

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

May 28, 2004

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A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, May 28, 2004 at the Capitola City Council Chambers, 420 Capitola Avenue, Capitola, CA.

Chairperson Reilly called the meeting to order at 9:03 a.m.

## SECTION 1: OPEN SESSION

### 1. ROLL CALL:

#### DIRECTORS PRESENT

Sheryl Ainsworth (arrived after roll call)  
Jan Beautz  
Michelle Hinkle  
Mike Keogh  
Dennis Norton  
Emily Reilly  
Dale Skillicorn  
Pat Spence  
Mark Stone  
Marcela Tavantzis

#### DIRECTORS ABSENT

Mike Rotkin  
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

Steve Paulson, Paratransit Administrator  
Elisabeth Ross, Finance Manager  
Robyn Slater, Human Resource Manager  
Judy Souza, Base Superintendent  
Tom Stickel, Fleet Maint. Manager  
Les White, General Manager

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

Pat Dellin, SCCRTC  
Mario Edmundson, Mid Peninsula Housing  
Gary Klemz, SEIU  
Sandra Lipperd, UTU  
Manny Martinez, PSA  
Ian McFadden, SEA

Bonnie Morr, UTU  
Jeff North, UTU  
Will Regan, VMU  
June Royle Barr, Mid Peninsula Housing  
Peter Scott, CFST  
Spike, CFST  
Amy Weiss, Spanish Interpreter

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

### Written:

- |    |                              |                               |
|----|------------------------------|-------------------------------|
| a. | Paul Marcelin-Sampson        | RE: Consumer Price Index      |
| b. | Marilyn Garrett              | RE: Cell Phone Usage on Buses |
| c. | Christopher E. Platten, Esq. | RE: UTU                       |
| d. | Judy Doering-Nielsen, Mayor  | RE: Sakata Lane               |
| e. | Kanoa Dynek, Vice Chair, MAC | RE: Committee Actions         |

### Oral:

Braylis Young a long-time resident and homeowner, has utilized public transit as his primary mode of transportation. He is looking forward to the budget review scheduled for today's meeting.

Les White read the motions made at the recent MAC meeting, both of which are outlined in the written communication from Kanoa Dynek. There was discussion regarding the number of excused and unexcused absences. Staff will need direction on the bylaws at a future date; if no direction is given, the bylaws will remain the same.

Sharon Barbour of MASTF read three motion from the last MASTF meeting: 1) MASTF urged the Board to move quickly to break ground on MetroBase, 2) MASTF urged the Board to support AB2694 that raises the fine for tossing cigarette butts on the ground, 3) MASTF is concerned about the low percentage of funding allocated in the draft Program of Projects for senior and disabled transportation services.

Director Tavantzis asked staff to review the Sakata Lane property in the future and was informed that this item would be brought before the Board next month. A copy of the response to the Mayor of Watsonville regarding this property will be given to the Board.

## **3. LABOR ORGANIZATION COMMUNICATIONS**

Gary Klemz of SEIU introduced the chapter presidents and reported that the members of SEIU, in light of budgetary concerns, have voted to extend the current labor contract for one year and asked for Board support in this regard. Les White added that this is unprecedented at METRO and expressed his appreciation to the union for preserving jobs and services with this action.

## **4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

### **SECTION I:**

### **OPEN SESSION:**

#### **ADD TO ITEM #2**

#### **ORAL AND WRITTEN COMMUNICATION**

- |    |                              |                       |
|----|------------------------------|-----------------------|
| d. | Judy Doering-Nielsen, Mayor  | RE: Sakata Lane       |
| e. | Kanoa Dynek, Vice Chair, MAC | RE: Committee Actions |

**(Insert Documentation)**

**CONSENT AGENDA:**

- ADD TO ITEM #5-1** APPROVE REGULAR BOARD MEETING MINUTES OF APRIL 9 AND APRIL 23, 2004  
**(Replace Page 5-1.17 of the April 23, 2004 Meeting Minutes)**
- ADD TO ITEM #5-3** ACCEPT AND FILE APRIL 2004 RIDERSHIP REPORT  
**(Add Page 1 of the Ridership Report)**
- ADD TO ITEM #5-5** ACCEPT AND FILE AGENDA FOR THE MAC MEETING OF MAY 19, 2004 AND THE MINUTES OF THE APRIL 21, 2004 MEETING  
**(Insert Minutes)**
- DELETE ITEM #5-14** CONSIDERATION OF AMENDING AWARD OF CONTRACT FOR RESIDENT BUS INSPECTOR SERVICES  
**(Action taken at the May 14, 2004 Board Meeting)**
- ADD TO ITEM #5-15** CONSIDERATION OF ESTABLISHING A RATE TO CHARGE MASTF FOR REPRODUCTION OF AGENDAS AND RELATED MATERIALS FOR DISTRIBUTION  
**(Insert Supplemental information)**

**REGULAR AGENDA:**

- ADD TO ITEM #6** PUBLIC HEARING ON FY 04-05 AND FY 05-06 DRAFT FINAL BUDGET  
**(Insert Staff Report)**
- DELETE ITEM #8** CONSIDERATION OF APPOINTING INDIVIDUALS TO REPRESENT METRO ON THE PARATRANSIT COORDINATION TASK FORCE BEING FORMED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION  
**(Action taken at the May 14, 2004 Board Meeting)**
- REPLACE ITEM #8 (New Title)** ACCEPT AND FILE STATUS OF THE METROBASE PROJECT  
**(Insert New Staff Report as Item #8)**
- DELETE ITEM #14** CONSIDERATION OF APPROVAL OF CONTRACT WITH AMTRAK FOR THE PROVISION OF THE HIGHWAY 17 SERVICE  
**(Action taken at the May 14, 2004 Board Meeting)**
- ADD TO ITEM #15 (New Title)** CONSIDERATION OF OPEN MEETING REQUIREMENTS OF THE RALPH M. BROWN ACT INCLUDING PUBLIC TESTIMONY RIGHTS – RE: AGENDA ITEMS WHEN MEETING IS CONTINUED  
**(Insert Staff Report)**
- ADD TO ITEM #16** CONSIDERATION OF AWARD OF CONTRACT TO ARK PROPERTY MAINTENANCE FOR JANITORIAL SERVICES FOR THE SCOTTS VALLEY TRANSIT CENTER  
**(Insert Staff Report)**
- ADD TO ITEM #17**
1. REVIEW OF THE SITE LICENSE AGREEMENT TO FACILITATE VIA DEL MAR'S USE OF THE WATSONVILLE TRANSIT CENTER'S TRASH COLLECTION AND RECYCLING SERVICES
  2. CONSIDERATION OF APPROVAL OF THE LAND DIVISION APPLICATION WHICH ALLOWS FOR THE JOINING OF THE TWO PARCELS LEASED TO THE CITY OF WATSONVILLE FOR A TRANSIT-ORIENTED HOUSING DEVELOPMENT

3. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE NECESSARY DOCUMENTS AS THE REPRESENTATIVE OF THE OWNER OF THE PROPERTY TO FACILITATE THE VIA DEL MAR PROJECT
  4. CONSIDERATION OF GRANTING A LICENSE FOR DEMOLITION AND RECONSTRUCTION OF SIDEWALK AT THE WATSONVILLE TRANSIT CENTER ADJACENT TO VIA DEL MAR
  5. REVIEW SITE PLANS AND THE BUILDING ELEVATION FOR THE VIA DEL MAR TRANSIT-ORIENTED PROJECT
- ADD TO ITEM #18** CONSIDERATION OF SERVICE REDUCTIONS FOR THE PURPOSE OF SETTING PUBLIC HEARINGS  
(Insert Staff Report)

### CONSENT AGENDA

- 5-1. APPROVE REGULAR BOARD MEETING MINUTES OF APRIL 9 AND APRIL 23, 2004
- 5-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS
- 5-3. ACCEPT AND FILE APRIL 2004 RIDERSHIP REPORT
- 5-4. CONSIDERATION OF TORT CLAIMS: None
- 5-5. ACCEPT AND FILE AGENDA FOR THE MAC MEETING OF MAY 19, 2004 AND THE MINUTES OF THE APRIL 21, 2004 MEETING
- 5-6. ACCEPT AND FILE AGENDA FOR THE MASTF COMMITTEE MEETING OF MAY 20, 2004 AND THE MINUTES OF THE APRIL 15, 2004 MEETING
- 5-6. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR MARCH 2004 AND APPROVAL OF BUDGET TRANSFERS
- 5-8. ACCEPT AND FILE PARACRUZ STATUS REPORT FOR FEBRUARY 2004
- 5-9. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR MARCH 2004
- 5-10. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE
- 5-11. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE APRIL MEETINGS
- 5-12. ADOPT RESOLUTION INCREASING CHANGE FUND FOR OPERATIONS DEPARTMENT BY \$1,000
- 5-13. CONSIDERATION OF AMENDING CONTRACT FOR GRAPHIC DESIGN SERVICES FOR HEADWAYS
- 5-14. DELETED – ACTION TAKEN AT MAY 14, 2004 BOARD MEETING
- 5-16. CONSIDERATION OF APPROVAL OF LEGAL SECRETARY RECLASSIFICATION

Item #5-15 was pulled from the Consent Agenda and designated for further discussion as Item #18.1 on the Regular Agenda.

**ACTION: MOTION: DIRECTOR NORTON SECOND: DIRECTOR SKILLICORN**

**Approve Consent Agenda with the exception of Item #5-15.**

**Motion passed by a unanimous voice vote in lieu of a roll call for the Consent Agenda and Item #5-12 Resolution with Directors Ainsworth and Rotkin being absent.**

## **REGULAR AGENDA**

**ITEM 18.1 WAS TAKEN OUT OF ORDER AT THIS TIME.**

### **18.1 CONSIDERATION OF ESTABLISHING A RATE TO CHARGE MASTF FOR REPRODUCTION OF AGENDAS AND RELATED MATERIALS FOR DISTRIBUTION**

#### **Summary:**

Les White reported that this staff report is in response to Board direction. This outlines the rate that would be charged to MASTF if they used METRO's reproduction facilities.

#### **DIRECTOR AINSWORTH ARRIVED.**

#### **Discussion:**

There was discussion of the database which is supplied to METRO by MASTF staff. METRO does not maintain this database. It was further determined that MASTF would be billed on a monthly basis and if the bill is not paid after three or four months, it would be taken to the Board. District Counsel will submit this information to MASTF in a letter along with the rate information.

**ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR SKILLICORN**

**Approve the rates to charge MASTF for the reproduction of agenda and agenda related materials. A letter will be sent to MASTF reiterating the policy for payment.**

**Motion passed unanimously with Director Rotkin being absent.**

### **6. PUBLIC HEARING ON FY 04-05 AND FY 05-06 DRAFT FINAL BUDGET PUBLIC HEARING IS SCHEDULED FOR 9:00 A.M.**

#### **Summary:**

Elisabeth Ross reported that the Board would hear input from the public today on the Draft Final Budget and give the staff additional direction. Staff would return to the Board in June for adoption of the final budget. Ms. Ross prepared a two-year budget which is balanced over the two-year period. A presentation was given at this time. Service reductions in the amount of \$212,000 were made and are effective June 2004. An additional \$700,000 in cuts will be considered by the Board to be effective in September 2004. Staff is proposing to make staff reductions in the amount of \$200,000 to be effective September 30, 2004. However, no further reductions will be considered after 2004.

**Direction:** \*At the June 11<sup>th</sup> Board meeting, bring suggested language for a letter to be written to the appropriate parties regarding how METRO's budget is affected by rising diesel prices. Also, bring a list of parties to whom this letter would be sent.

\*Invite TMA representatives to the June Board meeting to explain what they are doing for METRO.

Discussions included future budgets being based on a 24-month period, a possible fare increase of ten cents in FY 05-06, possible elimination of state and federal lobbyists which Mr. White would not recommend, and the increase to medical insurance costs. Mr. White itemized the dues and subscription line item and stated that METRO is rejoining the Santa Cruz Chamber of Commerce.

**Public Hearing opened at 10:06 a.m.**

Braylis Young asked for a 10-year history on the liability and casualty insurance premium increases. He asked why fare increases to the seniors/disabled are not mentioned in the budget. He also asked for a 10-20 year vision statement for METRO.

**Public Hearing was closed at 10:08 a.m.**

Mr. White responded that staff would bring a ten-year history of premiums for umbrella insurance and a history of what was paid out on settlements to the June budget presentation. He added that the vision statement would be included in the Five Year Plan. Ms. Ross will mention the senior/disabled fare increase in the budget next month. This was part of the last fare increase but was “stepped” up gradually to lessen the impact on this community.

**7. CONSIDERATION OF A RESOLUTION AUTHORIZING A GRANT APPLICATION TO THE AIR DISTRICT FOR AB 2766 FUNDS FOR AN EASTSIDE EXPRESS ROUTE**

**Summary:**

Mark Dorfman reported that staff is proposing to make a grant application for up to \$200,000 to the Air District for an Eastside Express route. Staff is working jointly with UCSC, the City of Santa Cruz and will be approaching the County. This route will provide express service to UCSC students and government employees from the Eastside.

**Discussion:**

Director Norton requested consideration of an express route between Watsonville and downtown Santa Cruz and expressed concern over the level of service for UCSC. Mr. Dorfman responded that UC is providing a local match, which will be looked upon favorably by the Air District when considering METRO’s request. He added that UC would be addressing the “pass bys” while adding service in impacted areas at no cost to METRO.

**Direction:** \*Mark Dorfman was directed to ask UCSC to supply information about how UCSC goes about getting grants.  
\*During the June budget presentation, discuss how the METRO contract with UCSC is structured.

**ACTION: MOTION: DIRECTOR AINSWORTH SECOND: DIRECTOR REILLY**

**Adopt the resolution to submit a grant application for \$200,000 to the Air District for an Eastside Express route.**

**Motion passed by a unanimous voice vote in lieu of a roll call with Director Rotkin being absent.**

**8. ACCEPT AND FILE STATUS OF THE METROBASE PROJECT**

**Summary:**

Frank Cheng, MetroBase Project Manager, gave a presentation on the MetroBase status and on his site visits to Southern California transit facilities designed by RNL Design.

**Direction:** \*Staff was directed to talk with the City of Santa Cruz regarding a MetroBase presentation being given to them in July.

\*Mr. White will obtain information on how many weeks of pile driving will be necessary to utilize the “mat” system to support the Operations and service buildings.

\*During the budget presentation, staff was directed to report on how MetroBase would affect METRO operations for years to come.

**Discussion:**

It was reported that a 6’ tower containment area would be built to ensure against diesel fuel contamination of the San Lorenzo River. There is also a full storm water runoff with containment system at the site and any leaks would convert to gaseous form.

Will Regan of VMU spoke in favor of MetroBase and that it would bring the ability to increase service throughout the county. He urged the Board to keep their MetroBase “hat” on while sitting on other councils.

Mr. White stated that the following people could write letters requesting that MetroBase be put in STIP as a priority: Chair of METRO Board, Chair of Board of Supervisors, Mayors of Santa Cruz, Watsonville, Scotts Valley, and Capitola, Chair of RTC. Letters should be written to Senators McPherson and Dennison, and Assemblymembers Laird and Salinas.

Pat Dellin, Deputy Director of the SCCRTC, reported that her staff is already accumulating letters from all elected officials, boards and committee groups that are supportive of this project.

**ACTION: MOTION: DIRECTOR SKILLICORN SECOND: DIRECTOR BEAUTZ**

**Accept and file the MetroBase Status Report.**

**Motion passed unanimously with Director Rotkin being absent.**

9. **REVIEW OF POTENTIAL FUNDING SOURCES FOR THE METROBASE PROJECT AND CONSIDERATION OF WHETHER THE PURCHASE OF THE UNION PACIFIC RAILROAD RIGHT-OF-WAY BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION WILL AFFECT FUNDS ANTICIPATED TO BE USED FOR METROBASE**

**ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR REILLY**

**Continue this item to the August Board meetings.**

Pat Dellin wanted to clarify that the RTC did request \$7.8 million for MetroBase in its 2004 improvement program, both in first and second choice scenarios. RTC staff is working with CTC staff to correct the error of not putting MetroBase in the summary. She also clarified the misunderstanding that there is direct competition for funds between the rail branch line and MetroBase.

**Motion passed unanimously with Director Rotkin being absent.**

**ITEM #18 WAS TAKEN OUT OF ORDER AT THIS TIME.**

18. **CONSIDERATION OF SERVICE REDUCTIONS FOR THE PURPOSE OF SETTING PUBLIC HEARINGS**

**Summary:**

Mark Dorfman reported that service adjustments are necessary to balance the budget. Public hearings have been scheduled to inform the public of these reductions and to receive input to bring back to the Board.

**Discussion:**

Ian McFadden addressed Board questions. Mr. Dorfman outlined the various forms of advertising for the public hearings. He added that staff is now showing the paratransit impacts of all the service changes to avoid any surprises. Director Keogh thanked SEIU and its membership for extending their labor contract which aided in retaining service.

**Direction:** \*Staff was asked to place fliers on the buses of the routes affected.  
\*Director Norton asked that a public meeting be held in the Capitola area.  
\*Staff was directed to incorporate a new agenda item into the agenda packet which updates the Board on the paratransit task force.

**ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR REILLY**

**Adopt the public hearing schedule for Fall 2004 service change with the addition of a public hearing being held in Capitola.**

**Motion passed unanimously with Director Rotkin being absent.**



**ACTION: MOTION: DIRECTOR SPENCE SECOND: DIRECTOR REILLY**

**Approve Items 10, 13 and 16 as recommended by staff as follows:**

**10. CONSIDERATION OF FEASIBILITY OF UTILIZING DEADHEAD BUSES TO SERVICE HARVEY WEST/HIGHWAY 9 AREA**

**RECOMMENDED ACTION:** Examine the feasibility of utilizing deadhead buses on weekends to provide some service to the Harvey West/Highway 9 area. Staff does not recommend that this be done.

**13. CONSIDERATION OF AMENDING CONTRACT FOR REVENUE AND NON-REVENUE TIRES**

**RECOMMENDED ACTION:** Authorize the General Manager to amend the contract for revenue and non-revenue tires with Dixon and Son Tire, Inc. to increase the prices on certain tire sizes and add an additional tire size to the contract.

**16. CONSIDERATION OF AWARD OF CONTRACT TO ARK PROPERTY MAINTENANCE FOR JANITORIAL SERVICES FOR THE SCOTTS VALLEY TRANSIT CENTER**

**RECOMMENDED ACTION:** Authorize the General Manager to execute a one-year contract with Ark Property Maintenance to provide janitorial services for the Scotts Valley Transit Center for a total contract amount not to exceed \$19,000.

**Discussion:**

Contract should state that “.....if he/she exceeds \$18,000 maximum amount payable under this contract, that it does so as its own risk.” The contract currently states a maximum amount of \$19,000. The contract will be changed to reflect the maximum amount of \$18,000, which reflects 12 months at \$1,500 per month.

**Motion passed unanimously with Director Rotkin being absent.**

**ITEM #17 WAS TAKEN OUT OF ORDER AT THIS TIME.**

- 17. 1. REVIEW OF THE SITE LICENSE AGREEMENT TO FACILITATE VIA DEL MAR'S USE OF THE WATSONVILLE TRANSIT CENTER'S TRASH COLLECTION AND RECYCLING SERVICES**
- 2. CONSIDERATION OF APPROVAL OF THE LAND DIVISION APPLICATION WHICH ALLOWS FOR THE JOINING OF THE TWO PARCELS LEASED TO THE CITY OF WATSONVILLE FOR A TRANSIT-ORIENTED HOUSING DEVELOPMENT**
- 3. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE NECESSARY DOCUMENTS AS THE REPRESENTATIVE OF THE OWNER OF THE PROPERTY TO FACILITATE THE VIA DEL MAR PROJECT**

4. **CONSIDERATION OF GRANTING A LICENSE FOR DEMOLITION AND RECONSTRUCTION OF SIDEWALK AT THE WATSONVILLE TRANSIT CENTER ADJACENT TO VIA DEL MAR**
5. **REVIEW SITE PLANS AND THE BUILDING ELEVATION FOR THE VIA DEL MAR TRANSIT-ORIENTED PROJECT**

**Summary:**

The Via Del Mar project is a multi-residential development that is transit oriented. METRO leased two properties adjacent to the Watsonville Transit Center to the City of Watsonville for this project. Ms. Gallagher distributed a resolution which will be included in the staff recommendation. Jane Barr, project manager, showed a color rendition of the project to the Board.

**Discussion:**

Margaret Gallagher assured the Board that the License Agreement for this project could be terminated at any time in the future. The issue of PG&E having access to the transformer will be brought before the Board in June. It was also determined that the construction project would be secured by the land.

**ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR TAVANTZIS**

1. **Approve the Site License Agreement to facilitate Via del Mar's use of the Watsonville Transit Center's trash collection area and recycling services.**
2. **Approve the Land Division Application, which allows for the joining of the two parcels leased to the City of Watsonville for a transit-oriented housing development.**
3. **Approve a License for the demolition and reconstruction of a new sidewalk at the Watsonville Transit Center to facilitate the housing development of the parcels leased to the City of Watsonville.**
4. **Review site plans for the transit-oriented project and the building elevation for that portion of the project facing the transit center.**

**FRIENDLY AMENDMENT TO THE MOTION:**

5. **The construction agreement will go before the Board at their June 11<sup>th</sup> meeting since the closing is set for June 18th.**

**Motion passed unanimously with Director Rotkin being absent.**

**ACTION: MOTION: DIRECTOR STONE SECOND: DIRECTOR SKILLICORN**

**Continue Items 11, 12 and 15 to the June Board meetings.**

**Motion passed unanimously with Director Rotkin and Spence being absent.**

11. **CONSIDERATION OF MODIFICATIONS TO SANTA CRUZ METRO'S BYLAWS INCLUDING ADDING RULES OF PROCEDURE FOR BOARD OF DIRECTOR MEETINGS, AUTHORIZING THE SELECTION OF REPRESENTATIVES AND ALTERNATES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION AND OTHER CHANGES**

**Discussion:**

The Regional Transportation Commission's public hearing is scheduled for June 3<sup>rd</sup>. Comments can be made at that meeting.

12. **CONSIDERATION OF SUBMITTING COMMENTS WITH REGARD TO THE PROPOSED SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION EXPENDITURE PLAN**

14. **DELETED – ACTION TAKEN AT MAY 14, 2004 BOARD MEETING**

15. **CONSIDERATION OF OPEN MEETING REQUIREMENTS OF THE RALPH M. BROWN ACT INCLUDING PUBLIC TESTIMONY RIGHTS – RE: AGENDA ITEMS WHEN MEETING IS CONTINUED**

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

Margaret Gallagher reported that there would be a conference with Labor Negotiators for SEIU and UTU; a conference with Counsel on two anticipated litigations and one existing litigation of Linda Tarsky vs. METRO.

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

None

**SECTION II: CLOSED SESSION**

Chairperson Reilly adjourned to Closed Session at 11:52 a.m. and reconvened to Open Session at 1:06 p.m.

**SECTION III: RECONVENE TO OPEN SESSION**

22. **REPORT OF CLOSED SESSION**

Margaret Gallagher had nothing to report at this time.

**ADJOURN**

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There being no further business, Chairperson Reilly adjourned the meeting at 1:08 p.m.

Respectfully submitted.

Dale Carr  
Administrative Services Coordinator