



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS MEETING MINUTES*
JUNE 28, 2024 – 9:00 AM**

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) convened on Friday, June 28, 2024, as a hybrid meeting.

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.

This document was created with accessibility in mind. With the exception of certain third party and other attachments, it passes the Adobe Acrobat XI Accessibility Full Check. If you have any questions about the accessibility of this document, please email your inquiry to accessibility@scmttd.com.

1 CALLED TO ORDER at 9:02 AM by Board Chair Brown.

2 SAFETY DEBRIEF

Gregory Strecker, Safety, Security & Risk Management Director, provided a debriefing on safety, emphasizing METRO’s response to a fire, earthquake and/or medical emergency, evacuation routes, and an active shooter situation.

3 ROLL CALL

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

Director Kristen Brown	City of Capitola
Director Rebecca Downing	County of Santa Cruz
Director Jimmy Dutra AR 9:09	City of Watsonville
Director Shebreh Kalantari-Johnson	City of Santa Cruz
Director Manu Koenig	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Bruce McPherson	County of Santa Cruz
Director Scott Newsome	City of Santa Cruz
Director Larry Pageler	County of Santa Cruz
Director Quiroz-Carter* AR 9:24	City of Watsonville
Director Mike Rotkin	County of Santa Cruz
Ex-Officio Director Alta Northcutt	Cabrillo College
Ex-Officio Director Edward Reiskin	UC Santa Cruz

*Attended via teleconference at 628 Crown Road, Santa Cruz, CA

Corey Aldridge	CEO/General Manager
Nicole Witt	General Counsel

4 ANNOUNCEMENTS

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

4.2 Hector Guzman of Language Line Services provided Spanish interpretation services.

5 BOARD OF DIRECTORS COMMENTS

Director Downing invited attendees to join the August 3, 2024 stroll to Aptos Village from Seacliff to experience the safety challenges pedestrians face walking to Aptos Village. The goal is to increase awareness and accessibility for all non-drivers, students, transit riders, families, those with mobility impairments, and those employed in the village and provide them the tools to advocate for themselves.

Director McPherson mentioned the well-attended, groundbreaking ceremony held June 20, 2024 at Wilder Ranch for the newest segment of the Coastal Rail Trail. This is part of the Monterey Bay Sanctuary Scenic Trail Network extending from Monterey County. It's referred to as a legacy project that took decades to develop and initiated by former Assemblymember/Congressmember Sam Farr.

Director Pageler added that a state parks employee was thrilled with the ridership that occurred on METRO's Route 35 to Big Basin State Park for the Big Basin Art About Event.

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

6 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

Phil Gomez, President of the Woodside Terrace Homeowners Association, and Carol Roberts, Aptos resident, expressed concern about Willowbrook Lane being used by METRO buses and the impacts to their neighborhood.

A member of the public expressed concerns about the transit app not updating when the service changes took effect June 20, 2024 and there was no free-fare rollout with the service changes. She thanked Ex-Officio Director Reiskin and the planning team at UCSC for contracting Kimley-Horn to design a temporary transit center on campus.

Elizabeth, member of the public, commended METRO on the service changes implemented. She requested the Board to consider getting the Clipper app.

Brandon Freeman, SMART General Chairperson, Local 0023, responded to the above concerns. METRO has reached out to Clipper, but they are unwilling to share their codes with our farebox manufacturer, GFI, making Clipper access unattainable. METRO is still targeting September 2024 to leave the Willowbrook Lane neighborhood. At this time Willowbrook Lane remains the only public right of way that METRO can use that is safe to travel its buses on.

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

7 LABOR ORGANIZATION COMMUNICATIONS

Noah Streng, Internal Organizer, SEIU Local 521, expressed that SEIU employees at METRO are suffering and a lot of issues need to be addressed. He hopes that a better relationship between management and the union can be built to address these issues so that there is a fair and equitable outcome for union members.

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

8 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

Having none, Board Chair Brown moved to the next agenda item.

CONSENT AGENDA

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

- 9.1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF MAY 2024
Chuck Farmer, Chief Financial Officer
- 9.2 ACCEPT AND FILE:
 - A. MINUTES OF APRIL 17, 2024 METRO ADVISORY COMMITTEE MEETING
 - B. MINUTES OF MAY 17, 2024 BOARD OF DIRECTORS MEETING
 - C. MINUTES OF JUNE 14, 2024 FINANCE, BUDGET AND AUDIT STANDING COMMITTEE MEETINGCorey Aldridge, CEO/General Manager
- 9.3 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF MAY 31, 2024
Chuck Farmer, Chief Financial Officer
- 9.4 ACCEPT AND FILE: THE SEMI-ANNUAL REPORT ON THE STATUS OF METRO'S DISADVANTAGED BUSINESS ENTERPRISE PROGRAM
Chuck Farmer, DBE Liaison Officer, CFO
- 9.5 APPROVE: CONSIDERATION OF DECLARING VEHICLES AND/OR EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION
Chuck Farmer, Chief Financial Officer
- 9.6 APPROVE: FY25 RENEWAL OF EXCESS WORKERS' COMPENSATION INSURANCE THROUGH PUBLIC RISK INNOVATION, SOLUTIONS, AND MANAGEMENT (PRISM)
Dawn Crummié, Human Resources Director
- 9.7 RECOMMENDED ACTION ON TORT CLAIMS
Gregory Strecker, Safety, Security and Risk Management Director
- 9.8 ACCEPT AND FILE: RENEWAL OF LIABILITY AND VEHICLE PHYSICAL DAMAGE INSURANCE PROGRAM INSURANCE WITH CALTIP FOR FY25
Gregory Strecker, Safety, Security and Risk Management Director
- 9.9 APPROVE: CONSIDER AUTHORIZING THE CEO/GM TO EXECUTE A GRANT AGREEMENT BETWEEN THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AND MIDPEN HOUSING CORPORATION TO FUND CERTAIN PREDEVELOPMENT COSTS FOR THE WATSONVILLE TRANSIT CENTER - INFILL TRANSIT ORIENTED DEVELOPMENT PROJECT
John Urgo, Planning and Development Director

- 9.10 APPROVE: AUTHORIZE THE CEO/GENERAL MANAGER TO EXECUTE ONE OR MORE CONTRACT AMENDMENT(S) WITH THE CENTER FOR TRANSPORTATION AND THE ENVIRONMENT (CTE) FOR CONSULTANT PROJECT MANAGEMENT AND TECHNICAL SUPPORT OF METRO'S ZERO-EMISSION BUS, HYDROGEN FUELING, AND WORKFORCE DEVELOPMENT PROJECT NOT TO EXCEED \$742,000
Margo Ross, Chief Operations Officer
- 9.11 APPROVE: AUTHORIZE THE CEO/GENERAL MANAGER TO EXECUTE A CONTRACT WITH SWENSON BUILDERS IN AN AMOUNT NOT TO EXCEED \$522,193 FOR THE INSTALLATION OF AUTOMATED GATES
Freddy Rocha, Facilities Maintenance Manager
- 9.12 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO/GENERAL MANAGER, CFO, AND GENERAL COUNSEL TO APPROVE TORT LIABILITY SETTLEMENTS UP TO \$100,000
Julie Sherman, Legal Counsel
- 9.13 APPROVE: DELEGATION OF AUTHORITY TO THE CEO/GENERAL MANAGER TO APPROVE DESIGNS AND PLANS FOR ALL BOARD-APPROVED CAPITAL PROJECTS
Julie Sherman, Legal Counsel
- 9.14 APPROVE: CONSIDERATION OF A RESOLUTION APPROVING THE FY24 REVISED CAPITAL BUDGET/PORTFOLIO
Kristina Mihaylova, Finance Deputy Director
- 9.15 APPROVE: CONSIDERATION OF DESIGNATING THE SAFETY, SECURITY AND RISK MANAGEMENT DIRECTOR AS THE ALTERNATE REPRESENTATIVE TO THE CALIFORNIA TRANSIT INDEMNITY POOL (CAL TIP) BOARD OF DIRECTORS
Corey Aldridge, CEO/General Manager
- 9.16 APPROVE: CONSIDERATION OF AUTHORIZING FUNDING FOR TWO (2) ADDITIONAL VEHICLE SERVICE WORKERS IN THE MAINTENANCE DEPARTMENT
Margo Ross, Chief Operations Officer
- 9.17 ACCEPT AND FILE: UPDATE PROVIDED BY SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION ON ZERO EMISSION PASSENGER RAIL AND TRAIL PROJECT (ZEPRT)
Board Chair Brown
- 9.18 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 6TH AMENDMENT EXTENDING THE CONTRACT WITH ALLIED UNIVERSAL D/B/A FIRST ALARM SECURITY & PATROL, INC. FOR SECURITY GUARD SERVICES, INCREASING THE CONTRACT TOTAL BY \$1,200,000
Gregory Strecker, Safety, Security and Risk Management Director
- 9.19 APPROVE: CONSIDERATION OF ADOPTION OF SANTA CRUZ METRO'S AMENDED CONFLICT OF INTEREST CODE AND APPROVAL OF THE RESOLUTION CONFIRMING THIS ACTION
Julie Sherman, General Counsel

- 9.20 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO LNI CUSTOM MANUFACTURING, INC. FOR PURCHASE AND DELIVERY OF BUS STOP SHELTERS NOT TO EXCEED \$472,601.40
Freddy Rocha, Facilities Maintenance Manager
- 9.21 APPROVE: CONSIDER RATIFICATION OF 2ND AMENDMENT TO THE CONTRACT WITH AVAAP U.S.A. LLC FOR SOFTWARE IMPLEMENTATION SERVICES, INCORPORATING PROJECT CHANGE REQUESTS (PCRS) #001 THROUGH #004 AND INCREASING THE CONTRACT TOTAL NOT-TO-EXCEED AMOUNT BY \$222,875
Chuck Farmer, Chief Financial Officer
- 9.22 APPROVE: AUTHORIZE THE CEO/GENERAL MANAGER TO EXECUTE A CONTRACT WITH KIMLEY-HORN AND ASSOCIATES, INC. FOR METRO FACILITIES MASTER PLAN NOT TO EXCEED \$339,219.67, INCLUDING A CONTINGENCY AMOUNT OF \$311,830.93
Freddy Rocha, Facilities Maintenance Manager

Item 9.17 - Director Pageler asked if there has been engagement between METRO's planning staff and UCSC and Cabrillo College as stakeholders. John Urgo, Planning and Development Director, responded that there have been regular monthly meetings since January 2024 with them and other jurisdictions in the region. Director Pageler added that the Santa Cruz County Regional Transportation Commission (SCCRTC) is doing its studies of alignments, stations, etc., and attention to the transit connections needs to be coordinated. Mr. Urgo responded that METRO will be engaging with the SCCRTC this summer to provide ridership data.

Item 9.9 - Director Dutra asked what is the timeline for Item 9.9? Mr. Urgo responded that METRO is giving MidPen nine months for the predevelopment costs starting July 15, 2024. After that, METRO will be able to negotiate the remaining agreements and be shovel-ready about nine months later. The project needs to be completed by mid-2027.

Item 9.11 was pulled for further discussion.

There were no public comments.

The Board Chair called for a roll call vote on Items 9.1 – 9.22, excluding Item 9.11.

ACTION: MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED EXCLUDING ITEM 9.11.

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR PAGELER

MOTION PASSED WITH 10 AYES (Directors Brown, Downing, Dutra, Koenig, Lind, McPherson, Newsome, Pageler, Quiroz-Carter, and Rotkin). Director Kalantari-Johnson was absent.

Item 9.11 discussion ensued.

Director Rotkin asked why METRO needs to spend over \$500,000 on a security gate and couldn't that money be spent elsewhere. Has METRO encountered security problems that justify the need to install an automated gate? Freddy Rocha, Facilities Maintenance Manager, responded that METRO receives federal grant

funds for the procurement of buses and other assets. When METRO had its federal triennial audit, METRO's properties were thoroughly reviewed to see how they are protected. If the public can easily access METRO's property, the FTA could find that METRO is not adequately protecting its federally funded assets. There is a sanctioned homeless encampment next to METRO's properties and subsequently has created more foot traffic around the properties. METRO has had items stolen in the past due to easy access. METRO needs to secure the buses and fueling station, especially now that it is transitioning to hydrogen. Director Downing asked if this could affect insurance. Mr. Rocha responded, "Yes." If something happens on or to the property, METRO will be asked why it didn't do a better job at securing its assets.

There were no public comments.

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR PAGELER

MOTION PASSED WITH 10 AYES (Directors Brown, Downing, Dutra, Koenig, Lind, McPherson, Newsome, Pageler, Quiroz-Carter, and Rotkin). Director Kalantari-Johnson was absent.

REGULAR AGENDA

- 10 PRESENTATION OF EMPLOYEE LONGEVITY AWARD FOR:
(25 YEARS) FRANCISCO CALDERON – BUS OPERATOR
(25 YEARS) ANDRE HARTE – BUS OPERATOR
(25 YEARS) LYNN HERSEY – BUS OPERATOR**

Board Chair Brown thanked all for their years of service at METRO.

There were no public comments.

- 11 RETIREE RESOLUTION OF APPRECIATION FOR:
SANDRA GALINDO – CUSTOMER SERVICE REPRESENTATIVE
ANDRE HARTE – BUS OPERATOR**

Board Chair Brown congratulated both on their retirements and their years of service at METRO.

There were no public comments.

The Board Chair called for a roll call vote.

ACTION: MOTION TO APPROVE THE RETIREE RESOLUTIONS OF APPRECIATION FOR SANDRA GALINDO AND ANDRE HARTE

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR KOENIG

MOTION PASSED WITH 10 AYES (Directors Brown, Downing, Dutra, Koenig, Lind, McPherson, Newsome, Pageler, Quiroz-Carter, and Rotkin). Director Kalantari-Johnson was absent.

- 12 METRO ADVISORY COMMITTEE (MAC) SEMI-ANNUAL ORAL UPDATE**

Veronica Elsea, MAC Chair, provided her semi-annual report. She emphasized that the current members of MAC are active participants and riders of the bus system. They are happy to serve on the committee and report what they hear and see on the routes. She provided an overview of the items MAC had discussed at

the February and April 2024 meetings. On behalf of MAC, she thanked Daniel Zaragoza, Operations Deputy Director, for his service as Interim CEO prior to hiring CEO Aldridge. She welcomed CEO Aldridge to METRO and invited him to the next MAC meeting on August 21, 2024. She reminded the Board that MAC is a resource and really wants to be utilized to provide advice.

There were no public comments.

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

13 PUBLIC HEARING: FINAL ADOPTION OF SANTA CRUZ METRO'S FY25 AND FY26 BUDGET – TO COMMENCE AT 9:00 AM OR AS SOON THEREAFTER AS THE MATTER CAN BE HEARD

Chuck Farmer, Chief Financial Officer, spoke to his presentation and requested the Board of Directors adopt the FY25 and FY26 budget. He focused the discussion on the adjustments that have occurred since the May 17, 2024 meeting.

Discussion followed on:

- Differences between Operations Sustainability Reserve Fund and Cash Flow Reserve Fund and combining them
- California HVIP (Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project)
- Bus purchases – any provision for discounts for delay of delivery
- Cash depletion scenarios

Staff addressed all concerns.

PUBLIC HEARING OPENED AT 9:59 AM.

There were no public comments.

PUBLIC HEARING CLOSED AT 10:00 AM.

ACTION: MOTION TO ADOPT METRO'S FY25 AND FY26 BUDGET AS PRESENTED

MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR KOENIG

MOTION PASSED WITH 10 AYES (Directors Brown, Downing, Dutra, Koenig, Lind, McPherson, Newsome, Pageler, Quiroz-Carter, and Rotkin). Director Kalantari-Johnson was absent.

14 APPROVE: CONSIDER A RESOLUTION CALLING A PUBLIC HEARING ON FRIDAY, AUGUST 23, 2024, DURING THE 9:00 AM REGULAR METRO BOARD MEETING AT THE ADMIN OFFICES, 110 VERNON STREET, SANTA CRUZ, CA REGARDING THE ZERO FARE PROGRAMS

John Urgo, Planning and Development Director, spoke to this item and requested the Board approve the resolution calling a public hearing on August 23, 2024.

Directors expressed concerns about transparency with holding the public hearing in August when UCSC classes are not in session and student input will not be available. Mr. Urgo responded that we could postpone the public hearing to September.

Niko, incoming Student Union Assembly Vice President, encouraged open communication between UCSC and the Board. Director Rotkin recommended he talk to Mr. Urgo for further details.

Another student added that there is an advisory committee for UCSC TAPS (Transportation and Parking Services) and suggested Mr. Urgo do a presentation to the group.

Hearing nothing further, Board Chair Brown requested a roll call vote.

ACTION: MOTION TO APPROVE THE RESOLUTION CALLING FOR A PUBLIC HEARING ON FRIDAY, AUGUST 23, 2024, DURING THE 9:00 AM REGULAR METRO BOARD MEETING AT THE ADMIN OFFICES, 110 VERNON STREET, SANTA CRUZ, CA REGARDING THE ZERO FARE PROGRAMS

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR KOENIG

MOTION PASSED WITH 10 AYES (Directors Brown, Downing, Dutra, Koenig, Lind, McPherson, Newsome, Pageler, Quiroz-Carter, and Rotkin). Director Kalantari-Johnson was absent.

15 CEO ORAL REPORT

Corey Aldridge, CEO/General Manager, reported the following items:

- May 9, 2024 – PVUSD (Pajaro Valley Unified School District) had a newcomer family event where METRO was able to speak to the group and provide materials on riding the bus. Eduardo Bibriesca (Transit Supervisor) and Lorena Calderon (Bus Operator) participated in the event.
- June 12, 2024 –Leadership Santa Cruz County – Class 37 graduated. Participants were Rina Solorio, Assistant Operations Manager; Chris Sullivan, Paratransit Supervisor; and Luis Abundez, Custodial Supervisor.
- June 14, 2024 – CTF (California Transportation Foundation) announced the ORAT campaign was named Public Outreach Program of the Year.
- June 15, 2024 - METRO provided free fares on Route 35 to Big Basin State Park to the Big Basin Art About Event utilizing ORAT wrapped buses. METRO also set up a booth to educate the public on ORAT and Youth Cruz Free.
- June 20, 2024 - New Summer Service Started
 - New Summer Headways on stand
 - New Summer Service Reimagine Brochures now available
 - New River Front Transit Center Brochures now available
 - Contains new Area 4 for Hwy-17 Service
- June 22, 2024 - METRO had a booth at Kids Day in Downtown Santa Cruz where we promoted Youth Cruz Free, ORAT, and summer service changes as part of Reimagine METRO
- METRO partnered with Vibes Magazine again on their summer issue and a copy is included in each Board Member's packet information.
- Latest training class of 21 passed their DMV testing the first time and will be in line service in the next ten days.
- Week of July 8, 2024 - METRO is holding its first Transit Safety Institute training class. Participants include staff and supervisors from METRO, MST, SamTrans and other transit agencies from across the country.

- July 1, 2024 - METRO goes live with Workday Financials and Procurement modules.
- July 4, 2024 – METRO will participate in both the Scotts Valley and Watsonville parades to celebrate the holiday.
- Announced the retirement of Eddie Benson, Fleet Maintenance Manager, who helped modernize METRO’s fleet and developed relationships with our vendors. He wished Mr. Benson the best in his retirement.
- Announced the promotion of Freddy Rocha, Facilities Maintenance Manager, to Deputy Director of Fleet and Facilities.

Director Lind thanked METRO for participating in this year’s 4th of July parade. It’s a nice way to show off our wrapped buses.

Director Dutra also thanked METRO for entering in The Spirit of Watsonville 4th of July parade and invited other Directors to march in the parade.

There were no public comments.

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

16 REVIEW OF ITEM TO BE DISCUSSED IN CLOSED SESSION

Nicole Witt, General Counsel, spoke to this item.

There were no public comments.

SECTION II: RECESSED TO CLOSED SESSION AT 10:15 AM

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (GOVERNMENT CODE § 54956.9) - MARDEN HIETT V. SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, TODD VICTOR PINSKY, AND DOES 1 THROUGH 25 INCLUSIVE – CASE NO. 22CV02700

SECTION III: RECONVENED TO OPEN SESSION AT 10:55 AM

17 REPORT OF CLOSED SESSION

Nicole Witt, General Counsel, stated there was no reportable action.

18 ANNOUNCEMENT OF NEXT MEETING

Board Chair Brown announced the next regular Board meeting will be on Friday, August 23, 2024, at 9:00 AM at the Metro Admin Office, 110 Vernon Street, Santa Cruz.

19 ADJOURNMENT

Board Chair Brown adjourned the meeting at 10:57 AM.

Respectfully submitted,

Donna Bauer
Executive Assistant