



A Special Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, March 9, 2012 at the Watsonville City Council Chambers, located at 275 Main Street, in Watsonville, California.

Vice Chair Dodge called the meeting to order at 9:13 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

PRESENT

- | | |
|-----------------------------------|-------------------------------------|
| Director Margarita Alejo | <input checked="" type="checkbox"/> |
| Director Hilary Bryant | <input type="checkbox"/> |
| Director Dene Bustichi | <input type="checkbox"/> |
| Director Daniel Dodge | <input checked="" type="checkbox"/> |
| Director Ron Graves | <input type="checkbox"/> |
| Director Michelle Hinkle | <input checked="" type="checkbox"/> |
| Director Deborah Lane | <input checked="" type="checkbox"/> |
| Director John Leopold | <input type="checkbox"/> |
| Director Ellen Pirie | <input checked="" type="checkbox"/> |
| Director Lynn Robinson | <input checked="" type="checkbox"/> |
| Director Mark Stone | <input type="checkbox"/> |
| Ex-Officio Director Donna Blitzer | <input type="checkbox"/> |

STAFF PRESENT

Anthony Tapiz, Administrative Services Coordinator
Leslie R. White, General Manager
Margaret Gallagher, District Counsel

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

None.

2. ORAL ANNOUNCEMENT

Vice Chair Dodge announced that the Special Meeting is being broadcast by Community Television of Santa Cruz.

3. ORAL AND WRITTEN COMMUNICATION TO THE BOARD OF DIRECTORS

WRITTEN:

- a. Naomi Gunther, MAC RE: Q-pod Restraint Device System in METRO buses
- b. Michael Mallon RE: Night service to the Rio Del Mar Flats area

ORAL:

Robyn Slater, Human Resources Manager, gave an oral update of the current hiring campaign. John Daugherty, EDTAC, asked if the Board had received his letter regarding reinstatement of service. Staff offered to review the matter.

4. LABOR ORGANIZATION COMMUNICATIONS

None.

5. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

None.

CONSENT AGENDA

6-1. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF DECEMBER 2011

Submitted by: Angela Aitken, Finance Manager

6-2. MONTHLY BUDGET STATUS REPORTS YEAR TO DATE AS OF DECEMBER 31, 2011

Submitted by: Angela Aitken, Finance Manager

6-3. NOTICE OF ACTIONS TAKEN IN CLOSED SESSION

Submitted by: Margaret Gallagher, District Counsel

Settlement – Chad Ellis, Claim #11-0029; Notification of Action – Santa Martha

6-4. CONSIDERATION OF TORT CLAIMS: REJECT THE CLAIM OF LISA DOMBROSE, CLAIM #12-0005

Submitted by: Margaret Gallagher, District Counsel

6-5. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR PREVIOUS MEETINGS

Submitted by: Sherri Escobedo, Administrative Assistant

- 6-6. CONSIDERATION OF ADOPTING A RESOLUTION AMENDING THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT RECORDS RETENTION SCHEDULE**
Submitted by: Margaret Gallagher, District Counsel
- 6-7. CONSIDER AUTHORIZING THE GENERAL MANAGER TO EXECUTE THE AMBAG ENERGY WATCH ACCESS AGREEMENT TO ASSESS SANTA CRUZ METRO'S SECURITY LIGHTING NEEDS**
Submitted by: Thomas Hiltner, Grants/Legislative Analyst
- 6-8. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING BETWEEN SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AND THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION REGARDING PLANNING AND IMPLEMENTING AN ON BOARD TRANSIT RIDERSHIP STUDY IN ORDER TO ADDRESS ADDITIONAL FUNDING NEEDS TO COMPLETE THE PROJECT**
Submitted by: Tove Beatty, Grants/Legislative Analyst
- 6-9. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN ASSIGNMENT OF LEASE TO NEW OWNERS OF TAQUERIA EL DANDY LEASING SPACE AT PACIFIC STATION**
Submitted by: Margaret Gallagher, District Counsel
- 6-10. CONSIDERATION OF RATIFICATION OF THE ACTIONS OF THE MAINTENANCE MANAGER AND AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT AMENDMENT WITH STATE ELECTRIC GENERATOR IN AN AMOUNT NOT TO EXCEED \$2,919.98**
Submitted by: Erron Alvey, Purchasing Agent
- 6-11. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT EXTENSION WITH ATHENS ADMINISTRATORS FOR WORKERS' COMPENSATION CLAIMS SERVICES THROUGH APRIL 18, 2013 IN AN AMOUNT NOT TO EXCEED \$103,000**
Submitted by: Erron Alvey, Purchasing Agent

Vice Chair Dodge removed item #6-9 and placed it on the Regular Agenda as item #7a.

ACTION: MOTION: DIRECTOR PIRIE SECOND: DIRECTOR ALEJO

Approve Consent Agenda as amended.

Motion passed unanimously with Directors Bryant, Bustichi, Graves, Leopold and Stone being absent.

REGULAR AGENDA

7.a CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN ASSIGNMENT OF LEASE TO NEW OWNERS OF TAQUERIA EL DANDY LEASING SPACE AT PACIFIC STATION

Vice Chair Dodge asked if item could be deferred until all leases could be reviewed. Margaret Gallagher said that it could wait until March 23.

ACTION: MOTION: DIRECTOR PIRIE SECOND: DIRECTOR ALEJO

Defer matter to March 23, 2012 Agenda.

Motion passed unanimously with Directors Bryant, Bustichi, Graves, Leopold and Stone being absent.

7. CONSIDERATION OF PROPOSED SMART CARD PROGRAM INCLUDING A NEW SMART CARD POLICY AND UPDATE TO FARE RESOLUTION 97-3-1

Erich Friedrich presented the Smart Card Program via Powerpoint. There was a discussion about implementing the Smart Card Program.

ACTION: MOTION: DIRECTOR PIRIE SECOND: DIRECTOR HINKLE

Approve Smart Card Policy, with additional directions to add a Public Hearing in Watsonville and to continue efforts to increase the number of locations to reload value to Smart Cards.

Motion passed unanimously with Directors Bryant, Bustichi, Graves, Leopold and Stone being absent.

8. CONSIDERATION OF ACCEPTING A GIFT OF SANTA CRUZ METRO ROADEO MEMORABILIA FROM RETIRED TRANSIT SUPERVISOR DENISE ROSSI

Margaret Gallagher presented the Staff Report. Denise Rossi shared memories of past Bus Rodeos and donated the gift.

ACTION: MOTION: DIRECTOR PIRIE SECOND: DIRECTOR ROBINSON

Accept gift of Santa Cruz METRO Rodeo memorabilia from Denise Rossi.

Motion passed unanimously with Directors Bryant, Bustichi, Graves, Leopold and Stone being absent.

9. CONSIDERATION OF ADOPTING SANTA CRUZ METRO'S "IMPROVING ACCESS FOR PEOPLE WITH LIMITED ENGLISH PROFICIENCY (LEP) IMPLEMENTATION PLAN"

Margaret Gallagher presented the Staff Report. There was a discussion regarding the LEP plan. Vice Chair Dodge and Chair Robinson said that the report was very comprehensive.

ACTION: MOTION: DIRECTOR PIRIE SECOND: DIRECTOR ROBINSON

Adopt Santa Cruz METRO’s “Improving Access for people with Limited English Proficiency (LEP) Implementation Plan” and forward it to the Federal Transit Administration.

Motion passed unanimously with Directors Bryant, Bustichi, Graves, Leopold and Stone being absent.

10. PRESENTATION ON WATSONVILLE TRANSIT PLANNING STUDY

Jim Moore, Moore & Associates, presented the Watsonville Planning Study. There was a discussion regarding the study.

11. ACCEPT AND FILE THE FY11 CALTRAN’S 5304 SMALL URBAN PLANNING GRANT FUNDED WATSONVILLE TRANSIT PLANNING STUDY

Erich Friedrich presented the Staff Report. There was a discussion regarding the study.

ACTION: MOTION: DIRECTOR PIRIE SECOND: DIRECTOR ROBINSON

Accept and File the FY11 CalTran’s 5304 Small Urban Planning Grant Funded Watsonville Transit Planning Study.

Motion passed unanimously with Directors Bryant, Bustichi, Graves, Leopold and Stone being absent.

12. CONSIDERATION OF ISSUING A REQUEST FOR PROPOSAL FOR AN ARCHITECTURE/ENGINEERING FIRM TO CREATE A RE-DESIGN CONCEPT FOR RENOVATIONS OF THE WATSONVILLE TRANSIT CENTER

Liseth Guizar presented the Staff Report via Powerpoint. There was a discussion about renovating the Watsonville Transit Center. Director Pirie suggested that a variety of makeover options, including minimalist, low-cost options that could be done in-house.

ACTION: MOTION: DIRECTOR PIRIE SECOND: DIRECTOR ROBINSON

Approve issuing a Request For Proposals for an architecture/engineering firm to create a re-design concept for renovations of the Watsonville Transit Center, including a range of makeover options.

Motion passed unanimously with Directors Bryant, Bustichi, Graves, Leopold and Stone being absent.

13. ORAL ANNOUNCEMENT: THE NEXT REGULARLY SCHEDULED BOARD MEETING WILL BE HELD FRIDAY, MARCH 23, 2012 AT 9:00 A.M. AT THE SANTA CRUZ CITY COUNCIL CHAMBERS LOCATED AT 809 CENTER STREET, IN SANTA CRUZ

Presented by: Daniel Dodge, Vice Chair

14. CLOSED SESSION

Due to a lack of quorum, there was no Closed Session.

15. ADJOURNMENT

ADJOURN TO THE NEXT REGULARLY SCHEDULED BOARD MEETING ON FRIDAY, MARCH 23, 2012 AT 9:00 A.M.

ADJOURN

There being no further business, Vice Chair Dodge adjourned the meeting at 9:42 a.m.

Respectfully submitted,



ANTHONY TAPIZ
Administrative Services Coordinator