

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

April 9, 2004

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A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, April 9, 2004 at the District's Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Vice Chairperson Keogh called the meeting to order at 9:02 a.m.

## SECTION 1: OPEN SESSION

### 1. ROLL CALL:

#### DIRECTORS PRESENT

Sheryl Ainsworth (arrived after roll call)  
Jan Beautz  
Michelle Hinkle  
Mike Keogh  
Mike Rotkin  
Dale Skillicorn  
Pat Spence  
Marcela Tavantzis  
Ex-Officio Wes Scott (arrived after roll call)

#### DIRECTORS ABSENT

Dennis Norton  
Emily Reilly  
Mark Stone

#### STAFF PRESENT

Mark Dorfman, Assistant General Manager	Elisabeth Ross, Finance Manager
Frank Cheng, M/B Project Manager	Robyn Slater, Human Resource Manager
Margaret Gallagher, District Counsel	Judy Souza, Base Superintendent
Steve Paulson, Paratransit Administrator	Tom Stickel, Fleet Maint. Manager
	Les White, General Manager

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

Heather Boerner, *Sentinel*  
Gary Klemz, SEIU  
Sandra Lipperd, UTU

Ian McFadden, SEA  
Jeff North, UTU  
Tegan Speiser, SCCRTC  
Robert Yount, MAC

### 2. ORAL AND WRITTEN COMMUNICATION

#### Written:

- |                     |                                |
|---------------------|--------------------------------|
| a. Jonathan Giffard | RE: UCSC Service               |
| b. Andrew Horne     | RE: Union Pacific Right-of-Way |

Oral:

Bob Yount reported that there is a bill before the State Assembly to increase fines for throwing cigarette butts on the ground: \$1,000 minimum for the first offense and up to \$6,000 for the third offense.

**3. LABOR ORGANIZATION COMMUNICATIONS**

None

**4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

An amended staff report for Item #12 was distributed to the Board members and will be included in the agenda packet for the April 23<sup>rd</sup> Board meeting.

**CONSENT AGENDA**

**5-1. APPROVE REGULAR BOARD MEETING MINUTES OF MARCH 12 AND MARCH 26, 2004**

Director Tavantzis pointed out that the column heading over the absent Directors was missing on the March 26<sup>th</sup> Minutes. This will be corrected for the file copy of these minutes.

**5-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS**

No questions or comments.

**5-3. ACCEPT AND FILE MARCH 2004 RIDERSHIP REPORT  
PAGE 1 OF THE RIDERSHIP REPORT WILL BE PRESENTED FOR  
CONSIDERATION AT THE APRIL 23, 2004 BOARD MEETING**

No questions or comments.

**5-4. CONSIDERATION OF TORT CLAIMS: None**

**5-5. ACCEPT AND FILE AGENDA FOR THE MASTF COMMITTEE MEETING OF APRIL 15, 2004 AND THE MINUTES OF THE MARCH 18, 2004 MEETING**

No questions or comments.

**5-6. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR FEBRUARY 2004  
AND APPROVAL OF BUDGET TRANSFERS**

No questions or comments.

**5-7. ACCEPT AND FILE PARACRUZ STATUS REPORT FOR JANUARY 2004**

No questions or comments.

**5-8. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR FEBRUARY 2004**

Les White stated that the service dedication event would be held at the Pacific Station/Metro Center on Friday, April 30<sup>th</sup> at 3:30 p.m. (rescheduled to May 7, 2004 at 12:00 noon). There will also be an event in San Jose at the Dierdon Station, which Director Rotkin expressed an interest in attending and requested a ride. The consolidated service will begin on Monday, April 26, 2004.

**5-9. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE**

No questions or comments.

**5-10. ACCEPT AND FILE METROBASE STATUS REPORT**

RNL Design staff will be here on Tuesday, April 13<sup>th</sup>, to give a presentation on the next generation of design schematics. Staff will return to the Board in May to review the status of the project. This presentation will coincide with the deadline for a response from the property owners on METRO's offers on their properties.

**5-11. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE MARCH MEETINGS**

No questions or comments.

**5-12. CONSIDERATION OF CONTRACT RENEWAL FOR NATIONWIDE AUCTION SYSTEMS**

This is an extension of an existing contract which is used to excess buses and parts.

**5-13. CONSIDERATION OF AWARD OF CONTRACT FOR JANITORIAL SERVICES FOR THE SCOTTS VALLEY TRANSIT CENTER DOCUMENTATION WILL BE PRESENTED FOR CONSIDERATION AT THE APRIL 23, 2004 BOARD MEETING**

No questions or comments.

**5-14. CONSIDERATION OF AWARD OF CONTRACT FOR HEAVY DUTY BRAKE DRUMS**  
**5-15. CONSIDERATION OF AWARD OF CONTRACT FOR HEAVY DUTY BATTERIES**

Tom Stickel reported on Items 5-14 and 5-15 at the same time stating that these are extensions of the RTCC agreements which allow METRO to purchase in volume with other agencies to obtain better pricing.

- 5-16. **ACCEPT AND FILE REPORT ON ELIMINATION OF ONE TRANSIT SURVEYOR POSITION AND CONVERT THE REMAINING TRANSIT SURVEYOR POSITION TO FULL TIME DOCUMENTATION WILL BE PRESENTED FOR CONSIDERATION AT THE APRIL 23, 2004 BOARD MEETING**

No questions or comments.

- 5-17. **CONSIDERATION OF RECOMMENDATION TO APPROVE ASSESSMENT FOR COOPERATIVE RETAIL MANAGEMENT DISTRICT**

These assessments are for METRO's downtown properties and pays for the downtown host program.

#### REGULAR AGENDA

6. **PRESENTATION OF EMPLOYEE LONGEVITY AWARDS THIS PRESENTATION WILL TAKE PLACE AT THE APRIL 23, 2004 BOARD MEETING**

No questions or comments.

7. **CONSIDERATION OF STATUS REPORT REGARDING ORION HIGHWAY 17 FLEET MODIFICATIONS**

#### Summary:

Tom Stickel reported that as a result of the posting of the fare increases on Highway 17 Express routes, input was received by the ridership on the new features of the Highway 17 fleet. Mr. Stickel gave an update on the lighting, cup holders, trays and seats and how they were modified to be more useable or reasons why changes could not be made.

8. **PRESENTATION ON THE RALPH M. BROWN ACT (OPEN MEETING ACT)**

This item was deferred to the May 14, 2004 Board meeting.

9. **APPROVAL OF FY 04-05 PRELIMINARY LINE ITEM BUDGET FOR REVIEW AND CLAIMS PURPOSES**

#### Summary:

Elisabeth Ross reported that staff would return to the Board in May with a balanced budget and with all the items that the Board had requested from the April meeting.

#### Discussion:

Ms. Ross will make the changes to the Travel line item in the Preliminary Budget. The Board discussed the TDA allocation request that will be submitted to the Regional Transportation

Commission (RTC). The dollar amount for this request will be determined after the RTC's April 22<sup>nd</sup> meeting.

10. **CONSIDERATION OF MODIFICATIONS TO SANTA CRUZ METRO'S BYLAWS INCLUDING ADDING RULES OF PROCEDURE FOR BOARD OF DIRECTOR MEETINGS, AUTHORIZING THE CHAIR TO NOMINATE THE ALTERNATES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION AND OTHER MINOR WORD CHANGES**

**Summary:**

Margaret Gallagher submits the District bylaws to the Board on an annual basis to determine the need for modifications. She pointed out the areas changed per requests from Directors. A special District Bylaws tab will be inserted into each Director's binder where a current copy of the Bylaws will remain.

**Discussion:**

The Board discussed appointments to the RTC and who will make them. Ms. Gallagher will compose alternate language citing different scenarios for RTC appointments for the next Board meeting. She will coordinate language in the District Bylaws and MAC bylaws to be consistent. Ms. Gallagher will review the language in the MAC committee composition. Ex Officio Scott asked that the Board consider making the UCSC position on the Board a voting position rather than ex officio.

11. **CONSIDERATION OF ISSUING A DECLARATION OF FISCAL EMERGENCY**

**Summary:**

Elisabeth Ross said that when there is a reduction in service levels, CEQA requires that specific documentation be prepared. However, if a fiscal emergency is declared, this documentation is not required. This item needs to be taken after the public hearing for Item #12 at the April 23<sup>rd</sup> Board meeting.

12. **CONSIDERATION OF SERVICE REDUCTION FOR SUMMER 2004  
PUBLIC HEARING WILL BE HELD ON APRIL 23, 2004 AT 9:00 A.M.**

**Summary:**

Mark Dorfman stated that service cuts are necessary as a result of the budget deficit. Staff determined that \$200,000 in service needs to be cut for the June service adjustments. Staff will look for more cuts in September. Ian McFadden, Transit Planner, gave a presentation on the service which is proposed to be cut.

**Discussion:**

Director Spence suggested posting “Buy Local” materials in the buses to increase sales tax revenue. Director Ainsworth asked that new routes be given a substantial amount of time for ridership to take hold.

**MEMBERS OF THE PUBLIC WHO SPOKE TO THIS ISSUE:**

Tegan Speiser, SCCRTC, expressed concern about the first and last trips of the day being cut since people are trying to get to and from work. She was informed that an effort was made not to cut these specific trips and that the proposed cuts for the fall would not focus on the first and/or last trips.

Jeff North, UTU, expressed concern about the Route 9 deletion. He mentioned that the union considered Route 36 as an alternate for deletion since there are alternatives for these passengers. Director Beautz asked that these options be made a part of the package for the next Board meeting.

Director Rotkin asked that this presentation be made early in the meeting to give the audience a chance to speak.

**13. CONSIDERATION OF RESOLUTIONS AUTHORIZING SUBMITTAL OF FY 2005 STA AND TDA CLAIMS**

**Summary:**

Les White stated that METRO’s claim for TDA funds is approximately \$150,000 more than what the RTC is allocating.

**Discussion:**

Director Keogh emphasized that it is important for the METRO appointees to the RTC be as aggressive as possible in obtaining the funds METRO needs.

**14. CONSIDERATION OF APPOINTING ALTERNATE MEMBERS TO THE METRO ADVISORY COMMITTEE**

**Summary:**

Les White informed the Board that the congratulations letters and MAC’s first agenda and bylaws have been sent to all MAC appointees. Mr. White included proposed language for alternates in his staff report.

**Direction:** Include in the staff report for April 23<sup>rd</sup> who would be responsible for notifying the alternates, how would packets be distributed to them and what is the cost.

**Discussion:**

Director Spence asked that the issue of alternates be placed on MAC’s first agenda to consider. Director Rotkin was opposed to this.

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

Margaret Gallagher reported that Labor Negotiator Mark Dorfman would discuss SEIU labor negotiations. There would be a conference with Legal Counsel regarding existing litigation and anticipated litigation as set forth in Section II: Agenda Items 2 and 3.

**ACTION: MOTION: DIRECTOR TAVANTZIS SECOND: DIRECTOR SPENCE**

**Move Item #7 to the Consent Agenda. Direct staff to look into the comments made regarding the Highway 17 bus amenities.**

**Motion passed unanimously with Directors Norton, Reilly and Stone being absent.**

Director Beautz informed Les White that two representatives from the Board need to be appointed to the RTC Paratransit Task Force. This will be in the packet for the April 23<sup>rd</sup> Board meeting. He added that the TDA Performance Audit could be moved to May.

**16. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION**

**SECTION II: CLOSED SESSION**

Vice Chairperson Keogh adjourned to Closed Session at 10:30 a.m. and reconvened to Open Session at 12:06 p.m.

**SECTION III: RECONVENE TO OPEN SESSION**

**17. REPORT OF CLOSED SESSION**

Margaret Gallagher had nothing to report at this time.

**ADJOURN**

There being no further business, Vice Chairperson Keogh adjourned the meeting at 12:06 p.m.

Respectfully submitted.

Dale Carr  
Administrative Services Coordinator