

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

August 10, 2001

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A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, August 10, 2001 at the District's Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Vice-Chairperson Reilly called the meeting to order at 9:01 a.m.

## **SECTION 1: OPEN SESSION**

### **1. ROLL CALL:**

#### **DIRECTORS PRESENT**

Sheryl Ainsworth  
Tim Fitzmaurice  
Bruce Gabriel  
Michelle Hinkle  
Mike Keogh  
Dennis Norton  
Emily Reilly

#### **DIRECTORS ABSENT**

Jeff Almquist (arrived at 9:10 a.m.)  
Jan Beautz (arrived at 9:20 a.m.)  
Christopher Krohn  
Rafael Lopez  
Ex-Officio Mike Rotkin (arrived at 9:04 a.m.)

#### **STAFF PRESENT**

Bryant Baehr, Operations Manager  
Kim Chin, Planning & Marketing Manager  
Mark Dorfman, Asst. General Manager  
Marilyn Fenn, Asst. Finance Manager  
Linda Fry, Service Planning Supervisor  
Tom Hiltner, Grants/Legis. Analyst

David Konno, Fac. Maint. Manager  
Ian McFadden, Transit Planner  
Elisabeth Ross, Finance Manager  
Tom Stickel, Fleet Maintenance Manager  
Leslie R. White, General Manager

#### **EMPLOYEES AND MEMBERS OF THE PUBLIC WHO INDICATED THEY WERE PRESENT**

Wally Brondstatter, UTU  
Dianna Dunn, SEIU  
Mark Hartunian, Lift Line  
Don Hubbard, Harvey West Assn.  
Jeff LeBlanc, Bus Rider  
Gillian McGlaze, PSA  
John Mellon, VMU

Bonnie Morr, UTU  
Steve Paulsen, UTU  
Karena Pushnik, SCCRTC  
Patricia Spence, MASTF  
Sam Storey, Community Bridges  
Marian Taylor, League of Women Voters

### **2. ORAL AND WRITTEN COMMUNICATION**

- a. Laura Scribner, City of Santa Cruz
- b. Gail Baker

RE: July 4<sup>th</sup> Service  
RE: Bus Operator Dennis Baldwin

c. Roberta Fama

RE: Hwy. 17 Express

Oral:

Mark Dorfman informed the Board that METRO was successful in obtaining a \$200,000 grant from the Air District for a CNG facility and expressed his thanks to all who participated in this process.

Don Hubbard stated that now that the Salz Tannery site is available, METRO should pursue this as a viable alternative to placing MetroBase in the Harvey West Park area. He further stated that the Harvey West Area Assn. would pledge their support and assist to further this particular goal.

Pat Spence spoke on behalf of MASTF and the sub-committee "Living with the Paratransit Experience". She thanked the Board members and staff who participated in and assisted with this venture. Ms. Spence stated that she may extend the "Living the Paratransit Experience" on a individual basis for two months for those Directors who have not had the opportunity to participate in this. The results were varied and will be used in completing the Rider's Guide and Policies & Procedures. This topic will be agendized to allow for discussion of each Director's experience. The Request for Proposal will be crafted so as to address some of the issues that arose from this experience.

Director Fitzmaurice requested a report on the implications of looking at the Salz Tannery site for the MetroBase project. Les White reported that a meeting has been scheduled to meet with Salz representatives and to tour the facility. Mr. White briefly discussed three issues with this property: Proximity to the river and its implications, toxicity of the site and the potential of historic designation being assigned to the structure. Director Keogh suggested that when conducting the environmental survey of the Salz property, that Denise Duffy & Associates consider pilot test drilling at the District's expense to determine if the property is cleanable or not.

Karena Pushnik of the Transportation Commission reported that the guide for specialized transportation services has been completed and will be available to Board members and the public.

3. **LABOR ORGANIZATION COMMUNICATIONS**

No questions or comments.

4. **METRO USERS GROUP (MUG) COMMUNICATIONS**

No questions or comments.

5. **METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS**

No questions or comments.

**6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

A replacement page for Item 8-A-1 "Beach Shuttle Lane" was distributed at the meeting.

**CONSENT AGENDA**

**7-1. APPROVE REGULAR BOARD MEETING MINUTES OF 7/13/01 AND 7/20/01**

No questions or comments.

**7-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS**

No questions or comments.

**7-3. CONSIDERATION OF TORT CLAIMS: Deny the claim of: Erdem Esengil**

No questions or comments.

**7-4. ACCEPT AND FILE MINUTES OF MASTF COMMITTEE MEETING OF 7/19/01**

No questions or comments.

**7-5. ACCEPT AND FILE MINUTES OF MUG COMMITTEE MEETING OF 7/18/01**

No questions or comments.

**7-6. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR JUNE 2001, APPROVAL OF BUDGET TRANSFERS AND DESIGNATION OF EXCESS SALES TAX FUNDS IN THE AMOUNT OF \$225,000 FOR LIABILITY INSURANCE RESERVES, \$440,000 FOR WORKERS' COMPENSATION RESERVES, \$100,000 FOR BUS STOP IMPROVEMENT RESERVES, \$462,000 FOR ALTERNATIVE FUEL CONVERSION FUND AND THE REMAINDER FOR CAPITAL RESERVES IN THE ESTIMATED AMOUNT OF \$1,800,000; AND ADOPTION OF SCHEDULE OF RESERVE ACCOUNTS**

No questions or comments.

**7-7. CONSIDERATION OF APPROVAL OF RESPONSES TO TRIENNIAL PERFORMANCE AUDIT**

No questions or comments.

**7-8. ACCEPT AND FILE STATUS REPORT ON ADA PARATRANSIT PROGRAM FOR JUNE 2001**

No questions or comments.

**7-9. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR JUNE 2001**

This report will be in the Add-On Packet.

**7-10. ACCEPT AND FILE JULY RIDERSHIP REPORT**

No questions or comments.

**7-11. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE STATUS REPORT**

Bryant Baehr reported that the revenue column of this report is a bit off in unallocated revenue. Key counts were provided and ridership for students/faculty and staff are listed by route. The billings are based on Monday through Friday ridership counts to and from campus. There is an approximate increase in ridership of 12% for the month of June. Mr. Baehr will provide Director Fitzmaurice with ridership figures for June only. Increase in ridership is due to an increase in parking fees on campus. Director Fitzmaurice also requested a status report on the construction of the bus turnouts on campus.

**7-12. ACCEPT AND FILE STATUS REPORT ON BUS STOP AND SHELTER MAINTENANCE**

David Konno reported that positive feedback on the new bus shelters has been received from passengers. There are two maintenance concerns, however: the amount of windblown trash that accumulates within the enclosed shelters, and vandalism of the acrylic panels. Steps taken to alleviate these problems were discussed, such as contracting with several companies to provide gallon trash cans at the shelters, increasing internal trash collection service to twice a week. Staff provides additional trash removal whenever calls are received in this regard. Mr. Konno discussed the methods of removing graffiti and will bring these methods to the Bus Stop Advisory Committee (BSAC) meeting for review. He will advise Mr. White of BSAC's recommendations. Mr. Konno will supply the Board with the cost of graffiti-proof coating. Director Fitzmaurice mentioned that when the Front Street shelter was moved, there was no notice on the old shelter stating the new location.

There was discussion regarding various alternatives, such as perforated metal on the non-approach side of the shelter, clear panels for those shelters with no vandalism problems, better lighting in the shelters and a shelter-watch program with a posted phone number for people to call when vandalism is witnessed. Mr. Konno informed the Board that it takes 1.5 months to clean all 1,100 bus stops one time. David Konno will place an order for additional trash cans so that every shelter has one. A report will be brought back to the Board in two months incorporating all information requested. A report will be included in the Add-On Packet specifying how many additional trash cans are needed, the estimated time of arrival and cost.

Director Ainsworth asked Staff to work with each municipality to see if they are willing to contribute funds to acquire uniform trash cans. There was discussion of a possible partnership with the Skill Center for labor to clean the shelters. Director Norton will look

into having Waste Management empty the trash cans at shelters and bus stops in Capitola.

**7-13. ACCEPT AND FILE THE URBANIZED AREA FORMULA PROGRAM AND THE NEEDS OF SMALL TRANSIT INTENSIVE CITIES STUDY AND APPROVE A LEGISLATIVE POSITION IN SUPPORT OF ITS FINDINGS**

Mark Dorfman reported that a presentation on this topic was given at the July Board meeting. Mr. White discussed the recent APTA Reauthorization Task Force meeting whereby two proposals were made: 1) to create an incentive based on ridership; and, 2) to create a new category of bus modernization program in the discretionary program which would set standards for bus replacement based on design life of 12 years. With the Board's adoption of this program and study, Mr. White will communicate with Congressman Sam Farr and with Congressman Mike Honda who is on the sub-committee that will write the language.

**7-14. ACCEPT AND FILE STATUS REPORT ON THE INVESTIGATION OF BIODIESEL AS AN INTERIM FUEL**

Staff will continue to investigate biodiesel as an interim fuel. However, the challenge is that the California Air Resources Board (CARB) has not certified biodiesel as an acceptable fuel path. Mr. White added that anything beyond an 80/20 blend would cause the bus manufacturer to step away from the engine warranty. Director Norton asked if the fuel used by METRO is MTBE-free and was informed that since METRO buys their fuel from a retail vendor, it has no control over the type of fuel the vendor supplies. Mr. White was informed that the County is changing their fueling facility to be MTBE-free and he stated that METRO will switch to fueling at the County facility. Director Norton requested that Staff talk with Devco Oil, METRO's current fuel vendor, about supplying MTBE-free fuel.

**REGULAR AGENDA**

**8. CONSIDERATION OF DISTRICT POSITION ON ELIMINATION OF CITY OF SANTA CRUZ BEACH SHUTTLE/BUS LANE**

**Summary:**

Director Reilly informed the Board that the Transportation Commission asked that METRO submit a letter in support of the shuttle lane vs. a letter opposing the bike lane. City staff stated that they would attempt to have the shuttle and bikes share the lane.

**Discussion:**

Director Ainsworth asked Staff to draft a letter supporting the shuttle lane but to mention that ridership is affected by the efficiency of the shuttle. Ian McFadden stated that the Dept. of Public Works wants to have a meeting with METRO next week on this issue. Director Hinkle stated that the shuttle is used by residents as well as tourists and that stopping on Second Street would not work for residents. Director Beautz mentioned that there should be better signage for the beach shuttle as people come off the freeway.

**ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR KEOGH**

**Direct Staff to compose a letter to the City in favor of retaining the shuttle lane which METRO would share with bikes and emergency vehicles. Stress in the letter that the shuttle needs to be efficient if it is going to be successful. Move this item to the consent agenda for the August 17<sup>th</sup> Board Meeting.**

**The Motion passed with Directors Krohn and Lopez absent and Director Fitzmaurice abstaining.**

**9. CONSIDERATION OF ADDITIONAL SERVICE TO THE SANTA CRUZ COUNTY FAIR ACTION REQUIRED AT THE AUGUST 10, 2001 BOARD MEETING**

**Summary:**

Linda Fry outlined the service currently provided and the supplemental service for the upcoming fair. In return for this service, METRO is receiving publicity and an exhibit booth. There will be two events for seniors on Tuesday, opening day: a barbecue and an ice cream social. These events will end at approximately 3:30 p.m. Approval is required at today's meeting in order to have sufficient time to add the transit schedule into the fair's publicity.

**ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR FITZMAURICE**

**Authorize the operation of supplemental transit service to the Fair as outlined in Attachment A of the staff report.**

Kim Chin informed the Board that rider alert announcements will be released to the media one week prior to the fair. Public service announcements will be made with the Fair organizers' assistance. The Fair's written advertisements will include information on the route to take from Santa Cruz to the Fair.

**DIRECTOR REILLY LEFT THE ROOM.**

**Motion passed with Directors Krohn, Lopez and Reilly absent.**

**10. CONSIDERATION OF ADDITIONAL SERVICE TO THE BEACHFEST EVENT**

**Summary:**

Bryant Baehr explained that this event would bring 20,000 - 30,000 people to the Boardwalk on September 22/23, 2001. The Board received a letter requesting consideration of service to this event. Mr. Baehr has been in contact with City representatives and the Santa Cruz Police Dept. regarding this event. The Beachfest event does not have sufficient funds for transportation in their event budget and asked METRO to: 1) Charge the passengers for the service instead of Beachfest, 2) Plus, to extend the beach shuttle service to include the Beachfest dates. Charging passengers would be considered a charter service which is prohibited by METRO.

**Discussion:**

Director Fitzmaurice invited Mr. Baehr to join in the discussions with Parks and Recreation to discuss this event.

**ACTION: MOTION: DIRECTOR AINSWORTH SECOND: DIRECTOR ALMQUIST**

**Move to take action on this item at today's meeting.**

**Motion passed unanimously with Directors Krohn and Lopez absent.**

**ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR FITZMAURICE**

**With no funding source identified, deny the request by Beachfest Santa Cruz for service.**

**Motion passed unanimously with Directors Krohn and Lopez absent.**

Mr. Baehr will notify Beachfest organizers of the Board's decision today and will talk with the City on Monday. Mr. Baehr will provide Beachfest organizers with the phone number to the Regional Transportation Commission.

**11. CONSIDERATION OF ALTERNATE MEETING LOCATIONS AND NIGHT MEETINGS FOR THE REGULAR BOARD MEETING**

**Summary:**

Les White stated that the Staff recommendation mirrors what the Regional Transportation Commission does at their meetings.

**12. CONSIDERATION OF SHUTTLE SERVICE FOR THE CITY OF CAPITOLA ART AND WINE FESTIVAL**

**Summary:**

Mark Dorfman reported that the request for shuttle service to the Art and Wine Festival came from the City of Capitola and is the same service being requested as last year. The request from the City of Capitola is for two buses; however, Staff is suggesting three buses for more reliable service. The METRO would pay 23% of this cost with the City of Capitola paying 77%. Staff also suggests that there be designated drop-off and boarding locations and a mechanism to queue up passengers in an orderly fashion upon boarding. Staff will work with the City to coordinate these locations.

**ACTION: MOTION: DIRECTOR ALMQUIST SECOND: DIRECTOR AINSWORTH**

**Move Items 12 and 13 to the Consent Agenda for the August 17, 2001 Board Meeting.**

**Motion passed unanimously with Directors Krohn and Lopez absent.**

Les White confirmed that Staff would talk with the City and Chamber of Commerce this week to discuss the third bus.

**13. CONSIDERATION OF AMENDING THE TERM OF THE CONTRACT FOR PAIGE'S SECURITY SERVICES**

No questions or comments.

**14. CONSIDERATION OF ISSUES RELATING TO THE SERVICE AREA SERVED BY ADA PARATRANSIT**

**Summary:**

Kim Chin stated that a formal presentation on this topic will be given at the August 17, 2001 Board meeting. Changes were made to Attachment E as follows: the sub-total for Old San Jose Road trips was changed to \$3,450.91. The grand total was changed to \$19,794.05.

**15. CONSIDERATION OF ISSUES RELATING TO THE PARATRANSIT CUSTOMER'S GUIDE/POLICIES AND PROCEDURES FOR PARATRANSIT OPERATIONS**

**Summary:**

Kim Chin stated that a draft of the Rider's Guide is included in the agenda packets as well as an outline of the policies and procedures. Both of these items will be brought back for Board action in September as part of the Request for Proposal (RFP). The issues raised in the paratransit sensitivity training will be addressed as part of the RFP.

Pat Spence will compile a spreadsheet of all paratransit rides taken by Board members and staff. This spreadsheet will detail areas of concern. This item will be continued to the September Board meeting. Director Fitzmaurice requested that the paratransit issues be at the beginning of the agenda at the September meeting.

**ADJOURN**

There being no further business, Vice-Chairperson Reilly adjourned the meeting at 11:10 a.m.

Respectfully submitted,

DALE CARR  
Administrative Services Coordinator