



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)  
BOARD OF DIRECTORS MEETING MINUTES\*  
JUNE 25, 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, June 25, 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 9:00AM by Board Chair Lind.
- 2 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>
Director Kristen Petersen	City of Capitola
<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>
Ex-Officio Director Alta Northcutt	Cabrillo College

Additional METRO staff:  
Alex Clifford  
Julie Sherman

CEO/General Manager  
General Counsel

- 3 ANNOUNCEMENTS**  
Today’s meeting is being broadcast by Community Television of Santa Cruz County.

**4 BOARD OF DIRECTORS COMMENTS**

Director Dutra invited the public to join him in attending/participating in the Mayor's bike ride, behind one of METRO's electric buses, in the City of Watsonville's Fourth of July Parade.

Chair Lind invited the assembly to participate/attend the City of Scotts Valley Fourth of July Parade and Fly Over at 3:00P.

Director Koenig invited the attendees to check out the Portola Drive pop-up, which illustrates the proposed roadwork along this corridor. The pop-up will be in place through July 21<sup>st</sup>.

Director Gonzalez announced the Pajaro Valley Arts is kicking off their gallery opening with a Pencas del Corazón/Heart of the Cactus event with a reception this Sunday at 2:00PM.

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

**5 ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS**

Director Rotkin thanked Congressmember Eshoo for her support as documented in the letters included in today's agenda.

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

**6 LABOR ORGANIZATION COMMUNICATIONS**

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

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

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

**CONSENT AGENDA**

- 8.1 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF MAY 2021
- 8.2 ACCEPT AND FILE: YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF APRIL 30, 2021
- 8.3 ACCEPT AND FILE: MINUTES OF THE MAY 21, 2021 BOARD OF DIRECTORS MEETING, JUNE 11, 2021 FINANCE, BUDGET & AUDIT STANDING COMMITTEE MEETING & JUNE 11, 2021 CAPITAL PROJECTS STANDING COMMITTEE MEETING
- 8.4 ACCEPT AND FILE: QUARTERLY PROCUREMENT REPORT FOR 1<sup>ST</sup> QUARTER OF FY22
- 8.5 APPROVE: UNCASHED CHECK POLICY
- 8.6 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO PLANE MORAN FOR AN ENTERPRISE RESOURCE PLANNING (ERP) CONSULTANT NOT TO EXCEED \$200,000
- 8.7 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 2<sup>ND</sup> AMENDMENT EXTENDING THE CONTRACT WITH HANSON BRIDGETT FOR SEVEN YEARS

- 8.8 APPROVE: RENEWAL OF LIABILITY AND VEHICLE PHYSICAL DAMAGE INSURANCE PROGRAM COVERAGE WITH CALTIP FOR FY22
- 8.9 APPROVE: RECOMMENDED ACTION ON TORT CLAIMS
- 8.10 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A PURCHASE ORDER WITH PROOFPOINT, INC. TO RENEW EMAIL THREAT PROTECTION SUITE SERVICES AND SUPPORT IN THE AMOUNT OF \$101,881 FOR A THREE YEAR PERIOD
- 8.11 APPROVE: CONSIDER ADOPTING A RESOLUTION TO AUTHORIZE THE CEO TO SUBMIT A GRANT APPLICATION AND EXECUTE AN AGREEMENT TO RECEIVE FEDERAL FUNDS FROM THE REBUILDING AMERICAN INFRASTRUCTURE WITH SUSTAINABILITY AND EQUITY (RAISE) GRANT PROGRAM TO DEVELOP A MASTER PLAN FOR THE SOUTH COUNTY ZERO-EMISSIONS OPERATING AND MAINTENANCE FACILITY
- 8.12 ACCEPT AND FILE: SEMI-ANNUAL REPORT ON THE STATUS OF METRO'S DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM
- 8.13 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A CONTRACT FOR TRANSIT SERVICE WITH CABRILLO COLLEGE
- 8.14 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A FOUR-YEAR EXTENSION AMENDMENT (SEVENTH AMENDMENT) TO THE CONTRACT FOR TRANSIT SERVICES WITH THE UNIVERSITY OF CALIFORNIA, SANTA CRUZ (UCSC)
- 8.15 PULLED FROM THE AGENDA BY CHAIR LIND –  
APPROVE: CONSIDERATION OF AUTHORIZING THE CEO/GM TO SUBMIT A JOINT APPLICATION WITH THE CITY OF SANTA CRUZ FOR THE INFILL AND INFRASTRUCTURE GRANT (IIG) PROGRAM ON BEHALF OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
- 8.16 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO GALEB PAVING, INC. FOR MAINTENANCE FACILITY SITE IMPROVEMENTS – PHASE I
- 8.17 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE: 1) A LEASE AMENDMENT EXTENDING THE LEASE WITH SOQUEL III ASSOCIATES FOR THE PARACRUZ FACILITY LOCATED AT 2880 RESEARCH PARK DRIVE IN SOQUEL, EXTENDING THE TERM OF THE LEASE; AND, 2) A CONTRACT WITH SOQUEL III ASSOCIATES NOT TO EXCEED \$487,200
- 8.18 APPROVE: FY22 RENEWAL OF EXCESS WORKERS' COMPENSATION INSURANCE THROUGH PUBLIC RISK INNOVATION, SOLUTIONS AND MANAGEMENT (PRISM), FORMERLY KNOWN AS CALIFORNIA STATE ASSOCIATION OF COUNTIES EXCESS INSURANCE AUTHORITY (CSAC EIA)
- 8.19 APPROVE: CONSIDERATION OF DECLARING VEHICLES AND/OR EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION

Agenda Item 8-15 was pulled from today's agenda by Chair Lind.

Director Gonzalez voiced his support for the new facility proposed in Agenda Item 8-11, saying this represents a positive step for the community and the county.

There were no public comments.

**ACTION: MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED WITH AGENDA ITEM 8-15 PULLED**

**MOTION: DIRECTOR PAGELER**

**SECOND: DIRECTOR GONZALEZ**

**MOTION PASSED WITH 10 AYES (Directors Dutra, Gonzalez, Kalantari-Johnson, Koenig, Lind, McPherson, Meyers, Pageler, Rothwell & Rotkin) Director Petersen was not present.**

**REGULAR AGENDA**

**9 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS: PEDRO GUTIERREZ & OSCAR HERRERA (15 YEARS) AND JOSE NANEZ (20 YEARS)**

Chair Lind read short bios, recognizing the employees in absentia.

There was no public comment.

**10 RETIREE RESOLUTIONS OF APPRECIATION: BRIAN LAM, WILLIAM McINTYRE AND GREG WILLIS**

Chair Lind read short bios, recognizing the employees in absentia.

There was no public comment.

**ACTION: MOTION TO APPROVE THE RETIREE RESOLUTIONS AS PRESENTED**

**MOTION: DIRECTOR ROTKIN**

**SECOND: DIRECTOR GONZALEZ**

**MOTION PASSED WITH 10 AYES (Directors Dutra, Gonzalez, Kalantari-Johnson, Koenig, Lind, McPherson, Meyers, Pageler, Rothwell and Rotkin) Director Petersen was not present.**

**11 ORAL MAC SEMI-ANNUAL REPORT**

MAC Chair, James Von Hendy, presented an oral report on MAC activities. He thanked all the MAC members, past MAC officers and METRO staff for providing updates on matters pertinent to MAC and the community at large. He invited the public to attend the next two meetings in 2021: August 18 and October 20, 2021

Director Rotkin thanked Mr. Von Hendy and his fellow MAC members for their service, adding their efforts help METRO provide better service.

There was no public comment.

**12 CEO ORAL REPORT / COVID-19 UPDATE**

CEO Clifford welcomed Nicholas Serrano, new ParaCruz Dispatch/Scheduler, to METRO.

He went on to provide the following updates:

- COVID updates:
  - METRO has had no new cases since March 15, 2021.

- Due to Governor Newsom's June 15th announcement, METRO's fixed route buses can now be at full capacity. Margo Ross, COO, added Santa Clara County has removed their capacity restrictions as well.
- Late last week CalOSHA met to discuss employee environment safeguards. Fully vaccinated employees (with proof) no longer need to wear face coverings in their cube or in office/non-public hallways. Non-vaccinated employees must continue to wear face coverings. In the outdoor workplace environment, no face covering is needed; but non-vaccinated employees must wear face coverings when within six feet of other employees
- The suspension of Brown Act teleconference rules will terminate September 30, 2021. METRO will return to in person Board and committee meetings in October 2021.
- Funding updates from the various federal and state legislative bodies:

Director McPherson noted that formula grants have historically produced the best outcome for METRO and asked if we should continue supporting this route. CEO Clifford agreed; METRO continues to advocate for formula grants versus discretionary and/or competitive grants.

In response to Director Rotkin's offer of Board assistance, CEO Clifford offered to provide a METRO-authored letter of support that the Board members could present to their respective legislative bodies for submission to state and federal representatives.

John Urgo, Planning and Development Director, said METRO has until 2024 to complete the study funded by the new CalTRANS grant, with an intent to add improvements to speed up service along the Soquel Avenue/Drive corridor.

Director McPherson added the exciting news that Santa Cruz County also won a grant, which will be used to make Highway 1 improvements from Park Avenue to La Fonda.

There were no public comments.

**13 PUBLIC HEARING: FINAL ADOPTION OF SANTA CRUZ METRO'S FY22 AND FY23 BUDGET:**

Public Hearing Opened at 9:45AM

CFO Farmer provided commentary to the presentation as represented in agenda item 13A; highlighting slides re operating revenues, expenses and transfers, operating surplus/(deficit) budget changes, capital budget/portfolio, capital spend portfolio/budget changes and operating reserves as of 6/30/2021: Agenda pages 13A.4, 13A.5, 13A.15, 13A.16 and 13A.19, respectively.

Director Rotkin inquired as to the CNG bus funding source. CEO Clifford responded they will be funded through low-no grant(s).

CEO Clifford assured the public that METRO is not adopting a \$55M budget without a lot of input/discussion. In fact, METRO has been working on this since March 2021, in both Committee and Board meetings.

Director Rotkin added the Union also had opportunities to meet and discuss the budget in detail.

There was no Public Comment.

Public hearing closed at 9:57AM.

**ACTION: MOTION TO ADOPT THE SANTA CRUZ METRO FY22 & FY23 BUDGET AS PRESENTED**

**MOTION: DIRECTOR ROTKIN**

**SECOND: DIRECTOR KALANTARI-JOHNSON**

**MOTION PASSED WITH 10 AYES (Directors Dutra, Gonzalez, Kalantari-Johnson, Koenig, Lind, McPherson, Meyers, Pageler, Rothwell and Rotkin) Director Petersen was not present. .**

**14 ANNOUNCEMENT OF NEXT MEETING: AUGUST 27, 2021**

Chair Lind announced the next meeting on August 27, 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.

**15 ADJOURNMENT**

Chair Lind adjourned the meeting at 9:59AM

Respectfully submitted,

Gina Pye  
Executive Assistant