federal Transit Administration provided COVID funds through grants to purchase COVID supplies and equipment to provide a safer environment.

# Attachment A

## APPENDIX-D

### SPT previous 3-year raw data

Below is the past three (3) Calendar years (2023, 2024, 2025) data of METRO fatalities, injuries, and safety events.

#### METRO Data for CY 2025

National PTASP Numbering	Measure	Fixed Route Service (MBDO)	Commuter Service (CBDO)(Highway 17)	Paracruz/Paratransit (DRDO)
Measure 1a	Major Safety Events	0	1	0
Measure 1b	Major Safety Events – Rate per 100,000 Revenue Miles	0	0.17	0
	Collisions	0	1	0
Measure 1.1	Collisions – Rate per 100,000 Revenue Miles	0	0.17	0
Measure 1.1.1	Pedestrian Collisions – Rate per 100,000 Revenue Miles	0	0	0
Measure 2a	Fatalities	0	0	0
Measure 2b	Fatalities – Rate per 100,000 Revenue Miles	0	0	0
Measure 2.1	Transit Worker Fatalities – Rate per 100,000 Revenue Miles	0	0	0
Measure 3a	Injuries	2	0	0
Measure 3b	Injuries – Rate per 100,000 Revenue Miles	0.07	0	0
Measure 3.1	Transit Worker Injuries – Rate per 100,000 Revenue Miles	0	0	0
Measure 4a	Assaults on Transit Workers	*	*	*
Measure 4b	Assaults on Transit Workers – Rate per 100,000 Revenue Miles	*	*	*
Measure 5	System Reliability (Mean Distance between Major Mechanical Failures	8989	13131	26543

MBDO Mileage = 2,867,481; CBDO Mileage = 564,639; DRDO Mileage = 371,609

# Attachment A

## APPENDIX-D

### METRO Data for CY 2024

National PTASP Numbering	Measure	Fixed Route Service (MBDO)	Commuter Service (CBDO)(Highway 17)	Paracruz/Paratransit (DRDO)
Measure 1a	Major Safety Events	2	1	0
Measure 1b	Major Safety Events – Rate per 100,000 Revenue Miles	0.09	0.24	0
	Collisions	2	1	0
Measure 1.1	Collisions – Rate per 100,000 Revenue Miles	0.09	0.24	0
Measure 1.1.1	Pedestrian Collisions – Rate per 100,000 Revenue Miles	0	0	0
Measure 2a	Fatalities	0	0	0
Measure 2b	Fatalities – Rate per 100,000 Revenue Miles	0	0	0
Measure 2.1	Transit Worker Fatalities – Rate per 100,000 Revenue Miles	0	0	0
Measure 3a	Injuries	2	6	1
Measure 3b	Injuries – Rate per 100,000 Revenue Miles	0.09	1.41	0.25
Measure 3.1	Transit Worker Injuries – Rate per 100,000 Revenue Miles	0	0.24	0
Measure 4a	Assaults on Transit Workers	*	*	*
Measure 4b	Assaults on Transit Workers – Rate per 100,000 Revenue Miles	*	*	*
Measure 5	System Reliability (Mean Distance between Major Mechanical Failures)	10151	8172	27148

MBDO Mileage =2,253,439; CBDO Mileage = 424,962; DRDO Mileage =407,219

# Attachment A

## APPENDIX-D

### METRO Data for CY 2023

National PTASP Numbering	Measure	Fixed Route Service (MBDO)	Commuter Service (CBDO)(Highway 17)	Paracruz/Paratransit (DRDO)
Measure 1a	Major Safety Events	0	0	0
Measure 1b	Major Safety Events – Rate per 100,000 Revenue Miles	0	0	0
	Collisions	0	0	0
Measure 1.1	Collisions – Rate per 100,000 Revenue Miles	0	0	0
Measure 1.1.1	Pedestrian Collisions – Rate per 100,000 Revenue Miles	0	0	0
Measure 2a	Fatalities	0	0	0
Measure 2b	Fatalities – Rate per 100,000 Revenue Miles	0	0	0
Measure 2.1	Transit Worker Fatalities – Rate per 100,000 Revenue Miles	0	0	0
Measure 3a	Injuries	2	0	1
Measure 3b	Injuries – Rate per 100,000 Revenue Miles	0.09	0	0.23
Measure 3.1	Transit Worker Injuries – Rate per 100,000 Revenue Miles	0	0	0
Measure 4a	Assaults on Transit Workers	*	*	*
Measure 4b	Assaults on Transit Workers – Rate per 100,000 Revenue Miles	*	*	*
Measure 5	System Reliability (Mean Distance between Major Mechanical Failures)	13039	11914	25498

MBDO Mileage = 2,151,511; CBDO Mileage = 393,148; DRDO Mileage = 433,469



**DATE:** February 27, 2026  
**TO:** Board of Directors  
**FROM:** Chuck Farmer, Chief Financial Officer  
**SUBJECT:** **APPROVE CONSIDERATION OF DECLARING VEHICLES AND/OR EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION**

**I. RECOMMENDED ACTION**

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

**II. SUMMARY**

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

**III. DISCUSSION/BACKGROUND**

The following vehicles identified in the Excess Vehicle & Equipment Listing (Exhibit A) have become obsolete and surpassed their useful life expectancy:

- 1998 NEW FLYER #9816: no. B9816
- 1998 NEW FLYER #9820: no. B9820
- 1998 NEW FLYER #9827: no. B9827
- NEW FLYER 35' BUS #2214: no. B2214
- NEW FLYER 35' BUS #2216: no. B2216
- NEW FLYER 40' BUS #2226: no. B2226
- 2002 NEW FLYER 60' ARTIC #2322 - VTA: no. B2322
- 2002 NEW FLYER 60' ARTIC #2333 – VTA: no. B2333
- 2008 NEW FLYER C40LF #2810: no. B2810
- 2011 NEW FLYER C40LF #1202: no. B1202

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

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

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

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

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

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

The estimated total gross market value of the assets included in the disposal list is approximately \$3,750 each. These assets have reached the end of their useful life and are obsolete. There is minimal financial impact as a result of these disposals.

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

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

N/A

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

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

#### **VIII. ATTACHMENTS**

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

**Exhibit A:** Excess Vehicle & Equipment Listing – as of February 27, 2026

**IX: APPROVALS:**

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



Corey Aldridge, CEO/General Manager:



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# Attachment A



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

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

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

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

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

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

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

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

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

1. The following assets are declared excess property on the Excess Vehicle & Equipment Listing as of 02/27/2026, "Exhibit A" and may be disposed of or auctioned as such:
  - 1998 NEW FLYER #9816: no. B9816
  - 1998 NEW FLYER #9820: no. B9820
  - 1998 NEW FLYER #9827: no. B9827
  - NEW FLYER 35' BUS #2214: no. B2214
  - NEW FLYER 35' BUS #2216: no. B2216
  - NEW FLYER 40' BUS #2226: no. B2226
  - 2002 NEW FLYER 60' ARTIC #2322 - VTA: no. B2322
  - 2002 NEW FLYER 60' ARTIC #2333 – VTA: no. B2333
  - 2008 NEW FLYER C40LF #2810: no. B2810
  - 2011 NEW FLYER C40LF #1202: no. B1202

# Attachment A

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

**PASSED AND ADOPTED** this 27<sup>th</sup> Day of February 2026 by the following vote:

**AYES:** DIRECTORS –

**NOES:** DIRECTORS –

**ABSENT:** DIRECTORS –

**ABSTAIN:** DIRECTORS –

**APPROVED:**

\_\_\_\_\_  
Board Chair

**ATTEST:**

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

**APPROVED AS TO FORM:**

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

# Attachment A

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

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

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
EXCESS VEHICLE & EQUIPMENT LISTING AS OF 01/23/2026

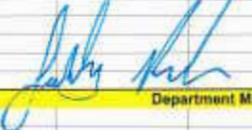
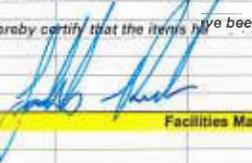
(Attached)

# Attachment A - Exhibit A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
EXCESS VEHICLE & EQUIPMENT LISTING AS OF 2/27/2026

Vehicle #	Asset Tag #	Description	Acquisition Date	Total Cost	Grant	Cost	Accumulated Depreciation	Net Book Value	Est. Market Value	Reason for Disposal	Condition	VIN / SN	License #
9816	B9816.00A	1998 NEW FLYER #9816	05/04/1998	304,879.79	DISTRICT	61,350.94	61,350.94	-	3,750.00	PAST USEFUL LIFE	POOR	5FYD2SL06WU018359	E-1019717
	B9816.00C	1998 NEW FLYER-9816	05/04/1998		SECT 3	167,808.25	167,808.25	-					
	B9816.00H	1998 NEW FLYER-9816	05/04/1998		SECT 9	35,856.64	35,856.64	-					
	B9816.00C	MIDLIFE BUS REPAINT #9816	06/01/2018		SECT 3	2,902.48	2,902.48	-					
	B9816.00L	MIDLIFE BUS REPAINT #9816	06/01/2018		STATE	725.62	725.62	-					
B9816.00A	REBUILT ENGINE - BUS #9816	10/01/2017	DISTRICT	36,235.86	36,235.86	-	-	-	-	-	N/A	-	
9820	B9820.00C	1998 NEW FLYER-9820	08/05/1998	306,968.12	SECT 3	203,341.61	203,341.61	-	3,750.00	PAST USEFUL LIFE	POOR	5FYD2LL00WU018363	E-1011094
	B9820.00F	1998 NEW FLYER #9820	08/05/1998		STATE	67,780.54	67,780.54	-					
	B9820.00A	REBUILT ENGINE - BUS #9820	10/01/2017		DISTRICT	35,845.97	35,845.97	-					
9827	B9827.00C	1998 NEW FLYER-9827	07/15/1998	329,569.45	SECT 3	203,341.61	203,341.61	-	3,750.00	PAST USEFUL LIFE	POOR	5FYD2LL08WU018370	E-1019701
	B9827.00F	1998 NEW FLYER #9827	07/15/1998		STATE	67,780.54	67,780.54	-					
	B9827.01A	REBUILT ENGINE #9827	04/21/2004		DISTRICT	4,520.27	4,520.27	-					
	B9827.01H	REBUILT ENGINE #9827	04/21/2004		SECT 9	18,081.06	18,081.06	-					
	B9827.00A	REBUILT ENGINE - BUS #9827	10/01/2017		DISTRICT	35,845.97	35,845.97	-					
2214	B2214.00A	NEW FLYER 35' BUS #2214	03/07/2003	490,222.09	DISTRICT	66,585.70	66,585.70	-	3,750.00	PAST USEFUL LIFE	POOR	5FYD2GL052U024709	1161773
	B2214.00H	NEW FLYER 35' BUS-2214	03/07/2003		SECT 9	266,342.81	266,342.81	-					
	B2214.00F	ENGINE REPOWER #2214	04/01/2008		STATE	153,665.48	153,665.48	-					
	B2214.00C	MIDLIFE BUS REPAINT #2214	09/01/2018		SECT 3	2,902.48	2,902.48	-					
	B2214.00L	MIDLIFE BUS REPAINT #2214	09/01/2018		STATE	725.62	725.62	-					
2216	B2216.00A	NEW FLYER 35' BUS #2216	02/17/2003	490,222.09	DISTRICT	66,585.70	66,585.70	-	3,750.00	PAST USEFUL LIFE	POOR	5FYD2GL0324024711	1161761
	B2216.00H	NEW FLYER 35' BUS-2216	02/17/2003		SECT 9	266,342.81	266,342.81	-					
	B2216.00F	ENGINE REPOWER #2216	05/01/2008		STATE	153,665.48	153,665.48	-					
	B2216.00C	MIDLIFE BUS REPAINT #2216	12/01/2018		SECT 3	2,902.48	2,902.48	-					
	B2216.00L	MIDLIFE BUS REPAINT #2216	12/01/2018		STATE	725.62	725.62	-					
2226	B2226.00A	NEW FLYER 40' BUS #2226	02/18/2003	327,669.79	DISTRICT	39,203.95	39,203.95	-	3,750.00	PAST USEFUL LIFE	POOR	5FYD2LL072U024641	1156747
	B2226.00H	NEW FLYER 40' BUS-2226	02/18/2003		SECT 9	302,588.53	302,588.53	-					
	B2226.00F	ENGINE REPOWER #2226 & AC COMPRESSOR	06/01/2008		STATE	154,599.77	154,599.77	-					
	B2226.00C	ROLLING STOCK OVERHAUL #2226	05/01/2018		SECT 3	22,119.87	22,119.87	-					
	B2226.00F	ROLLING STOCK OVERHAUL #2226	05/01/2018		STATE	3,078.88	3,078.88	-					
	B2226.01L	ROLLING STOCK OVERHAUL #2226	05/01/2018		STATE	2,451.09	2,451.09	-					
	B2226.01C	MIDLIFE BUS REPAINT #2226	09/01/2018		SECT 3	2,902.48	2,902.48	-					
B2226.00L	MIDLIFE BUS REPAINT #2226	09/01/2018	STATE	725.62	725.62	-							
2322	B2322.00L	2002 NEW FLYER 60' ARTIC #2322 - VIA	01/01/2019	14,470.02	STATE	10,841.92	10,841.92	-	3,750.00	PAST USEFUL LIFE	POOR	5FYD2UU162U023980	1480372
	B2322.00C	MIDLIFE BUS REPAINT #2322	03/01/2019		SECT 3	2,902.48	2,902.48	-					
	B2322.00L	MIDLIFE BUS REPAINT #2322	03/01/2019		STATE	725.62	725.62	-					
2333	B2333.00L	2002 NEW FLYER 60' ARTIC #2333 - VIA	03/01/2019	14,485.82	STATE	10,857.72	10,857.72	-	3,750.00	PAST USEFUL LIFE	POOR	5FYD2UU102U023991	1480375
	B2333.00C	MIDLIFE BUS REPAINT #2333	04/01/2019		SECT 3	2,902.48	2,902.48	-					
	B2333.00L	MIDLIFE BUS REPAINT #2333	04/01/2019		STATE	725.62	725.62	-					
2810	B2810.00F	2008 NEW FLYER C40LF #2810	09/01/2008	449,485.28	STATE	420,857.18	420,857.18	-	3,750.00	PAST USEFUL LIFE	POOR	5FYC4FB0X8C034376	1297771
	B2810.00A	2008 NEW FLYER C40LF #2810	09/01/2008		DISTRICT	25,000.00	25,000.00	-					
	B2810.00C	MIDLIFE BUS REPAINT #2810	05/01/2019		SECT 3	2,902.48	2,902.48	-					
B2810.00L	MIDLIFE BUS REPAINT #2810	05/01/2019	STATE	725.62	725.62	-							
1202	B1202.00A	2011 NEW FLYER C40LF #1202	03/01/2012	304,077.34	DISTRICT	38,896.82	38,896.82	-	3,750.00	PAST USEFUL LIFE	POOR	5FYC5FB04BC040095	1348240
	B1202.00C	2011 NEW FLYER C40LF-1202	03/01/2012		SECT 3	426,362.54	426,362.54	-					
	B1202.00F	2011 NEW FLYER C40LF #1202	03/01/2012		STATE	38,818.18	38,818.18	-					

\*Estimated Market Value is based on prior auction proceeds received from similar buses.

 Department Manager Signature	2/19/26 Date	
I hereby certify that the items have been disposed of according to District Policy AR-2020:		
 Facilities Manager Signature	2/19/26 Date	 CEO SIGNATURE (for items with acquisition cost <= \$5,000)
	2/20/26 Date	



**DATE:** February 27, 2026  
**TO:** Board of Directors  
**FROM:** John Urgo, Chief Planning and Innovation Officer  
**SUBJECT: APPROVE CONSIDERATION OF ADOPTING A RESOLUTION TO AUTHORIZE THE CEO/GENERAL MANAGER TO EXECUTE A PROJECT BASELINE AGREEMENT WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) FOR THE WATSONVILLE-SANTA CRUZ MULTIMODAL CORRIDOR PROGRAM**

**I. RECOMMENDED ACTION**

**That the Board of Directors approve a resolution (Attachment A) authorizing the CEO/General Manager to sign and execute the Road Repair and Accountability Act of 2017 Project Baseline Agreement for the Watsonville-Santa Cruz Multimodal Corridor Program with the California Department of Transportation (Caltrans) and the California Transportation Commission (CTC).**

**II. SUMMARY**

- In October 2024, the Santa Cruz Metropolitan Transit District (METRO), in partnership with the Santa Cruz County Regional Transportation Commission (RTC) and the County of Santa Cruz Department of Public Works (DPW), submitted a joint grant application for funding from the California Transportation Commission (CTC) Senate Bill 1 (SB1) Solutions for Congested Corridors Program (SCCP) and Local Partnership Program (LPP) to implement Watsonville-Santa Cruz Multimodal Corridor Program.
- In June 2025, the CTC approved the application for funding, awarding SB1 Cycle 4 SCCP and LPP grants totaling approximately \$250 million to METRO, RTC, and DPW.
- METRO will receive approximately \$13.8 million in SCCP and LPP grant funding for the construction of rapid bus enhancements along Routes 1 and 2. The total project cost for METRO's component (Contract #3: Local Roadway Rapid Bus Improvements – Soquel Drive and Highway 152) is \$26,988,000, and includes funding from a variety of sources, including LPP-Formula (LPP-F), Transit and Intercity Rail Capital Program (TIRCP) funds, Affordable Housing and Sustainable Community (AHSC) program funds, and a required local match of approximately \$1.6 million available from the FY26 Capital Budget.

- As a condition of receiving these funds, METRO must execute a Project Baseline Agreement with Caltrans and the CTC pursuant to the Road Repair and Accountability Act of 2017 (SB 1). The baseline agreement documents the project cost, schedule, scope, and benefits as the baseline for project monitoring by the CTC.
- Staff is requesting the Board of Directors adopt a resolution (Attachment A) that authorizes the CEO/General Manager to sign and execute the Project Baseline Agreement (Attachment B) for the Watsonville-Santa Cruz Multimodal Corridor Program, including its Exhibit A (Project Programming Request, Attachment C) and Exhibit B (Project Report Equivalent, Attachment D).

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

In October 2024, METRO's Board of Directors authorized the CEO/General Manager to submit a grant application and execute an agreement for funding from the CTC SB1 SCCP and LPP to implement rapid bus enhancements along the Route 1 and 2 corridors. Subsequently, in June 2025, the CTC approved the Watsonville-Santa Cruz Multimodal Corridor Program under SB1 Cycle 4, awarding SCCP and LPP grants totaling approximately \$250 million.

Routes 1 and 2 travel along Freedom Boulevard and Main Street in Watsonville, Soquel Drive and Capitola Road in Santa Cruz County, and Water Street and Soquel Avenue in the City of Santa Cruz. These corridors connect most of the major employment centers in Santa Cruz County and are the primary transit corridors for METRO's intercity routes, with high annual ridership and above-average productivity. The corridors also connect the County's more affordable housing in the south with local employment centers in the north, making them a critical link for low-income families.

METRO's component of the program, designated as Contract #3 (Local Roadway Rapid Bus Improvements – Soquel Drive and Highway 152), includes the following scope of work along a roughly 25-mile corridor serving METRO Bus Routes 1 and 2:

- New bus-only lanes on portions of Front Street and River Street in the City of Santa Cruz;
- Up to 23 new transit boarding islands (bus bulbs);
- One (1) high-intensity activated crosswalk (HAWK);
- Up to five (5) rapid rectangular flashing beacons (RRFBs), each with new street lights and high-visibility crosswalks;
- Up to seven (7) queue jumps utilizing existing roadway geometry, primarily right turn lanes;
- New passenger amenities at 97 bus stops, including enhanced shelters, seating, lighting, and digital real-time arrival signage;

- Relocation and consolidation of bus stops in over 80 locations; and
- Transit Signal Priority (TSP) at up to 60 intersections

The recommended improvements are expected to increase the number of people within a quarter mile of a high-quality bus stop by 15% and reduce travel time on the corridors by up to 40%.

The Watsonville-Santa Cruz Multimodal Corridor Program is a comprehensive set of multimodal and transformative projects on the three main north-to-south routes through Santa Cruz County (Highway 1, Soquel Avenue/Soquel Drive/Freedom Boulevard, and the Santa Cruz Branch Rail Line). The other components of the program include: completion of the final 2.6 miles of the auxiliary lane facility and bus-only shoulder (BOS) lanes on Highway 1 (led by SCCRTC and Caltrans); construction of 1.25 miles of the Coastal Rail Trail along the Santa Cruz Branch Rail Line (led by RTC); and complementary adaptive traffic signal system and active transportation improvements on Soquel Drive (led by the County of Santa Cruz).

### **Project Baseline Agreement**

As a condition of receiving SB1 SCCP and LPP funds, the CTC requires that the Project Applicant and Implementing Agency execute a Road Repair and Accountability Act of 2017 Project Baseline Agreement.

The Baseline Agreement (Attachment B) incorporates the following exhibits documenting the project baseline:

- Exhibit A: Project Programming Request (PPR) Form (Attachment C) – ePPR-6149-2024-0008, dated February 10, 2026, documenting the project schedule, cost by phase, and funding sources for Contract #3. The total project cost for Contract #3 is \$26,988,000, distributed across design/engineering (PS&E: \$2,723,000), right-of-way (R/W: \$320,000), and construction (CON: \$23,945,000) phases.
- Exhibit B: Project Report Equivalent (Attachment D) – The Project Report Equivalent for Local Roadway Rapid Bus Improvements – Soquel Drive and Highway 152.

### **Funding Summary**

The funding sources for METRO's Rapid Bus Corridor Improvements Project (Contract #3) are as follows:

- \$13.836 million from the SB1 Solutions for Congested Corridors Program (SCCP) – approved at the June 2025 CTC meeting;
- \$5.583 million from the State's Transit and Intercity Rail Capital Program (TIRCP);
- \$3.353 million from California Senate Bill (SB) 125 formula allocations;

- \$1.310 million from the State’s Affordable Housing and Sustainable Communities (AHSC) program – awarded in late 2025, with funding agreement/resolution approved at METRO’s January 2026 Board meeting;
- \$1.293 million from SB1 Local Partnership Program Formula (LPP-F) allocations; and
- \$1.613 million in Other Local Agency funds.

### **Project Schedule**

The design phase of the project will commence in April 2026 following the CTC’s allocation of TIRCP and LPP-F funding in March 2026. Design is expected to last approximately 12 months, with a target 100% PS&E completion and request for construction-phase funding allocation in April/May 2027. Construction phase is targeted to begin in fall 2027 and be completed by spring 2029, with project closeout by June 2029.

## **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**

Execution of the Project Baseline Agreement formalizes METRO’s receipt of approximately \$13.8 million in SB1 funds (SCCP and LPP) and is required to proceed with the Rapid Bus Improvements project. The total project cost for METRO’s component is \$26,988,000. METRO will contribute approximately \$1.6 million in local matching funds, which is included in the FY26 Capital Budget.

## **VI. CHANGES FROM COMMITTEE**

N/A.

## **VII. ALTERNATIVES CONSIDERED**

Do not execute the Project Baseline Agreement. Failure to execute the Baseline Agreement would jeopardize METRO’s ability to receive the awarded SB1 SCCP and funds totaling approximately \$13.8 million and would prevent implementation of the Rapid Bus Improvements Project. This alternative would result in continued congestion delays for transit riders, increased travel times, and missed opportunity to improve service reliability and accessibility along the Route 1 and 2 corridors. This alternative is not recommended.

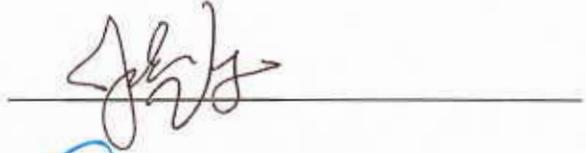
## VIII. ATTACHMENTS

- Attachment A:** Resolution Authorizing the CEO/General Manager to Execute the Road Repair and Accountability Act of 2017 Project Baseline Agreement for the Watsonville-Santa Cruz Multimodal Corridor Program.
- Attachment B:** Road Repair and Accountability Act of 2017 Project Baseline Agreement – Watsonville-Santa Cruz Multimodal Corridor Program (CTC-0001, Rev. 03/2023).
- Attachment C:** Project Programming Request (PPR) Form – ePPR-6149-2024-0008, Local Roadway Rapid Bus Improvements – Soquel Drive and Highway 152 (SB1-Cycle 4: Contract #3).
- Attachment D:** Project Report Equivalent – Local Roadway Rapid Bus Improvements – Soquel Drive and Highway 152 (SB1-Cycle 4: Contract #3).

Prepared by: John Urgo, Chief Planning and Innovation Officer

**IX. APPROVALS**

John Uργο, Chief Planning  
and Innovation Officer



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



Corey Aldridge, 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:

### **RESOLUTION AUTHORIZING THE CEO/GENERAL MANAGER TO EXECUTE THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017 PROJECT BASELINE AGREEMENT FOR THE WATSONVILLE-SANTA CRUZ MULTIMODAL CORRIDOR PROGRAM**

**WHEREAS**, the 2024 Solutions for Congested Corridors Program (SCCP) and Local Partnership Program (LPP) are administered by the California Transportation Commission (CTC) to provide state funding for projects designed to achieve a balanced set of transportation, environmental, and community access improvements within highly congested travel corridors throughout the state; and,

**WHEREAS**, the Santa Cruz Metropolitan Transit District (METRO) needs capital funding to implement Rapid Bus enhancements along the Route 1 and Route 2 corridors to improve comfort, accessibility and travel time, including new bus shelters, transit boarding islands, real time passenger information, transit signal priority and upgraded pedestrian crossings; and,

**WHEREAS**, METRO together with the Santa Cruz County Regional Transportation Commission (SCCRTC) and the County of Santa Cruz Department of Public Works (DPW) were awarded SB1 Cycle 4 SCCP and LPP grants for the Watsonville-Santa Cruz Multimodal Corridor Program (Program) in the amount of \$250 million; and,

**WHEREAS**, METRO will receive approximately \$13.8 million in grant funding and will require a match of approximately \$1.6 million for the construction of the Program as is proposed and is available from the FY26 Capital Budget and,

**WHEREAS**, the California Department of Transportation (Caltrans) and the SCCRTC are the implementing agencies for one of the three Program contracts, the County is the implementing agency for the second Program contract, and METRO is the implementing agency for the third Program contract; and,

**WHEREAS**, the State of California acting by and through the CTC has presented a project baseline agreement entitled Road Repair and Accountability Act of 2017 Project Baseline Agreement Watsonville-Santa Cruz Multimodal Corridor Program for execution by the parties to the Baseline Agreement.

# Attachment A

Resolution # \_\_\_\_\_

Page 2 of 2

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of METRO hereby authorizes Corey Aldridge, CEO/General Manager, or his designee, to sign and execute the Road Repair and Accountability Act of 2017 Project Baseline Agreement Watsonville-Santa Cruz Multimodal Corridor Program.

**PASSED AND ADOPTED** this 27<sup>th</sup> Day of February 2026 by the following vote:

**AYES:** Directors -

**NOES:** Directors -

**ABSTAIN:** Directors -

**ABSENT:** Directors -

**APPROVED:**

\_\_\_\_\_  
Board Chair

**ATTEST:**

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

**APPROVED AS TO FORM:**

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

**11.9A.2**

# Attachment B

ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017  
PROJECT BASELINE AGREEMENT

Watsonville-Santa Cruz Multimodal Corridor Program

Resolution

(to be completed by CTC)

## 1. FUNDING PROGRAM

- Active Transportation Program
- Local Partnership Program (Competitive)
- Solutions for Congested Corridors Program
- State Highway Operation and Protection Program
- Trade Corridor Enhancement Program

## 2. PARTIES AND DATE

- 2.1 This Project Baseline Agreement (Agreement) effective on [redacted] (will be completed by CTC), is made by and between the California Transportation Commission (Commission), the California Department of Transportation (Caltrans), the Project Applicant, [redacted], and the Implementing Agency, [redacted], sometimes collectively referred to as the "Parties".

## 3. RECITAL

- 3.1 Whereas at its [redacted] 6/26/2025 meeting the Commission approved the [redacted] Solutions for Congested Corridors Program and included in this program of projects the [redacted] Watsonville-Santa Cruz Multimodal Corridor Program, the parties are entering into this Project Baseline Agreement to document the project cost, schedule, scope and benefits, as detailed on the Project Programming Request Form attached hereto as *Exhibit A*, the Project Report attached hereto as *Exhibit B*, the Performance Metrics Form, if applicable, attached hereto as *Exhibit C*, as the baseline for project monitoring by the Commission.
- 3.2 The undersigned Project Applicant certifies that the funding sources cited are committed and expected to be available; the estimated costs represent full project funding; and the scope and description of benefits is the best estimate possible.

## 4. GENERAL PROVISIONS

The Project Applicant, Implementing Agency, and Caltrans agree to abide by the following provisions:

- 4.1 To meet the requirements of the Road Repair and Accountability Act of 2017 (Senate Bill [SB] 1, Chapter 5, Statutes of 2017) which provides the first significant, stable, and on-going increase in state transportation funding in more than two decades.
- 4.2 To adhere, as applicable, to the provisions of the Commission:
- Resolution [redacted], "Adoption of Program of Projects for the Active Transportation Program", dated [redacted]
  - Resolution [redacted] G-25-43, "Adoption of Program of Projects for the Local Partnership Program", dated [redacted] 6/26/2025
  - Resolution [redacted] G-25-41, "Adoption of Program of Projects for the Solutions for Congested Corridors Program", dated [redacted] 6/26/2025
  - Resolution [redacted], "Adoption of Program of Projects for the State Highway Operation and Protection Program", dated [redacted]
  - Resolution [redacted], "Adoption of Program of Projects for the Trade Corridor Enhancement Program", dated [redacted]

# Attachment B

- 4.3 All signatories agree to adhere to the Commission's Guidelines. Any conflict between the programs will be resolved at the discretion of the Commission.
- 4.4 All signatories agree to adhere to the Commission's SB 1 Accountability and Transparency Guidelines and policies, and program and project amendment processes.
- 4.5 **SCCRTC, County of Santa Cruz, Santa Cruz METRO** agrees to secure funds for any additional costs of the project.
- 4.6 **Caltrans, SCCRTC, County of Santa Cruz, Santa Cruz METRO** agrees to report to Caltrans on a quarterly basis; on the progress made toward the implementation of the project, including scope, cost, schedule, and anticipated benefits/performance metric outcomes.
- 4.7 Caltrans agrees to prepare program progress reports on a on a semi-annual basis and include information appropriate to assess the current state of the overall program and the current status of each project identified in the program report.
- 4.8 **Caltrans, SCCRTC, County of Santa Cruz, Santa Cruz METRO** agrees to submit a timely Completion Report and Final Delivery Report as specified in the Commission's SB 1 Accountability and Transparency Guidelines.
- 4.9 **Caltrans and SCCRTC** agrees to submit a timely Project Performance Analysis as specified in the Commission's SB 1 Accountability and Transparency Guidelines.
- 4.10 All signatories agree to maintain and make available to the Commission and/or its designated representative, all work related documents, including without limitation engineering, financial and other data, and methodologies and assumptions used in the determination of project benefits and performance metric outcomes during the course of the project, and retain those records for six years from the date of the final closeout of the project. Financial records will be maintained in accordance with Generally Accepted Accounting Principles.
- 4.11 The Inspector General of the Independent Office of Audits and Investigations has the right to audit the project records, including technical and financial data, of the Department of Transportation, the Project Applicant, the Implementing Agency, and any consultant or sub-consultants at any time during the course of the project and for six years from the date of the final closeout of the project, therefore all project records shall be maintained and made available at the time of request. Audits will be conducted in accordance with Generally Accepted Government Auditing Standards.

## 5. SPECIFIC PROVISIONS AND CONDITIONS

- 5.1 Project Schedule and Cost  
See Project Programming Request Form, attached as Exhibit A.
- 5.2 Project Scope  
See Project Report or equivalent, attached as Exhibit B. At a minimum, the attachment shall include the cover page, evidence of approval, executive summary, and a link to or electronic copy of the full document.
- 5.3 Performance Metrics  
See Performance Metrics Form, if applicable, attached as Exhibit C.
- 5.4 Additional Provisions and Conditions *(Please attach an additional page if additional space is needed.)*

That State will not cover costs in the event of a cost overrun.

Section 2.1

Project Applicants - SCCRTC and Caltrans

Section 3.1

Solutions for Congested Corridors Program, and Local Partnership Program

### Attachments:

- Exhibit A: Project Programming Request Form  
Exhibit B: Project Report  
Exhibit C: Performance Metrics Form *(if applicable)*

# Attachment B

SIGNATURE PAGE

TO

PROJECT BASELINE AGREEMENT

Project Name

Resolution

*(to be completed by CTC)*

**Sarah Christensen**  
Executive Director, SCCRTC  
Project Applicant

Date

**Sarah Christensen**  
Executive Director, SCCRTC  
Implementing Agency

Date

**Scott Eades**  
District Director  
California Department of Transportation

Date

**Dina El-Tawansy**  
Director  
California Department of Transportation

Date

**Tanisha Taylor**  
Executive Director  
California Transportation Commission

Date

# Attachment B

ADDITIONAL SIGNATURE PAGE  
TO  
PROJECT BASELINE AGREEMENT

Project Title: Watsonville-Santa Cruz Multimodal Corridor Program Cycle 4 Project

Resolution: \_\_\_\_\_  
*(to be completed by CTC)*

\_\_\_\_\_  
Monica Martinez

\_\_\_\_\_  
Date

Chairperson of the Board, County of Santa Cruz

Project Applicant

\_\_\_\_\_  
Corey Aldridge

\_\_\_\_\_  
Date

CEO/General Manager, Santa Cruz Metro

Project Applicant

# Attachment B

## ADDITIONAL SIGNATURE PAGE TO PROJECT BASELINE AGREEMENT

Project Title: Watsonville-Santa Cruz Multimodal Corridor Program Cycle 4 Project

Resolution: \_\_\_\_\_  
*(to be completed by CTC)*

\_\_\_\_\_  
Scott Eades  
District 5 Director  
Project Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Scott Eades  
District 5 Director  
Implementing Agency

\_\_\_\_\_  
Date

\_\_\_\_\_  
Monica Martinez  
Chairperson of the Board, County of Santa Cruz  
Implementing Agency

\_\_\_\_\_  
Date

\_\_\_\_\_  
Corey Aldridge  
CEO/General Manager, Santa Cruz Metro  
Implementing Agency

\_\_\_\_\_  
Date

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# Attachment C

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION  
**PROJECT PROGRAMMING REQUEST (PPR)**  
 PRG-0010 (REV 08/2020)

PPR ID  
ePPR-6149-2024-0008 v1

Amendment (Existing Project)  YES  NO Date 02/10/2026 14:45:41

Programs  LPP-C  LPP-F  SCCP  TCEP  STIP  Other

District	EA	Project ID	PPNO	Nominating Agency
05			CP128D	Santa Cruz Metropolitan Transit District
County	Route	PM Back	PM Ahead	Co-Nominating Agency
Santa Cruz County				Santa Cruz County Regional Transportation Commission
			MPO	Element
			AMBAG	Mass Transit (MT)
Project Manager/Contact			Phone	Email Address
Derek Touns			831-420-2580	dtouns@scmttd.com

**Project Title**

Local Roadway Rapid Bus Improvements – Soquel Drive and Highway 152 (SB1-Cycle 4: Contract #3)

**Location (Project Limits), Description (Scope of Work)**

Project is located on two Santa Cruz METRO routes: Route # 1 in unincorporated Santa Cruz County on Soquel Dr between La Fonda Ave and Freedom Blvd, and Route #2 in the City of Watsonville on SR-152 (Main St) between SR-1 and East Lake Ave.

- The project adds "bus rapid transit light" infrastructure to the critical Watsonville-Santa Cruz Multimodal Corridor Program:
- New "Rapid" transit bus stop enhancements: in-lane boarding platforms (bus bulbs), shelters, real-time bus arrival displays, every 1/3 mile, or 57 total.
  - Relocation and consolidation of bus stops in over 80 locations.
  - Transit signal priority (TSP) at 60 intersections
  - Queue jump at 7 locations in Watsonville and Soquel
  - Reconfigured bus access with 0.6 mile of bidirectional bus-only lane and intersection changes into/out of Santa Cruz Transit Center
  - To improve ped access to rapid stops, 1 new crosswalk w/ PHB/HAWK, 5 new crosswalks w/ RRFB, high-visibility improvements at 2 intersections

Component	Implementing Agency
PA&ED	Santa Cruz Metropolitan Transit District
PS&E	Santa Cruz Metropolitan Transit District
Right of Way	Santa Cruz Metropolitan Transit District
Construction	Santa Cruz Metropolitan Transit District

**Legislative Districts**

Assembly: 29,30      Senate: 17      Congressional: 18,19

Project Milestone	Existing	Proposed
Project Study Report Approved	01/26/2024	
Begin Environmental (PA&ED) Phase	10/03/2022	01/17/2025
Circulate Draft Environmental Document      Document Type CE	01/31/2023	01/17/2025
Draft Project Report	02/28/2023	12/31/2025
End Environmental Phase (PA&ED Milestone)	03/31/2023	01/17/2025
Begin Design (PS&E) Phase	04/03/2023	04/01/2026
End Design Phase (Ready to List for Advertisement Milestone)	01/31/2025	04/20/2027
Begin Right of Way Phase	04/03/2023	01/01/2027
End Right of Way Phase (Right of Way Certification Milestone)	11/29/2024	04/20/2027
Begin Construction Phase (Contract Award Milestone)	04/07/2025	08/27/2027
End Construction Phase (Construction Contract Acceptance Milestone)	09/30/2026	05/31/2029
Begin Closeout Phase	10/01/2026	06/01/2029
End Closeout Phase (Closeout Report)	09/30/2027	06/30/2029

# Attachment C

Date 02/10/2026 14:45:41

## Purpose and Need

**PURPOSE:** To maximize the efficiency of the existing transportation infrastructure, improve safety for all modes of travel, increase multimodal options to increase corridor throughput, reduce greenhouse gas emissions, improve active transportation connectivity, promote sustainable development and livable communities including complete streets.

### NEED:

- Soquel Drive is a congested arterial on the inland side of Highway 1, which is limiting access to jobs, housing, schools, and other key destinations
- Soquel Drive has a high rate of collisions, especially for bicyclists and pedestrians
- Travel time delays due to congestion on Soquel Drive are experienced by commuters, transit, commerce, and increases the costs for all users/operators
- There are insufficient incentives to take transit on Soquel Drive because congestion threatens travel time and reliability and there is no priority over auto travel

NHS Improvements <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Roadway Class 1	Reversible Lane Analysis <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Inc. Sustainable Communities Strategy Goals <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Reduce Greenhouse Gas Emissions <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

## Project Outputs

Category	Outputs	Unit	Total
TMS (Traffic Management Systems)	Real-Time Transit Information	EA	57
TMS (Traffic Management Systems)	Transit Signal Priority (TSP)	EA	60
Operational Improvement	Intersection / Signal improvements	EA	2
Operational Improvement	Slow vehicle lanes	Miles	0.6
Active Transportation	Crosswalk	EA	6

## Additional Information

This is one project (Contract #3) that is part of the combined Watsonville - Santa Cruz Multimodal Corridor Program Cycle 4 application.

FOR PERFORMANCE INDICATORS AND MEASURES: Please see Watsonville - Santa Cruz Multimodal Corridor Program Cycle 4 Project ePPR. Performance measures were evaluated for the combined set of measures for all projects within the Cycle 4 proposal. Per CTC direction, 0 values were entered in for the performance indicators in the individual PPRs as performance measures were not evaluated for the individual projects.

# Attachment C

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION  
**PROJECT PROGRAMMING REQUEST (PPR)**  
 PRG-0010 (REV 08/2020)

PPR ID ePPR-6149-2024-0008 v1
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Performance Indicators and Measures						
Measure	Required For	Indicator/Measure	Unit	Build	Future No Build	Change
Congestion Reduction	LPPC, SCCP, LPPF	Change in Daily Vehicle Miles Travelled	Miles	0	0	0
			VMT per Capita	0	0	0
	LPPC, SCCP, LPPF	Person Hours of Travel Time Saved (Only 'Change' required)	Person Hours	0	0	0
			Hours per Capita	0	0	0
System Reliability (Freight)	LPPC, SCCP, LPPF	Peak Period Travel Time Reliability Index (Only 'No Build' Required)	Index	0	0	0
	LPPC, SCCP, LPPF	Level of Transit Delay (if required)	% "On-time"	0	0	0
Air Quality & GHG (only 'Change' required)	LPPC, SCCP, TCEP, LPPF	Particulate Matter	PM 2.5 Tons	0	0	0
			PM 10 Tons	0	0	0
	LPPC, SCCP, TCEP, LPPF	Carbon Dioxide (CO2)	Tons	0	0	0
	LPPC, SCCP, TCEP, LPPF	Volatile Organic Compounds (VOC)	Tons	0	0	0
	LPPC, SCCP, TCEP, LPPF	Sulphur Dioxides (SOx)	Tons	0	0	0
	LPPC, SCCP, TCEP, LPPF	Carbon Monoxide (CO)	Tons	0	0	0
	LPPC, SCCP, TCEP, LPPF	Nitrogen Oxides (NOx)	Tons	0	0	0
Safety	LPPC, SCCP, TCEP, LPPF	Number of Fatalities	Number	0	0	0
	LPPC, SCCP, TCEP, LPPF	Fatalities per 100 Million VMT	Number	0	0	0
	LPPC, SCCP, TCEP, LPPF	Number of Serious Injuries	Number	0	0	0
	LPPC, SCCP, TCEP, LPPF	Number of Serious Injuries per 100 Million VMT	Number	0	0	0
Economic Development	LPPC, SCCP, TCEP, LPPF	Jobs Created (Only 'Build' Required)	Number	0	0	0
Cost Effectiveness (only 'Change' required)	LPPC, SCCP, TCEP, LPPF	Cost Benefit Ratio	Ratio	0	0	0
Vehicle Volume	LPPC, LPPF, SCCP	Existing Average Annual Vehicle Volume on Project Segment	Number	0	0	0
	LPPC, LPPF, SCCP	Estimated Year 20 Average Annual Vehicle Volume on Project Segment with Project	Number	0	0	0

# Attachment C

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION  
**PROJECT PROGRAMMING REQUEST (PPR)**  
 PRG-0010 (REV 08/2020)

PPR ID  
ePPR-6149-2024-0008 v1

District	County	Route	EA	Project ID	PPNO
05	Santa Cruz County				CP128D

**Project Title**  
 Local Roadway Rapid Bus Improvements – Soquel Drive and Highway 152 (SB1-Cycle 4: Contract #3)

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	
E&P (PA&ED)									Santa Cruz Metropolitan Transit Distr
PS&E			250					250	Santa Cruz Metropolitan Transit Distr
R/W SUP (CT)									Santa Cruz Metropolitan Transit Distr
CON SUP (CT)									Santa Cruz Metropolitan Transit Distr
R/W			320					320	Santa Cruz Metropolitan Transit Distr
CON					23,879			23,879	Santa Cruz Metropolitan Transit Distr
<b>TOTAL</b>			<b>570</b>		<b>23,879</b>			<b>24,449</b>	

Proposed Total Project Cost (\$1,000s)									Notes
E&P (PA&ED)									
PS&E				2,723				2,723	
R/W SUP (CT)									
CON SUP (CT)									
R/W			320					320	
CON					23,945			23,945	
<b>TOTAL</b>			<b>320</b>	<b>2,723</b>	<b>23,945</b>			<b>26,988</b>	

**Fund #1:** Local Funds - Local Transportation Funds (Committed) Program Code: 20.10.400.100

Existing Funding (\$1,000s)									Funding Agency
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	
E&P (PA&ED)									Santa Cruz Metropolitan Transit Distr
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W			320					320	
CON					2,400			2,400	
<b>TOTAL</b>			<b>320</b>		<b>2,400</b>			<b>2,720</b>	

Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									METRO replaced \$1.2M in reserve funding with Local Partnership Program-Formula (LPP-F) shares. Slight increase of \$51K required to satisfy LPP-F match. Shift funds to cover increased PS&E phase cost.
PS&E				654				654	
R/W SUP (CT)									
CON SUP (CT)									
R/W			320					320	
CON					639			639	
<b>TOTAL</b>			<b>320</b>	<b>654</b>	<b>639</b>			<b>1,613</b>	

# Attachment C

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION  
**PROJECT PROGRAMMING REQUEST (PPR)**  
 PRG-0010 (REV 08/2020)

PPR ID ePPR-6149-2024-0008 v1
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Fund #2:	Other State - Transit (Committed)								Program Code
Existing Funding (\$1,000s)									20.30.207.811
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	Funding Agency
E&P (PA&ED)									Santa Cruz Metropolitan Transit Distr SB125 TIRCP-formula, approved by RTC 12/5/23
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON					2,793			2,793	
<b>TOTAL</b>					2,793			2,793	
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									SB125 TIRCP-formula, approved by RTC 12/5/23. Adds \$560K to cover increased cost of PS&E phase
PS&E				560				560	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON					2,793			2,793	
<b>TOTAL</b>				560	2,793			3,353	
Fund #3:	Other State - Transit and Intercity Rail Capital Program (TIRCP) (Committed)								Program Code
Existing Funding (\$1,000s)									20.30.207.811
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	Funding Agency
E&P (PA&ED)									California Transportation Commissio TIRCP Cycle 6 awarded April 2023
PS&E			250					250	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON					4,850			4,850	
<b>TOTAL</b>			250		4,850			5,100	
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									TIRCP Cycle 6 awarded April 2023. Caltrans approved Programming Allocation Plan (PAP) change for PS&E (\$250K to \$733K) in 2025 to cover increased cost of PS&E phase. No change in CON phase amount.
PS&E				733				733	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON					4,850			4,850	
<b>TOTAL</b>				733	4,850			5,583	

# Attachment C

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION

## PROJECT PROGRAMMING REQUEST (PPR)

PRG-0010 (REV 08/2020)

PPR ID ePPR-6149-2024-0008 v1
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Fund #4:	State SB1 SCCP - Solution for Congested Corridors Program (Committed)								Program Code
Existing Funding (\$1,000s)									30.10.030.100
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	Funding Agency
E&P (PA&ED)									Santa Cruz Metropolitan Transit Distr The fund is now committed but is shown as uncommitted due to the CalSMART system limitation. Approved at June 2025 CTC meeting.
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON					13,836			13,836	
TOTAL					13,836			13,836	
Proposed Funding (\$1,000s)									
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON					13,836			13,836	
TOTAL					13,836			13,836	
Fund #5:	State SB1 LPP - Local Partnership Program - Formula distribution (Committed)								
Existing Funding (\$1,000s)									30.10.724.200
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	Funding Agency
E&P (PA&ED)									California Transportation Commissio
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									
Proposed Funding (\$1,000s)									
E&P (PA&ED)									METRO LPP-F formula shares replace other Local Agency funds at a 50/50 match. Total Local funding with LPP-F increased from \$2.4M to \$2.5M, funds shifted to cover PS&E phase cost increase.
PS&E				654				654	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON					639			639	
TOTAL				654	639			1,293	

# Attachment C

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION  
**PROJECT PROGRAMMING REQUEST (PPR)**  
 PRG-0010 (REV 08/2020)

PPR ID ePPR-6149-2024-0008 v1
----------------------------------

Fund #6:	Other State - Affordable Housing & Sustainable Communities (AHSC) (Committed)								Program Code
Existing Funding (\$1,000s)									Funding Agency
Component	Prior	23-24	24-25	25-26	26-27	27-28	28-29+	Total	
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									METRO was awarded AHSC Round 9 funds, which will serve as a match for the Rapid Bus Improvements on Hwy 152 in the City of Watsonville. Adds \$122K PS&E in FY26 and \$1.188M CON in FY27.
PS&E				122				122	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON					1,188			1,188	
TOTAL				122	1,188			1,310	

**Complete this page for amendments only**

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District	County	Route	EA	Project ID	PPNO
05	Santa Cruz County				CP128D

**SECTION 1 - All Projects**

**Project Background**

Santa Cruz METRO and partner agency Santa Cruz County Regional Transportation Commission (SCCRTC) were awarded SB1 Solutions for Congested Corridors Program (SCCP) funding in FY25 and METRO will be responsible for the Local Roadway Rapid Bus Improvements - Soquel Drive and Highway 152 (SB1-Cycle 4: Contract #3) component. This project is also enabling METRO full funding of the Rapid Bus Improvements project, which previously had partial funding from the State's SB125 / Transit and Intercity Rail Capital (TIRCP) programs. METRO is choosing to apply its annual LPP-F formula shares at a 50/50 match with other Local Transportation Funds to complete the project funding and programming plan. METRO was also awarded AHSC funding from Round 9 and will apply that as a match for the Rapid Bus Improvements on Hwy 152 in the City of Watsonville.

**Programming Change Requested**

This amended ePPR is necessary to apply the LPP-F and AHSC funds in FY25/26 for PS&E and FY26/27 for CON phase allocations and to adjust the other funding amounts to reflect the current funding plan for the Rapid Bus Improvements project.

**Reason for Proposed Change**

LPP-F formula shares are lapsing and METRO prefers to apply LPP-F instead of other Local Funds for PS&E phase (at 50/50 match). AHSC funds were awarded in late 2025 and the funding agreement/resolution was approved at METRO's January 2026 Board meeting. PS&E bids received with higher cost than original planning estimates.

If proposed change will delay one or more components, clearly explain 1) reason for the delay, 2) cost increase related to the delay, and 3) how cost increase will be funded

This requested change will not delay a component.

**Other Significant Information**

The requested changes are necessary to be programmed and allocated at the CTC March 2026 meeting in order to ensure the schedule is not impacted for a target June 2027 CON-phase allocation deadline.

**SECTION 2 - For SB1 Project Only**

Project Amendment Request (Please follow the individual SB1 program guidelines for specific criteria)

This ePPR is being amended to update project milestones and to allocate LPP-F and AHSC funding for PS&E and CON phases.

**Approvals**

I hereby certify that the above information is complete and accurate and all approvals have been obtained for the processing of this amendment request.

Name (Print or Type)	Signature	Title	Date

**SECTION 3 - All Projects**

**Attachments**

- 1) Concurrence from Implementing Agency and/or Regional Transportation Planning Agency

# Attachment C

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION  
**PROJECT PROGRAMMING REQUEST (PPR)**  
PRG-0010 (REV 08/2020)

PPR ID ePPR-6149-2024-0008 v1
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2) Project Location Map

# Attachment D

Santa Cruz County Regional Transportation Commission – Santa Cruz Metropolitan Transit District  
Bus Routes 1 and 2 (METRO Rapid Corridors) – Caltrans District 5 – Local Partnership Program –  
Solutions for Congested Corridors Program – Transit & Intercity Rail Capital Program – Dec. 2025  
Expenditure Authorization (EA) #XXX Planning Program Number (PPNO) #XXX

## PROJECT REPORT EQUIVALENT

**Project Title:** Local Roadway Rapid Bus Improvements – Soquel Drive and  
Highway 152 (SB1-Cycle 4: Contract #3)

### Project Location Description

The Project comprises Santa Cruz Metropolitan Transit District (METRO) Bus Route 1 and Bus Route 2 (hereafter “Rapid Bus Corridors”), which extend along portions of Soquel Drive/Soquel Avenue in the Cities of Santa Cruz and Capitola and in unincorporated Santa Cruz County, and along portions of Highway 152/Main Street (SR-152) in the City of Watsonville. Soquel Drive serves as the region’s primary arterial commuter route and experiences significant cut-through traffic from motorists attempting to avoid congestion on the adjacent highway (CA-1).

The Rapid Bus Corridors Local Roadway parallels Highway 1 (CA-1) between Santa Cruz and Watsonville, which experiences significant congestion at all hours of the day. CA-1 is the main commuter route between the historically disadvantaged/farmworker communities in the South County/City of Watsonville and regional job centers in the City of Santa Cruz (including the University of California Santa Cruz) and in neighboring Santa Clara and San Mateo Counties in the San Francisco Bay Area.

The Rapid Bus Improvements Project is one component of the region’s larger Watsonville-Santa Cruz Multimodal Corridor Program, a comprehensive set of multi-modal improvements that supports transit connectivity, facilitates 15-minute headways, and advances first/last mile access to transit investments along the three main north-to-south routes through Santa Cruz County. The lead agency on the Multimodal Corridor Program is the Santa Cruz County Regional Transportation Commission (SCCRTC). METRO and the County of Santa Cruz are sub-recipient partner agencies.

On CA-1, SCCRTC and Caltrans will complete an additional 2.6 mile section of bus-only-shoulder (BOS) lanes that allow buses to traverse the area between the egress and ingress ramps of new northbound and southbound auxiliary lanes (less than one mile) between State Park Drive and Freedom Boulevard.

## Attachment D

Santa Cruz County Regional Transportation Commission – Santa Cruz Metropolitan Transit District  
Bus Routes 1 and 2 (METRO Rapid Corridors) – Caltrans District 5 – Local Partnership Program –  
Solutions for Congested Corridors Program – Transit & Intercity Rail Capital Program – Dec. 2025  
Expenditure Authorization (EA) #XXX Planning Program Number (PPNO) #XXX

On the Rapid Bus Improvements Project, METRO will install bus stop improvements approximately every one-third mile, consolidate and remove stops, construct new transit boarding islands/bus bulbs, enhanced bus shelters equipped with real-time bus departure signs, up to seven queue jumps that provide bus priority in existing right turn lanes, and a total of six improved crossings, including one pedestrian hybrid beacon/high-intensity activated crosswalk (HAWK) and five rapid rectangular flashing beacons (RRFBs). METRO will implement a transit signal prioritization (TSP) system and equip its bus fleet serving Routes 1 and 2 with on-board units (OBU) vehicle preemption kits and upgrade traffic controller hardware with TSP phase selector devices where required.

The County of Santa Cruz will be installing complementary improvements along Soquel Drive including eight-miles of adaptive traffic signal systems, coordination with METRO on the TSP traffic controller upgrades at 60 intersections, and over two miles of buffered/protected bicycle lanes, sidewalk gap closures, enhanced crosswalks, and curb ramps that comply with the Americans with Disability Act (ADA).

Finally, on the Santa Cruz Branch Rail Line, RTC will construct 1.25 miles of Coastal Rail Trail improvements, including multiple bridges across major roadways and waterways, closing a gap in the 32-mile trail network that traverses Santa Cruz County.

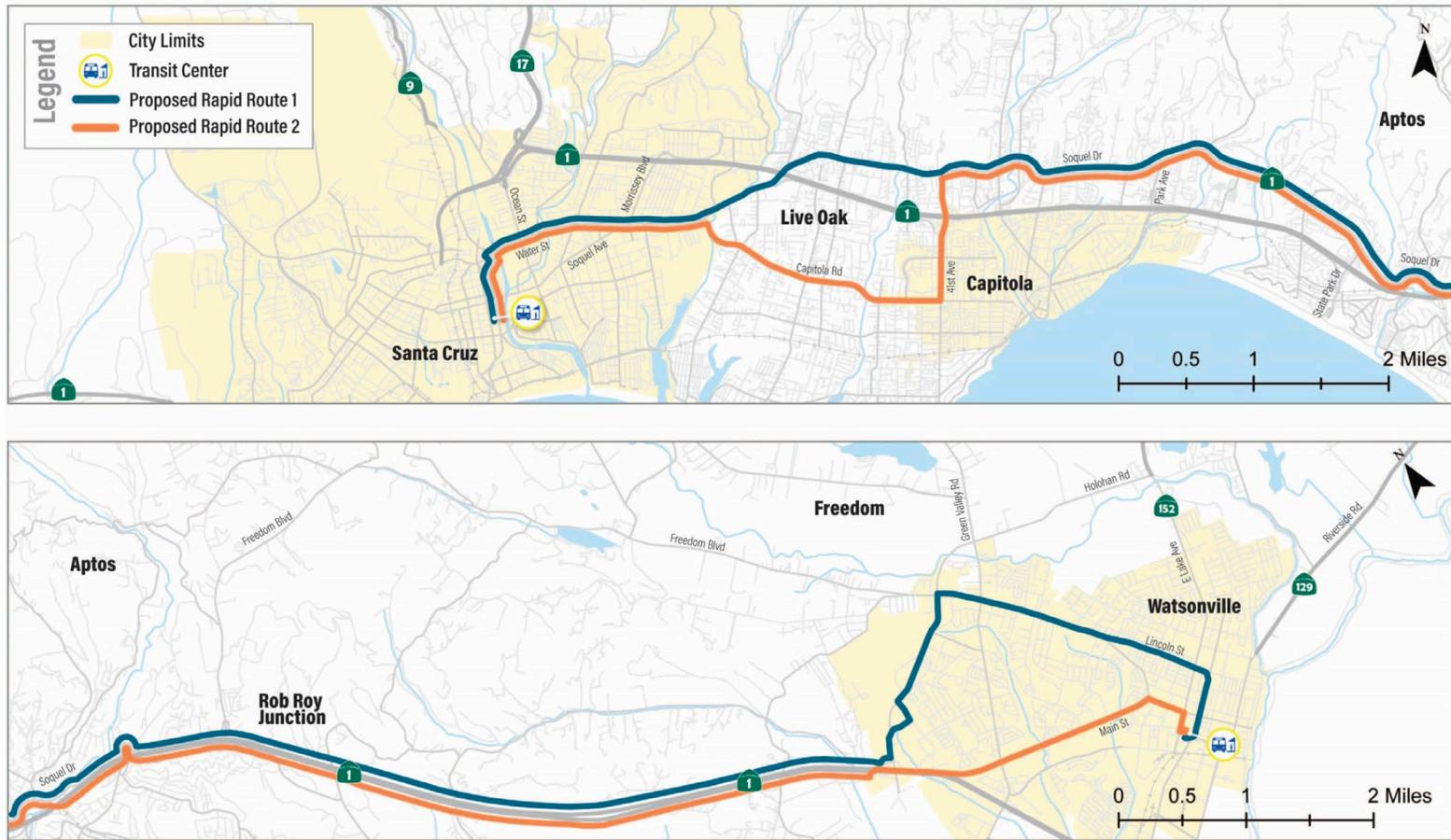
Together, the Watsonville-Santa Cruz Multimodal Corridor Program will increase accessibility between transit hubs and to major job, commercial, educational, and healthcare centers, as well as to affordable housing, for non-motorized modes. The Rapid Bus Improvements component aligns with the overarching program goals of advancing transportation equity, promoting mode shift, reducing congestion, and supporting climate resilience for the residents, workers, and visitors of Santa Cruz County.

# Attachment D

Santa Cruz County Regional Transportation Commission – Santa Cruz Metropolitan Transit District  
Bus Routes 1 and 2 (METRO Rapid Corridors) – Caltrans District 5 – Local Partnership Program –  
Solutions for Congested Corridors Program – Transit & Intercity Rail Capital Program – Dec. 2025  
Expenditure Authorization (EA) #XXX Planning Program Number (PPNO) #XXX

## Rapid Bus Improvements Project Area Map

*Figure 1: Proposed Rapid Route Alignment*



# Attachment D

Santa Cruz County Regional Transportation Commission – Santa Cruz Metropolitan Transit District  
Bus Routes 1 and 2 (METRO Rapid Corridors) – Caltrans District 5 – Local Partnership Program –  
Solutions for Congested Corridors Program – Transit & Intercity Rail Capital Program – Dec. 2025  
Expenditure Authorization (EA) #XXX Planning Program Number (PPNO) #XXX

## Certifications

I, Derek Toups, Planning & Innovation Deputy Director have been given full authority by the Santa Cruz Metropolitan Transit District (hereafter "Santa Cruz METRO") to prepare this report. I certify that the information and data contained in this report are true to the best of my knowledge and belief and I understand that disciplinary action may be taken in the event that the following information are found to be falsified.

Derek Toups  
Derek Toups  
Date 2/12/2026  
Date  
Planning and Innovation Deputy Director  
Title  
Santa Cruz Metropolitan Transit District  
Agency

I have reviewed the information contained in this report and find the data and information to be complete, current, and accurate

John Urgo  
John Urgo, Chief Planning and Innovation Officer  
Date 2/13/2026  
Date  
Santa Cruz Metropolitan Transit District  
Agency

# Attachment D

Santa Cruz County Regional Transportation Commission – Santa Cruz Metropolitan Transit District  
Bus Routes 1 and 2 (METRO Rapid Corridors) – Caltrans District 5 – Local Partnership Program –  
Solutions for Congested Corridors Program – Transit & Intercity Rail Capital Program – Dec. 2025  
Expenditure Authorization (EA) #XXX Planning Program Number (PPNO) #XXX

## Table of Contents

<b>PROJECT REPORT EQUIVALENT</b> .....	<b>1</b>
1. INTRODUCTION.....	6
2. BACKGROUND.....	7
3. PROJECT JUSTIFICATION (PURPOSE AND NEED):.....	8
4. ENVIRONMENTAL CLEARANCE DESCRIPTION.....	10
5. CONSIDERATIONS REQUIRING DISCUSSION (if not applicable, state N/A and justification).....	11
6. FUNDING, PROGRAMMING AND ESTIMATE.....	13
7. DELIVERY SCHEDULE.....	19
8. PERFORMANCE INDICATORS.....	20
9. RISKS.....	20
10. EXTERNAL AGENCY COORDINATION (anticipated agreements).....	20
11. ADDITIONAL INFORMATION.....	21
11. ATTACHMENTS.....	21

## List of Figures

1. Vicinity Map.....	3
2. End-to-End Travel Time Comparison.....	9

# Attachment D

Santa Cruz County Regional Transportation Commission – Santa Cruz Metropolitan Transit District  
 Bus Routes 1 and 2 (METRO Rapid Corridors) – Caltrans District 5 – Local Partnership Program –  
 Solutions for Congested Corridors Program – Transit & Intercity Rail Capital Program – Dec. 2025  
 Expenditure Authorization (EA) #XXX Planning Program Number (PPNO) #XXX

## 1. INTRODUCTION

<b>Project Limit/Footprint</b>	METRO Bus Route #1 on Soquel Drive between La Fonda Avenue and Freedom Boulevard, and METRO Bus Route #2 in the City of Watsonville on SR-152 (Main Street) between SR-1 and East Lake Avenue.
<b>Total Project Cost</b>	\$26,988,000 including preparation of Plans, Specifications and Estimates (PS&E), right-of-way (R/W), and Construction (CON).
<b>Outputs</b>	<p>Santa Cruz METRO is investing \$27 million in State and Local funding to implement capital improvements along a roughly 25-mile corridor that hosts METRO Bus Routes #1 and #2, which connect the cities of Watsonville and Santa Cruz through the City of Capitola and unincorporated sections of Santa Cruz County.</p> <p>The project Scope of Work includes:</p> <ul style="list-style-type: none"> <li>• New bus only lanes on Water Street and River Street in the City of Santa Cruz;</li> <li>• Up to 23 new transit boarding islands;</li> <li>• One (1) high-intensity activated crosswalk (HAWK);</li> <li>• Up to five (5) rapid rectangular flashing beacons (RRFBs), each with new street lights and high-visibility crosswalks;</li> <li>• Up to seven (7) queue jumps that utilize existing roadway geometry, primarily right turn lanes;</li> <li>• Install new passenger amenities at 97 bus stops, including enhanced shelters, seating, lighting, and digital signage;</li> <li>• Implements TSP at up to 60 intersections in the unincorporated portion of Santa Cruz County.</li> </ul>
<b>Outcomes</b>	Once improved, Bus Routes #1 and #2 will become METRO's first "Rapid" services that are aimed at improving transit speed and reliability while reducing traffic congestion in the corridors.
<b>Environmental Determination or Document</b>	Categorical Exemption

# Attachment D

Santa Cruz County Regional Transportation Commission – Santa Cruz Metropolitan Transit District  
Bus Routes 1 and 2 (METRO Rapid Corridors) – Caltrans District 5 – Local Partnership Program –  
Solutions for Congested Corridors Program – Transit & Intercity Rail Capital Program – Dec. 2025  
Expenditure Authorization (EA) #XXX Planning Program Number (PPNO) #XXX

## 2. BACKGROUND

In 2022, METRO received a planning grant to develop a Transit Speed and Reliability Study, which resulted in METRO's adoption of a Rapid Bus Corridors Final Study Report (Attachment 1) in January 2024.

METRO used this study to pursue multiple funding opportunities, which are now secured. See Section 6 for Funding, Programming and Estimate.

# Attachment D

Santa Cruz County Regional Transportation Commission – Santa Cruz Metropolitan Transit District  
Bus Routes 1 and 2 (METRO Rapid Corridors) – Caltrans District 5 – Local Partnership Program –  
Solutions for Congested Corridors Program – Transit & Intercity Rail Capital Program – Dec. 2025  
Expenditure Authorization (EA) #XXX Planning Program Number (PPNO) #XXX

## 3. PROJECT JUSTIFICATION (PURPOSE AND NEED)

### Project Purpose

Prior to the implementation of recommendations stemming from the Rapid Bus Speed and Reliability Study, 3,300 people (or 20 percent of METRO transit riders in Santa Cruz County) took one of the routes between Santa Cruz and Watsonville every weekday. These riders depend on these services to access jobs and key community facilities and routinely experience up to 30 minutes of delay each trip because of traffic congestion and signals. METRO riders in the corridor currently spend as much as 20 minutes of each trip dwelling at bus stops. As a result, bus travel times are approximately twice as long as vehicle travel times.

### Project Need

The recommended strategies are expected to increase the number of people within one quarter-mile of a high-quality bus stop by 15 percent, and reduce METRO bus trip travel times by up to 40 percent in the Rapid Corridors.

*Refer to Attachment 1. Speed and Reliability Study for further information on the Project Purpose and Need.*

### Consistency with Local and Regional Planning and Programming Documents

The Rapid Bus Improvements project is a key implementation strategy in the SCCRTC's 2045 and 2050 Regional Transportation Plans, Regional Transportation Improvement Program (RTIP Project ID MTD27), and in the Association of Monterey Bay Area Governments (AMBAG) 2045 and 2050 Sustainable Communities Strategy/Metropolitan Transportation Program (SCS/MTP) and Metropolitan Transportation Improvement Program (MTIP).

### Traffic Studies and Impact

A quantitative analysis of existing bus travel speeds and variability (a.k.a., "Run Time Analysis") was performed using Computer-Aided Dispatch/Automatic Vehicle Location (CAD/AVL) data gathered by METRO between June 9, 2022, and June 22, 2022, and between September 24, 2022, and October 7, 2022. This analysis identified segments with low speeds and/or high variability which demonstrate the greatest need and provide the best opportunity for improvements.

# Attachment D

Santa Cruz County Regional Transportation Commission – Santa Cruz Metropolitan Transit District  
 Bus Routes 1 and 2 (METRO Rapid Corridors) – Caltrans District 5 – Local Partnership Program –  
 Solutions for Congested Corridors Program – Transit & Intercity Rail Capital Program – Dec. 2025  
 Expenditure Authorization (EA) #XXX Planning Program Number (PPNO) #XXX

The total travel time on each route between Santa Cruz and Watsonville was grouped into the three main elements of travel time:

- (1) free flow,
- (2) moving delay, and
- (3) dwell time.

METRO's run time analysis focused on moving delay (i.e., where the bus is being delayed by factors such as congestion or traffic signals), and on dwell times (i.e., when the bus is actively boarding and alighting passengers at a bus stop, including the time the bus is delayed waiting for a gap in traffic to exit the stop). METRO is focused on measures that can reduce moving delay and dwell times through transit priority treatments and through stop removal/consolidation.

This analysis identified several segments with degraded bus speeds, most notably around Downtown Santa Cruz, at the Rotkin Transit Center (formerly "Pacific Station"), in Capitola at the Capitola Mall, and in Watsonville, at the intersection of Green Valley Road and Airport Boulevard and in Downtown Watsonville near the Watsonville METRO Transit Center.

The analysis also found that dwell times comprise up to 40 percent of total bus travel time. Given the significant moving delay, dwell time, and travel time variability along the existing routes, bus travel times are typically much longer than vehicle travel times. Figure 2 compares bus and vehicle end-to-end travel times on METRO's former bus routes in the corridor.

**Figure 2. End-to-End Travel Time Comparison**

	Northbound (minutes)		Southbound (minutes)	
	AM	PM	AM	PM
<b>Vehicle Travel Time</b>	55	32	29	43
<b>Route 69A*</b>	67	62	56	68
<b>Route 69W*</b>	67	60	55	68
<b>Route 71*</b>	77	75	69	85
<b>Route 91X*</b>	50	49	39	52

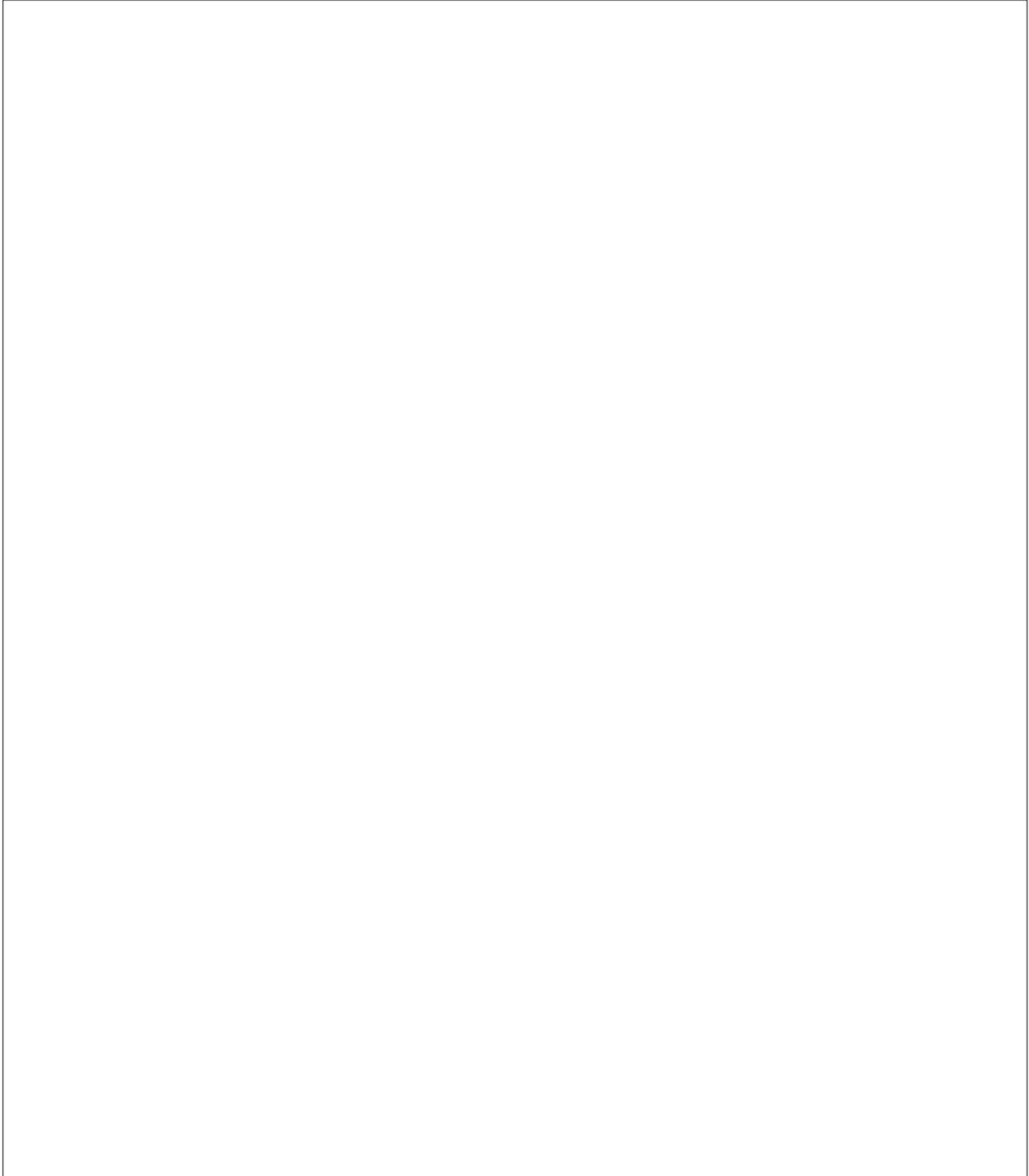
\*September/October 2022 travel times

# Attachment D

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## 4. ENVIRONMENTAL CLEARANCE DESCRIPTION

A Notice of Exemption (Attachment 2) was granted by the County of Santa Cruz on January 17, 2025, for Santa Cruz METRO's Rapid Bus Improvements Project.



# Attachment D

Santa Cruz County Regional Transportation Commission – Santa Cruz Metropolitan Transit District  
Bus Routes 1 and 2 (METRO Rapid Corridors) – Caltrans District 5 – Local Partnership Program –  
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Expenditure Authorization (EA) #XXX Planning Program Number (PPNO) #XXX

## 5. CONSIDERATIONS REQUIRING DISCUSSION

### 5A. Hazardous Waste

Santa Cruz METRO will relocate existing bus shelters, seating and signage where feasible to other regional bus stops that lack passenger amenities. Any items that require disposal will be handled in accordance with local, state and federal laws and regulations. METRO does not anticipate any hazardous waste will be generated by this project.

### 5B. Value Analysis

Value analysis will be considered as a component of the PS&E phase of the project.

### 5C. Resource Conservation

Santa Cruz METRO's Mission is to provide environmentally sustainable, easy-to-use and convenient public transportation services throughout Santa Cruz County.

METRO continually assesses the environmental impact of its actions and seeks methods to conserve resources that protect the local environment wherever possible. Since 1968, METRO has focused on reducing harmful carbon emissions in by providing fast, frequent, and reliable transit options, and has adopted a plan to operate a fully (100%) zero-emissions bus (ZEB) fleet by 2037. METRO already has eclipsed 50% of its bus fleet with ZEB technologies including battery electric and hydrogen fuel cell electric buses.

METRO seeks to further protect the environment by donating a percentage of revenue from vendors and customers to help local organizations be effective in protecting the natural resources of our region, including but not limited to the Monterey Bay National Marine Sanctuary and Bay of Life Fund.

As a component of the Rapid Bus Improvement project, METRO will incorporate sustainability initiatives whenever possible to reduce project cost and waste. METRO will also include its Corporate Sustainability Initiative into its procurement solicitations for the project, which invite vendors to reduce their costs by up to five percent (with any costs savings directed to METRO's [One-Ride-at-a-Time](#) program).

# Attachment D

Santa Cruz County Regional Transportation Commission – Santa Cruz Metropolitan Transit District  
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Expenditure Authorization (EA) #XXX Planning Program Number (PPNO) #XXX

## **5D. Right-of-Way Issues**

Santa Cruz METRO has programmed \$320,000 in Local Agency funds for the purpose of mitigating any right-of-way (R/W) issues that may arise during the project's development. Types of R/W issues the project may encounter include:

- Utility conflicts and/or utility relocations;
- Acquisition of small sections of real property adjacent to METRO bus stops; and
- Recording of temporary easements as an alternative to real property acquisition.

R/W matters will be considered as a component of the PS&E phase of the Project.

## **5E. Environmental Compliance**

The Rapid Bus Improvements project qualifies for a statutory exemption (CE) under the California Environmental Quality Act (CEQA) pursuant to California SB 288 (2020) and subsequent updates, including SB 922 (2022) and proposed extensions in SB 71 (2026). Refer to Figure 3 for a copy of the approved Notice of Exemption.

## **5F. Air Quality Conformity**

N/A

## **5G. Title VI Considerations**

N/A

## **5H. Noise Abatement Decision Report**

N/A

# Attachment D

Santa Cruz County Regional Transportation Commission – Santa Cruz Metropolitan Transit District Bus Routes 1 and 2 (METRO Rapid Corridors) – Caltrans District 5 – Local Partnership Program – Solutions for Congested Corridors Program – Transit & Intercity Rail Capital Program – Dec. 2025 Expenditure Authorization (EA) #XXX Planning Program Number (PPNO) #XXX

## 6. FUNDING, PROGRAMMING AND COST ESTIMATES BY PROJECT PHASE

### 6A. Funding

This project is not currently participating in Federal-aid funding and is fully-funded from a variety of State and local agency funding sources outlined below.

The funding sources for the Rapid Bus Corridor Improvements Project expenditure plan include:

- \$5.583 million from the State's Transit and Intercity Rail Capital Program (TIRCP),
- \$3.353 million from California Senate Bill (SB) 125 formula allocations,
- \$1.31 million from the State's Affordable Housing and Sustainable Communities (AHSC) program,
- \$13.836 million from the SB1 Solutions for Congested Corridors Program (SCCP),
- \$1.293 million from SB1 Local Partnership Program Formula (LPP-F) allocations, and
- \$1.613 million in Other Local Agency funds.

The funds are allocated and distributed across the following project phases:

- \$2.723 million in design and engineering (PS&E) phase spending,
- \$23.945 million in construction (CON) phase spending, and
- \$320,000 reserved for right-of-way (R/W) acquisitions, if any are required.

The design phase of the project will commence in April 2026 following the California Transportation Commission's (CTC) allocation of TIRCP and LPP-F funding in March 2026. Design is expected to last 12 months, ending with the submission of a 100% PS&E package and request for construction-phase funding allocation in April 2027.

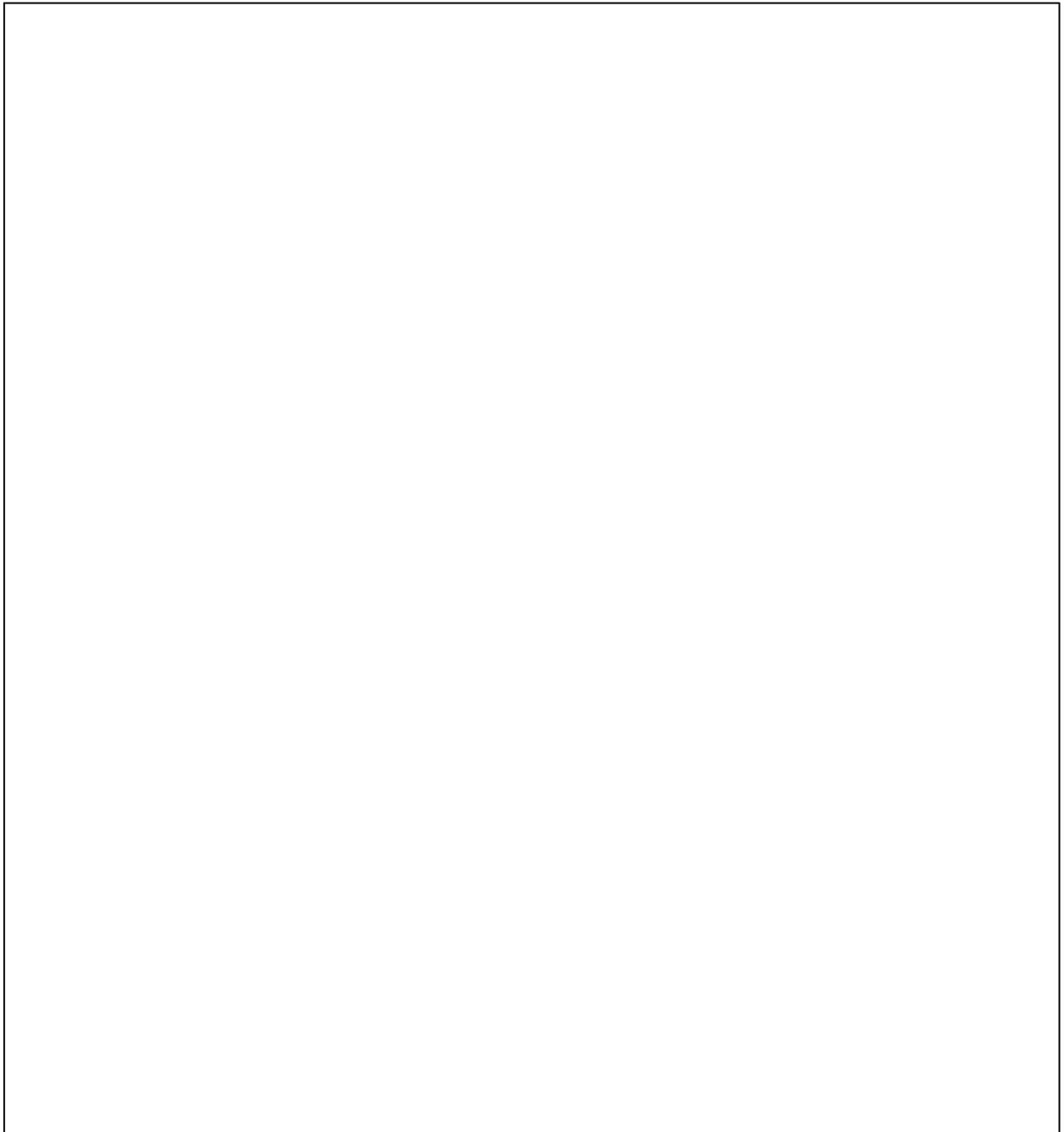
**Once the funding is allocated by the CTC, in June 2027, METRO will issue one or more construction bid solicitation(s) and award the construction contract(s) by December 2027, or by June 2028 if additional 6-month authorization is obtained from the CTC. The project construction is expected to last 18 months and will be completed within the timely use of funds policies of the TIRCP, SCCP, LPP-F, and AHSC grants.**

# Attachment D

Santa Cruz County Regional Transportation Commission – Santa Cruz Metropolitan Transit District  
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Expenditure Authorization (EA) #XXX Planning Program Number (PPNO) #XXX

## 6B. Programming

Refer to the Electronic Project Programming Request (ePPR) form (Attachment 3) for all funds that have been programmed for the Rapid Bus Improvements project. Copies of the ePPR funding tables are included below for ease of reference and show the current programmed funding amounts by source and allocation year.



# Attachment D

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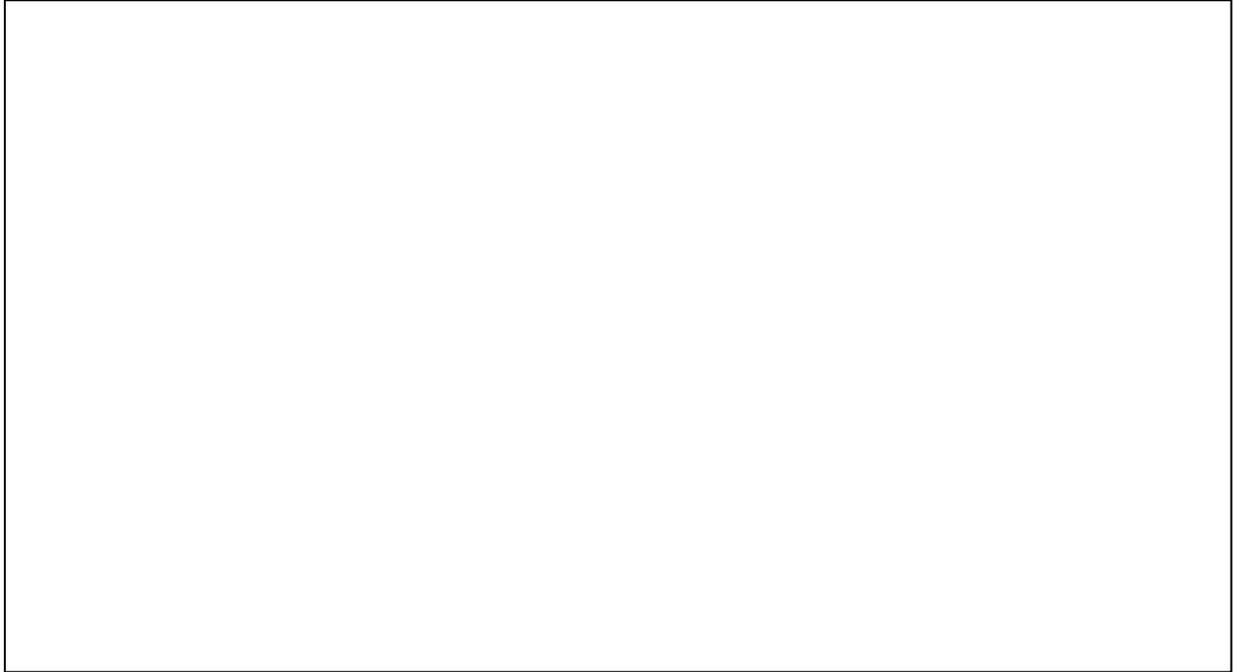
# Attachment D

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# Attachment D

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## **6C. COST ESTIMATE BY PROJECT PHASE**

The funding is associated with the latest project Cost Estimate by Project Phase (Attachment 4). Copies of the Cost Estimate budget tables are included below for ease of reference.

### **PS&E Phase Cost Estimate:**

# Attachment D

Santa Cruz County Regional Transportation Commission – Santa Cruz Metropolitan Transit District  
Bus Routes 1 and 2 (METRO Rapid Corridors) – Caltrans District 5 – Local Partnership Program –  
Solutions for Congested Corridors Program – Transit & Intercity Rail Capital Program – Dec. 2025  
Expenditure Authorization (EA) #XXX Planning Program Number (PPNO) #XXX

**R/W Phase Cost Estimate:**

**CON Phase Cost Estimate:**

# Attachment D

Santa Cruz County Regional Transportation Commission – Santa Cruz Metropolitan Transit District  
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 Solutions for Congested Corridors Program – Transit & Intercity Rail Capital Program – Dec. 2025  
 Expenditure Authorization (EA) #XXX Planning Program Number (PPNO) #XXX

## 7. DELIVERY SCHEDULE

The current Rapid Bus Improvements Project Schedule Gantt (Attachment 4) is attached.  
 The following Project Milestones table summarizes major milestones in the Schedule.

<b>Project Milestones</b>	<b>Milestone Date (Month/Day/Year)</b>	<b>Milestone Designation (Target/Actual)</b>
<b>Project Study Report Approved</b>	<b>01/26/2024</b>	<b>Actual</b>
<b>Begin Environmental (PA&amp;ED) Phase</b>	<b>01/17/2025</b>	<b>Actual</b>
<b>Circulate Draft Environmental Document (NOE)</b>	<b>01/17/2025</b>	<b>Actual</b>
<b>End Environmental Phase (PA&amp;ED Milestone)</b>	<b>02/21/2025</b>	<b>Actual</b>
<b>Draft Project Report (This document)</b>	<b>03/16/2026</b>	<b>Actual</b>
<i>Begin Design (PS&amp;E) Phase</i>	<i>04/01/2026</i>	<i>Target</i>
<i>End Design Phase (Ready to List for Advertisement Milestone)</i>	<i>05/05/2027</i>	<i>Target</i>
<i>Begin Right of Way Phase</i>	<i>08/05/2026</i>	<i>Target</i>
<i>End Right of Way Phase (Right of Way Certification Milestone)</i>	<i>04/13/2027</i>	<i>Target</i>
<i>Begin Construction Phase (Contract Award Milestone)</i>	<i>07/23/2027</i>	<i>Target</i>
<i>End Construction Phase (Construction Contract Acceptance Milestone)</i>	<i>02/01/2029</i>	<i>Target</i>
<i>Begin Closeout Phase</i>	<i>04/01/2029</i>	<i>Target</i>
<i>End Closeout Phase (Closeout Report)</i>	<i>06/31/2029</i>	<i>Target</i>

# Attachment D

Santa Cruz County Regional Transportation Commission – Santa Cruz Metropolitan Transit District  
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Expenditure Authorization (EA) #XXX Planning Program Number (PPNO) #XXX

## 8. PERFORMANCE INDICATORS

This Project is one of four components of the approved Watsonville-Santa Cruz Multimodal Corridor (SCCP Cycle 4) program. For Performance Measures, refer to the Watsonville-Santa Cruz Multimodal Corridor Program Cycle 4 Program application. Performance measures were evaluated for the combined set of measures for all projects within the Cycle 4 proposal. Per CTC direction, 0 values were entered for the performance indicators in the individual ePPRs as performance measures were not evaluated for the individual projects.

## 9. PROJECT RISKS

Project risks are inherent to any transportation improvement program. This project carries several risks, primarily to the project budget and schedule. METRO and its engineering consultant will develop and maintain a Project Risk Registry throughout the project term, beginning at the PS&E phase and continuing through construction until Project closeout. Primary areas of concern for potential risks include, but are not limited to:

- Underground utility conflicts and utility relocation costs;
- Insufficient or unclear rights-of-way to complete planned improvements;
- Geotechnical or environmental risks that require mitigation measures;
- Lack of public support for project features;
- Weather-related project impacts, such as flooding or earthquakes;
- Risk of political and/or financial shifts that could affect project funding;
- Challenges associated with multi-jurisdictional project approvals; and
- Traffic control and disruptions to travelers or businesses during construction.

## 10. EXTERNAL AGENCY COORDINATION (anticipated agreements)

This project requires the following types of external agency coordination:

- (1) Funding agreements and expenditure progress reporting;
- (2) Project Charter and/or project design/construction MOU(s)/cooperative agreement(s) between Santa Cruz METRO and affected local jurisdictions (i.e., County of Santa Cruz; Cities of Capitola, Santa Cruz and Watsonville);
- (3) Project Charter and/or Decision Document between Santa Cruz METRO and Caltrans (for project segments on State highway rights-of-way); and
- (4) Traffic signal interconnect and transit signal priority (TSP) systems plan(s).

# Attachment D

Santa Cruz County Regional Transportation Commission – Santa Cruz Metropolitan Transit District  
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## 11. ADDITIONAL INFORMATION

Refer to additional documentation as attached.

### ATTACHMENTS

- A. Speed and Reliability Study Final Report (42 pages)
- B. Approved Environmental Document – Notice of Exemption (1 page)
- C. Project Programming Request (PPR) for PS&E Phase (5 pages)
- D. Project Cost Estimate by Project Phase (3 pages)
- E. Preliminary Project Schedule – Gantt Chart (2 pages)

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THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

***CERTIFICATE OF APPRECIATION***

To

**EULALIO ABREGO**

**BUS OPERATOR**

**FOR THE COMPLETION OF 25 YEARS OF SERVICE  
BETWEEN 2001 AND 2026**

**GIVEN THIS 27TH DAY OF FEBRUARY 2026**

  
BOARD CHAIR

  
CEO / GENERAL MANAGER

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

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

### RESOLUTION OF APPRECIATION FOR THE SERVICES OF LES BECK AS BUS OPERATOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**WHEREAS**, the Santa Cruz Metropolitan Transit District (METRO) was formed to provide public transportation to all of the residents of Santa Cruz County, and

**WHEREAS**, the provision of public transportation service requires a competent, dedicated workforce, and

**WHEREAS**, METRO, requiring an employee with expertise and dedication, appointed Les Beck to serve in the position of Bus Operator, and

**WHEREAS**, Les Beck served as a member of the Operations Department of METRO for the time period of July 8, 1996 to January 28, 2026, and

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

**WHEREAS**, Les Beck served METRO with distinction, and

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

**WHEREAS**, during the time of Mr. Beck's service, METRO improved existing and built new operating facilities, converted the fleet to a CNG propulsion system, developed accessible bus stops, improved ridership, responded to adverse economic conditions, assumed direct operational responsibility for the Highway 17 Express service and the Amtrak Connector service, and assumed direct operational responsibility for the ParaCruz service, and

**WHEREAS**, the quality of life in Santa Cruz County was improved dramatically as a result of the exemplary service provided by Les Beck.

**NOW, THEREFORE, BE IT RESOLVED**, that upon his retirement as Bus Operator, the Board of Directors of METRO does hereby commend his efforts in advancing public transit service in Santa Cruz County and expresses sincere appreciation on behalf of itself, the METRO staff and all residents of Santa Cruz County.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

**PASSED AND ADOPTED** this 27<sup>th</sup> Day of February 2026 by the following vote:

**AYES:** Directors -

**NOES:** Directors -

**ABSTAIN:** Directors -

**ABSENT:** Directors -

**APPROVED:**

\_\_\_\_\_  
Board Chair

**ATTEST:**

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

**APPROVED AS TO FORM:**

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



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

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

**RESOLUTION OF APPRECIATION FOR THE SERVICES OF  
CATHY DOWNES AS SENIOR FINANCIAL ANALYST  
FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

**WHEREAS**, the Santa Cruz Metropolitan Transit District (METRO) was formed to provide public transportation to all of the residents of Santa Cruz County, and

**WHEREAS**, the provision of public transportation service requires a competent, dedicated workforce, and

**WHEREAS**, METRO, requiring an employee with expertise and dedication, appointed Cathy Downes to serve in the position of Senior Financial Analyst, and

**WHEREAS**, Cathy Downes served as a member of the Finance Department of METRO for the time period of January 4, 2021 to February 6, 2026, and

**WHEREAS**, Cathy Downes provided METRO with dedicated service and commitment during the time of her employment, and

**WHEREAS**, Cathy Downes served METRO with distinction, and

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

**WHEREAS**, during the time of Ms. Downe's service, METRO improved existing and built new operating facilities, converted the fleet to a CNG propulsion system, developed accessible bus stops, improved ridership, responded to adverse economic conditions, assumed direct operational responsibility for the Highway 17 Express service and the Amtrak Connector service, and assumed direct operational responsibility for the ParaCruz service, and

**WHEREAS**, the quality of life in Santa Cruz County was improved dramatically as a result of the exemplary service provided by Cathy Downes.

**NOW, THEREFORE, BE IT RESOLVED**, that upon her retirement as Senior Financial Analyst, the Board of Directors of METRO does hereby commend her efforts in advancing public transit service in Santa Cruz County and expresses sincere appreciation on behalf of itself, the METRO staff and all residents of Santa Cruz County.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

**PASSED AND ADOPTED** this 27<sup>th</sup> Day of February 2026 by the following vote:

**AYES:** Directors -

**NOES:** Directors -

**ABSTAIN:** Directors -

**ABSENT:** Directors -

Approved:

\_\_\_\_\_  
Board Chair

Attest:

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

Approved as to form:

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



# SENATE BILL 707 BROWN ACT AMENDMENT

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
FEBRUARY 27, 2026 BOARD OF DIRECTORS MEETING

# AGENDA

- Traditional Teleconferencing Requirements
- Alternative Teleconferencing Requirements
- Eligible Subsidiary Bodies (Advisory Committee)
- Eligible Legislative Bodies
- Additional Brown Act Updates

## Traditional Teleconferencing Rules (Pre-Covid Requirements) [Gov't Code § 54953(b)]

The traditional Brown Act teleconferencing requirements remain unchanged by SB 707. Under this approach:

- Each teleconference location must be identified on the notice and agenda for the meeting.
- The agenda must be posted at each teleconference location.
- Each teleconference location must be open and accessible to the public.
- Members of the public must be allowed to participate in the meeting from each noticed teleconference location.
- A quorum of the Board must participate in the meeting from locations within Metro's boundaries.
- All votes must be by roll call vote.

## **Alternative Teleconferencing Rules (former AB 2449 Requirements)** **[Gov't Code §§ 54953.8–54953.8.7]**

SB 707 clarifies and expands the former AB 2449 requirements.

Allows Board members to participate remotely without opening their physical location to the public (do not have to put Board member location on the meeting agenda) or posting an agenda at the location, for either:

- (1) just cause basis; or
- (2) state or local emergency basis.

## Alternative Teleconferencing Rules (former AB 2449 Requirements) **[Gov't Code §§ 54953.8–54953.8.7]**

For all meetings held under these rules, the following requirements apply:

- Public participation via:
  - Two-way audiovisual platform (video for public may be disabled), or
  - Two-way telephonic service + live webcast
- Agency must provide remote access details and allow real-time public comment
- No advance-only public comments; real-time participation required
- If remote access is disrupted, no action until restored; actions during disruption can be challenged
- Minutes must list remote members and statutory basis for remote participation
- Remote members must disclose if adults (18+) are present and their relationship with such adults

## 1. Just Cause [Gov't Code § 54953.8.3]

These additional procedural requirements for participating remotely for "just cause" remain the same (as under AB 2449):

- Board members are limited to participating remotely under the just cause basis two times per calendar year because the Board regularly meets once per month.
- Board members must notify Metro of the reason; the meeting minutes must note the reason, and two-way audio/video is required.
- The substantive reasons for just cause remote participation include:
  - Caregiving for family
  - Contagious illness or health needs
  - Official agency travel
  - Physical/family medical emergencies
  - **Protecting an immunocompromised close relative from exposure to illness (new)**
  - **Military service obligations (new)**

## **2. State or Local Emergency** **[Gov't Code § 54953.8.2]**

The Board may hold Board meetings remotely under the state or local emergency basis:

- Allowed when a state or local emergency is officially proclaimed under California law
- No physical location required for public attendance; meetings can use two-way telephonic service without webcast
- Board must vote to reauthorize remote meetings every 45 days while the emergency remains active

## Eligible Subsidiary Bodies [Gov't Code § 54953.8.6]

SB 707 provides an avenue for the Advisory Committee to meet fully remotely, if the following conditions are met:

- Board must make findings (initial + every 6 months) that:
  - Remote meetings enhance public access and improves attraction, retention, and diversity of committee members
- Advisory Committee votes to allow remote meetings
- A staffed in-jurisdiction physical location is open for public to access meeting from
- Members appear on camera
- Recommendations made remotely must be discussed at a regular Metro Board meeting before action; cannot be on consent calendar

# Disability Accommodation Carve-Out [Gov't Code § 54953(c)]

SB 707 exempts Board members who participate remotely as a reasonable accommodation for a disability (as defined by the Americans with Disabilities Act, 42 U.S.C. § 12102) from the traditional and alternative teleconferencing requirements. Instead, the following requirements apply:

- Remote participation as a reasonable accommodation under the Americans with Disabilities Act is treated as in-person for quorum and location requirements.
- The Board member must participate through both audio and visual technology, except if their disability requires off-camera participation.
- The Board member must disclose if any other individuals aged 18 years or older are present in the room at the remote location and their relationship to the Board member.

## Eligible Legislative Bodies (Effective July 1, 2026) [Gov't Code § 54953.4]

Beginning July 1, 2026, certain very large local agencies are designated as “eligible legislative bodies” and must follow enhanced teleconferencing and transparency requirements, such as translation of agendas, closed captioning for remote platforms, and outreach to certain groups.

Metro does not fall within the definition of eligible legislative body and therefore these new requirements do not apply to Metro.

# QUESTIONS?

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**DATE:** February 27, 2026  
**TO:** Board of Directors  
**FROM:** Julie Sherman, General Counsel  
**SUBJECT:** APPROVE AUTHORIZING REMOTE MEETINGS FOR THE METRO ADVISORY COMMITTEE UNDER SENATE BILL 707

**I. RECOMMENDED ACTION**

**That the Board of Directors:**

**A. Consider adopting a resolution authorizing the METRO Advisory Committee (MAC) to meet remotely under new procedures created by Senate Bill (SB) 707 for six months, with the understanding that similar resolutions would be required every six months hereafter to facilitate continuation of remote meetings.**

**II. SUMMARY**

- SB 707 updates the Brown Act to allow certain advisory committees defined as "eligible subsidiary bodies" to meet fully remotely, and Legal Counsel has determined that the MAC qualifies as an eligible subsidiary body.
- To enable remote MAC meetings, the Board must adopt findings, through the attached resolution, confirming that public notice has been provided, the circumstances of the MAC have been considered, and remote participation will improve member recruitment, retention, and diversity.
- Adoption of the resolution would allow MAC members to participate remotely without posting their locations, while still ensuring a publicly accessible physical meeting site and compliance with technology requirements.

**III. DISCUSSION/BACKGROUND**

The Brown Act, codified at California Government Code section 54950 et seq., requires meetings of local legislative bodies to be open and accessible to the public. Rules cover everything from the contents, publication and posting of meeting notices and agendas; to the timing and structure of public comment; to the use of teleconferencing by local legislators.

The law has been modified via a string of executive orders and bills (including but not limited to Assembly Bill (AB) 361, AB 2449 and SB 707) over the past six years, initially to address pandemic-related needs for remote meetings.

On October 3, 2025, Governor Newsom signed SB 707 into law, which among other changes, amended the Brown Act to allow certain advisory committees defined as “eligible subsidiary bodies” to participate fully remote.

Based on definitions set forth in SB 707, Legal Counsel advises that the MAC qualifies as an "eligible subsidiary body." As required by SB 707, before the MAC could begin meeting remotely, the Board would need to adopt a resolution making findings that (1) the Board has considered the circumstances of the MAC; (2) the public has been made aware of the type of remote participation being contemplated and has been provided with an opportunity to comment at this in-person meeting of the Board; and (3) fully remote, teleconference meetings of the MAC will improve the attraction, retention, and diversity of MAC members. The findings expressed in the attached resolution, which would need to be adopted again every six months, reflect that:

1. Staff has reviewed the operational needs of the MAC, which consist of volunteers who represent a broad geographic area. Requiring (a) in-person attendance, (b) limiting the frequency and reasons for remote participation, or (c) public disclosure of and access to private residences as required under the Brown Act’s traditional teleconference rules, are likely to (i) be a continuing barrier to service and (ii) hinder the MAC's ability to attract a quorum for every scheduled meeting.
2. Through the publication of this report and this public meeting, (a) the public has been notified that remote participation for this body will be provided through two-way audio-video Zoom teleconferencing, and (b) the public is being provided the opportunity to comment on the use of remote meeting technology.
3. Allowing remote participation will directly enhance METRO's ability to recruit and retain a diverse membership for the MAC. Use of remote meetings would remove barriers for individuals with disabilities, those with caregiving responsibilities, and those with jobs and other schedule limitations or lack of predictability.

If the Board adopts these findings, the MAC may then vote to authorize remote meetings. Thereafter, MAC members may participate from remote locations for any or no stated reason, and without posting their addresses or opening their locations to the public. They would, however, need to appear on camera during the entire open portion of each meeting and only shut off their cameras if they are having connectivity problems (or if needed as a reasonable accommodation for a disability). METRO still would be required to provide a staffed, publicly accessible physical location for each meeting.

**IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This report aligns with METRO's Safety-First Culture and Strategic Alliances and Community Outreach.

**V. FINANCIAL CONSIDERATIONS/IMPACT**

None.

**VI. CHANGES FROM COMMITTEE**

N/A

**VII. ALTERNATIVES CONSIDERED**

None.

**VIII. ATTACHMENTS**

**Attachment A:** Authorizing Resolution Allowing the METRO Advisory Committee to Meet Remotely Pursuant to SB 707

Prepared by: Julie Sherman, General Counsel

**IX. APPROVALS**

Approved as to fiscal impact:  
Chuck Farmer, CFO



Corey Aldridge, CEO/General Manager



# Attachment A



## RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT APPROVING ALLOWING THE METRO ADVISORY COMMITTEE TO MEET REMOTELY PURSUANT TO SENATE BILL 707

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

**WHEREAS**, on October 3, 2025, Governor Newsom signed Senate Bill 707 (SB 707), which amends the Ralph M. Brown Act (California Government Code 54950 et seq.); and

**WHEREAS**, effective January 1, 2026, SB 707 permits certain advisory committees, designated as “eligible subsidiary bodies,” to hold remote meetings once (1) a board of directors has considered the circumstances of the committee; (2) the board of directors finds that teleconference meetings of the eligible subsidiary body will improve the attraction, retention, and diversity of committee members; (3) the public has been made aware of the type of remote participation available and has been provided with an opportunity to comment at an in-person meeting of the board of directors concerning the transition to remote meetings; and (4) the eligible subsidiary body take subsequent action to approve their use of remote meetings; and

**WHEREAS**, “eligible subsidiary bodies” are defined as committees that serve exclusively in an advisory capacity and are not authorized to take final action on legislation, regulations, contracts, licenses, permits, or any other entitlements, grants, or allocations of funds, nor have subject matter jurisdiction, as defined by charter, ordinance, resolution, or any formal action of the legislative body that created the subsidiary body, over elections, budgets, police oversight, privacy, removal or restriction of materials in public libraries, or taxes or related spending proposals; and

**WHEREAS**, the Santa Cruz Metropolitan Transit District (METRO) Board of Directors (Board) established the METRO Advisory Committee (MAC) to advise the Board on matters of policy and operations referred to MAC by the Board or the CEO/General Manager; and

**WHEREAS**, the MAC meets this definition of “eligible subsidiary bodies;” and

**WHEREAS**, the Board has considered the circumstances of the MAC and finds that allowing the MAC to hold remote meetings via Zoom teleconferencing under SB 707 would promote the attraction, retention, and diversity of MAC members; and

**WHEREAS**, the public has been made aware of the types of remote participation being contemplated and has been provided with an opportunity to comment at an in-person meeting of the Board regarding the use of remote meetings; and

**WHEREAS**, the Board desires to authorize the MAC to hold remote meetings, with the understanding that at least one staffed physical location will be made available to MAC members and the members of the public who wish to attend in person, though there will be no need for a quorum of the committees to attend in person, publish their respective remote locations, or open such locations to the public; and

**WHEREAS**, the Board further recognizes that any recommendations made by the MAC during a remote meeting must be presented to the Board through an oral report at one meeting before the Board may take action on such recommendations at a subsequent meeting; and

**WHEREAS**, the Board understands that SB 707 limits the authority granted hereunder to be in effect for up to six months.

**NOW, THEREFORE, BE IT RESOLVED** that the METRO Board of Directors (Board) hereby authorizes the METRO Advisory Committee to meet remotely as an eligible subsidiary body under Senate Bill 707; and

**BE IT FURTHER RESOLVED**, that this Resolution will be in effect for six months, and the Board directs staff to agendize reconsideration of the authority granted hereunder at the Board's August 2026 meeting.

**PASSED AND ADOPTED** this 27<sup>th</sup> day of February 2026 by the following vote:

**AYES:** Directors -

**NOES:** Directors -

**ABSTAIN:** Directors -

**ABSENT:** Directors –

**APPROVED:**

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REBECCA DOWNING, Board Chair

**ATTEST:**

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

**APPROVED AS TO FORM:**

\_\_\_\_\_  
JULIE SHERMAN, District Counsel

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**DATE:** February 27, 2026  
**TO:** Board of Directors  
**FROM:** Derek Toups, Planning and Innovation Deputy Director  
**SUBJECT: RECEIVE INFORMATION CONCERNING PROPOSED REVISED FARE  
STRUCTURE AND POLICIES**

**I. RECOMMENDED ACTION**

**That the Board of Directors receive the proposed DRAFT Fare Structure and Policies and open a public comment period before replacing the existing Codified Tariff.**

**II. SUMMARY**

METRO's General Counsel has drafted a revised Fare Structure and Policies (Attachment A) that would replace an existing Codified Tariff that was adopted by the Board of Directors on June 4, 2020. The proposed Fare Structure and Policies correspond to changes in the way METRO collects fares and is consistent with recommended discount fare benefit programs now available to METRO through the State's California Integrated Travel Project (Cal-ITP). Staff recommends that the Board receive the Draft Fare Structure and Policies and open a public comment period prior to adopting the proposed changes. Staff will return at the March 27, 2026, Board meeting to request a resolution to adopt the new Fare Structure and Policies that is responsive to public input.

**III. DISCUSSION/BACKGROUND**

The METRO Board of Directors adopted a Codified Tariff in June 2020 that addresses discount fare programs, ParaCruz fares, bulk pass sales, eco-pass programs, university pass programs, and free fares for the legally blind.

Since that time, METRO has adopted a mobile ticketing application, introduced the Youth Cruz Free program, and later this year, will introduce contactless Europay, MasterCard and Visa (EMV) bank card acceptance on the fixed route bus fleet.

METRO's General Counsel has drafted a revised Fare Structure and Policies to replace the Codified Tariff. The revised Fare Structure and Policies correspond to changes in the way METRO collects fares and is consistent with recommended discount fare benefit programs now available to METRO through from Cal-ITP.

The Board received an informational update by staff at its February 28, 2025, meeting. Cal-ITP program staff evaluated METRO fare policies and made the following recommendations at that time:

- Maintain current pricing as it is generally in line with guidelines;
- Simplify fare structure by eliminating underutilized pass products and implementing fare-capping<sup>1</sup>.

Staff commissioned an analysis of fare capping impacts (Attachment B) as well as an analysis of METRO's cost to collect a cash fare versus a mobile ticket and anticipated revenue impacts and equity impacts (Attachment C) from adoption of the proposed new Fare Structure and Policies.

### Product Sales

The most popular fare products among METRO riders are single-ride, Day Pass, and 31-Day Pass products. These three ticket types account for over 95 percent of METRO fare revenue. The remaining 3-Day Pass, 7-Day Pass, and 15-Ride Ticket accounted for less than five percent of METRO system wide, fixed route fare sales (this equates to ~1.5 percent of revenue and ~1.1 percent of ridership). There is an administrative cost to METRO to maintain multiple pass types. Further, METRO's legacy fareboxes, smart cards, and magnetic stripe disposable passes are outdated and inflexible, making it impossible to implement more convenient and customer-friendly fare policies such as fare-capping.

### Cost of Fare Collection

METRO should reduce its cost of fare collection through the implementation of a contactless EMV acceptance program when compared to existing fare payment methods. Recent analysis shows that the cost of cash collection is around 20 percent of the fare revenue collected. The cost of vending a mobile ticket via METRO's SplashPass app is around 10 percent of the product value sold. Agencies that accept contactless fare media should spend approximately five percent of their payment system cost to collect that type of fare.

### Proposed Changes

Staff recommends the following changes as the first step towards the longer-term implementation of a fare collection system that prioritizes simplicity and cost-effective revenue collection:

- Eliminate the 3-Day Pass, 7-Day Pass, and 15-Ride Ticket. These products would be eliminated across all fare media options and sales channels.
- Reduce the retail price of a Local, Adult, Day Pass from \$6.00 to \$5.00.
- Reduce the retail price of a Local, Discount, Day Pass from \$3.00 to \$2.50.
- Begin accepting contactless fare media (including credit cards, debit cards, prepaid debit cards, and mobile wallets) as soon as EMV system components are available. Contactless payment will be branded Tap2Cruz.
- Introduce a daily fare cap and rolling 31-Day fare cap for Tap2Cruz

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<sup>1</sup> **Fare-capping** provides a frequent-rider discount equivalent to pass product without requiring customers to purchase the pass at full cost in advance.

customers at the time of system launch. The Day and 31-Day fare caps would match the current Day Pass and 31-Day Pass prices.

- The above proposed fare changes would take effect at the time of Tap2Cruz system launch. The current estimated launch date corresponds to the June 2026 service change. Staff will undertake a Tap2Cruz marketing campaign after the Board approves the proposed Fare Structure and Policies and prior to system launch.
- Increase the threshold to qualify for the Older Adult fare discount from age 62 to age 65. This change is necessary for METRO to automate discount eligibility verification for Tap2Cruz (through Cal-ITP benefits integration). While this policy change would apply to all METRO customers, staff recommend a gradual phase-out for customers who are currently between the ages of 62 to 64 years of age, utilizing a manual verification method only for those riders until 2029.
- Extend METRO's Discount Fare policy to all Veterans (i.e., any person who served on active duty in the Army, Navy, Air Force, Marine Corps, or Coast Guard and was discharged or released under conditions other than dishonorable). Currently, only Veterans with a service-connected disability qualify for METRO Discount Fares. The requirement to have a service-connected disability rating level of 50 percent or higher would be removed entirely. Effectively, all Veterans would be eligible for a Discount fare. This change is also necessary for METRO to automate discount eligibility verification for Tap2Cruz (through Cal-ITP benefits integration).
- Customers will continue to be able to pay with cash on-board the vehicles and pre-purchase Day Pass and 31-Day Pass products from METRO's Customer Service outlets and on the METRO Web site for the remainder of calendar year 2026.

### Equity Analysis

The Federal Transit Administration (FTA) establishes criteria for direct recipients of federal funds to conduct assessments that demonstrate nondiscrimination of services and facilities for minority and low income individuals. FTA's requirements for analyzing fare changes under Title VI of the Civil Rights Act of 1964 do not apply to METRO since it does not operate in a large urbanized area; however, METRO has nevertheless historically evaluated whether proposed fare changes will have a discriminatory impact on minority or low-income individuals. METRO commissioned a subject matter expert to complete an equity analysis of the proposed changes to the Fare Structure and Policies, which concludes:

*Across all populations, protected and non-protected, the average fare paid by a customer is expected to decrease due to the benefits provided by fare capping. Across all customers, the average fare is expected to decrease by 2.2 percent. For minority customers, the average fare is expected to decrease by 1.8 percent. Similarly, for low-income customers, the average fare is expected to decrease by 1.7 percent. The policy changes of offering fare capping benefits and decreasing the Day Pass price are attractive to all METRO customers.*

Refer to Attachment C for full Equity Analysis results.

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

The proposed Fare Structure and Policies support the following Strategic Plan Priorities: (1) Financial Stability, Stewardship & Accountability; (2) Service Quality and Delivery; (3) Internal and External Technology; and (4) Strategic Alliances and Community Outreach.

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

The estimated fiscal impact from the proposed changes to the Fare Structure and Policies would be an annual reduction of approximately two percent or \$182,000 in fare revenue. The majority of this impact is attributed to the introduction of fare capping (Refer to Attachment B for further details). Many transit agencies have chosen to implement fare-capping despite the slight reduction in revenue because it simplifies fare collection and benefits customers who no longer need to outlay large sums of money each month to procure a period pass.

Staff recommends an eventual transition away from on-board cash collection. While METRO intends to retain legacy fare collection systems through at least the end of calendar year 2026 as it transitions to full adoption of contactless payments, if adoption is successful and the Board authorizes the removal of cash fareboxes in a future action, there is the potential of substantial savings. Cash acceptance on-board cannot be guaranteed indefinitely, as METRO's fareboxes are beyond their useful life and maintenance staff will not be able to keep them running much longer. Cash collection also increases dwell time. Staff will bring a future item for the Board's consideration after Tap2Cruz has been implemented.

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

N/A

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

The Board could choose to keep in place the current Codified Tariff, but it is unnecessarily complicated, many of the pass options are underutilized, and the cost of fare collection by current methods is high. Staff does not recommend this option. Staff recommends sunsetting the legacy fare systems and fare products in favor of modern, flexible systems and fare products.

#### **VIII. ATTACHMENTS**

**Attachment A:** Proposed DRAFT Fare Structure and Policies

**Attachment B:** Amey Consulting Technical Memo #1: Analysis of Fare Capping Impacts

**Attachment C:** Amey Consulting Technical Memo #2: Proposed Fare Change to Support the Integrated Ticketing Project (Cost to Collect, Revenue and Equity Impacts)

Prepared by: Pete Rasmussen, Transportation Planner II

**IX. APPROVALS**

Derek Toups, Planning and  
Innovation Deputy Director

  
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Approved as to fiscal impact:  
Chuck Farmer, CFO

  
\_\_\_\_\_

Corey Aldridge, CEO/General Manager

  
\_\_\_\_\_

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# Attachment A

Adopted – June 26, 2020

Proposed for Adoption – March 27, 2026

Effective as of launch of Tap2Cruz<sup>1</sup> program

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT STATE OF CALIFORNIA FARE STRUCTURE AND POLICIES

### I. FARE STRUCTURE

<b>Fixed-Route Service</b>		
<b>Local</b>		
<b>Product</b>	<b>Category</b>	<b>Fare</b>
1-Ride Pass	Adult	\$2.00
	Discount	\$1.00
Day Pass / Daily Fare Cap	Adult	\$5.00
	Discount	\$2.50
31-Day Pass / 31-Day Fare Cap	Adult	\$65.00
	Discount	\$32.00
Group, Bulk and School Field Trip Passes	Varies	
<b>Highway 17</b>		
<b>Product</b>	<b>Category</b>	<b>Fare</b>
1-Ride Pass	Adult	\$7.00
	Discount	\$3.50
Day Pass / Daily Fare Cap	Adult	\$14.00
	Discount	\$7.00
31-Day Pass / 31-Day Fare Cap	Adult	\$145.00
	Discount	\$145.00

<b>Para Cruz (Demand Response Paratransit Service)</b>	
<b>Product</b>	<b>Fare</b>
Base Fare	\$4.00
Additional Fare	Up to \$6.00

<sup>1</sup> Tap2Cruz is METRO's proposed new contactless bank (credit/debit/mobile wallet) card acceptance program

# Attachment A

## II. OTHER FEES/CHARGES

Replacement IDs and Lanyards			
Product	Purchase Locations	Category	Cost
Initial and 1st Replacement Identification Card	METRO Info Booth	Discount, Youth Cruz Free	\$2.00
2nd Replacement Identification Card			\$5.00
Lanyards	METRO Info Booth, Website	All	\$3.00
Overnight Parking at Cavallaro Scotts Valley Transit Center	METRO Center Customer Service booth, Passport Parking mobile payment	All	\$5.00

## III. Tap2Cruz FARE ACCUMULATORS

Fare Capping / Accumulation - Adult					
Tap2Cruz Fare Types	Fares	Accumulate towards the caps:		Once the fare cap is reached:	
		Local (Daily, 31-Day)	Amtrak/Hwy 17 (Daily, 31-Day)	Local Cap (Daily, 31-Day)	Amtrak/Hwy 17 Cap (Daily, 31-Day)
Initial Boarding - Local	\$2.00	\$2.00	\$2.00	Free	Free
Initial Boarding - Amtrak/Hwy 17	\$7.00	No Accumulation	\$7.00	\$7.00	
Transfer – Local-to-Local	\$0.00	Free Transfer (No Accumulation)	N/A	Free	
Transfer – Local-to-Hwy17	\$5.00	N/A	\$5.00 (Fare Upgrade)	\$5.00 (Fare Upgrade)	
Transfer – Hwy17-to-Local	Free	Free Transfer (No Accumulation)	N/A	Free	
Transfer – MST-to-Local					

Fare Capping / Accumulation - Discount					
Tap2Cruz Fare Types	Fares	Accumulate towards the cap:		Once the fare cap is reached:	
		Local (Daily, 31-Day)	Amtrak/Hwy 17 (Daily, 31-Day)	Local Cap (Daily, 31-Day)	Amtrak/Hwy 17 Cap (Daily, 31-Day)
Initial Boarding - Local	\$1.00	\$1.00	\$1.00	Free	Free
Initial Boarding - Amtrak/Hwy 17	\$3.50	No Accumulation	\$3.50	\$3.50	
Transfer – Local-to-Local	\$0.00	Free Transfer (No Accumulation)	N/A	Free	
Transfer – Local-to-Hwy17	\$2.50	N/A	\$2.50 (Fare Upgrade)	\$2.50 (Fare Upgrade)	
Transfer – Hwy17-to-Local	Free	Free Transfer (No Accumulation)	N/A	Free	
Transfer – MST-to-Local					

# Attachment A

## IV. FIXED ROUTE SERVICE FARE PAYMENT, TYPES AND FARE CATEGORIES

### A. Fare Payment and Purchase Locations

1. Fixed-Route Fares
  - a. Fare payments can be made using: cash, paper passes, Smartcards (“Cruz Cash” and “Cruz Pass” Products), SplashPass Mobile App, and Tap2Cruz contactless credit/debit cards, and mobile wallets (Apple Pay and Google Pay).
  - b. One-ride and Day Pass fares and Accumulators can be paid or purchased: on-board METRO buses, at METRO information booths, on the METRO website, and via the SplashPass Mobile App, and Tap2Cruz contactless credit/debit cards, and mobile wallets (Apple Pay and Google Pay).
  - c. 31-Day Passes and Accumulators can be purchased at METRO information booths, on the METRO website, and via the SplashPass Mobile App, and Tap2Cruz contactless credit/debit cards, and mobile wallets (Apple Pay and Google Pay).
  - d. Group and Bulk Passes can be purchased only at the METRO Administrative Offices.
2. ParaCruz fares can be paid on-board with cash or with ParaCruz coupons. ParaCruz Coupons can be purchased in advance, in \$2 and \$4 increments, at METRO information booths, and on the METRO website.

### B. Fare Types

1. **Local Single-Ride Pass.** Local Single-Ride Passes are valid for unlimited trips on Local service for 120 minutes from the time of validation/activation. These passes are not valid on the Highway 17 Express.
2. **Local Day-Pass / Daily Cap.** Local Day-Passes are valid for unlimited trips on Local service from the time they are validated/activated until the end of the METRO Service Day<sup>2</sup>. Passengers using credit cards, debit cards and/or mobile wallets pay Local, single-ride fares up to the local Daily Cap price, after which subsequent trips on Local service are free until the end of the METRO Service Day. These passes are not valid on the Highway 17 Express.
3. **Local 31-Day Pass / 31-Day Cap.** Local 31-Day Passes are valid for unlimited trips on Local service from the time they are validated/activated until the end of the METRO Service Day, 31 nights later. Passengers using credit cards, debit cards and/or mobile wallets pay Local, single-ride fares up to the Local 31-Day cap price, after which subsequent Local trips are free until the end of the METRO Service Day, 31 nights after the first validated transaction. These passes are not valid on the Highway 17 Express.
4. **Highway 17 Express Single-Ride Pass.** Highway 17 Express single-ride passes are valid for unlimited trips on Local and Highway 17 Express services for 120 minutes from the time of validation/activation. If used on Local service exclusively, the difference in value will not be refunded.

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<sup>2</sup> The current end of the METRO Service Day is 03:00 a.m. Pacific Local Time

# Attachment A

5. **Highway 17 Express Day-Pass / Daily Cap.** Highway 17 Express Day-Passes are valid for unlimited trips on Local and Highway 17 Express services from the time they are validated/activated until the end of the METRO Service Day. Passengers using credit cards, debit cards and/or mobile wallets pay Local and Highway 17 Express, single-ride fares up to the Highway 17 Express daily cap price, after which subsequent Local and Highway 17 Express trips are free until the end of the METRO Service Day.
6. **Highway 17 Express 31-Day Pass / 31-Day Cap.** Highway 17 Express 31-Day Passes are valid for unlimited trips on Local and Highway 17 Express service from the time they are validated/activated until the end of the METRO Service Day, 31 nights later. Passengers single credit cards, debit cards and/or mobile wallets pay Local and Highway 17 Express single-ride fares up to the Highway 17 Express 31-day cap price, after which subsequent Local and Highway 17 Express trips are free the end of the METRO Service Day, 31 nights after the first validated transaction.

## C. Fare Categories

1. **Adult.** Passengers aged 18 through 64 must pay the adult base fare for all trips.
2. **Eligible Discount.** Passengers aged 65 or older, veterans, and persons with disabilities are eligible for discounted fares on METRO fixed-route transit. Proof of eligibility may be provided in the form of a METRO a Discount ID Card or through means including, but not limited to:
  - a. For passengers 65 or older: Any government-issued identification showing their age
  - b. For veterans: A government-issued Veterans ID Card
  - c. For individuals with disabilities: a METRO ParaCruz ID Card, a Medicare Card, a current Disabled Person Placard receipt issued by the Department of Motor Vehicles, or identification confirming or a valid transit/paratransit discount card issued by another California transit agency which is equivalent to the METRO Discount ID Card.
3. **Waived Fares**
  - a. Youth Cruz Free Pilot Program: Youth passengers enrolled in kindergarten through Grade 12 may ride Local, fixed-route bus services free of charge under this pilot program. Youths in Grade 9-12 will be asked to show a valid Student ID. Youths in Grades 9-12 without a Student ID may sign up for a free METRO Youth Cruz Free ID card, available at the Watsonville Transit Center or Customer Experience Center in downtown Santa Cruz.
  - b. Young Children: Up to three children who are less than 46 inches tall may travel free with each Adult or Eligible Discount fare-paying passenger.
  - c. Personal Care Attendants, Accompanying Children: Personal care attendants and children accompanying passengers with disabilities who hold a valid METRO Discount ID Card with a green dot or gold dot, respectively, are allowed to ride all Local fixed-route trips without paying a fare.
  - d. Free Fare Program for Legally Blind Passengers: Passengers who are legally blind may ride the Santa Cruz METRO fixed-route bus system for free, including the Highway 17 Express. (See section IX, below.)

# Attachment A

- e. Employees/Retirees: Santa Cruz METRO employees, and qualified retirees, spouses, domestic partners and dependent children under the age of eighteen can ride any District-operated fixed-route bus at any time using their employee identification or family transportation passes.
4. **Special Promotional Fares.** From time to time, the General Manager/CEO may authorize the establishment of special and promotional fares.

## V. ADA PARATRANSIT (PARACRUZ) FARE TYPES AND CATEGORIES

Santa Cruz METRO offer ParaCruz paratransit system for passengers with disabilities who are unable to rider fixed-route transit independently, as required under the Americans with Disabilities Act (ADA). ParaCruz service requires advanced reservations, and service area restrictions apply. ParaCruz is available only for passengers with disabilities who (i) are certified by the District as eligible for paratransit under the ADA, and (ii) possess a valid METRO Paratransit ID Card or a comparable card from another transit agency. In general, ParaCruz fares are no more than double the fare charged to an Adult rider taking a similar fixed-route trip, without any discounts.

- A. **ParaCruz Base Fares.** A reservationist will inform each paratransit passenger of their exact fare at the time the passenger books the ride, based on the following criteria: If a paratransit passenger's ride originates and terminates within  $\frac{3}{4}$  mile of a METRO fixed-route bus route operating at the same time as the ParaCruz trip, they would pay a Paratransit Base Fare. The maximum cost for a ParaCruz base fare is two times the METRO Local Single-Ride Pass fare.
- B. **Premium Fares.** For will-call returns, a paratransit passenger will pay twice the Base Fare. For a re-dispatched vehicle, a paratransit passenger will pay four times the Base Fare. The maximum cost for a ParaCruz trip is four times the ParaCruz Base Fare.

## VI. FARE PAYMENT

- A. **Cash Payment.** Cash payments are made onboard the bus by feeding bills or coins into the farebox. Bills up to \$20 and coins of one cent, five cents, 10 cents and 25 cents are accepted. No cash change is provided in case of overpayment.
- B. **Disposable Paper Passes.** Disposable paper passes are validated by feeding the magnetic stripe into the top of the farebox. Paper passes can have stored value in the following denominations: (i) Single Ride; (ii) Day Pass; (iii) 31-Day Pass; and (iv) METRO Cash.
- C. **Reusable Plastic Smartcards.** Reusable plastic smartcards are validated by tapping the card on the interface of the farebox. Plastic smartcards can have stored value in the following denominations: (i) Single Ride; (ii) Day Pass; (iii) 31-Day Pass (together, referred to as "Cruz Pass Cards"); and (iv) METRO Cash (referred to as a "Cruz Cash Card" or "METRO Cash Card"). The "Cruz Cash Card" allows customers to load fare value in \$10 increments up to a maximum of \$50. The Cruz Cash Card is scanned in front of the Smart Card Reader located on the farebox in order to pay for the fare which is deducted from the card electronically. Smart Cards have no expiration date. This means that the Smart Cards will never expire, as long as there is fare value remaining on the card.
- D. **ParaCruz Coupons.** ParaCruz Coupons may be purchased in denominations of \$2 an \$4 at METRO information booths and online.

# Attachment A

- E. **UC Santa Cruz and Cabrillo College student/staff identification cards.** Students and designated staff/faculty may use their identification cards to board Local, fixed-route bus services. UCSC and Cabrillo College Passes are validated visually by bus operators who ensure the ID has a current registration sticker.
- F. **Downtown “Go Santa Cruz” Eco-Pass.** The downtown eco-pass program is a pilot program funded by the City of Santa Cruz. Passes are issued to employees who work within the downtown business district. Eco-passes are valid for unlimited trips on Local service within the terms of the pilot. Eco-passes are validated by tapping on the interface of the farebox. These passes are not valid on Highway 17 Express service.
- G. **Residential Transit Pass Programs.** The residential transit pass programs are memorialized in individual contracts with residential properties who fund the cost of transit for their residents. These passes are issued to residents. Residential passes are valid for unlimited trips on Local service. These passes are not valid on Highway 17 Express service.
- H. **Amtrak Tickets.** Passengers boarding at the Rotkin Transit Center (and temporary River Front Transit Center) or Cavallaro Scotts Valley Transit Center may present a valid Amtrak ticket including through travel (e.g. Santa Cruz – Oakland) as one-way fare. Passengers boarding at San Jose Diridon Station also may present a valid Amtrak ticket including through travel (e.g. Oakland - Santa Cruz) as one-way fare.
- I. **Inter-agency Transfers<sup>3</sup>**
  - 1. **Santa Clara Valley Transportation Authority (VTA), Capitol Corridor Joint Powers Authority (CCJPA), San Joaquin Joint Powers Authority (SJJPA), and Amtrak**
    - a. Day Passes issued for the Amtrak Highway 17 Express will be honored on all Santa Cruz METRO buses and local VTA Services for unlimited rides on the transit day specified for all payment methods except Tap2Cruz. Tap2Cruz Transfers and Accumulators do not apply to VTA trips.
    - b. Amtrak Highway 17 Express 31-Day Passes will be honored on all Santa Cruz METRO and local VTA Services for unlimited rides within the valid 31 consecutive days period for all payment methods except Tap2Cruz. Tap2Cruz Transfers and Accumulators do not apply to VTA trips.
  - 2. **Monterey-Salinas Transit District**
    - a. Santa Cruz METRO Passengers transferring to MST:
      - (1) Santa Cruz METRO transfers or Day Passes cannot be applied towards the purchase of any MST fare media.
      - (2) MST will honor a valid Santa Cruz METRO transfer as payment for passengers boarding MST buses at Watsonville Transit Center or Santa Cruz Metro Center.

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<sup>3</sup> Future Tap2Cruz Inter-agency Transfers will be negotiated with other operators and this Fare Structure and Policies will be amended at that time.

# Attachment A

- (3) MST will NOT honor transfers issued from the Amtrak/Highway 17 Express service.
  - (4) MST will honor Santa Cruz METRO discount photo ID for travel on any MST route along with the appropriate discount fare.
  - (5) MST does NOT honor Santa Cruz METRO 31-Day passes.
- b) MST Passengers transferring to Santa Cruz METRO:
- (1) Santa Cruz METRO will honor valid MST transfers for one-way travel within the Santa Cruz METRO service area as far as Santa Cruz Metro Center (Pacific Station).
  - (2) There is no additional fare to travel to Santa Cruz when boarding with an MST transfer.
  - (3) Passengers must obtain a transfer when they first board MST.
  - (4) An MST transfer will be issued upon arrival at the Watsonville Transit Center for free travel on any one Santa Cruz METRO bus with the exception of Amtrak Highway 17 Express service.
  - (5) Santa Cruz METRO will honor MST discount photo ID for travel on any Santa Cruz METRO route along with the appropriate discount fare.
  - (6) MST GoPasses are not honored on Amtrak Highway 17 Express.

## J. **Prepaid School Field Trips (on pause indefinitely during Youth Cruz Free Pilot).**

~~Santa Cruz METRO offers a flat rate for Kindergarten through Grade 12 school groups wishing to use Local fixed route service for field trips. The procedure to schedule a field trip is as follows:~~

- ~~1. A request form is submitted 2 weeks in advance for a specific date, time and trip start location and destination.~~
- ~~2. The school group pays the appropriate Field Trip Rate~~
- ~~3. Once both the request form and Field Trip Rate are submitted, an itinerary will be faxed to the group representative who will show the itinerary to the bus operator upon boarding.~~

~~Generally prepaid School Field Trip Rates are limited to 35 persons, including chaperones, per trip, and cost \$1 per passenger. Trips are not guaranteed as field trip passengers are riding on fixed routes open to the general public.~~

- K. **Group Pass Contract.** A reduced fare is available to members of a group only upon execution of an agreement between the group and Santa Cruz METRO. The group shall provide identification cards for members which shall be satisfactory to Santa Cruz METRO and shall be responsible for fare collection. The group shall pay Santa Cruz METRO for tickets in response to delivery of tickets and or billing by Santa Cruz METRO.

# Attachment A

The agreement shall include as a minimum the following items:

1. Definition of the group.
2. Dates during which reduced rides rate is valid.
3. Method of billing.

- L. **Bulk Bus Pass Agreements and Discount Rates.** Santa Cruz METRO may enter into agreements with groups to provide bulk bus pass purchases to that group at an agreed-upon per pass rate. The group must specify type of bus pass and the quantity desired so they can be invoiced properly. Bulk bus passes will be issued upon appropriate payment and will function like normal bus passes, needing to be validated when first used onboard a Santa Cruz METRO bus, and will expire from the set time after first use.

The agreement shall include as a minimum the following items:

1. Definition of the group.
2. A per pass rate.
3. Method of billing.

Discount Rates: The following discounts shall apply to quantity purchases of the Local Day Pass only:

More than 100 passes	20% Discount
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Discount Rates: The following discounts shall apply to quantity purchases of the Local 31-Day Pass only:

12-50 passes	10% Discount
51-100 passes	15% Discount
More than 100 passes	20% Discount

- M. **Rules Governing Use of Passes and METRO Cash Cards**

1. Passes and METRO Cash Cards are not be subject to refund or replacement.
2. Passes and METRO Cash Cards are subject to District regulations as may be adopted from time to time.
3. Misuse of a pass or METRO Cash Card, or violation of the laws governing behavior on transit vehicles, may lead to pass or Cash Card revocation.
4. Passes must be kept in the possession of the passenger at all times and treated as cash. Lost or stolen value cannot be recovered.

# Attachment A

## VII. SERVICE CLASSIFICATIONS

- A. **Local Service.** Transit routes of an intra-community or inter-community nature that operate primarily on local and arterial streets are classified as Local service. Local routes provide service at each established bus stop.
- B. **Express service.** Express service includes specialized routes of an inter-community nature that operate a significant portion of the route length along freeways without intermediate stops. Highway 17 service is an Express service.
- C. **ADA Paratransit.** Service known as ParaCruz operates for certified passengers with disabilities traveling in the Santa Cruz Metropolitan Transit District service area. Advance reservations are required, and certain qualifying and service area restrictions apply.

The METRO ParaCruz service area mirrors the fixed-route bus service. ParaCruz operates in the same geographical areas, on the same days, and at the same time of day as the fixed-route bus service operates. METRO ParaCruz rides **must** begin and end within  $\frac{3}{4}$  of a mile around a fixed-route bus line (Commuter lines exempted).

## VIII. DISCOUNTED FARE PROGRAM FOR SENIORS AND INDIVIDUALS WITH DISABILITIES

- A. Passengers aged 65 and older, or with one or more qualifying temporary or permanent disabilities, are eligible for Discount Fares with use of qualifying identification as described above in Section IV.C.2. They also may request a METRO Discount Photo ID Card to ease access to METRO and its fare discount program.
- B. Santa Cruz METRO staff will maintain and implement procedures to give effect to the Discounted Fare Program, and will publish on METRO's website information regarding where and how to apply for the Discounted Fare program, most particularly for anyone without the qualifying government-issued identification described above.
- C. Individuals who qualify for the Discounted Fare may decline the discount at any time and, instead, pay full fares.

## IX. FREE FARE PROGRAM FOR LEGALLY BLIND PASSENGERS

- A. Legally blind individuals using the fixed-route service may ride free in the following circumstances:
  - 1. Bus operators can allow any blind individuals to ride for free, without an Access Card or other transit fare or pass, when the individual has an obvious vision disability (for example, when a service dog is observed guiding an individual who is blind or the person is using a white cane);
  - 2. When the rider uses an Access Card provided by METRO staff after (a) submitting the requisite medical certification or other certification of blindness, or (b) sufficient evidence that obtaining a medical certification is an unreasonable burden. To be certified by Santa Cruz METRO staff, the customer may schedule an appointment with the

# Attachment A

Eligibility Coordinator for an assessment and certification. The Eligibility Coordinator will verify the customer's eligibility either: (1) by confirming that the customer is already eligible to use the Discounted Fare Program or Paratransit Service due to legal blindness; or (2) through a short interview and assessment. Questions regarding certification may be submitted to: [customerservice@scmtd.com](mailto:customerservice@scmtd.com)

- B. To qualify for a Santa Cruz METRO Access Card, the individual must meet the following criteria: the individual's vision in their better eye, after best correction, is 20/200 or less; or the individual's visual field is must be contracted (commonly known as tunnel vision) so the widest diameter subtends an angle no greater than 20 degrees.
- C. There is no fee for an Access Card or replacement thereof.
- D. Santa Cruz METRO staff will maintain and implement procedures to give effect to this Free Fare Program, and will publish on METRO's website information regarding how to apply for this Free Fare program.
- E. Individuals who qualify for this free fare may decline their free fare and/or disabled discount at any time and, instead, pay full fares.

## X. PARKING

- A. **Fees.** Parking fees for overnight parking at the Cavallaro Scotts Valley Transit Center lot are calculated per night, per automobile or motorcycle. There is a limit of 14 consecutive days/ nights of parking. Overnight parking permits may be purchased through the Passport Parking mobile payment app, or in-person at the Santa Cruz Metro Center Customer Service booth. In addition, the CEO/General Manager may authorize the sale of monthly or annual parking permits to organizations or businesses by special agreement at negotiated rates. From time to time, the General Manager/CEO may authorize an adjustment to or suspension of the parking agreements and rates stated above.
- B. **Restrictions.** The use of Santa Cruz METRO parking facilities shall be in accordance with Santa Cruz METRO Vehicle Parking Regulations and other applicable state/local rules.



## Technical Memo #1: Analysis of Fare Capping Impacts

**Prepared For:** Derek Toups, Santa Cruz METRO Transit District

**Prepared By:** Andrew Amey, Amey Consulting

**Date:** February 17, 2026

This memo summarizes the data sources used, key assumptions and anticipated impacts of introducing fare capping to Santa Cruz METRO's fare structure. Based on feedback from Santa Cruz METRO team members, modeling was undertaken to understand the impacts of (1) a Day cap with a 7-Day rolling fare cap, and (2) a Day cap with a 31-Day rolling fare cap. Both capping scenarios were evaluated with three different Local, Day cap prices ranging from \$4.00 to \$6.00 (\$2.00 to \$3.00 for Discount customers).

It is important to note that these estimates do not take into account the potential change in ridership behavior due to shifts in customer fare product choice, however, even modest shifts in fare product choice are unlikely to dramatically impact the overall results.

### 1 Overview of Fare Capping

Santa Cruz METRO's upcoming acceptance of contactless credit cards, debit cards (including prepaid debit cards) and mobile wallets through the fare payment system facilitated by the California Integrated Travel Project (Cal-ITP) was the impetus for evaluating fare capping impacts. Cal-ITP envisions a much simpler customer fare payment experience whereby customers simply tap contactless fare media that are widely available (credit cards, debit cards, mobile wallets) and customers receive similar benefits to period pass products through fare capping, without the need to pre-purchase products or acquire agency-specific fare media.

Fare capping is an increasingly popular fare policy benefit whereby customers' fares "cap out" at the price of a pass. As an example, if implemented within Santa Cruz METRO's current fare structure, customers would continue to pay for trips valid for 2-hour periods at a price of \$2.00 per trip, but once they reach a total spend of \$65.00 (Adult, 31-Day Pass price) they would be "capped out" and all further Local travel during that 31-day period would be free of charge. In addition to a rolling 31-Day fare cap outlined in the example above, Santa Cruz METRO is also considering a Daily fare cap and 7-Day rolling fare cap.

This memo focuses on the potential revenue impact of fare capping. Beyond the revenue implications, additional considerations for Santa Cruz METRO to consider include the equity impacts of introducing fare capping, the availability of contactless fare media across different customer populations, and broader changes to the fare collection technology mix to meet customer needs while reducing the cost of fare collection.

# Attachment B

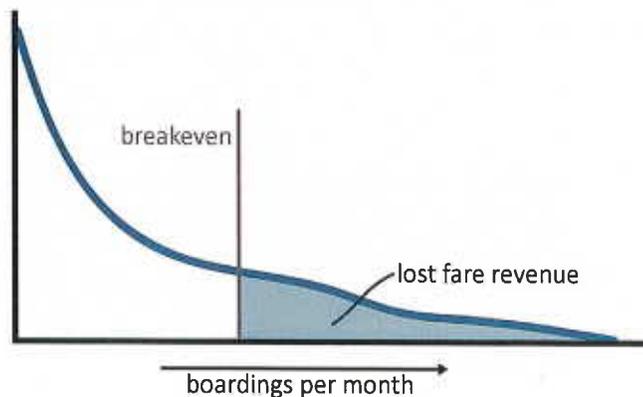
## 2 Background

In order to understand the revenue impacts of fare capping, this analysis evaluates the frequency of use by fare product by individual customer in order to determine which customers would reach a fare cap based on observed, historic usage. The fare capping analysis focuses on the revenue impacts of introducing a daily fare cap in combination with either a rolling 7-Day cap or a rolling 31-Day cap.

Fare capping impacts for Santa Cruz METRO are assumed to be limited to retail products; negotiated agreements with institutions, employers, and other organizations are excluded from the analysis. Within retail fare product offerings, the analysis focuses on the fare products representing the largest share of ridership, namely the single-ride fare, day pass and 31-Day pass.

There are two primary types of revenue loss that occur when introducing fare capping:

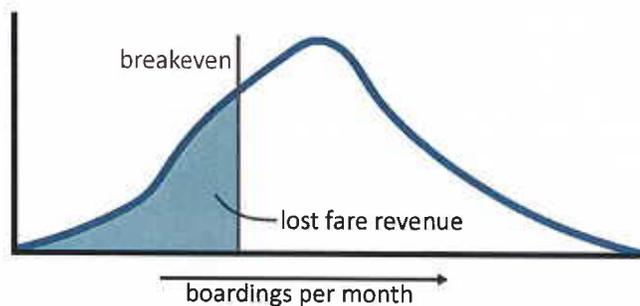
- **Customers who currently pay for each trip, but ride frequently enough to reach a daily, 7-Day or 31-Day cap.** Historically, customers that pay for each trip using electronic fare media would pay the Local, Single-Ride fare (\$2.00 for Adults, \$1.00 for Discount customers) for each unique trip with no limit on how much they could spend in a day, 7-day or 31-day period. With fare capping, once the customer reaches a specified spending limit (or “cap”), no further fare would be charged for subsequent trips within that time period and no additional revenue would be generated for Santa Cruz METRO. For example, an Adult customer who currently spends \$70.00 in Single-Ride passes in a given 31-Day period (35 single ride passes at \$2.00 each) that transitions to a contactless, credit/debit card or mobile wallet with fare capping would pay for fares for the first 32.5 trips (breakeven number of trips, equal to the \$65.00 cap), and all subsequent travel would be free for the remainder of the 31-Day period. In this example, Santa Cruz METRO would see a reduction of \$5.00 from that customer, due to the implementation of the fare cap. It is worth noting that customers would need to choose to adopt a contactless, credit/debit card or mobile wallet to take advantage of the benefits of fare capping. The diagram below demonstrates that pay-per-trip customers result in a revenue loss for the agency when their current frequency of travel exceeds the breakeven number of trips.



(Fig)

# Attachment B

- 7-Day or 31-Day passholders who currently purchase a pass, but do not ride frequently enough to reach the breakeven.** Historically, customers that purchase a 7-Day rolling pass or 31-Day rolling pass provide Santa Cruz METRO with revenue upfront in exchange for the pass product. If the customer uses the product 1 time or 80 times has no impact on agency revenue; the upfront payment is recorded and no refunds are issued. With fare capping, passholders would pay for only those trips undertaken. Once the customer reaches a specified spending limit (or “cap”), no further fare would be charged for subsequent trips within that time period. If Santa Cruz METRO has a customer currently receiving a 31-Day rolling pass (perhaps receiving it from an employer) and using it for 20 single-ride trips, the agency would receive \$65.00 for the pre-purchased rolling pass, but would only receive \$40.00 under a capping scenario (20 single trips at \$2.00 each). This represents a \$25.00 revenue reduction for Santa Cruz METRO. The diagram below demonstrates that pre-purchased pass customers result in a revenue loss for the agency when their current frequency of travel is less than the breakeven number of trips.



(Fig)

## 3 Fare Capping Analysis Methodology

Different fare products often exhibit notably different revenue impacts, so it’s important to understand the existing distribution of revenue by fare product. Systemwide fare revenue was analyzed and segmented for FY25. Retail fare products were separated from institutional/invoiced revenue sources. For the fare capping analysis, the products of greatest interest were Cash/One-Ride passes, Day passes and 31-Day passes. Together, these three products account for 27% of systemwide, fixed route fare revenue.

Fare Product	FY25 Revenue	FY25 % Revenue Share
	\$1,851,205	
	\$240,527	
1-Day	\$363,085	4.0%
	\$138,060	
	\$6,593,064	

# Attachment B

This distribution of revenue, with such a substantial share of revenue from institutional/invoiced revenue sources, is rather unique among medium sized transit agencies and highlights the importance of the presence of UCSC and Cabrillo College. From a fare capping perspective, this substantial share of institutional fare revenue helps to minimize potential fare capping revenue impacts as a percentage of systemwide revenue.

## 3.1 Methodology & Assumptions

Data for the analysis came from two primary sources; transaction-level data from the GFI fareboxes, and individual product activation data from Masabi, Santa Cruz METRO's mobile ticketing provider.

Santa Cruz METRO's Genfare fareboxes record a myriad of details on operations of the vehicle, including the purchase and validation of specific fare products. Twelve months of transactions for FY25 were imported into a database and non-fare transaction data was removed. Transactions for Day Passes (Adult, Discount) and 31-Day Passes (Adult, Discount & Hwy 17) were isolated and sorted by unique account ID and date/time. Since the analysis is considering daily caps, rolling 7-Day caps and rolling 31-Day caps, additional data fields were added to identify service day (3:00am to 2:59am the following day) and rolling 7-day periods.

A similar approach was undertaken with data from Masabi, Santa Cruz METRO's mobile ticketing provider. In this instance, Masabi tickets are not physically validated onboard the vehicle. Rather, customers must 'activate' a ticket or pass in order to show the product to the vehicle operator who visually validates it. Each product 'activation' is recorded in Masabi's data. Similar to the GFI farebox data, twelve months of activation data reflecting FY25 was analyzed. In this case, only 31-Day Passes (Adult, Discount & Hwy 17) were analyzed, given that the majority of Day Pass use occurs using cash or magstripe at the GFI farebox.

In undertaking the analysis, a number of assumptions were made to ensure relative accuracy in the analysis:

- GFI and Masabi transactions that occurred before July 31, 2024 and after May 31, 2025 were excluded from the analysis. Effectively the first and last month of data in the twelve month dataset were excluded. Since the existing 31-Day fare products are rolling period products, they can begin being used at any point in the month. For example, if a customer began using a 31-Day pass on June 15, 2024, it would be valid until July 16, 2024. If that customer made 20 trips in June and 20 trips in July, they would be using the product effectively with no fare capping impacts. However, with visibility only into the July transactions, this customer would appear to only be making 20 trips per month, when the pass is priced at 32.5 trips per month. If considered in the analysis, this customer would appear to result in a loss of revenue for the agency. By limiting transactions to a ~10-month period, the analysis ensures that only complete, 31-day periods are included in the analysis.
- Fare capping impacts on the vast majority of Cash/One-Ride customers could not be modeled, because recurring travel behavior could not be tracked. As such, capping impacts from other agencies that have been analyzed were used. Fare capping revenue impacts for Adult, Cash/One-Ride customers were assumed to be -2.0% and impacts for Discount, Cash/One-Ride customers were assumed to be -3.0%, in line with other agencies that have been analyzed.

# Attachment B

- In the Masabi data for use of the Hwy 17, 31-Day pass, it was not possible to determine whether a trip occurred on Route 17 or whether the boarding occurred on a Local route. For this reason, all boardings in the Masabi, Hwy 17, 31-Day pass data were assumed to be trips on Route 17 and charged at the \$7.00 fare rate. In the GFI data, route was recorded so transactions could be identified as either a Local trip, and Hwy 17 trip or an Upgrade from Local to Hwy 17.
- The analysis assumes that the percentage impact by fare product would apply to 100% of transactions. However, in order to take advantage of fare capping, customers would need to choose to pay with a contactless credit card, debit card or mobile wallet. It is unlikely that 100% of Cash/One-Ride, Day Pass and 31-Day Pass customers would choose to make that transition, particularly Cash/One-Ride customers. As such, the revenue loss estimates in this memo may be slightly overstated.
- The analysis made no attempt to determine whether a pass was purchased by a retail customer, or on behalf of a customer (such as an employer purchasing on behalf of employees, or a non-profit purchasing for a client). Passes purchased on behalf of customers tend to be more lightly used, and have higher fare capping revenue impacts. Agencies typically try to provide employers and social service agencies with a pre-purchased pass option (or EcoPass / universal pass option) to reduce the risk of revenue impacts from fare capping.
- The analysis assumed that the following daily, rolling 7-Day and rolling 31-Day pricing / fare caps were in place:

Modeled Fare Caps				
	One-Ride	Daily Cap	7-Day Cap	31-Day Cap
Local	\$2.00	\$4.00 - \$6.00	\$16.00	\$65.00
Discount	\$1.00	\$2.00 - \$3.00	\$8.00	\$32.00
Hwy 17	\$7.00	\$14.00	\$35.00	\$145.00

- The analysis assumed that the following fare capping accumulation rules were in place:

Tap2Cruz Fare Capping Accumulation Rules - Adult			
Paid Tap2Cruz fares...	Fare Paid	...accumulate towards these caps	
		Local Cap (Daily, 7-Day, 31-Day)	Amtrak/Hwy 17 Cap (Daily, 7-Day, 31-Day)
Initial Boarding - Local	\$2.00	\$2.00	\$2.00
Initial Boarding - Hwy 17	\$7.00	\$0.00 (No Accumulation)	\$7.00
Transfer – Local-to-Local	\$0.00	Free Transfer (No Accumulation)	N/A
Transfer – Local-to-Hwy17	\$5.00	N/A	\$5.00 (Fare Upgrade)
Transfer – Hwy17-to-Local	\$0.00	Free Transfer (No Accumulation)	N/A
Transfer – MST-to-Local	\$0.00	Free Transfer (No Accumulation)	N/A

Tap2Cruz Fare Capping Accumulation Rules - Discount			
Paid Tap2Cruz fares...	Fare Paid	...accumulate towards these caps	
		Local Cap (Daily, 7-Day, 31-Day)	Amtrak/Hwy 17 Cap (Daily, 7-Day, 31-Day)
Initial Boarding - Local	\$1.00	\$1.00	\$1.00
Initial Boarding - Hwy 17	\$3.50	\$0.00 (No Accumulation)	\$3.50
Transfer – Local-to-Local	\$0.00	Free Transfer (No Accumulation)	N/A
Transfer – Local-to-Hwy17	\$2.50	N/A	\$2.50 (Fare Upgrade)
Transfer – Hwy17-to-Local	\$0.00	Free Transfer (No Accumulation)	N/A
Transfer – MST-to-Local	\$0.00	Free Transfer (No Accumulation)	N/A

# Attachment B

## 4 Fare Capping Analysis Results

As noted earlier, modeling was undertaken assuming two scenarios of fare capping; (1) a Daily cap with a 7-Day rolling fare cap, and (2) a Daily cap with a 31-Day rolling fare cap. Both capping scenarios were evaluated with three different Local, Daily cap prices ranging from \$4.00 to \$6.00 for Adults (\$2.00 to \$3.00 for Discount customers). The results are summarized in the following sections.

### 4.1 Fare Capping, with \$6.00/\$3.00 Day Cap

Fare Capping results for the two scenarios considered with a \$6.00 Local, daily fare cap for Adults and a \$3.00 Local, daily fare cap for Discount customers are reflected in the table below. The results suggest minimal revenue impacts for Cash/One-Ride customers, based on the assumptions made in the analysis. The impacts for existing Day Pass and 31-Day Pass customers are more substantial, ranging from -46% to -48% for Day Pass customers, and from -12% to -37% for 31-Day Pass customers.

The substantial revenue impacts for Day Pass customers is a function of the pricing; a Day Pass priced at \$6.00 requires 3+ paid trips to be worthwhile, yet many customers are only making 1-2 paid trips with their Day Pass. In a capping environment, Santa Cruz METRO would receive \$2.00 - \$4.00 from those customers, rather than the \$6.00 pre-purchased Day Pass revenue.

While the fare capping impacts are sizable for specific products, namely the Day Pass and 31-Day Pass, it is important to remember that these two products represent 6.6% of total, systemwide, fixed route fare revenue. The weighted, systemwide revenue impacts amount to -1.9% for either scenario, or approximately -\$178,000.

Fare Type	Service	Fare	Daily & 7-Day Cap		Daily & 31-Day Cap	
			GFI Media	Masabi Media	GFI Media	Masabi Media
Adult	Local	Cash/1-Ride	-2.0%	-2.0%	-2.0%	-2.0%
Adult	Local	Day Pass	-47.6%		-47.6%	
Adult	Local	31-Day	-36.2%	-16.9%	-36.7%	-19.0%
Discount	Local	Cash/1-Ride	-3.0%	-3.0%	-3.0%	-3.0%
Discount	Local	Day Pass	-45.6%		-45.6%	
Discount	Local	31-Day	-27.8%	-24.7%	-29.9%	-26.2%
Adult	Amtrak/Hwy 17	31-Day	-23.6%	-11.5%	-24.5%	-11.8%
<b>Weighted, Systemwide Impact</b>			<b>-1.9%</b>		<b>-1.9%</b>	

### 4.2 Fare Capping, with \$5.00/\$2.50 Day Cap

Fare Capping results for the two scenarios considered with a \$5.00 Local, daily fare cap for Adults and a \$2.50 Local, daily fare cap for Discount customers are reflected in the table below. Once again, the results suggest minimal revenue impacts for Cash/One-Ride customers. The impacts for existing Day Pass customers improve slightly, with impacts ranging from -37% to -39%. Impacts for 31-Day Pass customers remain relatively consistent, ranging from -12% to -37%.

# Attachment B

For Day Pass customers, the percentage impact from fare capping is more moderate, however the decrease in the product price (from \$6.00 to \$5.00) must also be considered. When both changes are considered, overall revenue from a \$5.00 daily cap is less than with a \$6.00 daily cap.

In this iteration of the capping analysis, the weighted, systemwide revenue impacts amount to -1.9% to -2.0%, or approximately -\$182,000.

Fare Type	Service	Fare	Daily & 7-Day Cap		Daily & 31-Day Cap	
			GFI Media	Masabi Media	GFI Media	Masabi Media
Adult	Local	Cash/1-Ride	-2.0%	-2.0%	-2.0%	-2.0%
Adult	Local	Day Pass	-39.0%		-39.0%	
Adult	Local	31-Day	-36.6%	-17.4%	-37.2%	-19.4%
Discount	Local	Cash/1-Ride	-3.0%	-3.0%	-3.0%	-3.0%
Discount	Local	Day Pass	-36.9%		-36.9%	
Discount	Local	31-Day	-28.4%	-25.3%	-30.4%	-26.7%
Adult	Amtrak/Hwy 17	31-Day	-23.6%	-11.5%	-24.5%	-11.8%
<b>Weighted, Systemwide Impact</b>			<b>-1.9%</b>		<b>-2.0%</b>	

## 4.3 Fare Capping, with \$4.00/\$2.00 Day Cap

Fare Capping results for the two scenarios considered with a \$4.00 Local, daily fare cap for Adults and a \$2.00 Local, daily fare cap for Discount customers are reflected in the table below. Once again, the results suggest minimal revenue impacts for Cash/One-Ride customers. The impacts for existing Day Pass customers range from -24% to -26%. Impacts for 31-Day Pass customers remain relatively consistent, ranging from -12% to -38%.

In this iteration of the capping analysis, the weighted, systemwide revenue impacts amount to -2.0% for either scenario.

Fare Type	Service	Fare	Day Pass at \$4.00 / \$2.00			
			Daily & 7-Day Cap		Daily & 31-Day Cap	
			GFI Media	Masabi Media	GFI Media	Masabi Media
Adult	Local	Cash/1-Ride	-2.0%	-2.0%	-2.0%	-2.0%
Adult	Local	Day Pass	-26.0%		-26.0%	
Adult	Local	31-Day	-37.2%	-18.0%	-37.8%	-19.8%
Discount	Local	Cash/1-Ride	-3.0%	-3.0%	-3.0%	-3.0%
Discount	Local	Day Pass	-23.9%		-23.9%	
Discount	Local	31-Day	-29.0%	-25.9%	-31.0%	-27.3%
Adult	Amtrak/Hwy 17	31-Day	-23.6%	-11.5%	-24.5%	-11.8%
<b>Weighted, Systemwide Impact</b>			<b>-2.0%</b>		<b>-2.0%</b>	

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## Technical Memo #2: Proposed Fare Change to Support the Integrated Ticketing Project

**Prepared For:** Derek Toups, Santa Cruz METRO Transit District

**Prepared By:** Andrew Amey, Amey Consulting

**Date:** February 17, 2026

### 1 Fare Policy Background & Context

#### 1.1 Integrated Ticketing Project Initiation

In 2023, METRO applied for and was awarded funds from the California Transit and Intercity Rail Capital Program (TIRCP) Cycle 6 for the implementation of an integrated ticketing project. The vision outlined in the grant was to implement a contactless fare payment system with hardware and software purchased in part from one of the California Department of General Services (DGS) Master Service Agreements (MSAs).

To support the project, METRO has been engaging with the California Integrated Travel Project (Cal-ITP), which is a Caltrans initiative to improve the public transit customer experience by helping transit agencies introduce simplified fare policies and fare payment equipment, as well as real-time bus departure information. In early-2025, Cal-ITP analyzed METRO's fare policies and customer utilization of different passes, fare media, and payment methods, and gave a presentation to METRO's Board on February 28, 2025. Cal-ITP developed a project vision and principles for METRO that aim to:

- Improve the ease of paying for transit across all rider communities
- Ensure an equitable rider experience regardless of payment method
- Avoid vendor lock-in and modularize technology offering with interoperability
- Increase data access availability for planning and analysis purposes
- Reduce costs to Santa Cruz METRO for the fare collection system components
- Minimize timeline to deployment and launch

#### 1.2 Analysis of the Cost of Fare Collection

In support of the project principles proposed by Cal-ITP, namely reducing the cost of fare collection system components, METRO undertook a review of the cost of collecting fares across existing sales channels, and a forecast of future Integrated Ticketing Project costs.

Currently, two of the largest fare collection sales channels for retail customers include METRO's GenFare fareboxes onboard the vehicles, and the Masabi mobile ticketing system. METRO's GenFare fareboxes have reached the end of their useful life, and the cost of maintaining the fareboxes and acquiring spare parts has become increasingly challenging and costly. Beyond in-house operating costs, METRO contracts with an armored vehicle service to collect, transport and count farebox revenue. METRO pays Masabi to offer mobile ticketing services to customers. Based on an analysis of cost and fare revenue data by sales channel for FY25, it is estimated that the GenFare farebox cost of collection is approximately 20%, and the estimated Masabi cost of collection is approximately 10%. Stated differently, METRO pays \$0.20 for every dollar of fare revenue collected through the GenFare farebox and \$0.10 for every dollar of fare revenue collected through the Masabi mobile ticketing platform.

An analysis of the fee structure for the future Integrated Ticketing Project, including operating expenses for hardware, software and financial settlement, suggests that the cost of fare collection will be approximately 5% or less.

This analysis helps validate the project principles outlined by Cal-ITP for the METRO project, and provides a strong impetus to encourage Integrated Ticketing Project adoption to reduce costs, once the system is live.

## 1.3 Fare System Simplification

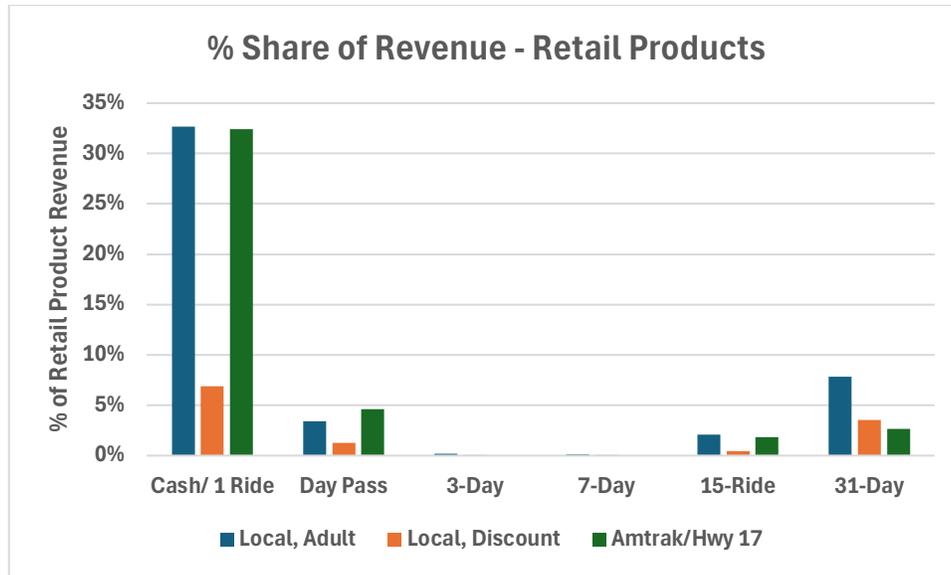
The project vision and principles aim to improve the ease of fare payment for all of METRO's customers. In the coming months, METRO will aim to take additional policy steps to simplify the fare payment experience for specific groups of customers, as system functionality becomes available. These actions will aim to simplify the customer experience while reducing operating expenses for METRO. Further informational updates will be provided to the Board prior to any fare system policy changes.

## 2 Summary of Proposed Fare Policy Changes

In the informational update to the Board on the Integrated Ticketing Project on February 28, 2025, Cal-ITP made several fare policy recommendations, including:

- Maintain current pricing as it is generally in line with guidelines
- Simplify fare structure by eliminating underutilized pass products and implementing fare-capping so customers don't have to pay upfront for a pass to get the savings that come from a pass

Since the informational update, Santa Cruz METRO staff have evaluated the fare product mix and considered how to simplify the current fare structure. The most popular products remain the One-Ride Pass, the Day Pass and the 31-Day Pass. These three products account for over 95% of retail fare product revenue. The 3-Day Pass, 7-Day Pass and 15-Ride tickets account for only 4.7% of retail product fare revenue (1.5% of systemwide, fixed route fare revenue) and 4.5% of retail fare product ridership (1.1% of systemwide, fixed route ridership).



Based on this context and Cal-ITP's recommendations, Santa Cruz METRO is proposing the following fare changes as the first step towards the longer term implementation of a fare collection system that prioritizes simplicity and cost effective revenue collection:

- Elimination of the 3-Day Pass, 7-Day Pass and 15-Ride tickets. These products would be eliminated across all fare media options and sales channels.
- Reduction of the Local, Adult, Day Pass price from \$6.00 to \$5.00 (and reduction of the Local, Discount, Day Pass price from \$3.00 to \$2.50)
- Acceptance of contactless fare media, including credit cards, debit cards (including prepaid debit cards) and mobile wallets, for fare payment once fare collection system components are available. Payment with contactless fare media will be branded Tap2Cruz. A Daily fare cap and rolling 31-Day fare cap would be implemented when paying with contactless fare media at the time of system launch. Fare capping is an increasingly prevalent feature in electronic fare collection systems. Fare-capping provides frequent riders with the same discount they would get with a period pass such as a 31-Day pass, without having to pay upfront or guess whether or not they will ride enough for it to pay off. The Day and 31-Day fare caps would match the current Day Pass and 31-Day Pass prices. Contactless fare media payment with fare capping would be an additional fare media option; customers will continue to be able to pay with cash on-board the vehicles and pre-purchase period pass products including the Day Pass and 31-Day Pass.
- The age threshold to qualify for the Older Adult fare discount would be increased from age 62 to age 65, to simplify automated discount eligibility verification through the Tap2Cruz system. While this policy change would apply to all Santa Cruz METRO customers, staff plan to design a phased implementation for the policy for those customers between the ages of 62 to 64 years of age.
- The definition of Person with a Disability would be modified, specifically for Veterans with a service-connected disability. The requirement to have a service-connected disability rating level of 50% or higher would be removed entirely. Effectively, all Veterans would be eligible under the Person with a Disability definition and would be eligible for a Discount fare.

### 3 Anticipated Fare Revenue Impacts

A basic fare model was developed to evaluate the potential impacts on fare revenue. A baseline model was created, using data from FY25. The main revenue data sources included the GenFare fareboxes, Masabi tickets sales and Square ticket sales. The main sources of ridership data included the GenFare fareboxes, Masabi ticket activations and automatic passenger counter (APC) data. Revenue and ridership data was segmented by service type (Local, Hwy 17), rider category (Adult, Discount) and by fare product.

A scenario version of the model was created, to evaluate fare revenue impacts from policy changes. The Local, Day Pass prices were reduced and fare revenue was recalculated. To model the anticipated changes from the elimination of the 3-Day Pass, 7-Day Pass and 15-Ride tickets, the ridership from those products was “shifted” to the most likely alternative product. In the case of the 3-Day and 7-Day passes, it was assumed the customer would purchase a Day Pass. In the case of the 15-Ride tickets, the customer was assumed to shift to the One-Ride Pass. Product usage rates and fare prices were updated for those specific customer segments, and fare revenue was recalculated. Revenue impacts from changes to the Older Adult age definition and Veteran service-connected disability definition were not modeled, as data does not readily exist on the size of these customer segments.

The largest anticipated fare revenue impact is expected to come from the introduction of fare capping. Fare capping impacts were modeled using data from the GenFare farebox data and Masabi ticket activation data. The analysis was limited to Day Passes and 31-Day passes, as these are the main period pass products expected to be offered as a fare cap. Additional assumptions were made regarding the potential fare capping impacts from One-Ride Pass customers reaching a Daily Cap or 31-Day Pass cap.

The fare capping analysis suggests somewhat minimal revenue impacts from One-Ride Pass customers, ranging from -2% to -3% revenue impact. The impacts from Day Pass and 31-Day Pass customers are more substantial, ranging from -12% to -39% depending on service type and rider category. Day Pass and 31-Day Pass revenue accounts for 6.6% of systemwide, fixed route fare revenue, so the impact on total fixed route fare revenue is somewhat muted.

The overall impacts anticipated from these fare policy changes amount to a reduction in revenue of approximately -2.0%, or -\$182,000 per year. The majority of the impact is from the introduction of fare capping benefits through the Integrated Ticketing Project.

<b>Anticipated Fare Revenue Impacts from Policy Changes</b>		
	Revenue, Revenue Change	% Change
Systemwide, Fixed Route Revenue	\$9,185,940	
Day Pass Price / Product Elimination	-\$10,000	-0.1%
Fare Capping	-\$172,000	-1.9%
<b>Fixed Route Fare Revenue Impact</b>	<b>-\$182,000</b>	<b>-2.0%</b>

## 4 Anticipated Equity Impacts

The Federal Transit Administration (FTA) establishes criteria for those transit agencies who receive federal funds to conduct assessments to demonstrate nondiscrimination of services and facilities for minority and low income communities. Santa Cruz METRO does not operate in a large urbanized area; therefore, FTA’s requirements for analyzing major service and fare changes under Title VI do not apply to service and fare changes. Instead, Santa Cruz METRO is encouraged to evaluate significant system-wide service and fare changes and proposed improvements at the planning and programming stages to determine whether these changes have a discriminatory impact on minority and low-income individuals.

Evaluation of the anticipated equity impacts from this fare policy change was considered throughout the planning states of the fare change. To evaluate the impacts on customers, an average fare analysis was undertaken. Customers are segmented by service type, rider category and fare product, and are further segmented by demographics including the share of minority vs. non-minority customers in each segment, and the share of low-income vs. non low-income customers in each segment. The weighted average change in the average fare is calculated across all four demographic groups and the change between protected populations (minority, low-income) is compared to the change in average fare for non-protected populations (non-minority, non low-income). Santa Cruz METRO aims to minimize negative impacts on protected populations, or maximize positive benefits to protected populations where possible.

Segmentation by service type, rider category and fare product was undertaken through the development of the FY25 baseline fare model. This provided the current and anticipated average fare per boarding for each customer segment.

Demographics for customer segments were estimated through analysis of Santa Cruz METRO’s 2025 Onboard Survey. The 2025 Onboard Survey gathered 1,980 customer surveys across fixed route services throughout the months of March and April, 2025. Based on the survey design, respondents were split into a limited number of customer segments separated by Local and Hwy 17 services. The survey suggests that the largest share of minority respondents are Youth customers, UCSC students and Cabrillo students. The largest share of low-income respondents are Local, Discount customers, UCSC students and Cabrillo students. The demographic results from the 2025 Onboard Survey are summarized in the table below.

<b>Customer Demographics - 2025 Onboard Survey</b>				
<b>Local Service</b>				
<b>Customer Segment</b>	<b>Minority</b>	<b>Non-Minority</b>	<b>Low-Income</b>	<b>Non Low-Income</b>
Full Fare	55%	45%	43%	57%
Discount	44%	56%	61%	39%
Youth, K-12	68%	32%	34%	66%
Student, UCSC	68%	32%	68%	32%
Student, Cabrillo	71%	29%	72%	28%
<b>All Local Service</b>	<b>61%</b>	<b>39%</b>	<b>54%</b>	<b>46%</b>

# Attachment C

<b>Customer Demographics - 2025 Onboard Survey</b>				
<b>Hwy 17 Service</b>				
<b>Customer Segment</b>	<b>Minority</b>	<b>Non-Minority</b>	<b>Low-Income</b>	<b>Non Low-Income</b>
Full Fare	62%	38%	37%	63%
Discount	55%	45%	50%	50%
<b>All Hwy 17 Service</b>	<b>62%</b>	<b>38%</b>	<b>37%</b>	<b>63%</b>

Applying the demographic statistics to the FY25 average fares for each customer segment produces a systemwide, weighted average change in average fare for minority, non-minority, low-income and non low-income customers. The results for each group are summarized in the table below.

	<b>All Customers</b>		<b>Minority</b>		<b>Non-Minority</b>		<b>Low-Income</b>		<b>Non Low-Income</b>	
	<b>Existing</b>	<b>Proposed</b>	<b>Existing</b>	<b>Proposed</b>	<b>Existing</b>	<b>Proposed</b>	<b>Existing</b>	<b>Proposed</b>	<b>Existing</b>	<b>Proposed</b>
Average Fare	\$1.77	\$1.73	\$1.78	\$1.75	\$1.74	\$1.69	\$1.83	\$1.79	\$1.68	\$1.64
% Chg. in Average Fare		-2.2%		-1.8%		-3.0%		-1.7%		-2.9%
Diff. in Average Fare for Protected Populations				<b>-1.2%</b>				<b>-1.1%</b>		

Across all populations, protected and non-protected, the average fare paid by a customer is expected to decrease due to the benefits provided by fare capping. Across all customers, the average fare is expected to decrease by 2.2%. For minority customers, the average fare is expected to decrease by 1.8% compared to a 3.0% average fare decrease for non-minority customers. This implies that the benefits of the fare change are anticipated to be approximately 1.2% greater for non-minority customers than for minority customers. Similarly, for low-income customers, the average fare is expected to decrease by 1.7% compared to a 2.9% average fare decrease for non low-income customers. This implies that the benefits of the fare change are anticipated to be approximately 1.1% greater for non low-income customers than for low-income customers. While these changes are not as beneficial to protected populations, the percentage systemwide impact is minimal, and the policy changes of offering fare capping benefits and decreasing the Day Pass price are attractive to Santa Cruz METRO customers.

VERBAL PRESENTATION

CEO ORAL REPORT

Corey Aldridge

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