

# MINUTES

BOARD OF DIRECTORS

FEBRUARY 14, 2014



A meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District was convened on February 14, 2014 at the Santa Cruz METRO Administrative Offices, located at 110 Vernon Street, in Santa Cruz, California.

1. CALL TO ORDER

Vice Chair Robinson called the meeting to order at 8:35 a.m.

2. ROLL CALL

The following Directors were present:

- |                                   |                                     |
|-----------------------------------|-------------------------------------|
| Director Hilary Bryant            | <input checked="" type="checkbox"/> |
| Director Dene Bustichi            | <input type="checkbox"/>            |
| Director Karina Cervantez         | <input checked="" type="checkbox"/> |
| Director Daniel Dodge             | <input checked="" type="checkbox"/> |
| Director Zach Friend              | <input checked="" type="checkbox"/> |
| Director Ron Graves               | <input checked="" type="checkbox"/> |
| Director Michelle Hinkle          | <input type="checkbox"/>            |
| Director Deborah Lane             | <input checked="" type="checkbox"/> |
| Director John Leopold             | <input checked="" type="checkbox"/> |
| Director Bruce McPherson          | <input checked="" type="checkbox"/> |
| Director Lynn Robinson            | <input checked="" type="checkbox"/> |
| Ex-Officio Director Donna Blitzer | <input type="checkbox"/>            |

STAFF PRESENT

Anthony Tapiz, Recording Secretary  
Leslie R. White, Secretary to the Board/General Manager  
Leslyn K. Syren, District Counsel

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

Anna Gouveia, SC METRO Operations	Ciro Aguirre, SC METRO
Debbie Kinslow, SC METRO	Erron Alvey, SC METRO
Robert Cotter, SC METRO	Angela Aitken, SC METRO
April Warnock, SC METRO ParaCruz	

3. ANNOUNCEMENTS

Vice Chair Robinson wished a Happy Valentines Day to everyone.

4. COMMUNICATIONS TO THE BOARD OF DIRECTORS

Director Dodge thanked METRO staff for removing the kiosk at the Watsonville Transit Center. Director Dodge stated that compliments have been received on the improvement.

5. LABOR ORGANIZATION COMMUNICATIONS

Eduardo Montesino, United Transportation Union (UTU) Local 23, wished everyone a Happy Valentine’s Day.

6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

None.

**CONSENT AGENDA**

- 7-1. NOTICE OF ACTION TAKEN IN CLOSED SESSION
- 7-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF NOVEMBER 2013
- 7-3. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORTS YEAR TO DATE AS OF NOVEMBER 30, 2013
- 7-4. ACCEPT AND FILE FINANCIAL STATEMENTS WITH INDEPENDENT AUDITOR’S REPORT FOR YEAR ENDED JUNE 30, 2013
- 7-5. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO SIGN A CONTRACT AMENDMENT WITH AMERICAN ASPHALT REPAIR & RESURFACING CO., INC. TO EXTEND THE CONTRACT THROUGH APRIL 30, 2014
- 7-6. REQUEST AUTHORIZATION TO USE THE STATE OF CALIFORNIA DEPARTMENT OF GENERAL SERVICES CONTRACT FOR THE PURCHASE OF THREE EACH COMPACT SEDANS IN AN AMOUNT NOT TO EXCEED \$60,000
- 7-7. CONSIDERATION OF ISSUING A FORMAL INVITATION FOR BIDS FOR FURNISHING OF UNIFORMS, FLAT GOODS, AND LAUNDRY SERVICES

**ACTION: MOTION: DIRECTOR LEOPOLD SECOND: DIRECTOR GRAVES**

**APPROVE CONSENT AGENDA AS PRESENTED.**

**MOTION PASSED UNANIMOUSLY WITH DIRECTORS BUSTICHI AND ALVEY BEING ABSENT.**

REGULAR AGENDA

8. CONSIDERATION OF AWARD OF CONTRACT WITH FLYERS ENERGY, LLC FOR PURCHASE OF OFF-SITE FUELING SERVICES IN AN AMOUNT NOT TO EXCEED \$1,020,000

Erron Alvey presented the staff report. Les White noted that it is a three-year contract. Director Leopold noted that the per-gallon cost is not listed and asked about fuel-cost protection. Erron Alvey described the details of the contract related to a rack rate for fuel and noted that the costs would be included in the contract. Les White noted that a successful campaign to replace gas or diesel vehicles with CNG-fueled vehicles would negate the need for this contract of this size.

**ACTION: MOTION: DIRECTOR LEOPOLD SECOND: DIRECTOR BRYANT**

**AUTHORIZE THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH FLYERS ENERGY, LLC FOR PURCHASE OF OFF-SITE FUELING SERVICES IN AN AMOUNT NOT TO EXCEED \$1,020,000**

**MOTION PASSED UNANIMOUSLY WITH DIRECTORS BUSTICHI AND HINKLE BEING ABSENT**

9. CONSIDERATION OF A RESOLUTION APPROVING THE FY14 REVISED BUDGET

Angela Aitken presented the staff report. There was a discussion of declining advertising revenue. Angela Aitken stated that the budget will increase by about \$300,000. There was a discussion about overtime costs in the Administration Department. There was a discussion about operating revenues.

**ACTION: MOTION: DIRECTOR LEOPOLD SECOND: DIRECTOR GRAVES**

**APPROVE A RESOLUTION APPROVING THE FY14 REVISED BUDGET**

**MOTION PASSED UNANIMOUSLY WITH DIRECTORS BUSTICHI AND HINKLE BEING ABSENT**

10. CONSIDER APPROVAL OF A CLASS SPECIFICATION CHANGE OF THE SECRETARY, GENERAL MANAGER POSITION

Robyn Slater presented the staff report.

**ACTION: MOTION: DIRECTOR MCPHERSON SECOND: DIRECTOR DODGE**

**APPROVE THE REVISED CLASS SPECIFICATION (JOB DESCRIPTION) OF THE SECRETARY GENERAL MANAGER**

**MOTION PASSED UNANIMOUSLY WITH DIRECTORS BUSTICHI AND HINKLE BEING ABSENT**

11. CONSIDERATION OF NEW FLYER TECHNICAL SERVICE INFORMATION BULLETIN – DISABLING FRONT-FACING FLIP-UP SEATS

Ciro Aguirre presented the Technical Service Information Bulletin and the problems associated with the flip-up seats. There was a discussion about the impact on the District fleet. There was a discussion about District compliance with the Americans with Disabilities Act. Director Lane requested that District Counsel verify ADA compliance with the Office of Civil Rights. There was a discussion about the timeline of events since the TSIB was published. Eduardo Montesino, UTU Local 23, expressed the need for better communication about the situation. Manny Martinez, Professional Supervisors Association, noted the unique nature of Santa Cruz METRO riders and urged better cooperation in getting the word out in an effective manner. Director Lane applauded Robert Cotter and the Fleet Maintenance Department for their efforts to alleviate the situation. Mr. Martinez noted that the flip-up seats are often unavailable due to mobility devices.

NO ACTION TAKEN

12. ORAL REPORT OF THE RECRUITMENT TASK FORCE

Director Dodge said a substantial number of candidates had applied for the General Manager position. Review of candidates on Feb 19. Interviews on Monday the 24<sup>th</sup>. Public meet and greet on Feb 25 at 110 Vernon Street, times to be announced.

NO ACTION TAKEN

13. ANNOUNCEMENT OF NEXT MEETING:

Vice Chair Robinson announced the next regularly scheduled meeting on Friday, February 28, at 9:00 am, in the Watsonville City Council Chambers, located at 275 Main Street, in Watsonville.

14. ADJOURNMENT

There being no more business, Vice Chair Robinson adjourned to the next regularly scheduled meeting at 9:47 AM.

Respectfully submitted,



ANTHONY TAPIZ  
Recording Secretary