



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS MEETING MINUTES*
NOVEMBER 20, 2020 – 9:00AM
MEETING HELD VIA TELECONFERENCE**

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) convened on Friday, November 20, 2020, via teleconference.

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

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- 1 **CALL TO ORDER** at 9:00AM by Board Chair Rotkin.
- 2 **ROLL CALL:** The following Directors were **present** via teleconference, representing a quorum:

Director Ed Bottorff	City of Capitola
Director Trina Coffman-Gomez	City of Watsonville <i>joined 9:15AM</i>
Director Aurelio Gonzalez	City of Watsonville
Director John Leopold	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Cynthia Mathews	City of Santa Cruz
Director Bruce McPherson	County of Santa Cruz
Director Donna Meyers	City of Santa Cruz
Director Larry Pageler	County of Santa Cruz
Director Dan Rothwell	County of Santa Cruz
Director Mike Rotkin	County of Santa Cruz
Ex-Officio Director Dan Henderson	UC Santa Cruz
Ex-Officio Director Alta Northcutt	Cabrillo College

Additional METRO staff:
Alex Clifford
Julie Sherman

CEO/General Manager
General Counsel

- 3 **ANNOUNCEMENTS**
Chair Rotkin announced that today’s meeting will be broadcast by Community Television of Santa Cruz County.
- 4 **BOARD OF DIRECTORS COMMENTS**
Director Leopold announced his resignation as Vice Chair from the METRO Board effective with this meeting and spoke briefly of the accomplishments during his tenure. He looks forward to METRO’s continued growth.

Several Directors voiced their appreciation for Director Leopold and his many contributions to the Board and METRO community, calling him a key player in the transit industry. Accolades were also expressed to METRO's other outgoing Directors Bottorff, Coffman-Gomez and Mathews.

General Counsel Julie Sherman weighed in on the timing to replace the Vice Chair; clarifying that the replacement is not agendized for this meeting, but nominations and voting may take place during the January 2021 meeting.

Having nothing more, Chair Rotkin moved to the next agenda item.

5 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD

Brian Peoples, representing TrailNow, spoke of their organization's support of several elected officials, the successful passage of Measure D and the organization's attempts to open a world class trail.

Having nothing further, Chair Rotkin moved to the next agenda item.

6 LABOR ORGANIZATION COMMUNICATIONS

Union representatives, Michael Rios and James Sandoval, thanked Director Leopold for his support over the years and their successful partnership.

7 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

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

8 WRITTEN COMMUNICATIONS FROM THE METRO ADVISORY COMMITTEE (MAC)

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

CONSENT AGENDA

- 9-01 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF OCTOBER 2020
- 9-02 ACCEPT AND FILE: MINUTES OF THE OCTOBER 21, 2020 METRO ADVISORY COMMITTEE (MAC) MEETING, THE OCTOBER 23, 2020 BOARD OF DIRECTORS MEETING, THE NOVEMBER 13, 2020 PERSONNEL/HR STANDING COMMITTEE MEETING AND THE NOVEMBER 13, 2020 FINANCE, BUDGET & AUDIT STANDING COMMITTEE MEETING
- 9-03 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF AUGUST 31, 2020
- 9-04 ACCEPT AND FILE: QUARTERLY STATUS REPORT OF GRANT APPLICATIONS, ACTIVE & PENDING GRANTS FOR THE FIRST QUARTER OF FY21
- 9-05 ACCEPT AND FILE: THE METRO PARACRUZ OPERATIONS STATUS REPORT FOR JULY, AUGUST AND SEPTEMBER 2020
- 9-06 ACCEPT AND FILE: THE METRO SYSTEM RIDERSHIP REPORTS FOR THE FIRST QUARTER OF FY21
- 9-07 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A CONTRACT WITH GIRO, INC. FOR HASTUS SOFTWARE MAINTENANCE AND SUPPORT

- 9-08 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A SIX-MONTH EXTENSION AGREEMENT (SIXTH AMENDMENT) TO THE CONTRACT FOR TRANSIT SERVICES WITH THE UNIVERSITY OF CALIFORNIA, SANTA CRUZ (UCSC)
- 9-09 APPROVE: PURCHASE OF SEVEN PARATRANSIT VANS FROM CREATIVE BUS SALES
- 9-10 APPROVE: REQUEST FOR AUTHORIZATION AND FUNDING OF A CUSTOMER SERVICE MANAGER POSITION
- 9-11 RECOMMENDED ACTION ON TORT CLAIMS

Referencing Agenda Item 9-06, METRO System Ridership Reports, Director McPherson thanked METRO staff for keeping the buses rolling during these difficult times and he is hopeful that the ridership will return. Chair Rotkin commended the safety measures METRO has put into place.

ACTION: MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED

MOTION: DIRECTOR BOTTORFF

SECOND: DIRECTOR PAGELER

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

REGULAR AGENDA

- 10 **PRESENTATION OF EMPLOYEE LONGEVITY AWARDS: 15 YEARS: IDAN ALBARADO, RHIANNON AXTON, ED DAVIDSON, JUAN FERNANDEZ MAGANA, WILLIAM McINTYRE, JOY OLANDER, EZEQUIEL OSORIO, JAIME RENTERIA, CHRISTOPHER SULLIVAN, HECTOR TORRES & VALENTINE ZARATE. 20 YEARS: JOHN OTTO**

Board Chair Rotkin and Daniel Zaragoza, Operations Manager, ParaTransit Division, read short bios and thanked the recipients in absentia.

There was no public comment.

- 11 **RETIREE RESOLUTIONS OF APPRECIATION: CHRIS KANE & DAWN MARTIN**

Board Chair Rotkin thanked the recipients in absentia.

Freddy Rocha provided a brief bio for Chris Kane and highlighted her many acts of kindness to her co-workers and staff over her 21-year tenure with METRO.

CEO Clifford and Eddie Benson, Maintenance Manager, provided a brief bio of Dawn Martin's time with METRO.

There was no public comment.

ACTION: MOTION TO APPROVE THE RESOLUTIONS AS RESENTED

MOTION: DIRECTOR LEOPOLD

SECOND: DIRECTOR LIND

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

12 TRANSIT CORRIDOR ALTERNATIVES ANALYSIS / RAIL NETWORK INTEGRATION STUDY – PERFORMANCE MEASURE RESULTS AND PROPOSED LOCALLY PREFERRED ALTERNATIVE
Chair Rotkin provided some background to the project.

John Urgo, Planning and Development Director, spoke briefly and introduced Steve Decker, consultant to the Santa Cruz County Regional Transportation Commission (SCCRTC), who provided commentary to the presentation.

Director McPherson inquired as to the funding and impact of the “last mile”. Mr. Decker responded that this detail will be addressed in the final stage of the project. There is no reason private entities would be excluded; they believe there will be good METRO and private services available for that last mile.

At Director Pageler’s inquiry as to the climate change criteria, Mr. Decker answered that the flood plain areas in the coastal environment and the regulatory issues were examined and evaluated at a general level. Both will be examined more deeply in later project stages.

Public comment:

JL, who identified herself as an Aptos resident, expressed excitement and confusion regarding the proposed alternatives and drew the assembly’s attention to Attachment B as the most helpful element. She believes the benefits of a bus transit system have been overlooked; e.g., frequency, duration of service, number of stations, lowest capital and operating costs, flexibility, co-existence of transit and rail, etc. She requested the BRT option be raised in consideration.

Brian Peoples, TrailNow, said this is a high-level report, which doesn’t go into the details. He asked the Board to consider several elements; e.g., the lack of a location for a train station in the Aptos village, the impact of the trail to climate change, the funneling of funding from bus to train, the integration of this project into widening Highway 1, etc.

Ms. Ginger Dykaar, SCCRTC Sr. Transportation Planner, reminded the assembly that they are seeking board input only. Any actions will take part at the next SCCRTC meeting.

Director Leopold reminded the assembly in January 2019, when RTC decided to pursue transit and trail, they accepted METRO’s recommendation to conduct an alternative analysis as it would be helpful to have METRO intimately involved in the type of transportation for the trail. He believes the use of the corridor is important as well as safe and urged the Board to consider all aspects when making a decision.

Several Directors expressed concern about the project funding, the congestion on Highway 1, frequency of each mode, freight movement, climate change impacts, etc.

Director McPherson said he would most likely vote against this due to the impact to Measure D funding, the cost uncertainty and how the voters will react to the decision when the final cost is known.

13 METRO ADVISORY COMMITTEE (MAC) SEMI-ANNUAL REPORT

Veronica Elsea, MAC Chair, thanked the Board Ad Hoc Committee for its assistance and diligence in replacing those MAC members who moved out of the area and provided a brief report regarding various MAC activities.

At their August 19, 2020 meeting, the MAC members commended the Bus Operators for their help with the CZU Lightning Fire evacuations.

She shared riders' concerns about possible future service reductions and the lack of open public restrooms at the transit centers. She requested METRO remember that not everyone has a smart phone with which to access the METRO route information proposed by the new bus stop design.

In 2021, the MAC Chair will be James von Hendy and Joseph Martinez, Vice Chair. Veronica will continue to serve on the Committee and do what she can to enhance service. The 2021 meeting dates are February 17, April 21, August 18 and October 20.

Chair Rotkin thanked Ms. Elsea for her many years of service on MAC.

There was no public comment.

14 COVID-19 TRANSIT FISCAL CRISIS ORAL REPORT

CEO Clifford discussed the upcoming holidays and the potential for an uptick in COVID activity. He verbally shared information regarding the latest safety guidelines, noting the state guidance is more restrictive than the CDC guidance, the limited stay at home order that put a curfew into place effective November 21 in any "purple tier" county, etc. He noted that METRO would continue to offer service beyond 10:00PM for those who need to get to their essential functions.

There was no public comment.

15 CEO ORAL REPORT

CEO Clifford announced Maria Vickie Sanchez' promotion to Customer Service Assistant.

Due to the lack of agenda items, the Board concurred with CEO Clifford's request to cancel the December 2020 Board meeting.

He spoke briefly of the outgoing Board members and noted they will be formally recognized at the January 2021 meeting.

Noting things have been quiet on the state legislative front, he provided a brief update regarding federal funding. Director Mathews advised the assembly that Supervisor Zach Friend served as a member of President-Elect Biden's communications team and may be a good resource. In response to several Director lobbying effort inquiries, CEO Clifford said METRO continues to communicate with the appropriate legislators.

There was no public comment.

Director Meyers departed at 10:56AM

16 ACCEPT AND FILE: YEAR TO DATE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR QUARTER ONE OF FY21 AS OF SEPTEMBER 30, 2020

Kristina Mihaylova, Deputy Finance Director, and responsible department heads provided commentary to the presentation.

Chair Rotkin requested benchmarks; e.g., year-over-year comparison data and annual comparable peer district data be noted in future presentations. CEO Clifford noted that obtaining current peer-to-peer data takes a lot of staff time due to the official two-year lag in availability. He will ensure that seasonality and accident chargeability are added to future presentations.

Ex-Officio Northcutt requested a change in terminology to reflect "reduced in-person courses are limited" at Cabrillo College.

There was no public comment.

17 REVIEW AND FILE THE JUDY K. SOUZA ELECTRIC VEHICLE CHARGING INFRASTRUCTURE PROJECT CLOSEOUT REPORT

Freddy Rocha, Facilities Maintenance Manager, spoke to the presentation. .

Discussion among the board members regarding METRO's commitment to clean energy and climate change, cost of power, power storage options, facility space restrictions and other related topics ensued. CEO Clifford said METRO is in the process of reviewing hydrogen fuel cell operated buses as an alternative option. We want to be careful not to use all available space for storage in support of this one power option.

There was no public comment.

18 ANNOUNCEMENT OF NEXT MEETING: JANUARY 22, 2021

Upon recommendation from staff and there being no substantial agenda items for a December 2020 Board meeting, Chair Rotkin announced the cancellation of the December 2020 meeting. He also reminded the assembly to check the SCMTD website for venue updates, as we remain dependent upon the public health orders in place at the time.

19 ADJOURNMENT

Chair Rotkin adjourned the meeting at 11:51AM

Respectfully submitted,

Gina Pye
Executive Assistant