

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

December 14, 2007

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, December 14, 2007 at the District's Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Vice Chair Beautz called the meeting to order at 9:02 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Jan Beautz
Dene Bustichi
Donald Hagen
Michelle Hinkle
Kirby Nicol
Emily Reilly
Mike Rotkin
Dale Skillicorn
Pat Spence
Mark Stone
Marcela Tavantzis

DIRECTORS ABSENT

Ex-Officio Donna Blitzer

STAFF PRESENT

Ciro Aguirre, Operations Manager
Angela Aitken, Finance Manager
Wally Brondstatter, Acting Paratransit Administrator
Frank Cheng, MetroBase Project Manager
Mark Dorfman, Assistant General Manager

Mary Ferrick, Base Superintendent
Margaret Gallagher, District Counsel
Debbie Kinslow, Asst Finance Manager
Tom Stickel, Maintenance Manager
Les White, General Manager

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

Ceil Cirillo, City of Santa Cruz RDA
Tony Condotti, Attorney
Bonnie Lipscomb, City of Santa Cruz RDA

Dave Moreau, PSA
Bob Yount, MAC

2. ORAL AND WRITTEN COMMUNICATION TO THE BOARD OF DIRECTORS

Written:

- | | | | |
|----|--------------------------|-----|-----------------------------|
| a. | T. S. Anand | Re: | Winter Service Revisions |
| b. | Seacliff Drive Residents | Re: | Routes 54 & 55 Vehicle Size |

Oral:

None.

3. LABOR ORGANIZATION COMMUNICATIONS

None.

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

None.

Due to a time constraint, Vice Chair Beautz agreed to take Closed Session Item #3 at this time.

THE FOLLOWING CLOSED SESSION RELATED ITEMS WERE TAKEN OUT OF ORDER:

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

Margaret Gallagher reported that the Board would have a conference with its Real Property Negotiators regarding property located at 425 Front Street, Santa Cruz.

19. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None.

SECTION II: CLOSED SESSION

Vice Chair Beautz adjourned to Closed Session Item #3, at 9:05 a.m. and reconvened to Open Session at 9:39 a.m.

SECTION III: RECONVENE TO OPEN SESSION

20. REPORT OF CLOSED SESSION

Margaret Gallagher reported that the Board took no reportable action in Closed Session

DIRECTOR REILLY LEFT THE MEETING

CONSENT AGENDA

5-1. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF NOVEMBER 2007

No questions or comments.

5-2. CONSIDERATION OF TORT CLAIMS: NONE

No questions or comments.

5-3. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR DECEMBER 19, 2007 AND MINUTES OF OCTOBER 17, 2007

No questions or comments.

5-4. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF SEPTEMBER 2007

Ciro Aguirre and Wally Brondstatter explained that during the month of September, ParaCruz had experienced an anomaly with several operators being absent, which resulted in the higher percentage of rides performed by supplemental providers. This also decreased the number of shared rides because the rides by supplemental providers are generally not shared.

5-5. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR AUGUST 2007

No questions or comments.

5-6. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR THE MONTH OF OCTOBER 2007

No questions or comments.

5-7. ACCEPT AND FILE NOTIFICATION OF ACTION TAKEN IN CLOSED SESSION REGARDING GEORGE V. BAY AREA RAPID TRANSIT DISTRICT; U.S. DISTRICT COURT, NORTHERN DISTRICT OF CALIFORNIA, CASE NO. C 00-2206CW

No questions or comments.

5-8. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AMENDMENT TO THE CURRENT LEASE FOR THE PROPERTY LOCATED AT 111 DUBOIS STREET, SANTA CRUZ TO EXTEND THE TERM FOR AN ADDITIONAL TEN-MONTH PERIOD

No questions or comments.

5-9. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A NEW LEASE FOR THE PROPERTY LOCATED AT 115 DUBOIS STREET TO BEGIN ON FEBRUARY 1, 2008 AND EXPIRE ON DECEMBER 31, 2010

No questions or comments.

5-10. CONSIDERATION OF OWNED AND LEASED PROPERTY INVENTORIES TO DETERMINE IF THERE IS ANY PROPERTY IN EXCESS OF SANTA CRUZ METROPOLITAN TRANSIT DISTRICT'S FORESEEABLE NEEDS

No questions or comments.

5-11. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH CLASSIC GRAPHICS FOR VEHICLE BODY REPAIR AND PAINTING SERVICES

No questions or comments.

5-12. CONSIDERATION OF RECEIPT OF INFORMATION FROM THE GENERAL MANAGER REGARDING HIS ATTENDANCE AT THE FALL CONFERENCE OF THE CALIFORNIA TRANSIT ASSOCIATION NOVEMBER 12-14, 2007

No questions or comments.

5-13. ACCEPT AND FILE METROBASE PROJECT STATUS REPORT

No questions or comments.

5-14. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH FRICKE-PARKS PRESS FOR PRINTING OF HEADWAYS

Staff agreed to implement Director Hagen's suggestion to add attention-getting language to the cover of future *Headways* indicating that there is English and Spanish language inside.

REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

This presentation will take place at the December 21, 2007 Board meeting

7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR JULY, AUGUST, AND SEPTEMBER 2007

Summary:

Angela Aitken explained the new format that clearly shows METRO's budget on a monthly, year to date, and year over year basis. Also, interdepartmental transfer will no longer be included, only transfers between different departments. Ms. Aitken pointed out an error on page #7.c10, which will be corrected and distributed with the December 21, 2007 Board Packet.

Discussion:

Several Directors spoke in favor of the new format.

8. CONSIDERATION OF RESOLUTION REVISING FY 08 OPERATING AND CAPITAL BUDGET

Summary:

Angela Aitken explained that this change is necessary because capital revenue was erroneously classified as operating revenue in FY08.

9. ACCEPTANCE OF FINANCIAL STATEMENTS WITH INDEPENDENT AUDITORS REPORT FOR THE YEAR ENDING JUNE 30, 2007

Summary:

Angela Aitken reported that the auditors found the District to be in compliance and there were no new findings. Four findings from prior years were identified and have already been corrected or will be by Spring 2008.

10. CONSIDERATION OF APPROVAL OF 2008 STATE LEGISLATIVE PROGRAM

No questions or comments.

11. CONSIDERATION OF APPROVAL OF 2008 FEDERAL LEGISLATIVE PROGRAM

No questions or comments.

12. CONSIDERATION OF INFORMATION REGARDING THE AMERICAN PUBLIC TRANSPORTATION ASSOCIATION'S LEGISLATIVE COMMITTEE, AUTHORIZATION TASK FORCE, AND 2050 FRAMEWORK FOR THE FUTURE TASK FORCE, AND CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO CONTINUE TO PARTICIPATE IN THE ACTIVITIES OF THESE COMMITTEES

Summary:

Les White reported that he attended various committee meetings during this year's APTA Legislative Meeting, which was held in November. The Legislative Committee, along with the Executive Committee, is appointing an Authorization Task Force, which he has been asked to serve on. The APTA Executive Committee also created a 2050 Framework for the Future Task Force that he has been asked to co-chair, as a former APTA Chair. Mr. White explained the purpose of each committee and how METRO would benefit.

13. CONSIDERATION OF RESOLUTION AUTHORIZING THE GENERAL MANAGER TO SUBMIT APPLICATIONS AND EXECUTE AGREEMENTS FOR PUBLIC TRANSPORTATION MODERNIZATION, IMPROVEMENT, AND SERVICE ENHANCEMENT ACCOUNT (PTMISEA) FUNDS

Summary:

Mark Dorfman reported that the SCCRTC passed a resolution at its December 6, 2007 meeting programming their share of the Proposition 1B Funds to METRO, which will be used for the

completion of the MetroBase Project. By taking this action, METRO will be certifying that the project will be fully constructed using other funds if the state funding does not materialize.

Les White added that staff will recommend that the Santa Cruz Civic Improvement Corporation (SCCIC) become active to serve as a debt service vehicle to get the full \$27 million that is programmed for Santa Cruz County over the life of Proposition 1B.

14. **CONSIDERATION OF AUTHORIZING THE BOARD CHAIR TO TRANSMIT LETTERS OF APPRECIATION FOR METRO REPRESENTATIVES AND AFFILIATES FOR THEIR PARTICIPATION ON THE TRANSPORTATION FUNDING TASK FORCE**

The Board asked that METRO bus magnets be included with the letters.

15. **CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR THE PURCHASE OF ONE ELECTRIC HYBRID UTILITY VEHICLE, ONE HYBRID SEDAN, TWO PICK UP TRUCKS, AND TWO UTILITY BODY TRUCKS**

Summary:

Tom Stickel reported that these are replacing nearly all of the remaining vehicles purchased in the mid 1980s and the order is due tomorrow, which is the reason action is being requested today.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR SPENCE

Authorize the General Manager to use the State of California, Department of General Services contracts for the purchase of one each hybrid-electric utility vehicle from Hoblit Motors, Inc., one each hybrid-electric sedan from Cardinale Way Toyota, two each half ton pickup trucks from Downtown Ford Sales, and two each utility body trucks from Folsom Lake Ford

Discussion:

There was a discussion about the difficulties of purchasing vehicles from local dealerships. The Board requested that this possibility be revisited and staff agreed to do this on the next purchase and report their findings back to the Board.

Motion passed unanimously with Director Reilly being absent.

16. **CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT AMENDMENT WITH GRANITE CONSTRUCTION COMPANY FOR CONSTRUCTION OF BUS TURNAROUND AT CHINA GRADE**

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR SPENCE

Authorize the General Manager to execute a contract amendment for construction of a bus turnaround at China Grade and Highway 236 with Granite Construction Company to allow

for Contractor compensation of Caltrans double permit requirement and for compensation to provide Caltrans with a Water Pollution Control Plan (WPCP) for this project

Motion passed unanimously with Director Reilly being absent.

17. ORAL ANNOUNCEMENT: CONSIDERATION OF WISHING THE GENERAL MANAGER A HAPPY 60th BIRTHDAY

The Board wished Les White a Happy 60th Birthday, although Mr. White was in total denial.

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

Margaret Gallagher reported that the Board would have a conference with its Legal Counsel regarding the workers compensation case of Richard Orozco and one case of anticipated litigation. Item #3 was taken out of order at the beginning of today's meeting due to time constraints.

19. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None.

SECTION II: CLOSED SESSION

Vice Chair Beautz adjourned to Closed Session at 10:30 a.m. and reconvened to Open Session at 11:10 a.m.

SECTION III: RECONVENE TO OPEN SESSION

20. REPORT OF CLOSED SESSION

Margaret Gallagher reported that the Board took no reportable action in Closed Session.

ADJOURN

There being no further business, Vice Chair Beautz adjourned the meeting at 11:10 a.m.

Respectfully submitted,

CINDI THOMAS
Administrative Services Coordinator