



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
FINANCE, BUDGET, AND AUDIT STANDING COMMITTEE MEETING MINUTES*
FEBRUARY 10, 2023 – 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, February 10, 2023, via teleconference.

The Committee 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 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

City of Santa Cruz
County of Santa Cruz
City of Scotts Valley
County of Santa Cruz

Michael Tree
Julie Sherman

METRO CEO/General Manager
METRO General Counsel

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 reviewed the impacts of the recent storms as well as the key financial highlights on service, financials, capital and personnel for January 2023.

Discussion followed on:

- Overtime – volunteer for Bus Operators
- Impact of Bus Operator shortage on next year’s budget
- Sustainability of District – projections go out to 2029-2030 but monitoring is ongoing
- Recruitment/Attrition of Bus Operators
- Maximum number of hours Bus Operators can drive and how the shifts are managed

Staff addressed all concerns.

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

6 KEY PERFORMANCE INDICATORS (KPI) REPORT FOR 2nd QUARTER THROUGH DECEMBER 31, 2022

Kristina Mihaylova, Finance Deputy Director, spoke to the presentation and gave an overview of the financial performance (farebox recovery, fixed route and paratransit costs per revenue service hours), productivity (total ridership, breakdown of UCSC, Cabrillo College, Hwy. 17, local ridership, and most productive routes). Curtis Moses, Safety, Security, and Risk Management Director, reviewed the traffic accidents, passenger incidents, and the proactive steps being taken. Margo Ross, COO, reviewed the reliability (chargeable road calls), and dependability (cancelled trips/pass-ups).

Discussion centered on:

- Free Fares with Equity Transit Day and the Free Fares Youth Program – will monitor that data and report back at a future date
- Outreach to schools, parents and students for the Free Fares Youth Program
- Request to display passenger incidents based on a percentage
- UCSC pass-ups and delivery of 10 articulated buses to help with the high-congestion routes
- Inform Board Members of any additional steps they can take to help with recruitment

Staff addressed all concerns.

Director Lind thanked staff for their in-depth reporting.

Hearing nothing further, Director Lin moved to the next agenda item.

7 ADJOURNMENT

Director Lind adjourned the meeting at 8:48 AM.

Respectfully submitted,

Donna Bauer
Executive Assistant