

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

February 13, 2004

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, February 13, 2004 at the District's Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Vice Chairperson Keogh called the meeting to order at 9:00 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Sheryl Ainsworth
Jan Beautz (arrived after roll call)
Michelle Hinkle
Mike Keogh
Emily Reilly
Mike Rotkin
Pat Spence
Mark Stone

DIRECTORS ABSENT

Dennis Norton
Dale Skillicorn
Marcela Tavantzis
Ex-Officio Wes Scott

STAFF PRESENT

Bryant Baehr, Operations Manager
Frank Cheng, M/B Project Manager
Mark Dorfman, Assistant General Manager
Marilyn Fenn, Asst. Finance Manager
Margaret Gallagher, District Counsel

David Konno, Facilities Maint. Manager
Steve Paulson, Paratransit Administrator
Judy Souza, Base Superintendent
Tom Stickel, Fleet Maint. Manager
Les White, General Manager

EMPLOYEES AND MEMBERS OF THE PUBLIC WHO INDICATED THEY WERE PRESENT

Sharon Barbour, MASTF
Heather Boerner, *Sentinel*
Scott Bugental, Seniors Commission
Jenna Glasky, SEA
Kathleen Johnson, Ombudsman Advocate
Gary Klemz, SEIU

Paul Marcelin-Sampson, Bus Riders Union
Manny Martinez, PSA
Jeff North, UTU
Eric Schatmeier, Caltrans
Tegan Speiser, SCCRTC
Bob Yount, MASTF

2. ORAL AND WRITTEN COMMUNICATION

Oral:

Vice Chairperson Keogh stated that Item #10 - CONSIDERATION OF EXTENSION OF SANTA CRUZ NEEDLE EXCHANGE PROGRAM FOR TRANSIT CENTERS would be pulled from the agenda due to lack of funding for this program.

Les White introduced Frank Cheng as the new MetroBase Project Manager.

Sharon Barbour spoke regarding the cartoon referenced under Written Communications.

Les White introduced Eric Schatmeier of Caltrans who will discuss Item #6.

Written:

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|----|-------------------------------------|-------------------------|
| a. | Paul Marcelin-Sampson | RE: Paratransit/Hwy. 17 |
| b. | Cliff Tillman/Bonnie Morr, SEIU/UTU | RE: ParaCruz In-House |
| c. | Bonnie Morr, UTU | RE: ParaCruz In-House |

3. LABOR ORGANIZATION COMMUNICATIONS

None

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

Handouts: Amended Pages for Item #5-9: 5-9.a1 & 5-9.b1
Amended Pages for Item #6: 6A.a1, 6A.a2 & 6A.a3

These handouts will be included in the February 27, 2004 Agenda Packet.

CONSENT AGENDA

5-1. APPROVE REGULAR BOARD MEETING MINUTES OF JANUARY 9 AND JANUARY 23, 2004

No questions or comments.

5-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS

No questions or comments.

5-3. ACCEPT AND FILE JANUARY 2004 RIDERSHIP REPORT

No questions or comments.

5-4. CONSIDERATION OF TORT CLAIMS: Reject the Claim Entirely of Virginia Amato, Claim #04-0002

No questions or comments.

5-5. ACCEPT AND FILE AGENDA FOR THE MASTF COMMITTEE MEETING OF FEBRUARY 19, 2004 AND THE MINUTES OF THE JANUARY 15, 2004 MEETING

No questions or comments.

5-6. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR DECEMBER 2003, AND APPROVAL OF BUDGET TRANSFERS

There was discussion regarding the current budget deficit and next year's anticipated shortfalls, including TDA shortfalls.

5-7. ACCEPT AND FILE PARACRUZ STATUS REPORT FOR NOVEMBER 2003

No questions or comments.

5-8. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR DECEMBER 2003

No questions or comments.

5-9. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE

Classes at UCSC were in session for an additional five days. Mr. Baehr asked to remove the Billable Days column from the report since they no longer have any impact. Ridership is up for students by approximately 6.5% and for faculty/staff by approximately 25% year-to-date.

5-10. CONSIDERATION OF AWARD OF CONTRACT TO BROWN, ARMSTRONG, PAULDEN, MCCOWN, STARBUCK, & KEETER ACCOUNTANCY CORPORATION FOR FINANCIAL AUDIT AND TAX SERVICES

This item is for a new contract to provide internal financial and audit services.

5-11. CONSIDERATION OF AMENDING DAY WIRELESS CONTRACT

Tom Stickel cited a correction on the financial consideration portion of the staff report. Funds for the contract would come from Fleet Maintenance, not Facilities Maintenance. This is a one-year extension to the existing contract.

5-12. CONSIDERATION OF EXTENDING CONTRACTS WITH VEHICLE MAINTENANCE PROGRAM, INC. FOR HEAVY DUTY BRAKE DRUMS, BATTERIES U.S.A., INC. FOR HEAVY DUTY COACH AND AUTOMOTIVE BATTERIES, AND BAY COUNTIES PITCOCK PETROLEUM, INC. FOR 15W-40 ENGINE OIL

Tom Stickel reported that this request is for a one-month extension to bridge for all three expired contracts until the new contracts are in place. A request will be made of the Board in March for new contracts to be awarded.

5-13. CONSIDERATION OF ONE-YEAR RENEWAL OF CONTRACTS WITH VEHICLE MAINTENANCE PROGRAM, INC. FOR BUS FILTERS AND TIFCO INDUSTRIES, INC. FOR FASTENERS AND TERMINALS

5-14. ACCEPT AND FILE CALL STOP AUDIT REPORT

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR REILLY

Move this item to Closed Session for further discussion.

Motion passed unanimously with Directors Beautz, Norton, Skillicorn and Tavantzis being absent.

5-15. CONSIDERATION OF AMENDING THE ACQUISITION AND RELOCATION ASSISTANCE SERVICES AGREEMENT WITH THE CITY OF SANTA CRUZ TO REFLECT INCREASED RATES FOR LEGAL SERVICES FOR METROBASE PROPERTY ACQUISITION

This item is for approval of an increase in the hourly fee for legal services that METRO will require for the acquisition of the MetroBase property.

5-16. ACCEPT AND FILE NOTIFICATION OF ACTIONS TAKEN IN CLOSED SESSION REGARDING THE FOLLOWING CLAIMS ON THE DATES INDICATED: WORKERS COMPENSATION SETTLEMENT CLAIM OF RICHARD CASTRO

No questions or comments.

REGULAR AGENDA

6. CONSIDERATION OF A MEMORANDUM OF UNDERSTANDING (MOU) WITH CALTRANS, THE CAPITAL CORRIDOR JOINT POWERS AUTHORITY, AMTRAK, THE VALLEY TRANSPORTATION AUTHORITY AND SANTA CRUZ METRO FOR THE CONSOLIDATION OF THE HIGHWAY 17 EXPRESS SERVICE AND THE SANTA CRUZ-SAN JOSE AMTRAK CONNECTOR SERVICE

Summary:

An agreement will be brought to the February 27th Board meeting. Mr. White reported that Amtrak would not be a part of the agreement since they are a contractor to the Capital Corridor Joint Powers Authority. VTA's Board will take this issue up on March 4th; Capital Corridor will review it on February 18th.

Discussion:

Discussion ensued regarding direct service from Pacific Station/Metro Center, weekend and holiday service, connections with rail service, lack of accessible equipment on Greyhound buses. Caltrans will provide funding for service increments that METRO does not currently provide on Highway 17 at a cost of approximately \$350,000 per year. Eric Schatmeier of

Caltrans spoke regarding the feeder bus services and the marketing tools that will be provided for this service.

Direction: Director Rotkin asked that the connections be widely advertised at UCSC.
Director Ainsworth asked for information regarding weekend ridership on the Highway 17 Express.

7. CONSIDERATION OF 1ST READING OF AMENDED FARE ORDINANCE TO REVISE HIGHWAY 17 EXPRESS FARES AND THE SCHOOL STUDENT FIELD TRIP RATE

Summary:

The first reading of the Fare Ordinance will take place at the February 27, 2004 Board meeting. The second reading will be at the March 26, 2004 Board meeting during a public hearing process. San Jose State University continues to support this service through their subsidiary; METRO continues to accept the ecology pass and VTA continues to reimburse METRO for this. Mr. Dorfman outlined the various forms of advertising that is taking place to inform customers of these increases and METRO has set up an email address to accept input.

Direction: Director Reilly asked that a copy of the verbiage used on the Highway 17 buses to solicit input be included in the packet for the February 27, 2004 meeting.

DIRECTOR BEAUTZ ARRIVED AT THE MEETING.

Director Rotkin directed staff to bring information back to the Board at a future date on a 10-ride pass. He also asked that prior to the next automatic fare increase, that staff look into the possibility of providing a convenience card-type pass to middle range users.

8. CONSIDERATION OF PARACRUZ TRANSITION PLAN TO TAKE OPERATIONS IN-HOUSE FROM COMMUNITY BRIDGES

Summary:

Bryant Baehr gave a Power Point presentation on the ParaCruz operation alternatives. Mr. Baehr discussed the February 5th paratransit summit held by the RTC. The estimated cost of in-house operation would be \$268,570; blended operational cost would be \$173,830. The RTC will report at their April meeting on their individual discussions with stakeholders regarding their recommendations for a task force. Mr. Baehr listed out the recommendations that will be made to the Board at the next Board meeting.

Direction: Director Stone requested a Closed Session on this issue.
Director Reilly requested information at the next meeting on the paratransit vans purchased by METRO.
Director Ainsworth asked for a clear list of impacts to the users by bringing the service in-house or by using a blended service.
Director Rotkin asked for a response at the next Board meeting on how staff would handle an individual who is calling up and is confused about their choices of rides.

THE FOLLOWING ATTENDEES SPOKE TO THIS ISSUE:

Link Spooner of Community Bridges
Kathleen Johnson of Ombudsman Advocate

ACTION: Move this item to Closed Session for further discussion at the February 27, 2004 Board Meeting.

ACTION: MOTION: DIRECTOR SPENCE SECOND: DIRECTOR BEAUTZ

Extend meeting past 11:00 a.m.

Motion passed unanimously with Director Norton, Skillicorn and Tavantzis being absent.

10. **DELETED DUE TO LACK OF FUNDING**

11. **CONSIDERATION OF AGREEMENT WITH THE SANTA CRUZ SEASIDE COMPANY FOR THE PROVISION OF LATE-NIGHT SERVICE**

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR REILLY

Move Item #11 to the Consent Agenda.

Motion passed unanimously with Director Norton, Skillicorn and Tavantzis being absent.

9. **CONSIDERATION OF AUTHORIZATION TO OPERATE A SHUTTLE FOR THE UNITED TRANSPORTATION UNION (UTU) SENIOR DINNER**

Director Keogh pointed out that the Board has not authorized funding any shuttles at all this year and he asked that UTU consider taking funds from their budget.

12. **REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel**

Margaret Gallagher reported that the Board would discuss the Workers Compensation claims of Terrie Peters and Bonnie Morr. The Board will also review the Lane/Loya litigation regarding call stops and Item 5-14 which was moved from the Consent Agenda to Closed Session.

13. **ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION**

SECTION II: CLOSED SESSION

Vice Chairperson Keogh adjourned to Closed Session at 11:08 a.m. and reconvened to Open Session at 11:37 a.m.

SECTION III: RECONVENE TO OPEN SESSION

14. REPORT OF CLOSED SESSION

Margaret Gallagher had nothing to report at this time.

ADJOURN

There being no further business, Vice Chairperson Keogh adjourned the meeting at 11:37 a.m.

Respectfully submitted.

Dale Carr
Administrative Services Coordinator