



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)  
FINANCE, BUDGET, AND AUDIT STANDING COMMITTEE MEETING MINUTES\*  
AUGUST 12, 2022 – 8:00 AM**

**MEETING HELD VIA TELECONFERENCE**

A regular meeting of the Finance, Budget, and Audit Standing Committee of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, August 12, 2022, via teleconference.

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

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**1 CALLED TO ORDER** by Director Lind at 8:02 AM.

**2 ROLL CALL:** The following Directors were **present** via teleconference, representing a quorum:

**Director Shebreh Kalantari-Johnson**

**Director Manu Koenig**

**Director Donna Lind**

**Director Mike Rotkin**

Michael Tree

**City of Santa Cruz**

**County of Santa Cruz**

**City of Scotts Valley**

**County of Santa Cruz**

METRO CEO/General Manager

**3 ORAL AND WRITTEN COMMUNICATIONS TO THE FINANCE, BUDGET, AND AUDIT STANDING COMMITTEE**

Hearing none, Director Lind moved to the next agenda item.

**4 ADDITIONS OR DELETIONS FROM AGENDA/ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

Having none, Director Lind moved to the next agenda item.

**5 MONTHLY FINANCIAL UPDATE**

Chuck Farmer, CFO, spoke to the presentation and emphasized these are the pre-audit yearend financials.

Director Rotkin requested a status update on the capital projects for AVL (Automated Vehicle Location) and APC (Automated Passenger Counter). Isaac Holly, IT and ITS Director, responded that METRO is going through a process called FAT (Factory Acceptance Testing). We are completing the prototype phase. We are estimating full fleet deployment in 2023.

There were no public comments.

**6 KEY PERFORMANCE INDICATORS (KPI) REPORT FOR 4th QUARTER THROUGH JUNE 30, 2022**

Kristina Mihaylova, Deputy Finance Director, spoke to the presentation providing highlights on the financial performance. Discussion ensued on farebox recovery as well as the influences that are driving the revenue service hour costs up and METRO’s targets.

John Urgo, Planning and Development Director, spoke to ridership productivity. Director Rotkin raised concern on Cabrillo College's enrollment numbers and requested more details on the decreased ridership by the August 26, 2022 Board of Directors meeting. Director Lind added that Cabrillo is making a media push to increase enrollment.

Director Koenig inquired about the intercity routes and thought the numbers for Route 91X would be higher considering the public's demand for more service between Watsonville and Santa Cruz. Discussion followed on the contributing factors to these numbers and the long-term impacts.

Mr. Urgo added that METRO is planning to launch two studies: Caltrans Congestion, Speed and Reliability Study and a Comprehensive Operations Analysis to review the routes system-wide for service improvements.

Curtis Moses, Safety, Security and Risk Management Director, reviewed the traffic incidents for the quarter. Director Rotkin asked about the "hitting fixed objects" incidents and how METRO is responding. Mr. Moses replied that the Bus Operators are sent for retraining when these occurrences happen.

Discussion continued around the cause of and the strategies being implemented to reduce passenger incidents—slips, trips, and falls—when boarding the buses.

Eddie Benson, Fleet Maintenance Manager, reported on reliability. Director Rotkin asked what makes a road call chargeable. Mr. Benson explained that a road call is chargeable when a vehicle cannot continue its route, has an interruption in service before it completes its route, or something that impedes it before it gets to the end of the line. Director Lind asked if we are seeing improvement in this area as we replace the older buses. Mr. Benson said that is correct. Discussion followed on the FTA's average life cycle of a bus and how METRO compares to that average.

Margo Ross, COO, closed with the dependability report, showing that cancellations and pass-ups have declined.

There were no public comments.

## **7 ADJOURNMENT**

Director Lind adjourned the meeting at 8:49 AM.

Respectfully submitted,

Donna Bauer  
Executive Assistant