Measure D Recipient Agency: Community Bridges

Measure D Annual Report Cover Sheet
Fiscal Year 2021/22

Dear Measure D Taxpayer Oversight Committee: Community Bridges-Lift Line is pleased to present the following information demonstrating compliance with the voter-approved Measure D Ordinance, Strategic Implementation Plan (SIP), agreements and guidelines. Collectively they make up the Measure D annual report for recipient agencies.

<table>
<thead>
<tr>
<th>Measure D Financial Information</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>FY21/22 Formula Allocations</td>
<td>$1,074,438.46</td>
</tr>
<tr>
<td>Unspent Prior Year Allocations</td>
<td>$439,657.18</td>
</tr>
<tr>
<td>Interest earned in FY21/22 (including on Unspent Prior Allocations)</td>
<td>$574.68</td>
</tr>
<tr>
<td>Total Measure D Funding Available in FY21/22</td>
<td>$1,514,670.32</td>
</tr>
<tr>
<td>Total Measure D Funds Spent in FY21/22</td>
<td>$824,667.02</td>
</tr>
<tr>
<td>Total Measure D Rollover to FY22/23</td>
<td>$690,003.30</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Maintenance of Effort</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>FY21/22 LOCAL funds spent on transportation projects, operations, and/or services (exclude grants and formula state &amp; fed funds - HUTA, TDA, SB1, STA, etc.)</td>
<td>$1,402,312</td>
</tr>
<tr>
<td>Maintenance of Effort Baseline (average amount of local funds spent on transportation projects in 3-5 fiscal years prior to 2017)</td>
<td>$1,396,315</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Measure D Compliance Documents</th>
<th>Attached (check)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. FY21/22 Annual Report Cover Sheet (this document)</td>
<td>x</td>
</tr>
<tr>
<td>2. FY21/22 Audited Financials for Measure D funds</td>
<td>x</td>
</tr>
<tr>
<td>(see &quot;Measure D Audit Guidance&quot; for additional information)</td>
<td></td>
</tr>
<tr>
<td>3. FY21/22 Expenditure Report Spreadsheet: Shows what Measure D formula funds (direct allocations) were spent on.</td>
<td>x</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>a. Leveraged Funds: Were Measure D funds used as grant match or otherwise used to leverage other funds in FY21/22? In addition to showing info on the “Expenditure Report Spreadsheet”, summarize below:</th>
<th>$39,291</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project</td>
<td>Leveraged Funds ($)</td>
</tr>
<tr>
<td>------------------------------------------</td>
<td>-----------------------</td>
</tr>
<tr>
<td>Electric Vehicles</td>
<td>$4,995</td>
</tr>
<tr>
<td>Electric Chargers</td>
<td>$34,296</td>
</tr>
<tr>
<td><strong>Total Leveraged funds</strong></td>
<td><strong>$39,291</strong></td>
</tr>
</tbody>
</table>

4. Map: Attach or provide web link | x |

5. FY21/22 Performance Measures Report (Measure D Guidelines Attachment B) | x |
6. **Maintenance of Effort Compliance Spreadsheet**: List of local funds spent on transportation projects through FY21/22 as compared to the 3-5 years prior to FY16/17.

   a. If FY21/22 Local funds expended were lower than Baseline amount, explain why: **NA**

7. **Indirect cost allocation plan**: Does your agency have an indirect cost allocation plan (ICAP)? *(If “no,” Measure D cannot be used for indirect costs)*
   
   a. Date of most recent ICAP: 5/17/2022, effective 9/30/2022
   
   b. ICAP Rate: 17.058%

   **Yes – ICR approval letter attached**

8. **5-Year Program of Projects (5-Year Plan)**: Attach list showing planned use Measure D formula funds in the next 5 years.

   a. Evidence that the 5-year program of projects and subsequent decisions programming & budgeting Measure D funds was approved through a public process.
      
      i. Public hearing notice
      
      ii. Meeting agendas/staff reports
      
      iii. Other meetings where use of Measure D funds discussed

   b. Date of 5-Year Plan Public Hearing soliciting input on 5-Year Plan *(per Article III.A.4.)*
      
      Date: 5/10/2022

   c. Date annual 5-year Plan approved by Governing Board
      
      Date: 6/16/2022

9. **Complete Streets Compliance (Cities/County only)**

   **NA**

10. **Annual Report Narrative** *(may be included in Management & Admin section of audit)*

    a. Fund Balances, Carryover Projects, and Description of planned, longer-term and future uses of Measure D revenues, if known.

      The current fund balance of $690,003 is accounted for in a dedicated liability ‘deferred revenue’ account. The increase in balance is a result of the delayed facility paving project due to the City of Watsonville permitting.

    b. Future Liabilities: Describe possible liabilities, including information on how future costs for projects not yet completed are anticipated to be funded.

      No potential unfunded liabilities are known at this time.

    c. Compliance with Applicable Laws: Describe how projects were implemented in compliance with applicable laws, regulations, requirements, standards of practice, guidelines, etc. which are applicable to publicly funded transportation projects are met and adhered to, including requirements of the California Environmental Quality Act (CEQA), state design and procurement requirements, etc.

      **Yes**
Public Outreach/Notification of Use of Measure D Funds

11. Public Outreach/Process: Describe outreach conducted during the reporting year to inform Santa Cruz County taxpayers as to how your agency is using or plans to use Measure D funds.

12. Sample(s) of public outreach on Measure D-funded projects 7/1/21-6/30/22

   a. Website with Measure D information (attach PDF): Web address: https://communitybridges.org/lifeline/ (per Article III.A.7.)

   b. News Article: Include a copy of or weblink to at least one news article or press release about Measure D-funded projects in the past fiscal year. News release should inform public that project is funded by Measure D. (per Article III.A.8.)

   c. Signage: Did you display the Measure D logo on signs at construction sites, on vehicles, and/or public education materials/websites? Attach photos if available.

      The SCRTC requested that all Measure D signage be removed from Vehicles, and buildings during election cycle. Otherwise signage has been posted.

13. Photos: Attach before/after and construction photos if available of projects/work done in FY21/22.

14. Fact Sheets on larger projects: Attach more detailed fact sheet on large projects (includes public information such as project name, description of work to be done, location, project benefits/purpose, schedule, graphics/maps, complete streets components/consistency, total cost & funding, including info on if Measure D was used to leverage other grants/funds).

Contacts

Designated staff available to report on or answer any and all inquiries in regard to Recipient Agency’s audit, projects and expenditures, and/or compliance with Measure D before the RTC and/or the Measure D Taxpayer Oversight Committee or RTC advisory committees, as applicable.

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Phone/email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jesus Bojorquez</td>
<td>Program Director/Administrator</td>
<td>831-688-68840 ext. 241</td>
</tr>
<tr>
<td>Douglas Underhill</td>
<td>CFO / Fiscal Administrator</td>
<td>831-688-8840 ext. 276</td>
</tr>
<tr>
<td>Raymon Cancino</td>
<td>CEO/ Administrator</td>
<td>831-6888840 ext. 201</td>
</tr>
</tbody>
</table>
General Compliance Reporting:
Confirm completion of the following Measure D Agreement requirements during the reporting year. The RTC shall utilize information from Recipient
Recipient - Update all highlighted fields on 3 tabs. Reporting Requirements (Articles from the Master Fund Agreement are referenced as comments)

<table>
<thead>
<tr>
<th><strong>REPORTING YEAR:</strong></th>
<th>FY 21/22</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Recipient Agency:</strong></td>
<td>Community Bridges Lift Line</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Public Information/ Outreach</strong></th>
<th><strong>Date</strong></th>
<th><strong>Documentation (ex. copy of resolution, minutes, notices, articles, webpage, signage, etc) - please attach.</strong></th>
<th><strong>Comments, additional info. If applicable, briefly explain why publicity requirement was not completed</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Date Initial 5-Year Plan Adopted</strong></td>
<td>6/16/2022</td>
<td>1) Att. B1-B2</td>
<td>Public hearing process is overseen by RTC (see row 10) 1) SCRTC 5 year approved resolution. 2) Community Bridges BOD approval</td>
</tr>
<tr>
<td><strong>Date of 5-Year Plan Public Hearing</strong></td>
<td>5/10/2022</td>
<td>1) Att. C1 - C3 2) D. Web address 3) Att. D1-D6</td>
<td>Community Bridges-Lift Line (CB-LL) is the only agency receiving a direct allocation of Measure D funds that is not a public agency. Review and approval of the CB-LL Measure D five-year plan will be overseen by the Regional Transportation Commission (RTC). 1) C1 - C3, E&amp;D TAC (RTC) Agenda, item 13 CB-LL 5-Year Plan. 2) D, E&amp;D TAC (RTC) Meeting Packet, <a href="https://sccrtc.org/wp-content/uploads/2022/05/01_Agenda-MayPacket.pdf">https://sccrtc.org/wp-content/uploads/2022/05/01_Agenda-MayPacket.pdf</a> 3) D1-D9, CB-LL Measure D 5-Year Plan/ Public Presentation.</td>
</tr>
<tr>
<td><strong>Date of annual audit of Measure D Expenditures</strong></td>
<td>1) Att A1</td>
<td>Community Bridges Lift Line annual financial report ended June 30, 2022</td>
<td></td>
</tr>
<tr>
<td><strong>News Article</strong></td>
<td>1) F1</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Website with info on Meas. D projects</strong></td>
<td>ongoing</td>
<td><a href="https://communitybridges.org/liftline/">https://communitybridges.org/liftline/</a> <a href="https://sccrtc.org/funding-planning/measured/">https://sccrtc.org/funding-planning/measured/</a></td>
<td></td>
</tr>
<tr>
<td><strong>Map of Measure D-funded Projects</strong></td>
<td>ongoing</td>
<td>Att H1-H2</td>
<td>H1-Operations Facility Map H2-Measure D Service Area Map</td>
</tr>
<tr>
<td><strong>Photos (before/after)</strong></td>
<td>ongoing</td>
<td>1) Att. K1 Att. K2</td>
<td>1) Lift Line Operations Facility Site- Ongoing improvement projects during reporting period, no major work due to city permits still pending. 2) Lift Line invest on obtaining a new scheduling software, and installed vehicle surveillance equipment on new vehicles.</td>
</tr>
<tr>
<td><strong>Signage</strong></td>
<td>ongoing</td>
<td>1) Att. L1-L2 2) Att. L3 3) Att. L4-L5</td>
<td>1) Lift Line New Operations Facility w/ Measure D Signage. 2) Electric Vehicle Charging Stations w/ Measure D Signage. 3) Measure D signage on Electric Vehicles.</td>
</tr>
</tbody>
</table>
Describe any other public outreach conducted during the reporting year about Measure D | Please see Attachment O1-O6 List of outreach performed during FY21/22, which included Measure D expanded services. See Att. P1-P4 Copy Outreach Material send to Santa Cruz residents and medical facilities by mail.

<table>
<thead>
<tr>
<th>Maintenance of Effort</th>
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</tr>
</thead>
<tbody>
<tr>
<td>FY21/22 LOCAL funds spent on multimodal local road repairs &amp; maintenance (exclude HUTA, formula state &amp; fed funds, special grants)</td>
<td>$1,402,312</td>
</tr>
<tr>
<td>Maintenance of Effort BASELINE (average amount of local funds spent on transportation projects in 3-5 fiscal years prior to 2017)</td>
<td>$757,521</td>
</tr>
<tr>
<td>FY21/22 LOCAL (exclude HUTA, formula state &amp; fed funds) funds BUDGETED on multimodal local road repairs &amp; maintenance</td>
<td>$1,298,171</td>
</tr>
</tbody>
</table>

If FY21/22 local expenditures were lower than the baseline amount, explain why. (e.g. emergencies, extraordinary event - fires, etc) Recipient agencies have up to three fiscal years to meet the adjusted minimum local revenue expenditure requirement.

If “no”, Measure D funds cannot be used for indirect costs.

If “yes” - when was it adopted? If “no”, agency is required to immediately adopt one in order to continue to receive Measure D funds.

<table>
<thead>
<tr>
<th>Contacts</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative officer or designated staff available to report on or answer any and all inquiries in regard to Recipient’s receipt, usage, and/or compliance</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name</th>
<th>Title/Measure D tasks</th>
<th>Phone/email</th>
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<tbody>
<tr>
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<td>CEO/ Administrator</td>
<td>831-688-8840 Ext.201</td>
</tr>
<tr>
<td>#</td>
<td>Project Name</td>
<td>Project Description</td>
</tr>
<tr>
<td>----</td>
<td>-------------------------------------</td>
<td>--------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>1</td>
<td>Driver 1 (see note below*)</td>
<td>Additional driver to provide expanded hours of paratransit service</td>
</tr>
<tr>
<td>2</td>
<td>Driver 2 (see note below*)</td>
<td>Additional driver to provide expanded hours of paratransit service</td>
</tr>
<tr>
<td>3</td>
<td>Driver 3 (see note below*)</td>
<td>Part-time Additional driver to provide expanded hours of paratransit service</td>
</tr>
<tr>
<td>4</td>
<td>Driver Trainer</td>
<td>To support safety and service training for paratransit drivers</td>
</tr>
<tr>
<td>5</td>
<td>Executive Assistant/Dispatcher</td>
<td>To support additional paratransit rides</td>
</tr>
<tr>
<td>6</td>
<td>Outreach/Publicity</td>
<td>Materials and videos to promote paratransit ride availability</td>
</tr>
<tr>
<td>7</td>
<td>Consultants / Project Managers</td>
<td>Facility project management-architects, environ review, design</td>
</tr>
<tr>
<td>8</td>
<td>Operations Facility</td>
<td>Reserve for projected Acquisition, construction and/or renovation expenses</td>
</tr>
<tr>
<td>9</td>
<td>Vehicle Equipment Reserve</td>
<td>Vehicle Equipment replacement, matching funds, project procurement and implementation</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td></td>
</tr>
</tbody>
</table>
## Measure D Expenditure Report

<table>
<thead>
<tr>
<th>#</th>
<th>Project Name</th>
<th>FY18/19 Measure D Expenditures</th>
<th>FY19/20 Measure D Expenditures</th>
<th>FY20/21 Measure D Expenditures</th>
<th>Measure D TOTAL SPENT through reporting year</th>
<th>Leveraged Fund Source(s) Name(s)</th>
<th>Project in approved 5-year plan?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Driver 1 (see note below*)</td>
<td>$124,574.89</td>
<td>$141,326.52</td>
<td>$129,240.22</td>
<td>$647,755.26</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Driver 2 (see note below*)</td>
<td>$124,574.89</td>
<td>$141,326.52</td>
<td>$129,240.22</td>
<td>$647,755.26</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Driver 3 (see note below*)</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$27,430.20</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Driver Trainer</td>
<td>$45,690.74</td>
<td>$48,230.79</td>
<td>$44,433.95</td>
<td>$240,173.31</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Executive Assistant/Dispatcher</td>
<td>$57,376.27</td>
<td>$47,300.38</td>
<td>$43,506.87</td>
<td>$238,173.31</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Outreach/Publicity</td>
<td>$10,165.81</td>
<td>$8,301.29</td>
<td>$7,922.57</td>
<td>$38,385.62</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Consultants / Project Managers</td>
<td>$41,153.10</td>
<td>$96,686.66</td>
<td>$42,635.01</td>
<td>$208,475.72</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Operations Facility</td>
<td>$599,532.38</td>
<td>$442,506.06</td>
<td>$379,379.81</td>
<td>$1,812,418.25</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Vehicle Equipment Reserve</td>
<td>$72,101.64</td>
<td>$3,824.00</td>
<td>$42,285.40</td>
<td>$135,516.04</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Leveraged Funds, if any</th>
<th>Project in approved 5-year plan?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Leveraged Fund Source(s) Name(s)</td>
<td>(yes/no)</td>
</tr>
<tr>
<td></td>
<td>Caltrans 5310, LCTOP, CARB</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**Total Spend:**

- Measure D TOTAL SPENT through reporting year: $647,755.26
- Leveraged Fund Amounts (grants & other funds where Meas. D used as match): $27,430.20
- Leveraged Fund Source(s) Name(s): Caltrans 5310, LCTOP, CARB

**Amounts:**

- $1,075,170
- $818,644
- $3,996,708
- $759,265
Attachment H 1

Map Location of Community Bridges Lift Line Operations Facility, 545 Ohlone Parkway, Watsonville, CA 95076
Lift Line Provides transportation to qualified Santa Cruz residents within Santa Cruz County with Measure D founds.
## Measure D Transportation for Seniors and People with Disabilities Program

### Performance Measures

Direct Allocation recipients are to document the performance and benefits of the projects and programs funded with Measure D funds. The following performance measures are:

<table>
<thead>
<tr>
<th>Performance Measure</th>
<th>Performance Metric and Standard</th>
<th>Baseline FY 20-21</th>
<th>Current Numbers FY 21-22</th>
<th>Notes or Corrective Action (If applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ridership/Service Utilization</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Annual Ridership</td>
<td>Change in annual ridership and passenger trips per revenue vehicle hour and mile and qualitative explanation for possible reasons.</td>
<td>27,952</td>
<td>42,609</td>
<td>Provide information on why numbers went down. The biggest contributing factor as to why rides were increased is due to congregate dining and Elderday sites greatly increasing attendance during the months of July 2021 before reducing attendance on January 2022 through February 2022. Attendance increased again in March 2022 and stayed steady for the remainder of the year. Elderday rides increased from approximately 50 to 90 per day. Meals on Wheels congregate sites reopened in July of 2021.</td>
</tr>
<tr>
<td>• Passenger trips per vehicle service hour</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Passenger trips per revenue vehicle miles</td>
<td></td>
<td></td>
<td></td>
<td>Any agency with significant increase in costs must provide an explanation.</td>
</tr>
<tr>
<td>Cost Effectiveness</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Operating Cost per Passenger Trip</td>
<td>Maintain operating cost per passenger, per revenue vehicle hour, or per revenue mile; percentage increase less than or equal to inflation as measured by CPI</td>
<td>$52.08</td>
<td>$41.55</td>
<td>Wages were increased to attempt to pay livable wages and fuel costs went up, but cost per passenger trip and cost per vehicle service hour was slightly reduced due to the number of rides increasing back towards normal non pandemic levels and additional congregate trips.</td>
</tr>
<tr>
<td>• Operating Cost per Vehicle Service Hour</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State of Good Repair</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Average age of bus and paratransit vehicles</td>
<td>Reduce average age of fleet/number of vehicles beyond useful life</td>
<td>4.4 Years</td>
<td>2.3 Years</td>
<td>All vehicles are serviced every 4,000 miles and safety inspections are performed every 90 days. Annual CHP safety and compliance inspections are completed. Fleet age reduced with new vehicles added and oldest ones taken out of service.</td>
</tr>
<tr>
<td>• Number of vehicles beyond useful life</td>
<td>9, as defined by FTA 5310 Program.</td>
<td>9, as defined by FTA 5310 Program.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Service Provision</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Frequency on major corridors or trunk lines</td>
<td>Lift Line operated up to 8 paratransit vehicles on major corridors daily M-F and 1 vehicle on weekends.</td>
<td>Lift Line operated up to 8 paratransit vehicles on major corridors daily M-F including 2 designated Measure D drivers and 1 vehicle on weekends.</td>
<td>Lift Line increased the number of drivers from 6 to 8 when COVID 19 restrictions were lifted. Lift Line continues to follow temperature checks and daily health screenings to all riders.</td>
<td></td>
</tr>
<tr>
<td>• Service hours/span</td>
<td>Increase service span - goal is 7 days/week, 20 hours per day</td>
<td>7 days per week, 14 additional hours daily five days per week and 7 additional hours Saturday and Sunday.</td>
<td>Lift Line is Maintaining the operation of expanded hours.</td>
<td></td>
</tr>
<tr>
<td>• Revenue hours</td>
<td>Maintain or increase revenue hours</td>
<td>11,920</td>
<td>16,996</td>
<td></td>
</tr>
</tbody>
</table>

Submittal date: 31-Dec-22
<table>
<thead>
<tr>
<th>Performance Measure</th>
<th>Performance Metric and Standard</th>
<th>Baseline FY 20-21</th>
<th>Current Numbers FY 21-22</th>
<th>(Notes or) Corrective Action (If applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>▪ Revenue miles</td>
<td>▪ Number of routes</td>
<td>164,189 miles</td>
<td>173,626 miles</td>
<td>Lift Line doesn’t operate fixed routes. In normal circumstances a full schedule would be 10 drivers per day M-F during this reporting period. Lift Line operate with 8 drivers M-F and 1 driver on weekends. Lift Line is currently in the process of hiring 2 additional drivers.</td>
</tr>
<tr>
<td>▪ Service areas</td>
<td>▪ Total service hours</td>
<td>11,920</td>
<td>16,996</td>
<td>Service areas and hours of operations increased in FY2122 due to increasing from 6 to 8 drivers M-F as covid closures ended.</td>
</tr>
</tbody>
</table>

**Service Operations and Provisions**

- Track number of seniors or people with disabilities served by program.
  - Santa Cruz, and selected areas of Santa Clara, Monterey, San Benito, San Mateo, and San Francisco.
  - Santa Cruz, and selected areas of Santa Clara, Monterey, San Benito, San Mateo, and San Francisco.
  - Total service hours increased in FY2122 due to increasing from 6 to 8 drivers M-F as covid closures ended.

- Lift Line Doesn’t operate fixed route.

**Cost Effectiveness**

- Cost per Trip
  - Santa Cruz, and selected areas of Santa Clara, Monterey, San Benito, San Mateo, and San Francisco.
  - 27,952 Parantransit Trips
  - 42,609 Paratransit Trips
  - Total one way trips went down due to COVID-19 due to congregate sites being reduced or completely shut down at times.

- Cost per Passenger
  - Maintain cost per trip or per passengers
  - Lift Line is using the “Cost per Trip” option above.

- Cost per Passenger
  - Total Measure D program cost per one-way passenger trip divided by total trips or total passengers during period.
  - 6,906
  - 7,065
  - Rides increased during FY 2022. Congregated sites re open Lift Line continued to provide essential rides to Santa Cruz residents, Lift Line continue services like rides to Bank, food markets, restaurants, social services offices.

**METRO: Split of Budget for ParaCruz and fixed routes service**

- Maintain paratransit operating budget and service.
- N/A

**Leveraged Funds (List amount and sources)**

- Report total grants and other funding secured using Measure D revenues as a match.
- $719,974 Total Prior Years
- $4,995 CARB
- $34,296 LCTOP
- CARB, 5310, LCTOP
- Please see Expenditures tab.
## Measure D Maintenance of Effort (MOE) Baseline Calculation Form

**Baseline Calculation Due to RTC by December 31, 2022**

**Agency:** Community Bridges - Lift Line

### Calculation of Annual Average Transportation Expenditures/Baseline MOE:

#### Revenue Sources by Expenditure Category

<table>
<thead>
<tr>
<th>Source/Location</th>
<th>FY 21/22 ACTUAL</th>
<th>FY 20/21</th>
<th>FY 19/20</th>
<th>FY 18/19</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Measure D Sales Tax</strong></td>
<td>$1,074,438</td>
<td>$1,111,727</td>
<td>$929,502</td>
<td>$1,075,170</td>
</tr>
<tr>
<td><strong>TDA</strong></td>
<td>$844,219</td>
<td>$697,240</td>
<td>$805,662</td>
<td>$695,073</td>
</tr>
<tr>
<td><strong>Local Jurisdictions (CORE, Capitola, Watsonville, SV)</strong></td>
<td>$27,925</td>
<td>$18,500</td>
<td>$52,945</td>
<td>$51,345</td>
</tr>
<tr>
<td><strong>Older Americans Act (State/Federal)</strong></td>
<td>$38,081</td>
<td>$38,043</td>
<td>$38,124</td>
<td>$39,267</td>
</tr>
<tr>
<td><strong>FTA Section 5310 Traditional/Expanded</strong></td>
<td>$105,074</td>
<td>$160,546</td>
<td>$497,319</td>
<td>$199,083</td>
</tr>
<tr>
<td><strong>CRRSAA</strong></td>
<td>$37,685</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>STA Funding</strong></td>
<td>$100,000</td>
<td>$100,000</td>
<td>$100,000</td>
<td>$100,000</td>
</tr>
<tr>
<td><strong>CARB</strong></td>
<td>$5,844</td>
<td>$46,324</td>
<td>$5,639</td>
<td>$219,521</td>
</tr>
<tr>
<td><strong>LCTOP</strong></td>
<td>$34,427</td>
<td>$36,614</td>
<td>$139,143</td>
<td>$17,296</td>
</tr>
<tr>
<td><strong>Foundations</strong></td>
<td>$70,000</td>
<td>$40,000</td>
<td>$40,000</td>
<td>$40,000</td>
</tr>
<tr>
<td><strong>Service Fees-Paratransit</strong></td>
<td>$149,150</td>
<td>$22,500</td>
<td>$289,711</td>
<td>$401,274</td>
</tr>
<tr>
<td><strong>Donations-Individual/Business</strong></td>
<td>$7,361</td>
<td>$10,335</td>
<td>$16,799</td>
<td>$8,372</td>
</tr>
<tr>
<td><strong>Misc Other</strong></td>
<td>$35,356</td>
<td>$26,563</td>
<td>$31,299</td>
<td>$18,058</td>
</tr>
<tr>
<td><strong>Average Annual MOE Revenues</strong></td>
<td>$2,529,561</td>
<td>$2,308,392</td>
<td>$2,946,145</td>
<td>$2,764,459</td>
</tr>
</tbody>
</table>

#### MOE Exclusions*

<table>
<thead>
<tr>
<th>Source/Location</th>
<th>FY 21/22</th>
<th>FY 20/21</th>
<th>FY 19/20</th>
<th>FY 18/19</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>One-Time Only Funding:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>FTA Section 5310</strong></td>
<td>$105,074</td>
<td>$160,546</td>
<td>$497,319</td>
<td>$199,083</td>
</tr>
<tr>
<td><strong>CRRSAA</strong></td>
<td>$37,685</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>CARB, LCTOP</strong></td>
<td>$40,271</td>
<td>$82,939</td>
<td>$144,783</td>
<td>$236,817</td>
</tr>
<tr>
<td><strong>TDA, STA</strong></td>
<td>$944,219</td>
<td>$797,240</td>
<td>$905,662</td>
<td>$805,662</td>
</tr>
</tbody>
</table>

#### Total Average Annual Transportation Expenditures

<table>
<thead>
<tr>
<th>Source/Location</th>
<th>FY 21/22</th>
<th>FY 20/21</th>
<th>FY 19/20</th>
<th>FY 18/19</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total</strong></td>
<td>$1,402,312</td>
<td>$1,267,668</td>
<td>$1,398,381</td>
<td>$1,522,897</td>
</tr>
</tbody>
</table>

#### MODIFIED MOE Baseline (Avg of last 3 years)

<table>
<thead>
<tr>
<th>Source/Location</th>
<th>FY 21/22</th>
<th>FY 20/21</th>
<th>FY 19/20</th>
<th>FY 18/19</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total</strong></td>
<td>$1,396,315</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Expenditures - Enter amount budgeted in 21/22 and amounts spent on various transportation purposes in previous Fiscal Years.

<table>
<thead>
<tr>
<th>Source/Location</th>
<th>FY 21/22</th>
<th>FY 20/21</th>
<th>FY 19/20</th>
<th>FY 18/19</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Ongoing operations - Paratransit</strong></td>
<td>$1,364,460</td>
<td>$1,232,157</td>
<td>$1,293,463</td>
<td>$1,131,146</td>
</tr>
<tr>
<td><strong>Administration - Paratransit</strong></td>
<td>$475,896</td>
<td>$482,415</td>
<td>$544,145</td>
<td>$538,091</td>
</tr>
<tr>
<td><strong>Agency indirect costs</strong></td>
<td>$239,433</td>
<td>$255,362</td>
<td>$289,711</td>
<td>$237,361</td>
</tr>
<tr>
<td><strong>Vehicle/Facilities Reserves</strong></td>
<td>$449,771</td>
<td>$338,459</td>
<td>$798,899</td>
<td>$836,969</td>
</tr>
<tr>
<td><strong>Deficit Reduction</strong></td>
<td>$0</td>
<td>$0</td>
<td>$20,000</td>
<td>$20,892</td>
</tr>
<tr>
<td><strong>Subtotal Construction</strong></td>
<td>$2,529,561</td>
<td>$2,308,392</td>
<td>$2,946,145</td>
<td>$2,764,459</td>
</tr>
</tbody>
</table>

**Source/location of supporting budget or fiscal statement documentation.**

**Annual Financial Statements; Fiscal Audit; Adjusted Annual Budget**

**Certification:**

I hereby certify that Community Bridges-Lift Line has budgeted and will meet the Maintenance of Effort requirement for Fiscal Year July 1, 2022 - June 30, 2023.

**Finance Director Signature**

**CFO**

**12/20/2022**

---

*Funding sources excluded from MOE calculation are listed for information purposes and will make it easier to reconcile this report against annual budgets. Excluded sources include special, non-formula, competitive grants, and/or past revenues carried over for special projects and/or emergencies. This includes one-time grants - such as RSTP/STBG, STIP, ATP, ARRA, FEMA, HSIP, FTA5310, No & Low Emission Bus program.*
December 22, 2020

Douglas Underhill  
Chief Financial Officer  
Community Bridges  
519 Main Street  
Watsonville, CA 95076

Dear Douglas Underhill:

Thank you for submitting your Indirect Cost Rate (ICR) documentation to the California Department of Public Health (CDPH), Women, Infants and Children Division (WIC). WIC is excited to have a standardized process that allows your Non Profit to use the negotiated ICR for your contract, unless the ICR is otherwise designated by state or federal statutes, regulations, or specific grant guidelines, with CDPH.

For the entire contract period starting October 1, 2019 through September 30, 2022 WIC has accepted the documentation you have provided and on a three-year basis, will approve your ICR proposal as follows:

17.157% Calculated based on Total Direct Costs (Excluding capital expenditures and subawards in excess of $25,000).

Per 2 CFR 414 (g) Any non-Federal entity that has a current federally negotiated indirect cost rate may apply for a one-time extension of the rates in that agreement for a period of up to four years. This extension will be subject to the review and approval of the cognizant agency for indirect costs. If an extension is granted the non-Federal entity may not request a rate review until the extension period ends. At the end of the 4-year extension, the non-Federal entity must re-apply to negotiate a rate. Subsequent one-time extensions (up to four years) are permitted if a renegotiation is completed between each extension request.
If you have any questions, contact Ofelia Franco at Ofelia.Franco@cdph.ca.gov

Thank you,

Ofelia Franco

Ofelia Franco
Federal Grants and Management Section Chief
Women, Infants and Children (WIC)
### ADMINISTRATION BUDGET - FY 21/22

#### Indirect From Programs 17.002% of Expenses

<table>
<thead>
<tr>
<th>Services and Supplies:</th>
<th>Budget 21/22</th>
<th>Admin Budget Paid from ICR</th>
<th>DCH Portion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5001 Salaries &amp; Wages</td>
<td>1,346,225</td>
<td>1,264,384</td>
<td>55,841</td>
</tr>
<tr>
<td>5012 SUI</td>
<td>13,632</td>
<td>12,803</td>
<td>830</td>
</tr>
<tr>
<td>5013 Worker’s Comp</td>
<td>6,898</td>
<td>6,479</td>
<td>413</td>
</tr>
<tr>
<td>5014 Health Insurance</td>
<td>126,845</td>
<td>119,134</td>
<td>7,712</td>
</tr>
<tr>
<td>5105 FICA</td>
<td>104,288</td>
<td>97,948</td>
<td>6,340</td>
</tr>
<tr>
<td>5106 Retirement</td>
<td>48,105</td>
<td>45,181</td>
<td>1,924</td>
</tr>
<tr>
<td>Total Personnel</td>
<td>1,645,993</td>
<td>1,545,928</td>
<td>55,952</td>
</tr>
</tbody>
</table>

**Note:** Any non allowable administrative expenses are not charges to our ICR. This includes FA purchases, no advertising publicity events. We have a Development department that does all fundraising activity and administrative duties for the agency that do not qualify as administrative charges. Our auditor reviews our ICR and allowable charges each year. If there are unallowable admin charges not in Development, they are charged to grant funding. The Admin budget always slightly exceeds the ICR due to unrestricted funding that is utilized for anything that falls into this category.
May 17, 2022

Douglas Underhill  
Chief Financial Officer  
Community Bridges  
519 Main Street  
Watsonville, CA 95076  

Dear Douglas Underhill:

Thank you for submitting your Indirect Cost Rate (ICR) documentation to the California Department of Public Health (CDPH), Women, Infants and Children Division (WIC). WIC is excited to have a standardized process that allows your Non Profit organization to use the negotiated ICR for your contract, unless the ICR is otherwise designated by state or federal statutes, regulations, or specific grant guidelines, with CDPH.

For the entire contract period starting October 1, 2022 through September 30, 2023 WIC has accepted the documentation you have provided and on a three-year basis, will approve your ICR proposal as follows:

17.058% Calculated based on Total Direct Costs (Excluding capital expenditures and subawards in excess of $25,000).

Per 2 CFR 414 (g) Any non-Federal entity that has a current federally negotiated indirect cost rate may apply for a one-time extension of the rates in that agreement for a period of up to four years. This extension will be subject to the review and approval of the cognizant agency for indirect costs. If an extension is granted the non-Federal entity may not request a rate review until the extension period ends. At the end of the 4-year extension, the non-Federal entity must re-apply to negotiate a rate. Subsequent one-time extensions (up to four years) are permitted if a renegotiation is completed between each extension request.

If you have any questions, contact Ofelia Franco at Ofelia.Franco@cdph.ca.gov

Thank you,

Ofelia Franco
Federal Grant Management Section Chief
Women, Infants and Children (WIC)
Finance Committee
Thursday, May 12, 2022, 3:00-4:00 PM
https://us02web.zoom.us/j/326410777
Zoom Meeting ID: 326-410-777
Santa Cruz County, CA

AGENDA

3:00 Agenda Review
3:05 CFO Report – Doug Underhill
   a) Current Workflow Update
      1. Agency 990 Taxes
      2. Measure D 5 Year Plan / TDA
      3. Agency Budgets for June Meeting
   b) March 2022 Program Budget Summary / Program Updates & Analysis
   c) Balance Sheet / Income Statement March 31, 2022
   d) Investments and Funds – Status Review April 30, 2022
   e) Cash Flow and Line of Credit

Closed Session
3:25 517/519 Main (CBHQ) refinance
3:35 Meals on Wheels relocation
3:45 Elderday ADA
3:50 Early Education Division – Staffing, Spending and Enrollment

End Closed Session
3:55 Questions and Items for next Agenda
4:00 Adjourn

Next Meeting June 9th, 2022
### Measure D: 5-Year Program of Projects (FY 22/23-26/27)

**Agency:** Community Bridges - Lift Line  
**Category:** Transportation for E&D

#### Estimated Annual Measure D Allocations

<table>
<thead>
<tr>
<th>Prior and 21/22 estimate</th>
<th>FY22/23</th>
<th>FY23/24</th>
<th>FY24/25</th>
<th>FY25/26</th>
<th>FY26/27</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>$4,636,744</td>
<td>$1,045,000</td>
<td>$1,073,000</td>
<td>$1,099,000</td>
<td>$1,123,000</td>
<td>$1,152,000</td>
<td>$10,128,744</td>
</tr>
</tbody>
</table>

#### Project Name/location  
**Description (include project purpose and complete streets components if applicable)**  
**Total Measure D Prior and 21/22 estimate**  
**FY23/23**  
**FY23/24**  
**FY24/25**  
**FY25/26**  
**FY26/27**  
**5-year total**  
**Other fund sources**  
**Est. Construction start date**  
**Major project? * (yes/no)**

<table>
<thead>
<tr>
<th>Project Name/location</th>
<th>Description (include project purpose and complete streets components if applicable)</th>
<th>Total Measure D Prior and 21/22 estimate</th>
<th>FY23/23</th>
<th>FY23/24</th>
<th>FY24/25</th>
<th>FY25/26</th>
<th>FY26/27</th>
<th>5-year total</th>
<th>Other fund sources</th>
<th>Est. Construction start date</th>
<th>Major project? * (yes/no)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Driver 1 (see note below*)</td>
<td>Additional driver to provide expanded hours of paratransit service</td>
<td>$1,578,644</td>
<td>$672,210</td>
<td>$169,033</td>
<td>$174,949</td>
<td>$181,072</td>
<td>$187,410</td>
<td>$193,969</td>
<td>$906,434</td>
<td></td>
<td>ongoing No</td>
</tr>
<tr>
<td>Driver 2 (see note below*)</td>
<td>Additional driver to provide expanded hours of paratransit service</td>
<td>$1,578,644</td>
<td>$672,210</td>
<td>$169,033</td>
<td>$174,949</td>
<td>$181,072</td>
<td>$187,410</td>
<td>$193,969</td>
<td>$906,434</td>
<td></td>
<td>ongoing No</td>
</tr>
<tr>
<td>Driver 3 (see note below*)</td>
<td>Additional driver to provide expanded hours of paratransit service</td>
<td>$688,943</td>
<td>50</td>
<td>$61,703</td>
<td>$64,788</td>
<td>$181,072</td>
<td>$187,410</td>
<td>$193,969</td>
<td>$688,942</td>
<td></td>
<td>ongoing No</td>
</tr>
<tr>
<td>Driver Trainer</td>
<td>To support safety and service training for paratransit drivers</td>
<td>$533,779</td>
<td>$224,439</td>
<td>$57,686</td>
<td>$59,705</td>
<td>$61,795</td>
<td>$63,916</td>
<td>$66,196</td>
<td>$309,340</td>
<td></td>
<td>ongoing No</td>
</tr>
<tr>
<td>Executive Assistant/Dispatcher</td>
<td>To support additional paratransit rides</td>
<td>$545,170</td>
<td>$241,797</td>
<td>$56,573</td>
<td>$58,553</td>
<td>$60,603</td>
<td>$62,724</td>
<td>$64,919</td>
<td>$303,373</td>
<td></td>
<td>ongoing No</td>
</tr>
<tr>
<td>Outreach/Publicity</td>
<td>Materials and videos to promote paratransit ride availability</td>
<td>$150,929</td>
<td>$41,843</td>
<td>$17,078</td>
<td>$21,347</td>
<td>$23,582</td>
<td>$24,712</td>
<td>$25,905</td>
<td>$109,085</td>
<td></td>
<td>ongoing No</td>
</tr>
<tr>
<td>Consultants / Project Managers</td>
<td>Facility project management-architects, environ review, design</td>
<td>$345,545</td>
<td>$227,638</td>
<td>$23,582</td>
<td>$23,582</td>
<td>$23,582</td>
<td>$23,582</td>
<td>$23,582</td>
<td>$117,908</td>
<td></td>
<td>ongoing No</td>
</tr>
<tr>
<td>Operations Facility</td>
<td>Reserve for projected Acquisition, construction and/or renovation expenses</td>
<td>$4,015,662</td>
<td>$1,929,883</td>
<td>$620,666</td>
<td>$450,127</td>
<td>$342,390</td>
<td>$341,972</td>
<td>$330,684</td>
<td>$2,085,776</td>
<td>2 BM Bank and Owner Financing</td>
<td>Started 2019 Yes</td>
</tr>
<tr>
<td>Vehicle Equipment Reserve</td>
<td>Vehicle/Equip replacement, matching funds, project procurement and implementation</td>
<td>$424,016</td>
<td>$184,016</td>
<td>$45,000</td>
<td>$45,000</td>
<td>$45,000</td>
<td>$45,000</td>
<td>$45,000</td>
<td>$5,667,294</td>
<td>750x of LCTOP and CARB grants</td>
<td>Ongoing No</td>
</tr>
</tbody>
</table>

#### Estimated Annual Measure D Expenditures

| Estimated Annual Measure D Expenditures | $9,861,330 | $4,194,036 | $1,220,293 | $1,073,000 | $1,099,000 | $1,123,000 | $1,152,000 | $5,667,294 |

*Operating costs include driver support (Mechanic, IT Support, Fleet manager, Program Supervisor) salaries and fringes, vehicle operations such as vehicle maintenance and repair, fuel, vehicle insurance, communications expenses, as well as taxes and licenses related to paratransit services. It also includes a prorated allocation of costs such as general liability insurance, staff training and other indirect costs.*
# Operation Plan Service of Units
## Exhibit C-2
### 2022/2023

### Table 1 - TDA/STA Proposed Service Units

<table>
<thead>
<tr>
<th>Funds Allocated</th>
<th>Operating Cost</th>
<th>A. Program Management</th>
<th>B. Administration</th>
<th>Total Cost Per Service Unit</th>
<th>22/23 Projected TDA/STA Units of Service</th>
<th>Equipment Purchase Match</th>
<th>Total TDA/STA Claim Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>Funds Allocated</td>
<td></td>
<td></td>
<td>$5.07</td>
<td></td>
<td></td>
<td>$3.03</td>
<td>$90,621</td>
</tr>
<tr>
<td>Operating Cost</td>
<td></td>
<td></td>
<td>$31.38</td>
<td></td>
<td></td>
<td>$19.67</td>
<td>$1,031,649</td>
</tr>
<tr>
<td>A. Program Management</td>
<td>i.e., Mgmt Personnel: Director, Fleet Mgr, Admin Asst, Info Mgr, Rent, Liability Insur., Phone, Supplies, etc.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B. Administration</td>
<td>14.53% of total cost per unit.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Cost Per Service Unit</td>
<td>$20.88</td>
<td>$19.67</td>
<td>$2.18</td>
<td>$3.66</td>
<td>$11.30</td>
<td></td>
<td></td>
</tr>
<tr>
<td>22/23 Projected TDA/STA Units of Service</td>
<td>2,279</td>
<td>6,027</td>
<td>4,465</td>
<td>8,700</td>
<td>2,626</td>
<td>24,097</td>
<td></td>
</tr>
<tr>
<td>Equipment Purchase Match</td>
<td>$55,706</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total TDA/STA Claim Request</td>
<td>$1,109,791</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Table 2 - Other CTSA Service Units

<table>
<thead>
<tr>
<th>Meals on Wheels</th>
<th>Elderday Services</th>
<th>Measure D Paratransit</th>
<th>5310 Medical</th>
<th>Total Units</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Funds Allocated</td>
<td>$57,500</td>
<td>$270,000</td>
<td>$514,028</td>
<td>$99,500</td>
<td>$941,028</td>
</tr>
<tr>
<td>Revenue per Service Unit</td>
<td>$21.83</td>
<td>$23.64</td>
<td>$98.85</td>
<td>$77.74</td>
<td></td>
</tr>
<tr>
<td>21/22 Projected Units of Service</td>
<td>2,634</td>
<td>11,420</td>
<td>5,200</td>
<td>1,280</td>
<td>20,534</td>
</tr>
<tr>
<td>Other Income</td>
<td>$90,621</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Total Operating Income</td>
<td>$1,031,649</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Measure D Facility/Equip/Project Funds</td>
<td>$530,972</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CARB - Capital Equipment</td>
<td>$202,648</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LCTOP</td>
<td>$7,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TDA/STA Claim</td>
<td>$1,109,790</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grand Total</td>
<td>$2,882,059</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Table 3 - All Service Units Totaled (Total tables 1 and 2, units of service, to equal table 3 totals)

<table>
<thead>
<tr>
<th>Taxi Scrip</th>
<th>TDA/5310 Medical</th>
<th>Meals on Wheels</th>
<th>Elderday Services</th>
<th>Measure D Paratransit</th>
<th>STA</th>
<th>Total Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>21/22 Total Ride Projections</td>
<td>2,279</td>
<td>7,307</td>
<td>7,099</td>
<td>20,120</td>
<td>5,200</td>
<td>2,626</td>
</tr>
</tbody>
</table>
Santa Cruz County Regional Transportation Commission’s
Elderly & Disabled Transportation Advisory Committee
(Also serves as the Social Service Transportation Advisory Council)

AGENDA
1:30pm - 3:30pm
Tuesday, May 10, 2022

NOTE: TELECONFERENCE
Join the online meeting to see presentations:
https://us02web.zoom.us/j/84888935098
Meeting ID: 848 8893 5098
Dial by your location: +1 669 900 9128 US

Members of the public may not attend this meeting in person. Comments and questions may be shared with the Committee through teleconference audio in real time, or by prior written submission to amarino@sccrtc.org.

Due to precautions associated with COVID-19, and following current state law (AB 361) regarding the Brown Act, all RTC and committee meetings until further notice will be held by teleconference only. Members of the public can listen and participate in meetings over the phone and through the internet.

1. 1:30pm — Call to Order
2. 1:30pm — Introductions
3. 1:35pm — Oral communications
4. 1:40pm — Additions or deletions to the consent or regular agenda

1:42pm- CONSENT AGENDA

All items appearing on the consent agenda are considered to be minor or non-controversial and will be acted upon in one motion if no member of the E&D TAC or public wishes an item be removed and discussed on the regular agenda. Members of the E&D TAC may raise questions, seek clarification or add directions to Consent Agenda items without removing
the item from the Consent Agenda as long as no other E&D TAC member objects to the change.

5. Approve Minutes from April 12, 2022— pg. 4
6. Receive RTC Meeting Highlights— pg. 9
7. Receive Information Items— pg. 12
   a) Central Coast ZEV Strategy Flyer

REGULAR AGENDA

9. 1:55 pm — Receive Program Updates— pg. 49
   a. Volunteer Center
   b. Community Bridges – TDA 2nd Quarter Summary Report
   c. Santa Cruz Metro
   d. SCCRTC
   e. Pedestrian Ad-hoc Subcommittee
      i. Pedestrian Hazard Report
10. FY 2022-23 Transportation Development Act Funds for Community Bridges Lift Line Paratransit Program— pg. 53
11. FY 2022-23 Transportation Development Act Funds for the Santa Cruz Metropolitan Transit District— pg. 79
12. FY 2022-23 Transportation Development Act Funds for Volunteer Center— pg. 106
13. Measure D: Community Bridges/Lift Line Five-Year Plan— pg. 127
14. 2022 Coordinated Public Transit-Human Services Transportation Plan Development Process— pg. 133
15. The Draft County of Santa Cruz General Plan Sustainability Update— pg. 138
16. 3:30 pm — Adjourn
Next meeting: 1:30 pm, August 9, 2022. Location is to be determined.

HOW TO REACH US
Santa Cruz County Regional Transportation Commission
1101 Pacific Avenue. Suite 250,
Santa Cruz, CA 95060
Phone: (831) 460-3200 / fax (831) 460-3215
Email: info@sccrtc.org / website: www.sccrtc.org

ACCOMMODATIONS FOR PEOPLE WITH DISABILITIES
The Santa Cruz County Regional Transportation Commission does not discriminate on the basis of disability and no person shall, by reason of a disability, be denied the benefits of its services, programs, or activities. This meeting location is an accessible facility. If you wish to attend this meeting and require special assistance in order to participate, please contact RTC staff at 460-3200 (CRS 800/735-2929) at least three working days in advance of this meeting to make arrangements. People with disabilities may request a copy of the agenda in an alternative format. As a courtesy to those person affected, please attend the meeting smoke and scent-free.

SERVICIOS DE TRADUCCIÓN/TRANSLATION SERVICES
Si gusta estar presente o participar en esta junta de la Comisión Regional de Transporte del condado de Santa Cruz y necesita información o servicios de traducción al español por favor llame por lo menos con tres días laborables de anticipo al (831) 460-3200 para hacer los arreglos necesarios. (Spanish language translation is available on an as needed basis. Please make advance arrangements (at least three days in advance by calling (831) 460-3200.

TITLE VI NOTICE
The RTC operates its programs and services without regard to race, color and national origin in accordance with Title VI of the Civil Rights Act. Any person believing to have been aggrieved by the RTC under Title VI may file a complaint with RTC by contacting the RTC at (831) 460-3212 or 1523 Pacific Avenue, Santa Cruz, CA, 95060 or online at www.sccrtc.org. A complaint may also be filed directly with the Federal Transit Administration to the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590.
AGENDA: May 10, 2022

TO: Elderly and Disabled Transportation Advisory Committees
FROM: Rachel Moriconi, Transportation Planner
RE: Measure D: Community Bridges/Lift Line Five-Year Plan

RECOMMENDATIONS

Staff recommends that the Elderly and Disabled Transportation Advisory Committee (E&D TAC) review and recommend that the Regional Transportation Commission (RTC) approve Community Bridges Lift-Line’s proposed Five-Year Plan (Fiscal Years 2022/23 to 2026/27) for its direct allocation of Measure D: Transit for Seniors and People Living with Disabilities investment category funds (Attachment 1).

BACKGROUND

Measure D, the transportation ballot measure passed by more than a 2/3 majority of Santa Cruz County voters on November 8, 2016, provides funding for five categories of projects: neighborhood projects (30% of net measure revenues), highway corridors (25%), transportation for seniors and people with disabilities (20%), active transportation (17%), and preservation and analysis of the rail corridor (8%). The twenty percent (20%) of net Measure D revenues for the Transit for Seniors and People Living with Disabilities category are suballocated, with four percent (4%) of net Measure D revenues are allocated to the Consolidated Transportation Services Agency (CTSA) for Santa Cruz County for paratransit services and 16% of net Measure D revenues allocated to the Santa Cruz Metropolitan Transit District. Community Bridges-Lift Line serves as the CTSA for Santa Cruz County.

Each agency receiving Measure D revenues is required to annually develop, update, and hold a public hearing to adopt a five-year program of projects, identifying how they will deliver Measure D projects in the upcoming five years. After the close of each fiscal year, agencies must submit an annual report describing actual expenditures, progress made to improve the transportation system, how maintenance of effort requirements have been met to ensure Measure D revenues are supplementing (not supplanting) other revenues, and the degree that Measure D funds were used to secure additional funding from other sources (leveraging other funds). The 5-year plans are adjusted annually based on updated project priorities, schedule, cost, and revenue information, as well as information on any grants and other funds agencies are able to secure for the projects.

Community Bridges-Lift Line is the only agency receiving a direct allocation of Measure D fund that is not a public agency; as such, review and approval of Community Bridges Lift Line Measure D five-year plan is overseen by the Regional Transportation Commission (RTC) and included in the RTC’s public review process.
DISCUSSION

Including unspent balances from prior years, approximately $1.1 million per year in Measure D formula funds are expected to be available to Community Bridges-Lift Line for the five-year period ending in Fiscal Year 2026/27 (FY26/27). Community Bridges-Lift Line’s proposal for its formula share of Measure D revenues between FY22/23 through FY26/27 is attached (Attachments 1-2) and includes the following:

- A new additional part-time driver in FY22/23 and FY23/24, then full time FY24/25-26/27 and continuation of 2 other drivers positions to provide door-to-door service for expanded weekday and weekend services. Drivers operate the vehicles, keep simple records, and maintain the van in a clean, safe, and orderly condition and perform other related work as required;
- Trainer who will supervise and provide training for drivers, including ongoing retraining;
- Administrative assistant and dispatcher, includes scheduling rides, receiving and screening telephone calls, maintaining records, preparing statistics, reports, correspondence and coordination of tasks for extended operating hours including weekdays and weekends;
- Outreach and publicity to provide materials and videos to promote paratransit ride availability;
- Operations Facility: Due to Measure D, Lift Line was able to purchase and renovate an operations facility in Watsonville to house the entire Lift Line operations in one location. Measure D revenues are being used to repay loans which were secured to accelerate implementation and for consultants and project managers for completion of the operations facility;
- Vehicles and equipment. Measure D is being used to leverage other grants to purchase new fleet vehicles and other equipment.

Lift Line proposed uses of Measure D revenues address priorities identified in the Unmet Needs List adopted by the RTC on May 5, 2022. These include (but are not limited to) Unmet Needs: Transportation services to areas with high concentrations of seniors, disabled and low income individuals (H1); Specialized transportation for areas outside the ADA-mandated paratransit service area for medical and non-medical trips (H1); Free or low-cost paratransit options (H1); support continuous funding for transportation services to meal sites, medical service center (M2); Publicity about existing specialized transportation services (L2); CTSA operating facilities (M2); and Paratransit vehicle replacements (H2).

RTC staff recommends that the Elderly and Disabled Transportation Advisory Committee review and recommend that the RTC approve the Community Bridges-Lift Line 5-Year Program of Projects for FY22/23-26/27. The RTC board is scheduled to review Community Bridges-Lift Line Measure D five-year plan at its June 2022 public meeting.

SUMMARY

Measure D requires recipient agencies to annually prepare and update a five-year program of projects, identifying how agencies plan to spend Measure D funds. Staff recommends that the Elderly and Disabled Transportation Advisory Committee (E&D TAC) review and provide input on the Community Bridges Lift-Line proposed
Five-Year Plan for its formula share of Measure D revenues.

Attachments:
1. Community Bridges Lift Line Paratransit Service 5-year program of projects
2. Community Bridges Lift Line Major Project: Lift Line Operations Facility and Lift Line Vehicle and Equipment Acquisition 5-year plans

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Measure D: 5-Year Program of Projects (FY 22/23-26/27)

Agency: Community Bridges - Lift Line
Category: Transportation for E&D

<table>
<thead>
<tr>
<th>Project Name/location</th>
<th>Description (Include project purpose and complete streets components if applicable)</th>
<th>Prior and 21/22 estimate</th>
<th>FY22/23</th>
<th>FY23/24</th>
<th>FY24/25</th>
<th>FY25/26</th>
<th>FY26/27</th>
<th>5-year total</th>
<th>Other fund sources</th>
<th>Est. Construction start date</th>
<th>Major project?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Driver 1 (see note below*)</td>
<td>Additional driver to provide expanded hours of paratransit service</td>
<td>$672,210</td>
<td>$169,033</td>
<td>$174,949</td>
<td>$181,072</td>
<td>$187,410</td>
<td>$193,969</td>
<td>$906,434</td>
<td>ongoing</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Driver 2 (see note below*)</td>
<td>Additional driver to provide expanded hours of paratransit service</td>
<td>$672,210</td>
<td>$169,033</td>
<td>$174,949</td>
<td>$181,072</td>
<td>$187,410</td>
<td>$193,969</td>
<td>$906,434</td>
<td>ongoing</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Driver 3 (see note below*)</td>
<td>Additional driver to provide expanded hours of paratransit service</td>
<td>50</td>
<td>$61,703</td>
<td>$64,788</td>
<td>$181,072</td>
<td>$187,410</td>
<td>$193,969</td>
<td>$688,942</td>
<td>ongoing</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Driver Trainer</td>
<td>To support safety and service training for paratransit drivers</td>
<td>$224,439</td>
<td>$57,686</td>
<td>$59,705</td>
<td>$61,795</td>
<td>$63,958</td>
<td>$66,196</td>
<td>$309,340</td>
<td>ongoing</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Executive Assistant/Dispatcher</td>
<td>To support additional paratransit rides</td>
<td>$241,797</td>
<td>$56,573</td>
<td>$58,553</td>
<td>$60,603</td>
<td>$62,724</td>
<td>$64,919</td>
<td>$303,373</td>
<td>ongoing</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Outreach/Publicity</td>
<td>Materials and videos to promote paratransit ride availability</td>
<td>$41,841</td>
<td>$17,078</td>
<td>$21,347</td>
<td>$22,414</td>
<td>$23,535</td>
<td>$24,712</td>
<td>$109,085</td>
<td>ongoing</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Consultants / Project Managers</td>
<td>Facility project management-architects, environ review, design</td>
<td>$227,638</td>
<td>$23,582</td>
<td>$23,582</td>
<td>$23,582</td>
<td>$23,582</td>
<td>$23,582</td>
<td>$117,908</td>
<td>ongoing</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Operations Facility</td>
<td>Reserve for projected Acquisition, construction and/or renovation expenses</td>
<td>$1,929,881</td>
<td>$620,606</td>
<td>$450,127</td>
<td>$342,390</td>
<td>$341,972</td>
<td>$330,684</td>
<td>$2,085,778</td>
<td>2.3M Bank and Owner Financing</td>
<td>Started 2019</td>
<td></td>
</tr>
<tr>
<td>Vehicle Equipment Reserve</td>
<td>Vehicle Equipment Reserve, matching funds, project procurement and implementation</td>
<td>$184,016</td>
<td>$45,000</td>
<td>$45,000</td>
<td>$45,000</td>
<td>$45,000</td>
<td>$60,000</td>
<td>$240,000</td>
<td>750K+ of LCTOP and CARB grants</td>
<td>Ongoing</td>
<td>No</td>
</tr>
</tbody>
</table>

Estimated Annual Measure D Expenditures:
- Prior and 21/22 estimate: $4,194,036
- FY22/23: $1,220,293
- FY23/24: $1,073,000
- FY24/25: $1,098,000
- FY25/26: $1,123,000
- FY26/27: $1,152,000
- Total: $5,667,294

*Operating costs include driver support (Mechanic, IT Support, Fleet manager, Program Supervisor) salaries and fringes, vehicle operations such as vehicle maintenance and repair, fuel, vehicle insurance, communications expenses, as well as taxes and licenses related to paratransit services. It also includes a prorated allocation of costs such as general liability insurance, staff training and other indirect costs.
Measure D: 5-Year Plan (FY22/23-FY26/27)

Community Bridges - Lift Line Vehicle and Equipment Acquisition

<table>
<thead>
<tr>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lift Line Paratransit Vehicles &amp; Equipment</td>
</tr>
</tbody>
</table>

Fund reserves that can be used for vehicle procurement projects, including fleet vehicles that cannot be funded through 5310, replace aging and or worn shop equipment, improvements and or upgrades to maintenance/operations facility. Provide project matching funds to leverage state funding.

1) 22/23 LCTOP Vehicle Match for electric shuttle
2) 21/22-23/24 Ecolane dispatching and scheduling and fleet operations software.
3) 23/24-26/27 Additional project matching funds for potential vehicle purchases to continue building out electric vehicle fleet and required vehicle related equipment and infrastructure.

<table>
<thead>
<tr>
<th>Schedule (estimated)</th>
<th>CARB FY21/22</th>
<th>Equipment FY21/22-22/23</th>
<th>Equipment* FY23/24-25/26</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Cost by Phase</td>
<td>$248,949</td>
<td>$116,563</td>
<td>$571,490</td>
<td>$937,002</td>
</tr>
<tr>
<td>Measure D Funds</td>
<td>$33,510</td>
<td>$30,000</td>
<td>$176,490</td>
<td>$240,000</td>
</tr>
<tr>
<td>Matching Funds</td>
<td>$215,439</td>
<td>$86,563</td>
<td>$395,000</td>
<td>$697,002</td>
</tr>
</tbody>
</table>

*Future Equipment in FY 23/24-25/26 is estimated based on past projects
Measure D: 5-Year Plan (FY22/23-FY26/27)

<table>
<thead>
<tr>
<th>Community Bridges - Lift Line Operations Facility</th>
</tr>
</thead>
<tbody>
<tr>
<td>545 Ohlone Pkwy, Watsonville, CA 95076</td>
</tr>
<tr>
<td>Lift Line Administrative offices, maintenance facility, fleet parking</td>
</tr>
</tbody>
</table>

**Purpose/Need/Benefits:**
Purchase of property and renovation of a facilities operations in one location. In June of 2019 Lift Line purchased a suitable $3M property at 545 Ohlone Pkwy, Watsonville CA, with an estimated additional $1.8M of renovations and other expenses. Measure D facility reserve funds were used for a $500K down payment and closing costs, financing $2.3M. In June of 2020 and 2021, Measure D funds were used to make $200K principal payments on a 5-year $1M owner carry note, and are being utilized in the renovation costs and other associated expenses. Plans are to continue to pay $200K in June of 2021, and three additional years to pay the owner carry note, leaving $1.5M financed. An additional major project planned for FY 22/23 is continued grading and paving project with an estimated cost of 350K, of which Measure D funding will be utilized for the majority of the project. In future years a solar project will be put into place to provide power for EV charging stations as well as installation of EV infrastructure and electrical grid on the new yard.

New Facility to include the following but not limited to:
1) Operational offices
2) Dispatch & Intake station
3) Driver holding area (extra board) and lockers.
4) Breakroom
5) Maintenance shop
6) Proper Vehicle Hoists (Large Bus & Mini Vans)
7) Electric Charging / Fuel Station (time and money)
8) Wash Station
9) Shop Ventilation System
10) Hazardous Waste storage
11) Solar Bus Ports
12) EV electrical infrastructure
13) EV Battery Backup Storage System

<table>
<thead>
<tr>
<th>Schedule</th>
<th>Envir. Review</th>
<th>Design</th>
<th>Acquisition</th>
<th>Renovation</th>
<th>Contingency/Fees</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019-2021</td>
<td>$124,297</td>
<td>$202,903</td>
<td>$3,099,532</td>
<td>$3,031,360</td>
<td>$272,250</td>
<td>$6,730,343</td>
</tr>
<tr>
<td>Measure D Funds</td>
<td>$124,297</td>
<td>$202,903</td>
<td>$799,532</td>
<td>$2,886,929</td>
<td></td>
<td>$4,015,662</td>
</tr>
<tr>
<td>Fund - Capital Campaign/ Donations</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$142,431</td>
<td>$414,681</td>
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<tr>
<td>Fund - Commercial Loan/Owner Financing</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$272,250</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$2,300,000</td>
<td></td>
<td>$2,300,000</td>
<td></td>
</tr>
</tbody>
</table>

**Other Info:**

Personnel/Consultants:
- Personnel: 76,810
- Legal: 7,500
- Bidding Expense: 6,500

Pre-Development:
- Architecture Design: 202,903
- Survey / Engineering: 43,200
- Permits, Inspections and Fees: 16,524

Acquisition:
- Purchase of Property: 3,099,532

Construction/Renovation:
- Construction / Renovation: 3,031,360
- Permits, Inspections and Fees: 64,573
- Equipment / Furnishings: 75,000
- Contingency / Utility Fees: 106,440

Total Preliminary Cost: 6,730,343
Lift Line Outreach 2021-2022

July 8, 2021
Katie Nuñes – City of Watsonville

July 13, 2021
Fabian – Valley Heaven Care

September 16, 2021
Matthew Enders – Veteran Resource Center
Travis Deyoung – Veteran Resource Center
Heidi Cartan – Common Roots Farm
Sean Hamil – Housing Matters
Chuck Perry – HUD\VASH Santa Cruz County
Nora Oppenheimer – HUD\VASH Social Worker
David Addison – Volunteer for our Veterans
Ben Edmonds – Nation’s Finest
Sheila Challberg – Santa Cruz VSO Office
Chris Cottingham – Veterans Memorial Building

October 1, 2021
Watsonville Plaza Health Fair 3:00 PM – 7:00 PM
Caroline Kotchevar – Behavioral Health
Patty – Lemus Health Insurance
Joel Mijares – Social Worker
October 21, 2021
Zoom Meeting – Veterans Service Providers
Daisy Trujillo – Salud Para La Gente Outreach Educator

November 17, 2021
Kate Kenny – Acute Rehabilitation Case Manager
Courtney Domitrovic – Cabrillo Collage Stroke Center

January 12, 2022
Helen – Satellite Dialysis Watsonville
Perla Leal – Resident Care Coordinator

January 13, 2022
John – Volunteer Center
Brenda Gonzales – Santa Cruz County Adult and Long Tern Division

January 21, 2022
Olivia Vallejo – Clinical Social Worker

January 24, 2022
Lorena – Veterans Services
Wendy Alcala – Monarch ILS Social Worker

January 26, 2022
Miriam Atilano – Salud para la Gente

February 8, 2022
Victor Ochoa – Cardiovascular
Carla Gomez – Infusion Center Social Worker (Commercial Crossing)
Virginia Macneil – Infusion Center Social Worker (Commercial Crossing)
Annalisse Morrison – Infusion Center Social Worker (Commercial Crossing)
February 15, 2022
Jacqueline Noriega – Nation’s Finest
Jesse Wolf _ Nation’s Finest

February 21, 2022
John P. Callaham – IHSS Caregiver
Eva Montes – Satellite Dialysis Watsonville and Capitola
Dean Kaufman – Veterans Service Office

February 28, 2022
Alexander Harden – Resident Service Coordinator SW
Rebecca Yanowsky – Social Worker
Brenda Gonzales – Social Worker
Helene Walter – Sutter Health Social Worker

March 9, 2022
Kyle Peterson- Health Project
Lisa J. Arthur – Resident Wellness Director East Cliff Village Apartments

March 11, 2022
Liliana Carriso – SCC Health Centers Case manager
Heather Mietzegli – SCC Social Worker

March 16, 2022
Griselda Aguirre – Community Life Service Employment and independent Living Specialist
Dominic Dollar – Community Life Service Employment and independent Living Specialist
Victoria Dixon - Community Life Service Employment and independent Living Specialist
Maria Ayala - Community Life Service Employment and independent Living Specialist
Sandra Cortes - Community Life Service Employment and independent Living Specialist
March 24, 2022
Helene Walter – Sutter Health Social Worker
Lacy Harbison – Sutter Health Social Worker

April 1, 2022
Heather Mietz Egli – SCC Adult Protective Services

April 7, 2022
Perla Leal – Sunshine Villa
Jody Zenezak – Cabrillo Collage Stroke Center

April 11, 2022
Jennifer Bailey- Housing case manager
Desiree Tobias – Housing Case Manager

April 14, 2022
Lisa J Arthur – Resident Wellness East Cliff Apartments
Samara Gruye – Palliative Care Social Worker

April 18, 2022
Antonia Teresa Amore-Broccoli – Kaiser Permanet Social Worker
Alexander R Harden – Resident Services Coordinator

April 26, 2022
Sondra Bioti – Health Project Center Care manager
Claudia Mendes – Health Project Center Care manger
Jessica Mattila – Health Projects Center Case manager

April 27, 2022
Precilla Cabugao – Medical Social worker
Jessica Libby-Hayford – Community Life Service Program Supervisor
May 3, 2022
Brenda Gonzalez – Social Worker
Liliana Carrisoz – Social Worker
Gaby Zuniga – Medical Assistant Primary Care

May 11, 2022
Colleen Kelly – Social Worker
Andrea Perez – Watsonville Health Center Social Worker

May 17, 2022
Lorena Vasquez – SCC Veteran Service Office
Gustavo Esparza – Housing Case Manager

May 24, 2022
Juan Carlos Melendez – ELD Social Worker
Ivette Rodriguez - ELD Social Worker

May 31, 2022
Heather Mietz Egli – SCC Adult Protective Services Social Worker
Kayla Gupta – Sutter Health Community Health Coordinator

June 7, 2022
Precilla Cabugao – Medical Social Worker
Annalise Morrison – Oncology Social Worker
Jessica Humildad – Social Services

June 14, 2022
Philip Geiger – Regional Director Alzheimer’s Association Santa Cruz
Annie Morrison – Oncology Social Worker
June 21, 2022
Katheleen M Condon _ Psychologist/IBH Director
Ashley Tan – Social Worker Clinician (Hospital)
Olivia Vallejo – Social Worker

June 23, 2022
Jessica Libby-Hayford – Community Life Service Program Supervisor
Sasha Laranang – Santa Cruz County Behavioral Health
Brenda Gonzalez – Social Worker

June 27, 2022
Yesenia Rodriguez – Care Coordinator
Douglas Holmes – Mental Health Client Specialist
Colleen Casey – Social Worker
Community Bridges seeks to ensure seniors live with greater independence and dignity. This year, Lift Line provided more than 45,000 rides and expanded destinations to essential services and vaccination appointments. Our program helped keep seniors and people with disabilities safe by reducing congregate rides and expanded service areas to keep seniors engaged in the community. All Lift Line services are FREE of cost to qualifying residents of Santa Cruz County.

Want to sup... See more
This week, as part of our ongoing Fund-a-Need campaign, Lift Line, would like to thank Warren and Nadine Frush for sponsoring a week of rides for a senior or disabled resident. Through their generous sponsorship, these central coast residents are able to get to their doctor’s appointments, shop for groceries, and go to other essential destinations at little to no cost. Our Lift Line program offers rides seven days a week and now serves North Monterey County.

Join Warren and... See more
Do you know someone that could use a lift? Lift Line provides eligible seniors and persons with disabilities FREE rides to grocery stores, pharmacies and medical appointments. 7 days a week. Take a ride on Lift Line today! For more information visit, communitybridges.org/lifeline.
Lift Line is making it easy for seniors to get the COVID-19 vaccine or booster. Just give us a call and we will safely take you to any site in the county to get your vaccine.

Call us at (831) 688-9663 to schedule a ride. For more information about Lift Line visit, communitybridges.org/lifeline

Lift Line facilita a que las personas mayores reciban la vacunación COVID-19 o dosis de refuerzo. Simplemente llámenos y lo llevaremos de manera segura a cualquier lugar del condado p... See more

See Translation
Lift Line has been providing free medical transportation to low-income seniors and people with disabilities for over 40 years.

An alternative proposal now before the Santa Cruz Regional Transportation Commission seeks to reallocate $375,000 for Lift Line electric vehicle procurements to road repair. As a small, local nonprofit competing for federal grant dollars against much larger transit organizations across the country we ask that you support the RTC Staff recommendation... See more
Stop the Santa Cruz County Regional Transportation Commission (RTC) from reallocating $375,000 away from Greenhouse emission projects for Lift Lines Electric Vehicles procurement. Everyone deserves to have safe, modern, clean transportation.

Funding just roads and not rides reduces the money available for Santa Cruz County residents. It is choosing to invest in single occupant vehicles rather than services that offer equity to those who lack the freedom of mobility, automob... See more

FUND RIDES NOT JUST ROADS.
Everyone deserves to have safe, modern, clean transportation. Support local seniors by ensuring funds continue to be allocated to green emission projects like Lift Line's EV buses.

Boost this post to reach up to 773 more people if you spend $14.
“I want to thank everyone for having confidence and trust in me to face this new career stage. For my part, I feel that I am ready to assume this responsibility and continue with the legacy established by the previous directors of Lift Line. I have the confidence in every one of you that together we will be able to accomplish all obstacles and challenges.”

Join Community Bridges in congratulating Jesus in his new role as Lift Line Program Director. Prior to his new role, Jesus was the programs Operations Manager for a number of years.
Lift Line
January 16

Need a ride? 🚐 Lift Line provides rides to seniors and persons with disabilities at little to no cost! We take you where you need to go including, medical appointments, vaccine or booster appointments, even essential businesses like grocery stores and banks.

For more information, call 831-688-9663 or visit communitybridges.org/lifeline

¿Necesita transporte? Lift Line ofrece transporte para personas mayores y personas con discapacidades a un costo mínimo o gratuito. Lo lle... See more

See Translation

Boost this post to reach up to 773 more people if you spend $14.
For a $20 monthly donation, you can ensure one senior has access to Lift Line trips for free. That’s probably less than you spend on a single tank of gas. Consider signing up to become a monthly donor today.

CommunityBridges.org/monthly
Lift Line
March 16 •

Avoid the gas pump and ride comfortably in Lift Line’s EV buses! Not only is co-sharing rides good for the environment, it also saves you money. We call that a win.

We’ll take you where you need to go, 7 days a week. Schedule a ride today by calling 831-688-9663.

For more information visit communitybridges.org/liftline

Need a ride? Call (831) 688-9663 or visit: communitybridges.org/liftline
Need a ride? Call (831) 688-9663 or visit: communitybridges.org/liftline

Avoid the gas pump and ride comfortably in Lift Line’s EV buses! Not only is co-sharing rides good for the environment, it also saves you money. We call that a ... See more
Did you know 25% of Lift Line’s active fleet runs on electric power! Join us in celebrating Lift Line and their commitment to reduce greenhouse gases.

Need a ride? Schedule one today by calling (831) 688-9663. For more information communitybridges.org/lifeline
Lift Line makes it easy for seniors to get to doctor appointments and run essential errands. Just give us a call and we will safely take you where you need to go. Call us at (831) 688-9663 to schedule a ride.

Lift Line facilita que las personas mayores lleguen a las citas médicas y hagan mandados diarios esenciales. Solo llámenos y lo llevaremos de manera segura a donde necesite ir. Llámenos al (831) 688-9663 para programar un viaje.

See Translation

Visit communitybridges.org/liftline for more information.
Lift Line
June 16

It’s expensive at the gas pump. Since last year, Lift Line has seen a 43% fuel increase. Help us get seniors and people with disabilities where they need to go by making a donation today.
CommunityBridges.org/donate
If the high cost of fuel has impacted you, save money on your trips to the grocery store by finding out if you're eligible for Meals on Wheels for Santa Cruz County. Prefer to shop? Schedule a free ride, to and from the store, with Lift Line.

For information about Meals on Wheels visit, communitybridges.org/mealsonwheels/
To schedule a ride with Lift Line call, 831-688-9663
Attachment K1

Lift Line headquarters building ongoing renovation and improvement project pending on city permits.
Attachment K2

Lift Line old scheduling software Trapeze
Lift Line new scheduling software Ecolane

Lift Line vehicle before surveillance equipment
Lift Line vehicle with new surveillance equipment
Eligibility
To receive Lift Line services, you must meet the eligibility criteria and complete an application. Eligibility guidelines:
· Resident of Santa Cruz County
· 60+ years of age or disabled, as determined by: (a) Medical Health & Physical (H&P) form or Physicians Document, (b) ADA ParaCruz eligibility, or (c) Other State Disability Verification
· Meets the income eligibility requirements as determined by: (a) Medi-Cal, (b) SSI Verification, or (c) Income Tax Forms
Application can be completed online at www.CommunityBridges.com/LiftLine
We provide thousands of door-to-door rides a year to seniors and people with disabilities; allowing these Santa Cruz County residents to maintain their independence.

Our fleet of vehicles furnish comfortable trips for eligible riders, and our professional drivers offer door-to-door assistance from origin to destination. Escorts, personal care attendants, and a limited number of traveling companions are welcome.

All Lift Line services are free of cost to qualifying residents of Santa Cruz County.

Services

Santa Cruz County Medical Appointments: Transportation to appointments with accredited medical professionals or for other approved medical programs or purposes in Santa Cruz County including transportation to and from appointments in Pajaro, Las Lomas, Castroville, Prunedale and Moss Landing.


Veterans Medical Appointments: Transportation to medical appointments or Veterans Administration Clinics for qualifying veterans.

Meals on Wheels Dining Sites: Transportation to Meals on Wheels dining sites throughout Santa Cruz County.

Elderday Adult Day Health Care: Transportation to and from Elderday twice a day.

Taxi Scrip Coupons: Qualifying residents can purchase taxi scrip coupons from Lift Line at a discounted rate. The taxi scrip coupon is used in place of money to pay for, or supplement, the price of a ride from one of our participating taxi companies.

To find out if you are eligible or apply to receive services go to CommunityBridges.org/LiftLine

Proporcionamos miles de viajes anuales de puerta a puerta para adultos mayores y personas con discapacidades, y así, permitirles a estos residentes del Condado de Santa Cruz mantener su independencia.

Nuestra flota de vehículos proporciona cómodos viajes para pasajeros elegibles, y nuestros choferes profesionales proveen asistencia desde el origen hasta el destino. Acompañantes, asistentes personales, y un número limitado de visitantes son bienvenidos.

Todos los servicios de Lift Line son gratuitos para los residentes del Condado de Santa Cruz que califiquen.

Servicios

Sitios Médicos en el Condado de Santa Cruz: Transporte a las citas con profesionales médicos o otros programas o propósitos médicos en el Condado de Santa Cruz incluyendo a citas en Pajaro, Las Lomas, Castroville, Prunedale y Moss Landing.

Sitios Médicos fuera del Condado: Transporte a citas médicas ubicadas fuera del condado, y así tener acceso a los Condados de Monterey, San Mateo, San Benito, Santa Clara, y San Francisco.

Sitios médicos para Veteranos: Transporte a citas médicas o a Clinicas Administradas para Veteranos que califiquen.

Sítios de comidas de Meals on Wheels: Transporte a merenderos Meals on Wheels por todo el Condado de Santa Cruz.

Elderday Cuidado Diurno: Transporte hacia y desde Elderday dos veces al día.

Cupones Taxi Scrip: Los residentes que califiquen podrán comprar cupones taxi scrip de Lift Line con un descuento preferencial. El cupón Taxi Scrip es usado en vez de dinero para pagar, o completar, el pago de un viaje en una de nuestras compañías de taxi participantes.

Para saber si es elegible o para solicitar servicios, visite CommunityBridges.org/LiftLine

How You Can Help / Cómo Puedes Ayudar

Volunteer
Volunteers are critical to our success. Reach out to see where your passion and skills fit best. Please visit CommunityBridges.org/volunteer to learn more.

Donate
Join us in our work to ensure people in need have access to life-saving medical appointments. Secure donations can be made by mail or online at CommunityBridges.org/Donate.

Leave Your Legacy
Through a charitable bequest in your will or living trust, you can ensure that we will be there for future generations of seniors in need. Visit us at CommunityBridges.org/Legacy to learn more.

Trabajo Voluntario
Los voluntarios son esenciales para nuestro éxito. Contáctenos para descubrir cómo su pasión y habilidades nos puede ayudar. Visite CommunityBridges.org/volunteer para obtener más información.

Donar
Únete a nosotros en nuestro trabajo para asegurar que las personas con necesidades vitales tendrán acceso a citas médicas. Donaciones pueden hacerse por correo o en línea en CommunityBridges.org/Donate.

Deje su Legado
A través de un legado caritativo en su testamento o fideicomiso, puede asegurarse de que estaremos presentes para ayudar a futuras generaciones de personas mayores con necesidades. Visite a CommunityBridges.org/Legacy para saber más.
FREE ESSENTIAL RIDES!
¡TRANSPORTE ESENCIAL GRATUITO!

MORE INFORMATION
Call Lift Line to schedule an essential ride at (831)688-9663
Monday - Friday 8:00 a.m. to 4:00 p.m.
Saturday - Sunday 8:00 a.m. to 3:30 p.m.

Llame a Lift Line para programar un viaje esencial al (831)688-9663
Lunes a Viernes 8:00 a.m. a 4:00 p.m.
Sabado a Domingo 8:00 a.m. a 3:30 p.m.

Now you can apply online go to:
https://communitybridges.org/lift-line-application/
Ahora puede aplicar por internet en la pagina:
https://communitybridges.org/lift-line-aplicacion/

ESSENTIAL RIDES
VIAJES ESENCIALES

Grocery Stores
Tiendas de comestibles

Bank
Banco

Pharmacies
Farmacias

Medical Appointments
Citas Medicas

Call one or two days in advance. Lift Line will respond to same
day scheduling depending on availability.
Llama uno o dos dias en avansado. Lift Line respondera a viajes
de mismo dia dependiendo en disponibilidad.

Easy and fast application process
Processo de aplicacion facil y rapido

(831)688-9663
WE PROVIDE THOUSANDS OF DOOR-TO-DOOR RIDES A YEAR TO SENIORS AND PEOPLE WITH DISABILITIES; ALLOWING THESE SANTA CRUZ COUNTY RESIDENTS TO MAINTAIN THEIR HEALTH AND INDEPENDENCE.

ALL LIFT LINE SERVICES ARE FREE OF COST TO QUALIFYING RESIDENTS OF SANTA CRUZ COUNTY.

SERVICES

- SANTA CRUZ COUNTY MEDICAL APPOINTMENTS
- OUT-OF-COUNTY MEDICAL APPOINTMENTS
- VETERANS MEDICAL APPOINTMENTS
- MEALS ON WHEELS DINING SITES
- ELDERDAY ADULT DAY HEALTHCARE CENTER
- TAXI SCRIP COUPONS

ESSENTIAL RIDES

- GROCERY STORES
- SOCIAL SERVICES
- PHARMACIES
- BANK

APPLY NOW

SCAN ME

LIFT LINE
COMMUNITY BRIDGES
Puente de la Comunidad
COMMUNITY.BRIDGES.ORG/LIFTLINE
PARTIALLY FUNDED BY

MEASURE D
Doing Santa Cruz County Right
NOSOTROS PROPORCIONAMOS MILES DE VIAJES ANUALES DE PUERTA A PUERTA PARA ADULTOS MAYORES Y PERSONAS CON DISCAPACIDADES, Y ASÍ, PERMITIRLES A ESTOS RESIDENTES DEL CONDADO DE SANTA CRUZ MANTENER SU SALUD E INDEPENDENCIA.

TODOS LOS SERVICIOS DE LIFT LINE SON GRATUITOS PARA LOS RESIDENTES DEL CONDADO DE SANTA CRUZ QUE CALIFIQUEN.

SERVICIOS

- CITAS MÉDICAS EN EL CONDADO DE SANTA CRUZ
- CITAS MÉDICAS FUERA DEL CONDADO
- CITAS MÉDICAS PARA VETERANOS
- SITIOS DE COMIDAS DE MEALS ON WHEELS
- ELDERDAY CUIDADO DIURNO
- CUPONES DE TAXI SCRIP

VIAJES ESENCIALES

- TIENDAS DE COMESTIBLES
- SERVICIOS SOCIALES
- FARMACIAS
- BANCO

APLICA AHORA!

ESCANÉAME

COMMUNITYBRIDGES.ORG/LIFTLINE
PARCIALMENTE FINANCIADO POR:

MEASURE D

CONTRIBUYE CON BECAS A

- PROGRAMAS DE VIVIENDA
- SERVICIOS SOCIALES
- SERVICIOS DE TRANSPORTE
- SERVICIOS MÉDICOS