

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

April 22, 2005

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, April 22, 2005 at the Santa Cruz City Council Chambers, 809 Center Street, Santa Cruz, CA.

Chair Keogh called the meeting to order at 9:01 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Jan Beautz (arrived after roll call)
Dene Bustichi
Stephanie Harlan
Michelle Hinkle
Mike Keogh
Emily Reilly (arrived after roll call)
Mike Rotkin (arrived after roll call)
Dale Skillicorn
Pat Spence
Mark Stone
Marcela Tavantzis
Ex-Officio Wes Scott

DIRECTORS ABSENT

None

STAFF PRESENT

Frank Cheng, MetroBase Project Manager
Terry Gale, IT Manager
Margaret Gallagher, District Counsel
Steve Paulson, Paratransit Administrator

Elisabeth Ross, Finance Manager
Robyn Slater, Human Resources Manager
Judy Souza, Base Superintendent
Les White, General Manager

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

Chuck Boxwell, RNL
Ken Brown, Facilities Maint Worker II
Gary Klemz, SEIU
Paul Marcelin-Sampson, MAC/MRU

Bonnie Morr, UTU
Dennis Norton, Former Board Member
Howard Powers, Transit User
Bob Yount, MAC/MASTF/E&D TAC

2. ORAL AND WRITTEN COMMUNICATION

Written:

- | | | | |
|-----------|-------------------------------------|------------|-----------------------------------|
| a. | SCCRTC Bicycle Committee | Re: | Folding Bikes on Buses |
| b. | <u>Paul Marcelin-Sampson</u> | Re: | <u>iridethebus.org</u> |
| c. | <u>SCCRTC</u> | Re: | PCTF Draft Recommendations |

Director Spence requested that Item #2-c be agendaized for discussion. Chair Keogh assigned it Item #14.a to be taken as the last Item on today's Agenda.

VICE CHAIR ROTKIN AND DIRECTOR REILLY ARRIVED

Les White distributed a Memo to the Board from the MAC Chair, which is attached to the file copy of these minutes, regarding actions taken at the April 20, 2005 MAC meeting to submit the following recommendations to the Board:

1. That the Board concur on MAC sending a letter of appreciation to former Operations Manager, Bryant Baehr.
2. That the Board revise it's policy to allow folding bikes under 5 feet in length to be transported inside of buses and support the application from the TMA to the MBUAPCD for grant funds to support the creation of a subsidy program for the purchase of folding bikes.
3. That the Board support the rescheduling of the canceled Rail/Trail Day and identify funding sources outside of METRO's current operating budget to provide bus service if and when it is rescheduled.

Chair Keogh asked about the width dimensions for bikes inside buses. Paul Marcelin-Sampson clarified that in the current policy there is only a maximum length of 5 feet and that only specific bike models would be eligible for transporting inside buses, with Staff determining specific dimension criteria. Margaret Gallagher recommended that this be agendaized for a future meeting to allow discussion by all parties involved. Les White said it would be brought to the Board for action on May 13th in order to meet the Air District grant application deadline.

Howard Powers asked if there were any regulations regarding a unicycle he had recently seen inside a bus. Les White responded that if it is within the 5-foot length, it is allowable.

Regarding Item #2-b, Paul Marcelin-Sampson urged the Board to support and promote his website iridethebus.org which is a fully accessible site that helps people use public transit.

DIRECTOR BEAUTZ ARRIVED

Oral:

Bob Yount, read a prepared statement, which is attached to the file copy of these minutes, regarding METRO's Smoking Policy. Mr. Yount urged the Board to adopt a No Smoking Policy, not hire smokers and get current smokers to quit.

Howard Powers reported that he had “tremendously good news” that he could not share regarding increasing transportation on the railroad line. Mr. Powers said that people will give up their cars and choose to rent a car for a day or an hour as needed. Insurance would not be necessary because if they got into an accident, they would not be able to rent a car again.

3. LABOR ORGANIZATION COMMUNICATIONS

Bonnie Morr, UTU, welcomed Director Harlan and announced that this year UTU could not afford to do the annual Senior Appreciation Dinner that it has done for the past 11 years. Ms. Morr thanked the Board for its past support and hopes to be able to do it again next year.

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

SECTION I:
OPEN SESSION:

ADD TO ITEM #2 ORAL AND WRITTEN COMMUNICATION
(Insert Written Communications)

CONSENT AGENDA:
ADD TO ITEM #5-3

ACCEPT AND FILE FEBRUARY AND MARCH 2005 RIDERSHIP REPORT
(Insert Page 1 of the March Ridership Report)

ADD TO ITEM #5-4 CONSIDERATION OF TORT CLAIMS
(Insert Additional Claim)

REPLACE ITEM #5-5 ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR APRIL 20, 2005 AND MINUTES OF FEBRUARY 16, 2005
(Replace MAC Agenda with REVISED Agenda)

INSERT ITEM #5-6 ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR FEBRUARY 2005 AND APPROVAL OF BUDGET TRANSFERS
(Insert Staff Report)

ADD TO ITEM #5-7 ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR JANUARY AND FEBRUARY 2005
(Insert February Report)

INSERT ITEM #5-9 ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR THE MONTH OF FEBRUARY 2005
(Insert Staff Report)

DELETE ITEM #5-13 CONSIDERATION OF RENEWAL OF CONTRACT WITH MISSION LINEN FOR UNIFORM AND LAUNDRY SERVICES
(Action taken at the April 8, 2005 Board Meeting)

DELETE ITEM #5-14 CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH VEHICLE MAINTENANCE CONTRACT, INC. FOR BUS ENGINE FILTERS
(Will be included in the May 2005 Board Packet)

- DELETE ITEM #5-15** CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR MODIFICATION OF BUS SHELTERS
- INSERT ITEM #5-16** CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR PARKING LOT IMPROVEMENTS AT 115 DUBOIS STREET
(Insert Staff Report)
- DELETE ITEM #5-20** RECONSIDERATION OF APPROVAL OF LICENSE AGREEMENT FOR BUS STOP LOCATED AT SOQUEL AND FRONT STREETS
(Action taken at the April 8, 2005 Board Meeting)
- ADD ITEM #5-21** CONSIDERATION OF ACTIONS TAKEN IN CLOSED SESSION REGARDING THE SETTLEMENT WITH FREDIS CASTILLO
(Insert Notice)
- REGULAR AGENDA:**
- INSERT ITEM #7** CONSIDERATION OF AUTHORIZING SPONSORSHIP OF LEADERSHIP SANTA CRUZ COUNTY IN ORDER TO PROVIDE EDUCATION ON TRANSPORTATION ISSUES, SERVICES AND FACILITIES
(Insert Staff Report)
- INSERT ITEM #9** CONSIDERATION OF REQUEST FOR SHUTTLE SERVICE RECEIVED FROM THE CITY OF WATSONVILLE
(Insert Staff Report)
- DELETE ITEM #10** CONSIDERATION OF SERVICE REVISIONS FOR SUMMER 2005
(Action taken at the April 8, 2005 Board Meeting)
- INSERT ITEM #11** ACCEPT AND FILE CALL STOP AUDIT REPORT FOR THE PERIOD OF JANUARY, FEBRUARY AND MARCH 2005
(Insert Staff Report)
- ADD ITEM #12** CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF ROY BROGDON AS SUPERVISOR OF REVENUE COLLECTION FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
(Insert Resolution)
- ADD ITEM #13** CONSIDERATION OF HIGHWAY 17 EXPRESS CONNECTIONS TO CALTRAIN SERVICE WITH PROPOSED TRAIN SCHEDULE CHANGES
(Insert Staff Report)
- ADD ITEM #14** CONSIDERATION OF USE OF PAPERCRETE MATERIALS FOR THE METROBASE PROJECT
(Oral Presentation– No Staff Report)

CONSENT AGENDA

- 5-1. APPROVE REGULAR BOARD MEETING MINUTES OF MARCH 11 AND 25, 2005
- 5-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS
- 5-3. ACCEPT AND FILE FEBRUARY AND MARCH 2005 RIDERSHIP REPORT
- 5-4. CONSIDERATION OF TORT CLAIMS: DENY THE CLAIM OF LISA MUIRHEAD, CLAIM #05-0010

- 5-5. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR APRIL 20, 2005 AND MINUTES OF FEBRUARY 16, 2005
- 5-6. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR FEBRUARY 2005 AND CONSIDERATION OF BUDGET TRANSFERS
- 5-7. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR JANUARY AND FEBRUARY 2005
- 5-8. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF JANUARY 2005
- 5-9. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE
- 5-10. ACCEPT AND FILE METROBASE STATUS REPORT
- 5-11. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE MARCH 2005 MEETINGS
- 5-12. CONSIDERATION OF RENEWAL OF CONTRACT WITH NATIONWIDE AUCTION SYSTEMS FOR DISPOSAL OF PROPERTY
- 5-13. DELETED: Action taken at the April 8, 2005 Board Meeting (CONSIDERATION OF RENEWAL OF CONTRACT WITH MISSION LINEN FOR UNIFORM AND LAUNDRY SERVICES)
- 5-14. DELETED: Will be included in the May 2005 Board Packet (CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH VEHICLE MAINTENANCE CONTRACT, INC. FOR BUS ENGINE FILTERS)
- 5-15. DELETED (CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR MODIFICATION OF BUS SHELTERS)
- 5-16. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR PARKING LOT IMPROVEMENTS AT 115 DUBOIS STREET
- 5-17. CONSIDERATION OF APPROVAL OF RESOLUTION AMENDING FY 04-05 BUDGET
- 5-18. CONSIDERATION OF AUTHORIZATION FOR DISPOSAL OF THREE (3) 1985 SEDANS AND ONE 1989 PICK-UP TRUCK
- 5-19. CONSIDERATION OF RECOMMENDATION TO APPROVE ASSESSMENTS FOR COOPERATIVE RETAIL MANAGEMENT DISTRICT
- 5-20. DELETED: Action taken at the April 8, 2005 Board Meeting (RECONSIDERATION OF APPROVAL OF LICENSE AGREEMENT FOR BUS STOP LOCATED AT SOQUEL AND FRONT STREETS)
- 5-21. CONSIDERATION OF ACTIONS TAKEN IN CLOSED SESSION REGARDING THE SETTLEMENT WITH FREDIS CASTILLO

ACTION: MOTION: DIRECTOR SPENCE SECOND: DIRECTOR HARLAN

Approve the Consent Agenda.

Motion passed by unanimous affirmative voice vote in lieu of roll call vote with all Directors present.

REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

The following employees were awarded longevity certificates for their years of service:

TWENTY YEARS

Kenneth R. Brown, Facilities Maintenance Worker II

TWENTY-FIVE YEARS

Larry D. Mungioli, Bus Operator

7. CONSIDERATION OF AUTHORIZING SPONSORSHIP OF LEADERSHIP SANTA CRUZ COUNTY IN ORDER TO PROVIDE EDUCATION ON TRANSPORTATION ISSUES, SERVICES AND FACILITIES

Summary:

Les White explained that the Leadership Santa Cruz County Program provides information regarding activities throughout the county for a class of approximately 50 individuals. The Executive Director of the program has requested that METRO become a sponsor of the program by providing a presentation on public transit services and activities to members of the class and by providing a bus for a tour of various METRO facilities on May 15, 2005. The cost would be approximately \$450 plus presentation materials.

ACTION: MOTION: DIRECTOR REILLY SECOND: DIRECTOR ROTKIN

Approve METRO becoming a sponsor of the Leadership Santa Cruz County Program, providing information regarding public transit services and activities, and providing a bus for a tour of various facilities.

Motion passed unanimously with all Directors present.

8. CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF DENNIS NORTON AS A MEMBER OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Paul Marcelin-Sampson expressed personal appreciation for all Dennis Norton had done for public transit. Chair Keogh presented Mr. Norton with a Resolution of Appreciation plaque.

Mr. Norton stated that he will continue to support transit and urged the Board to support all forms of alternative transportation, connect with the community, provide free service to children and consider implementing express routes from Capitola Village to downtown Santa Cruz.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR BEAUTZ

Move passage of Resolution of Appreciation for the services of Dennis Norton as a member of the Board of Directors of the Santa Cruz Metropolitan Transit District.

Motion passed by unanimous affirmative voice vote in lieu of roll call vote with all Directors present.

9. CONSIDERATION OF REQUEST FOR SHUTTLE SERVICE RECEIVED FROM THE CITY OF WATSONVILLE

Summary:

Les White reported that the City of Watsonville is requesting the provision of shuttle service between the Watsonville Transit Center and Palm Beach on two occasions. The City of Watsonville has agree to pay the operating costs.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR REILLY

Authorize the General Manager to enter into an Agreement with the City of Watsonville to provide shuttle service on two occasions between the Watsonville Transit Center and Palm Beach with the City of Watsonville paying the operating costs.

Motion passed unanimously with all Directors present.

11. CONSIDERATION OF CALL STOP AUDIT REPORT

Summary:

Margaret Gallagher reported that the results of the audit indicate a compliance rate of over 99% for the period of January through March 2005.

Discussion:

Director Reilly and Paul Marcelin-Sampson agreed with Howard Powers who commented that when a passenger pulls the cord to request a stop, the feedback on the internal text message display is delayed when there is a long message already scrolling, giving no indication to the passenger that the driver is aware of the requested stop.

Bonnie Morr clarified that the driver sees a light on the dash and on some buses a bell system is activated. Terry Gale said a system review would be conducted to determine if anything could be done to improve this situation.

12. CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF ROY BROGDON AS SUPERVISOR OF REVENUE COLLECTION FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Roy Brogdon, who recently retired from METRO after over 30 years, was unable to attend today's meeting to receive his framed Resolution of Appreciation.

ACTION: MOTION: DIRECTOR SKILLICORN SECOND: DIRECTOR BEAUTZ

Move passage of Resolution of Appreciation for the services of Roy Brogdon as Supervisor of Revenue Collection of the Santa Cruz Metropolitan Transit District.

Motion passed by unanimous affirmative voice vote in lieu of roll call vote with all Directors present.

13. CONSIDERATION OF HIGHWAY 17 EXPRESS CONNECTIONS TO CALTRAIN SERVICE WITH PROPOSED TRAIN SCHEDULE CHANGES

Summary:

Les White reported that Caltrain has proposed changes to the Peninsula Corridor schedules to reduce operating costs. The proposed changes would increase the number of Highway 17 connections on weekdays but would reduce the number of weekend connections.

Discussion:

Paul Marcelin-Sampson pointed out that the proposed changes create a problem with weekend morning connections and urged the Board to consider adding another trip.

Because the Caltrain schedule is subject to further revision, Staff does not recommend altering the Highway 17 Express schedule until Caltrain publishes its final schedule.

14. CONSIDERATION OF USE OF PAPERCRETE MATERIALS FOR THE METROBASE PROJECT

Frank Cheng and Chuck Boxwell gave a PowerPoint presentation of the feasibility of PaperCrete. Mr. Cheng explained that PaperCrete is a variable mixture of paper, sand and cement, showed several examples of structures made with this material and went over the pros and cons. This material is susceptible to moisture which causes it to mold and dissolve.

Chuck Boxwell explained that this is an emerging green product, which he is not ready to recommend for the MetroBase Project. PaperCrete has only been used in residential applications, very little formal testing has been conducted and the building code compliance is sketchy. This material could be considered for a future project once the cost and long term durability are identified.

14a. WRITTEN COMMUNICATION RECEIVED FROM THE SCCRTC REGARDING THE PCTF DRAFT RECOMMENDATIONS

Direction: Director Spence directed Staff to bring a preliminary plan back to the Board within 60–90 days in response to the recommendations.

Discussion:

Director Spence urged the Board to visit the website listed in the letter and absorb all of the material.

Director Beautz commented that for many of the recommendations, it is easy to determine which ones METRO can or cannot do.

Les White reported that Staff would appreciate the time the Board allows to prepare a formal work plan in response to the recommendations. The response will outline 3 categories:

1. Items METRO can do, including items that have already been implemented;
2. Items that could be done with modification; and
3. Items that cannot be done, such as extending paratransit service outside the service area.

Direction: Director Stone directed Staff to agendize this item and bring a recommendation to the Board for discussion.

Direction: Chair Keogh directed Staff to bring just a timeline back to the Board within 60 days rather than an analysis or a presentation.

Direction: At Vice Chair Rotkin's suggestion, the Board directed Staff by consensus to begin working on this item after Labor Negotiations are complete and bring back a response within 60 days of that time.

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

Margaret Gallagher reported that the Board would be discussing Labor Negotiations with their Labor Negotiator, discussing one case of Anticipated Litigation with their Legal Counsel, discussing an Existing Litigation case of Short vs. SCMTD with their Legal Counsel, and conducting a Performance Evaluation of the District Counsel.

16. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None.

SECTION II: CLOSED SESSION

Chair Keogh adjourned to Closed Session at 10:38 a.m. and reconvened to Open Session at 12:00 p.m.

SECTION III: RECONVENE TO OPEN SESSION

17. REPORT OF CLOSED SESSION

Margaret Gallagher reported that the Board discussed items as set forth on the agenda and that there was nothing to report except that the Performance Evaluation of District Counsel was

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conducted. Chair Keogh added that the Board is very happy with District Counsel's performance and expects many more years of the same level of service.

ADJOURN

There being no further business, Chair Keogh adjourned the meeting at 12:01 p.m.

Respectfully submitted,

CINDI THOMAS
Administrative Services Coordinator