

REVISED

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

May 13, 2005

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, May 13, 2005 at the District's Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Vice Chair Rotkin called the meeting to order at 9:09 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Jan Beautz (arrived after roll call)
Stephanie Harlan
Michelle Hinkle
Emily Reilly
Mike Rotkin
Dale Skillicorn
Pat Spence
Mark Stone
Marcela Tavantzis

DIRECTORS ABSENT

Dene Bustichi
Mike Keogh
Ex-Officio Wes Scott

STAFF PRESENT

Frank Cheng, MetroBase Project Manager
Mark Dorfman, Assistant General 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
Tom Stickel, Fleet Maintenance Manager

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

Piet Canin, Santa Cruz Area TMA
Jim Danaher, Sierra Club
Jeff Le Blanc, MAC

Will Regan, VMU
Bob Yount, MAC/MASTF/E&D TAC

2. ORAL AND WRITTEN COMMUNICATION

Oral:

Vice Chair Rotkin announced that action was requested today on Item #5-12.

3. LABOR ORGANIZATION COMMUNICATIONS

None.

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

None.

CONSENT AGENDA

5-1. APPROVE REGULAR BOARD MEETING MINUTES OF APRIL 8 AND 22, 2005

No questions or comments.

5-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS

No questions or comments.

5-3. ACCEPT AND FILE APRIL 2005 RIDERSHIP REPORT

Page 1 of the April Ridership Report will be included in the May 27, 2005 Board Packet.
No questions or comments.

5-4. CONSIDERATION OF TORT CLAIMS: None

5-5. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR MAY 18, 2005 AND MINUTES OF MARCH 16, 2005

Director Harlan asked if there were any Capitola residents on the MAC. Mark Dorfman responded saying there currently were none and that former Director Norton had appointed Paul Marcelin-Sampson, who resides the City of Santa Cruz. There are two vacancies on the MAC and Staff will forward a MAC application to Director Harlan. Jeff Le Blanc commented that a woman of color would be preferred.

5-6. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR MARCH 2005 AND CONSIDERATION OF BUDGET TRANSFERS

No questions or comments.

5-7. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR MARCH 2005

Director Reilly asked how the public is made aware of bicycle parking for those that may want to leave their bike downtown and take the Highway 17. Mark Dorfman replied that Staff would contact the City of Santa Cruz regarding the City's enclosed lockers and make sure that the information is available at METRO's Customer Service and info booth.

5-8. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF FEBRUARY 2005

Vice Chair Rotkin pointed out that the operating efficiency numbers are improving. Jeff Le Blanc suggested that this information be included as part of the response to the SCCRTC regarding the PCTF recommendations.

5-9. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR THE MONTH OF MARCH 2005

Mark Dorfman reported that Staff had made changes to this report to make it more accurate. The charts now reflect only school-term days for Students and only weekdays for Faculty /Staff.

Director Reilly asked if METRO has access to the database of student addresses in order to determine if bus service is accurately reflecting where students live. Mr. Dorfman said he thought Larry Pageler had that information and a geographical map that Staff could try to layer with the map of current routes to see where the stops line up with the addresses.

5-10. ACCEPT AND FILE METROBASE STATUS REPORT

No questions or comments.

5-11. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE APRIL 2005 MEETING

No questions or comments.

5-12. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH VEHICLE MAINTENANCE CONTRACT, INC. FOR BUS ENGINE FILTERS

Summary:

Tom Stickel reported that this is a Regional Transit Coordinating Council (RTCC) purchase agreement that has been awarded to Vehicle Maintenance Program, which has been the provider in the past. The two-year contract is for air, fuel and oil filters.

ACTION: MOTION: DIRECTOR STONE SECOND: DIRECTOR REILLY

Authorize the General Manager to execute a two-year, firm fixed price contract with Vehicle Maintenance Program, Inc. for bus air, fuel and oil filters.

Motion passed unanimously with Directors Beautz, Bustichi and Keogh being absent.

5-13. CONSIDERATION OF APPROVAL OF CHANGES TO THE CLASS SPECIFICATION (JOB DESCRIPTION) FOR FLEET MAINTENANCE SUPERVISOR AND FACILITIES MAINTENANCE SUPERVISOR

Discussion:

Director Tavantzis reported that the City of Watsonville had just updated its job descriptions which now include the physical requirements as required by the ADA and commented that she did not see them in these two descriptions.

Robyn Slater replied that she was not aware of such a requirement, but could provide that information if it was requested. Margaret Gallagher clarified that it was not a legal requirement that the essential functions of the job need to be included in the description, but in trying to defend in court any decisions that were made regarding reasonable accommodation for example, the court would look at the job description.

Director Harlan prefers that a job description not include a driver's license requirement unless it really is required to perform the job. Robyn Slater said it is required for these two positions

REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

This presentation will take place at the May 27, 2005 Board Meeting.

7. PUBLIC HEARING ON FY 05-06 DRAFT FINAL BUDGET

Summary:

Elisabeth Ross reported that last year the Board had adopted a 2-year budget. The FY 05-06 draft final budget is the updated version of the 2nd year. A budget review with Union representatives will be held next week to answer any questions line by line and the public will have an opportunity to comment at the Public Hearing on May 27th.

Discussion:

Director Reilly asked about the Cabrillo contract and suggested that there may be an opportunity for the new president to have a more enlightened attitude and approach to public transit on campus. Mark Dorfman offered to arrange a meeting to inform him of METRO's services.

8. **CONSIDERATION OF THE RECOMMENDATION FROM THE METRO ADVISORY COMMITTEE TO SUPPORT AN APPLICATION BY THE SANTA CRUZ AREA TRANSPORTATION MANAGEMENT ASSOCIATION TO THE MONTEREY BAY UNIFIED AIR POLLUTION CONTROL DISTRICT FOR FUNDS TO INITIATE A FOLDING BIKE/BUS PASS SUBSIDY PROGRAM AND TO CLARIFY THAT FOLDING BIKES UNDER 5 FEET IN LENGTH ARE ALLOWED TO BE TRANSPORTED INSIDE OF METRO BUSES**

Discussion:

Director Reilly commented that this seems to be a great idea that the Board should support and asked if there was any specific language that would be problematic. Mark Dorfman clarified that Staff is recommending avoiding that issue by simply saying it fits the current 5-foot maximum length requirement for baggage. The only concern he has heard is that the width is not defined. Mr. Dorfman explained that this is basically a pilot program to see if people will in fact use this type of incentive to go out and purchase a folding bike for commute purposes.

DIRECTOR BEAUTZ ARRIVED

Jeff Le Blanc reported that MAC had a demonstration and he supports this program as a commuter solution because the bikes fold up incredibly small, with some as small as a briefcase and almost all of them fold up smaller than a baby stroller.

Director Spence requested that something in writing be developed specifically for the folding bikes and where they would be stored inside the buses. Piet Canin **mentioned and Bob Yount** offered to bring a videotape of the demonstration that MAC saw for the Board to view at its May 27th meeting. Mr. Canin encouraged the Board to support this program which would be limited to a total of only 175 people receiving subsidies for the bike purchases.

Jim Danaher added that in order to qualify for the subsidy, the recipient would have to purchase a bus pass. Director Spence asked for something in writing regarding this obligation.

9. **CONSIDERATION OF AUTHORIZING A JOINT GRANT APPLICATION WITH MONTEREY-SALINAS TRANSIT TO THE AIR DISTRICT FOR AB 2766 FUNDS FOR A BUS RAPID TRANSIT FEASIBILITY STUDY**

Summary:

Mark Dorfman reported that this would be a joint application with MST for \$80,000.00 in regional funds for a preliminary Bus Rapid Transit Feasibility Study with no local match required. METRO and MST would each designate one or two corridors in their local areas to conduct the study and possibly one joint corridor to see if it makes any sense to connect the two areas. METRO would propose evaluating Soquel Avenue between downtown Santa Cruz and Cabrillo College and/or Bay Street to UCSC as local corridors with potential for BRT service.

Discussion:

Directors Beautz and Harlan expressed concern and would not support the study if it means dedicating a lane of Soquel Avenue to buses or losing parking. Mr. Dorfman explained that the Air District encouraged METRO to participate in this very preliminary analysis that is just looking at the feasibility of doing the BRT study.

Direction: Directors Beautz, Reilly and Vice Chair Rotkin directed Staff to provide additional information describing what BRT means and what the study may include before the Board takes any action.

10. ORAL ANNOUNCEMENT: NOTIFICATION OF MEETING LOCATION FOR MAY 27, 2005 – CAPITOLA CITY COUNCIL CHAMBERS, 420 CAPITOLA AVE, CAPITOLA

Vice Chair Rotkin announced that the May 27, 2005 Board meeting will be held at the Capitola City Council Chambers at 420 Capitola Avenue. Parking passes will be delivered with the May 27th Board Packets.

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

Margaret Gallagher reported that the Board would be discussing SEIU and UTU Labor Negotiations with their Labor Negotiator.

12. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None.

SECTION II: CLOSED SESSION

Vice Chair Rotkin adjourned to Closed Session at 10:04 a.m. and reconvened to Open Session at 10:22 a.m.

SECTION III: RECONVENE TO OPEN SESSION

12. REPORT OF CLOSED SESSION

Margaret Gallagher had nothing to report at this time.

ADJOURN

There being no further business, Vice Chair Rotkin adjourned the meeting at 10:23 a.m.

Respectfully submitted,

CINDI THOMAS
Administrative Services Coordinator