



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)  
BOARD OF DIRECTORS MEETING MINUTES\*  
FEBRUARY 26, 2021 – 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, February 26, 2021, via teleconference.

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

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- 1 **CALL TO ORDER** at 9:02AM by Board Chair Rotkin.
- 2 **SWEAR IN NEW DIRECTOR: CEO Clifford swore in Director Pageler**
- 3 **ROLL CALL:** The following Directors were **present** via teleconference, representing a quorum:

<b>Director Jimmy Dutra</b>	<b>City of Watsonville</b>
<b>Director Aurelio Gonzalez</b>	<b>City of Watsonville</b>
<b>Director Shebreh Kalantari-Johnson</b>	<b>City of Santa Cruz</b>
<b>Director Manu Koenig</b>	<b>County of Santa Cruz</b>
<b>Director Donna Lind</b>	<b>City of Scotts Valley</b>

<b>Director Bruce McPherson</b>	<b>County of Santa Cruz</b>
<b>Director Donna Meyers</b>	<b>City of Santa Cruz</b>
<b>Director Larry Pageler</b>	<b>County of Santa Cruz</b>
<b>Director Kristen Petersen</b>	<b>City of Capitola</b>
<b>Director Dan Rothwell</b>	<b>County of Santa Cruz</b>
<b>Director Mike Rotkin</b>	<b>County of Santa Cruz</b>
<b>Ex-Officio Director Dan Henderson</b>	<b>UC Santa Cruz</b>
<b>Ex-Officio Director Alta Northcutt</b>	<b>Cabrillo College</b>

<b>Additional METRO staff:</b>	
<b>Alex Clifford</b>	<b>CEO/General Manager</b>
<b>Julie Sherman</b>	<b>General Counsel</b>

- 4 **APPROVE BOARD OFFICERS AND COMMITTEE ASSIGNMENTS**  
Chair Rotkin provided a brief explanation of the process and introduced the slate herein. Director Dutra regretfully declined the position on the Finance, Budget & Audit Standing Committee, as his schedule would not permit him to meet at the appointed time. As a

result, incoming Chair, Director Lind, will select a fourth member to the Finance Committee.

Outgoing Chair Rotkin said it has been a pleasure serving as the Chair for the past year and expressed his appreciation to the other Board members.

Chair Lind thanked Director Rotkin for his service to METRO and the community.

**ACTION: MOTION TO APPROVE THE ENTIRE SLATE AS PRESENTED IN THE REPORT WITH THE INCOMING CHAIR TO APPOINT A FOURTH MEMBER TO THE FINANCE, BUDGET AND AUDIT STANDING COMMITTEE IN PLACE OF NOMINEE DIRECTOR DUTRA.**

**MOTION: DIRECTOR MEYERS  
PAGELER**

**SECOND: DIRECTOR**

**MOTION PASSED WITH 11 AYES (Directors Dutra, Gonzalez, Kalantari-Johnson, Koenig, Lind, McPherson, Meyers, Pageler, Petersen, Rothwell and Rotkin)**

**5 ANNOUNCEMENTS**

Today's meeting is being broadcast by Community Television of Santa Cruz County.

**6 BOARD OF DIRECTORS COMMENTS**

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

**7 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD**

7-1 New Bus Stop Signs (MAC 2/17/21 Item 8b) email from Richard Hyman

7-2 Benjamin Donlach Memorial Harbor Trail Bridge 2/21/2021 email from Brian Peoples

Brian Peoples, TrailNow, brought the assembly's attention to his communication to the Board. He also spoke briefly of the vaccination efforts for transit operators, who they feel are essential workers.

Barry Scott, Aptos resident, thanked Directors Lind and Rotkin for their support of a network that would serve the community.

7-3 Provision of Accessible Services Coordinator Position Services 2/11/2021 letter form Santa Cruz Commission on Disabilities

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

**8 LABOR ORGANIZATION COMMUNICATIONS**

James Sandoval, SMART 0023 General Chairperson, spoke about the transit corridor. He is standing by the Union's previous no position vote. He also congratulated Chair Lind on her appointment and thanked Director Rotkin for his open door policy.

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

**9 WRITTEN COMMUNICATIONS FROM THE METRO ADVISORY COMMITTEE (MAC)**

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

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

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

## CONSENT AGENDA

- 11-1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF JANUARY 2021
- 11-2 ACCEPT AND FILE: MINUTES OF THE JANUARY 22, 2021 BOARD OF DIRECTORS MEETING, THE FEBRUARY 12, 2021 CAPITAL PROJECTS STANDING COMMITTEE MEETING, FEBRUARY 12, 2021 PERSONNEL/HR STANDING COMMITTEE MEETING AND THE FEBRUARY 12, 2021 FINANCE, BUDGET & AUDIT STANDING COMMITTEE MEETING
- 11-3 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF DECEMBER 31, 2020
- 11-4 APPROVE: CONSIDERATION OF RESOLUTION APPROVING THE FY21 REVISED CAPITAL BUDGET
- 11-5 ACCEPT AND FILE: QUARTERLY STATUS REPORT OF GRANT APPLICATIONS, ACTIVE & PENDING GRANTS FOR THE 2<sup>ND</sup> QUARTER OF FY21
- 11-6 ACCEPT AND FILE: METRO PARACRUZ OPERATIONS STATUS REPORT FOR OCTOBER, NOVEMBER AND DECEMBER 2020
- 11-7 ACCEPT AND FILE: METRO SYSTEM RIDERSHIP REPORTS FOR THE SECOND QUARTER OF FY21
- 11-8 APPROVE: ADOPTION OF AN AMENDED CHAPTER 4 TO TITLE I OF THE SANTA CRUZ METRO ADMINISTRATIVE CODE POLICY FOR LOST AND FOUND ITEMS
- 11-9 ACCEPT AND FILE: RECEIVE A REPORT REGARDING THE EXTENDED PROJECT SCHEDULE FOR THE PROTERRA ZERO EMISSIONS BUS PROJECT
- 11-10 ACCEPT AND FILE: METRO MARKETING STATUS REPORT
- 11-11 APPROVE: REQUEST FOR EXTENSION OF THE EMERGENCY PAID SICK LEAVE (EPSL) FOR COVID-19 IMPACTS
- 11-12 ACCEPT AND FILE: UPDATE ON LAUNCH OF CRUZ ON-DEMAND MICROTRANSIT SERVICE

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

**MOTION: DIRECTOR ROTKIN**

**SECOND: DIRECTOR GONZALEZ**

**MOTION PASSED WITH 11 AYES (Directors Dutra, Gonzalez, Kalantari-Johnson, Koenig, Lind, McPherson, Meyers, Pageler, Petersen, Rothwell and Rotkin)**

## REGULAR AGENDA

### 12 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS: EULALIO ABREGO, 20 YEARS:

Director Rotkin read a short bio and thanked Mr. Abrego in absentia.

Public Comment:

Nate Abrego expressed his appreciation for his father and all of his work through the years, devoting his life to public service and his family. He was Pastor of a church in Washington, a school bus driver before working for METRO and a union representative.

### 13 & 14 CEO ORAL REPORT – COMBINED WITH AGENDA ITEM 14, COVID-19 TRANSIT FISCAL CRISIS ORAL REPORT

CEO Clifford announced the hiring of Greg Woolever, Parts and Materials Clerk.

He went on to provide the following:

- Updates from the various legislative bodies to supply funding to the transportation industry.
- A new tenant will soon be occupying the Scotts Valley Transit Center.
- SPLASHPass Program and credit card validator update.
- METRO is encouraging all employees who qualify to get the vaccine, which currently is age 65 and above.
- Additional air purifiers in restrooms and breakrooms have been installed.
- Contactless faucets & soap dispensers have been installed.
- Quotes to upgrade the Operator area to Plexiglas are being obtained.
- Maintenance is investigating air ionizers to install in the building and buses' HVAC systems.
- ParaCruz has partnered with Sutter Health to provide transportation to their vaccine sites.
- Pacific Station and the Watsonville Transit Center Customer Service booths are now open from 8 – 12 Monday – Friday.
- Beginning today, METRO is offering free rides to Fixed Route and ParaCruz passengers to get their vaccine.
- METRO has not had a positive COVID test since February 1, 2021. However, we continue weekly mandatory testing.
- SMART and METRO leadership continue to advocate for the inclusion of transit workers into the first sub-tier of the vaccination program as essential workers.
- The first Proterra zero emission bus (one of four) has arrived; it will serve as the new Watsonville circulator in the fall.

There was no public comment.

### 15 ACCEPT AND FILE: CY21 STATE AND FEDERAL LEGISLATIVE AGENDA

CEO Clifford spoke to the staff report, highlighting the advocacy for continued transit funding through various legislative bodies, transit associations, funding programs, etc. He thanked the FTA for providing face coverings to our customers.

There was no public comment

**ACTION: MOTION TO APPROVE THE CY21 STATE AND FEDERAL LEGISLATIVE AGENDA AS PRESENTED**

**MOTION: DIRECTOR ROTKIN  
PAGELER**

**SECOND: DIRECTOR**

**MOTION PASSED WITH 11 AYES (Directors Dutra, Gonzalez, Kalantari-Johnson, Koenig, Lind, McPherson, Meyers, Pageler, Petersen, Rothwell and Rotkin)**

**16 ACCEPT AND FILE: STATE LEGISLATIVE UPDATE FROM SHAW, YODER, ANTWIH, SCHMELZER & LANGE**

Josh Shaw and Michael Pimentel spoke to the presentation, highlighting the legislative funding efforts and pandemic relief in California.

Director Rotkin asked how moving the transit workers higher in vaccine priority could be accomplished without displacing another group. Mr. Shaw replied the state has provided guidance to permit the vaccination of bus drivers under the public school opening umbrella. However, each county health department interprets the general state guidance. Mr. Pimentel added the state wants to implement an equitable distribution. The emergency worker category can be interpreted in many different ways. CEO Clifford provided examples of California counties that have interpreted the emergency worker category to include transit operators. Chair Lind suggested that Board members reach out to their various legislative bodies to advocate on behalf of METRO operators getting prioritized for vaccines.

There were no public comments:

**17 ACCEPT AND FILE: FEDERAL LEGISLATIVE UPDATE FROM CAPITAL EDGE**

Chris Giglio spoke to the presentation, highlighting potential transit funding and the new administration focus.

Mr. Giglio explained the formula used for a flexible implementation of funds provided for revenue losses due to COVID-19. He also provided allocation amounts issued to various bodies; e.g., the state of California, Santa Cruz, Watsonville, Scotts Valley, Capitola, etc. He will communicate offline with Director Kalantari-Johnson regarding local funding opportunities.

There were no public comments:

**18 ACCEPT AND FILE: THE YEAR TO DATE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR QUARTER TWO AS OF DECEMBER 31, 2020**

Kristina Mihaylova, Finance Deputy Director, and the respective METRO Director(s) spoke to the presentation.

An educational brochure was developed in English and Spanish to provide guidance to our customers while alighting or departing. Rufus Francis, Safety, Security & Risk Management Director, will work with Danielle Glagola, Marketing, Communications & Customer Service Director, on further marketing efforts.

Margo Ross, COO, addressed the mean miles reliability metrics. She also announced that METRO would be receiving seven new ParaCruz vans in the next several months.

Peer Comparison, the last category, is a new addition. It is challenging to locate peer agency information. METRO will share this information when available. Monterey-Salinas

Transit and Golden Empire Transit Districts are being presented this month. Director Rotkin noted the cost of living in the various regions affects the data.

There were no public comments:

**Director Meyers departed at 11:03AM**

**19 APPROVE: CONSIDERATION OF TEMPORARY FARE REDUCTION**

John Urgo, Planning and Development Director, added commentary to the staff report, which recommends a hybrid approach for a period of six months for discount eligible riders. An estimate of \$200K revenue loss over the trial period is anticipated, which is minimal in the overall budget picture and an investment in the community and ridership increase. There is no Title VI equity analysis required at this time.

Several Directors cautioned it is critical the public understands this is a temporary measure. Mr. Urgo will work with Marketing to ensure this message is understood. The intent is to increase ridership.

Director Rothwell asked if there was any concern about exceeding capacity through this action. Mr. Urgo replied, other than the "joy riders", this was not the experience during the summer.

In response to Director Gonzalez's question, Mr. Urgo and Ms. Rina Solorio, Customer Service Manager, explained the process to obtain a photo ID for a discount fare through the Customer Service Department.

There were no public comments

**ACTION: MOTION TO APPROVE THE TEMPORARY FARE REDUCTION AS PRESENTED**

**MOTION: DIRECTOR GONZALEZ  
McPHERSON**

**SECOND: DIRECTOR**

**MOTION PASSED WITH 10 AYES (Directors Dutra, Gonzalez, Kalantari-Johnson, Koenig, Lind, McPherson, Pageler, Petersen, Rothwell and Rotkin) Director Meyers was absent.**

**20 ANNOUNCEMENT OF NEXT MEETING: MARCH 26, 2021**

Chair Lind announced the next meeting on March 26, 2021 and 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.

**21 ADJOURNMENT**

Chair Lind adjourned the meeting at 11:15AM

Respectfully submitted,

Gina Pye  
Executive Assistant