

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

August 11, 2000

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, August 11, 2000 at the District Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Director Beiers called the meeting to order at 8:35 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Sheryl Ainsworth
Jeff Almquist
Katherine Beiers
Bruce Gabriel
Michelle Hinkle
Mike Keogh
Oscar Rios

DIRECTORS ABSENT

Bruce Arthur
Jan Beautz (arrived at 8:40 a.m.)
Tim Fitzmaurice
Mike Rotkin (arrived at 8:37 a.m.)
Ex Officio Director Burch

STAFF PRESENT

Bryant Baehr, Operations Manager
Paul Chandley, Human Resource Manager
Kim Chin, Planning & Marketing Manager
Mark Dorfman, Asst. General Manager
Marilyn Fenn, Asst. Finance Manager
Terry Gale, IT Manager

Margaret Gallagher, District Counsel
David Konno, Facilities Maint. Manager
LeAna Olson, Human Resource Analyst
Elisabeth Ross, Finance Manager
Tom Stickel, Fleet Maintenance Manager
Leslie R. White, General Manager

EMPLOYEES AND MEMBERS OF THE PUBLIC

Neal Bailey, SEA
Wally Brondstatter, UTU
Toni Castro, Capitola Chamber of Commerce
Debbie Hale, SCCRTC

Jeff LeBlanc, MASTF
Manny Martinez, PSA
John Mellon, VMU
Cam Pierce, Bus Rider

2. ORAL AND WRITTEN COMMUNICATIONS

- a. Laureen Wong RE: MetroBase - Written Correspondence dated July 24, 2000
- b. John G. Mahaney, M.D. RE: MetroBase - Written Correspondence dated July 11, 2000
- c. Bill & Susan Marley RE: MetroBase - Written Correspondence dated July 25, 2000

- d. Rachel Kliger RE: MetroBase - E-mail Correspondence dated July 20, 2000
- e. Harvey West Area Association RE: MetroBase - Flier
- f. Ray Meltvedt RE: MetroBase - Written Correspondence received July 31, 2000
- g. Pinn Bros. Companies RE: MetroBase - Written Correspondence dated August 3, 2000
- h. Director Rios received a petition requesting bus service to a new complex of 110 units located on Erickson Road in the West Beach area. Staff will review this request at the Service Review Committee meeting. A copy of this petition is attached to these Minutes.
- i. Director Keogh referred to the Harvey West Area Association mailer, which cited August 11 as the date that the MetroBase issue would be addressed. He was informed that a newsletter and information was sent out stating that the August 11 MetroBase discussion was postponed until September 15, 2000. Mr. White also stated that a newsletter would be sent out next week regarding issues of consolidation, CNG and service expansion.

VICE-CHAIRPERSON ROTKIN ASSUMED THE POSITION OF CHAIR AT THIS TIME

3. LABOR ORGANIZATION COMMUNICATIONS

None

4. METRO USERS GROUP (MUG) COMMUNICATIONS

Director Gabriel met with the paratransit consultants last week regarding a complaint he had filed. He received feedback from the consultants and is very pleased with them.

5. METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS

MASTF Chairperson Jeff LeBlanc met with Mr. Weiner to review the Americans with Disabilities Act (ADA) recertification issues. A public meeting will be held on September 14, 2000.

6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

- a. Item #11 - Consideration of Purchase of a Compressed Natural Gas (CNG) Van - Staff Report was distributed at today's meeting.
- b. Item #13 - Consideration of a Resolution Authorizing Staff to Submit a Prioritized List of Project Action Forms to the Santa Cruz Regional Transportation Commission for the Regional Transportation Plan - Staff Report was distributed at today's meeting.
- c. Memo from District Counsel regarding update on the Dare vs. State of California, Dept. of Motor Vehicles case.

CONSENT AGENDA

REVIEW CONSENT AGENDA ITEMS 7-1 THROUGH 7-11

7-1. APPROVE REGULAR BOARD MEETING MINUTES OF 7/14/00 AND 7/21/00, SPECIAL BOARD MEETING MINUTES OF 7/12/00

In the Special Board Meeting Minutes of 7/12/00, Tracy Freeman was referred to as "Ms." The Minutes were changed to reflect "Mr."

7-2. ACCEPT AND FILE PRELIMINARY APPROVED CLAIMS

No questions or comments.

7-3. ACCEPT AND FILE PASSENGER LIFT REPORT FOR JULY 2000

No questions or comments.

7-4. CONSIDERATION OF TORT CLAIMS: DENY THE CLAIM OF JADE RICH

No questions or comments.

7-5. ACCEPT AND FILE MINUTES OF MASTF COMMITTEE MEETING OF 7/20/00

No questions or comments.

7-6. ACCEPT AND FILE MINUTES OF MUG COMMITTEE MEETING OF 7/19/00

No questions or comments.

7-7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR JUNE 2000, APPROVAL OF BUDGET TRANSFERS

John Mellon inquired about the State Disability Insurance and this was clarified for him. Director Rotkin expressed concern over the university and Cabrillo College revenues being under budget. Ms. Ross explained that in June the student ridership dropped causing a drop in revenue. Farebox revenue is slightly over budget. These line items will be looked at again in October. Director Gabriel commented on a newspaper articles that cited 1,500 Cabrillo students held bus passes. Mr. White responded that this figure is low and it would reflect on the lack of a mandatory parking/bus pass program.

7-8 CONSIDERATION OF AUTHORIZATION FOR GENERAL MANAGER TO EXECUTE WATSONVILLE TRANSIT CENTER LEASE AGREEMENT WITH ALI GHARAHGOZLOO D/B/A/ TRANSMART FOR SPACE IN BUILDING FOR CONVENIENCE STORE AND JANITORIAL, MAINTENANCE AND ON-SITE MANAGER DUTIES

A Request for Proposal (RFP) was sent out for the lease space which currently houses the TransMart Convenience Store. One response was received which was from the current tenant. An additional RFP was sent out for maintenance services for the Watsonville Transit Center. Since the opening of the Watsonville Transit Center, Mr. Gharahgozloo D/B/A TransMart has been maintaining the Transit Center. A bid was received for the maintenance services;

however, it did not include the on-site duties of information and ticket sales. Staff discussed an 18-month lease agreement which would coincide with the lease expiration with McDonald's. This would also allow more time for Staff to generate additional interest in receiving competitive bids for the on-site managerial and maintenance duties. There have been complaints about smoking in the Transit Center. Signage was discussed. Mr. White commented that Staff would continue to work on acquiring tenants for the outlying kiosk areas in the Watsonville Transit Center. Director Gabriel was informed that the new security firm will start on September 1st at the Metro Center.

7-9. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR JUNE 2000

Mr. White updated the Board on the Highway 17 service. A marketing program will be implemented to increase ridership now that there is capacity for additional riders. District Staff will meet with VTA staff on September 1st regarding improvements to this corridor. A conference call took place on 8/10/00 with District Staff, Caltrans, Gray Hound, Amtrak and VTA. Another meeting will take place in October. Mr. White discussed SB2178 which pertains to the train connection fee that has been the catalyst for some of the problems on the Highway 17 route.

Mr. White informed the Board that the Chairperson and Vice-Chair of VTA would meet with Chairperson Beautz and Vice-Chair Rotkin to discuss improvements to this corridor.

Director Rios discussed the San Jose hotel industry's difficulty in obtaining a workforce. Director Rios discussed bringing a workforce from Watsonville to San Jose via Highway 17 and stated that Local 19 of the hotel industry is willing to invest in this. Bryant Baehr's name will be given to the Local 19 staff to make contact in this regard. John Mellon commented that he hopes a Watsonville Transit Center Park and Ride will be included in the marketing program for Highway 17.

7-10. ACCEPT AND FILE STATUS REPORT ON ADA PARATRANSIT PROGRAM FOR JUNE 2000

No questions or comments.

7-11. ACCEPT AND FILE NOTIFICATION OF ACTIONS TAKEN IN CLOSED SESSION REGARDING THE FOLLOWING CLAIMS ON THE DATES INDICATED:

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|----|------------------------------------|---------|
| a. | SETTLEMENT WITH SHANNON MC CORD | 4/21/00 |
| b. | SETTLEMENT WITH VERNON DIXON | 5/19/00 |
| c. | SETTLEMENT WITH FARMER'S INSURANCE | 6/16/00 |
| d. | SETTLEMENT WITH CATHY PESCALE | 7/1/00 |

No questions or comments.

REGULAR AGENDA

8. CONSIDERATION OF CHANGE OF LOCATION FOR SEPTEMBER 15, 2000 BOARD MEETING

Summary:

Les White stated that due to construction taking place behind the City Hall Council Chambers, this location is unavailable for the District's Board of Directors meeting on September 15th. This meeting will address MetroBase issues. The Veterans Hall was chosen for this meeting after it was discovered that the usual alternate meeting sites could not accommodate the Board on that date.

Discussion:

Chairperson Beautz stated that the Board of Supervisors' Chambers would be more suitable and she offered to work on obtaining this site for the September 15th meeting. The Harvey West Area Association and all those interested in this project will be notified of the final location for this meeting.

Director Rotkin returned to Oral Communications at this time to allow several interested parties to speak on the MetroBase issue. One local resident commented that she did not receive notification that the August 11th meeting would not address the MetroBase preferred site designation. Director Rotkin informed the residents that the September 15th meeting would designate the primary site for MetroBase and establish a scoping process to determine which alternative sites would be look at. Jeff LeBlanc commented that the District's Website should be kept up-to-date so people can access it for current information.

9. CONSIDERATION OF AUTHORIZATION FOR GENERAL MANAGER TO ENTER INTO A LEASE AGREEMENT WITH THE CITY OF WATSONVILLE REDEVELOPMENT AGENCY FOR PROPERTY APN'S 17-011-51 AND 52 IN WATSONVILLE, CA, FOR THE CONSTRUCTION, MAINTENANCE, AND OPERATION OF A TRANSIT-ORIENTED CHILD CARE AND APARTMENT COMPLEX CENTER

Summary:

Margaret Gallagher stated that the State grant that is funding a portion of this project has a clause that prevents the District from moving forward on this lease agreement. Staff is attempting to amend the scope of the grant to allow us to lease out this property. Ms. Gallagher requested that this item be removed from the agenda until the scope of the grant can be expanded.

Discussion:

Les White stated that the District would have an obligation to accept the highest bid if it were dealing with a private entity. However, there is no obligation on the District's part to accept the highest bid if there is a partnership with another public agency.

Ms. Gallagher's request was granted and this item will be deleted from the August 18th Meeting Agenda.

10. CONSIDERATION OF ADDITIONAL ROUTE 71 SERVICE TO RELIEVE CONGESTION

Summary:

Bryant Baehr reported that Route 71 is experiencing overloads. Staff recommends authorization to add four additional trips in the a.m. hours coming from the Watsonville Transit Center into Santa Cruz. These additional trips would be on a test basis from August 28th to December 6th. Staff would update the Board on the ridership figures for these additional trips prior to the December 6th bid change.

Discussion:

This service would not be provided in the evenings, as there are not enough available buses. Bryant Baehr stated that he would like to spend more time scheduling so customers know when the bus will arrive. Advertising of these additional trips should also take place. Mr. Baehr discussed acquiring a transit ambassador to assist riders with their options in Watsonville. Director Hinkle requested more options in the afternoons to get back to Santa Cruz from Watsonville.

11. CONSIDERATION OF PURCHASE OF A COMPRESSED NATURAL GAS (CNG) VAN

Summary:

Tom Stickle reported that the District obtained grant funding from the Monterey Bay Air District for the acquisition of an alternate fuel vehicle. The current driver relief van has in excess of 250,000 miles on it. Two responses were received to the Requests for Proposals. Staff is recommending that the contract be awarded to the low bidder - Lasher Dodge of Sacramento, California, in the amount of \$19,800.72.

12. CONSIDERATION OF SHUTTLE SERVICE FOR THE CITY OF CAPITOLA ART & WINE FESTIVAL

Summary:

Les White reported that last month the District received this request from the Capitola Chamber of Commerce and Staff recommended that it be denied. The District has no policy for providing free shuttle service to a private entity. However, the request is now from the City of Capitola and does not fall under the same parameters. Staff, in conjunction with the Transportation Commission, is developing a policy regarding shuttle requests and will bring this before the Board for approval. Staff recommends that the Board authorize Staff to work with the City of Capitola to provide this service with the District's participation not to exceed 23% of the total cost, which is approximately \$2,750.

13. CONSIDERATION OF A RESOLUTION AUTHORIZING STAFF TO SUBMIT A PRIORITIZED LIST OF PROJECT ACTION FORMS TO THE SANTA CRUZ REGIONAL TRANSPORTATION COMMISSION FOR THE REGIONAL TRANSPORTATION PLAN

Summary:

Mark Dorfman reported that the Transportation Commission issued a call for projects to be considered for the Regional Transportation Plan. Attachment A is a preliminary list of projects at this time. The Metro Users Group (MUG) and Metro Accessible Services Transit Forum (MASTF) have been solicited for their input which will, hopefully, be given prior to the August 18th Board Meeting.

Discussion:

Director Rotkin asked if the District could receive a long-term agreement on the percentage of funds that it receives in order to encompass all the smaller projects.

Bryant Baehr gave an update on the farebox issue. GFI Gen Fare and Agent both brought in their products for a demonstration. Staff plans to distribute an RFP by next week and a staff report should be before the Board in either September or October. The RFP will stipulate 120 - 180 days delivery. During the demonstration, Staff asked each representative to make their equipment perform everything stated on their specification sheet.

Debbie Hale of the Transportation Commission reported that on projects the Commission knows will go forward, only a minimum of information is needed. Ms. Hale reiterated that Staff should not leave any projects off the list that the Commission would be awarding in the next five years. Also, in order to receive state and federal funds, the projects need to be listed in the Regional Transportation Plan. Director Almquist stated that any project to be funded by sales tax revenue or something similar which would go to the voters should be included in the Regional Transportation Plan.

ADJOURN

There being no further business, Vice-Chair Rotkin adjourned the meeting at 9:50 a.m.

Respectfully submitted,

DALE CARR
Administrative Services Coordinator