

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

November 10, 2000

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, November 10, 2000 at the District Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Vice-Chairperson Rotkin called the meeting to order at 8:34 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

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

DIRECTORS ABSENT

Bruce Arthur
Jan Beautz
Katherine Beiers (arrived at 8:55)
Tim Fitzmaurice (arrived at 8:47)
Ex Officio Director Burch (arrived at 8:56)

STAFF PRESENT

John Aspesi, Fleet Maint. Supervisor
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
Elisabeth Ross, Finance Manager
Judy Souza, Base Superintendent
Tom Stickel, Fleet Maintenance Manager
Leslie R. White, General Manager

EMPLOYEES AND MEMBERS OF THE PUBLIC WHO INDICATED THEY WERE PRESENT

Debbie Hale, SCCRTC
Patti Korba, SEA

Manny Martinez, PSA
Ian McFadden, UTU
Marion Taylor, League of Women Voters

2. ORAL AND WRITTEN COMMUNICATIONS

- a. Kirsten Wimp RE: Request to allow open strollers on buses

3. LABOR ORGANIZATION COMMUNICATIONS

Ian McFadden reported that the Lift Line drivers approached UTU regarding representation. UTU is involved in organizing a campaign for Lift Line whereby it has reviewed a vast majority of authorization cards from the Transportation Dept. including over 80 percent of the drivers. A meeting will be scheduled with Sam Storey early next week to discuss how to proceed.

4. METRO USERS GROUP (MUG) COMMUNICATIONS

No questions or comments.

5. METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS

No questions or comments.

6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

None

CONSENT AGENDA

REVIEW CONSENT AGENDA ITEMS 7-1 THROUGH 7-14.

7-1. APPROVE REGULAR BOARD MEETING MINUTES OF 10/13/00 AND 10/20/00, AND SPECIAL BOARD MEETING MINUTES OF 10/27/00

Margaret Gallagher reported a change in the 10/13/00 Minutes, Item 23, Page 7-1.10. This should read "premium employer pays" instead of "premium employees pay". This change will be made and included in the Add-On Packet.

7-2. ACCEPT AND FILE PRELIMINARY APPROVED CLAIMS

No questions or comments.

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

No questions or comments.

7-4. CONSIDERATION OF TORT CLAIMS: None

No questions or comments.

7-5. ACCEPT AND FILE MINUTES OF MASTF COMMITTEE MEETING OF 10/19/00

No questions or comments.

7-6. ACCEPT AND FILE MINUTES OF MUG COMMITTEE MEETING OF 10/18/00

At the Board's direction Director Gabriel sent a letter to the President of the Student Senate at Cabrillo College to arrange a meeting to discuss the bus pass program. To date, he has not received a response. However, he received an e-mail stating that TMA is attempting to work with Cabrillo on this issue. Les White reported that in the past Cabrillo paid for passes used between school sessions; however, students have now been notified that the bus passes are no longer valid during school breaks.

7-7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORTS FOR SEPTEMBER 2000, APPROVAL OF BUDGET TRANSFERS

Staff will come before the Board in December with a budget revision based on actions taken at the 11/17/00 meeting regarding the amended TDA/STA claims.

7-8. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR SEPTEMBER 2000

Staff reported that the regular operating costs of this route are now being reflected without any transition costs being included. Discussions continue with Amtrak and Caltrans regarding service to the Metro Center and equipment to provide capacity. Once these two goals are implemented, an aggressive marketing plan will be needed. Meetings with VTA are being held on a regular basis to discuss additional destinations, connector service and service expansion. Director Rotkin asked Staff to make a written request to the Transportation Commission as to how they would proceed to survey Santa Cruz County Highway 17 riders regarding these service issues. This letter will be brought back to the Board.

7-9. ACCEPT AND FILE STATUS REPORT ON ADA PARATRANSIT PROGRAM FOR SEPTEMBER 2000

According to this report, paratransit usage has declined. Mark Dorfman reported that the ride denials may be a direct result of Lift Line/taxis not having a sufficient number of the vehicles.

7-10. CONSIDERATION OF APPROVAL OF CLAIMS INVESTIGATOR CLASSIFICATION

This classification was developed to better assist District Counsel in claims investigation. This position has been reviewed by SEA and would replace a budgeted Paralegal position.

7-11. CONSIDERATION OF EMPLOYEE ASSISTANCE PROGRAM CONTRACT RENEWAL

This renewal would be the last of a five-year contract period with Alto Counseling Center. If renewed, there would be no increase to the current rate. Director Rotkin asked Paul Chandley to bring the quarterly breakdown report showing which areas are being used to the next Board meeting. Mr. Chandley would like feedback from the employees on this service, when possible.

7-12. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE STATUS REPORT

This will be included in the Add-On Packet.

7-13. CONSIDERATION OF LONG-TERM DISABILITY INSURANCE CONTRACT RENEWAL

This is a request to renew the contract with UNUM for long-term disability insurance. This will be the last year that this contract can be amended for a one-year extension. There will be no rate increase if extended.

REGULAR AGENDA

8. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

No questions or comments.

9. CONSIDERATION OF DESIGNATION OF BUS STOP SHELTERS AND BUS STOPS AS NON-SMOKING ZONES

Summary:

Margaret Gallagher reported that each jurisdiction has an ordinance that addresses the no smoking issue and she reviewed the specific ordinances as they relate to transit facilities.

Discussion:

Director Rotkin confirmed that neither the City of Santa Cruz nor the County object to METRO'S posting of no smoking signs at bus stops. The Directors agreed that enforcement would be difficult. David Konno informed the Board that the standard time for cleaning of each bus stop is 20 minutes, which includes picking up cigarettes butts by hand. Les White added that staff is in the process of evaluating the standard of cleanliness for bus stops.

10. CONSIDERATION OF AUTHORIZATION TO OPERATE THE WATSONVILLE HOLIDAY SHUTTLE

Summary:

The City of Watsonville approached District staff to discuss a Watsonville downtown shuttle for the holiday season. They are requesting that the District pay a portion to fund this shuttle. The District's portion for funding this shuttle would be \$4,143 (23% of the total costs), not to exceed 316 hours of revenue service. City Staff has not yet approached the Watsonville City Council for authorization of this shuttle. Bryant Baehr reported that last year's ridership was 4,769; this shuttle was free last year.

Discussion:

Debbie Hale of the Transportation Commission was informed that possible funding sources for Watsonville's portion are redevelopment funds, a \$.25 fare, funding from private businesses and/or bus advertising.

Les White reported that staff will bring a policy on providing shuttles for special event services before the Board. He further stated that it is unrealistic to send jurisdictions to the Transportation Commission to request funds for these special shuttles, when the District is maximizing receipt of TDA funds on the front end.

11. CONSIDERATION OF APPROVAL OF 2001 STATE AND FEDERAL LEGISLATIVE PROGRAMS

Summary:

Les White stated that the State and Federal goals itemized in his staff report are not prioritized. He referred to the State goal of upgrading the natural gas services in Harvey West Park for the amount of \$2.5M and added that this would be a prime candidate for a request for funds from the State's Infrastructure Funding Program. This is the most important issue on the list of 2001 State goals.

Discussion:

On the 2001 Federal Legislative Program, Staff is requesting funds for buses. The CNG issue will be discussed in December and the Board is required to give CARB a decision by the end of January on its chosen fuel path. With this decision, funds should be earmarked from Federal sources to bring more buses into the fleet. Les White reported that Santa Clara County's ballot Measure A provides funding for acquisition of buses for Highway 17, which VTA will purchase and Santa Cruz Metro will operate. Mr. White further stated that on a long-term basis, APTA's Reauthorization Task Force will address the issue of formulas. The report, coming out this month, will point out the disparity of funding in communities with Santa Cruz's intensity of service.

Margaret Gallagher clarified the request for legislation to grant the District authority to issue subpoenas. She stated that this is needed periodically for administrative hearings and was a result of the District's subpoena power being questioned by the State Attorney General's office. Director Fitzmaurice inquired about the 55% funding for public schools and whether these funds could be used to purchase buses. Director Beiers suggested that Reid Hastings, author of Proposition 39, be invited to a Board meeting to discuss this.

12. CONSIDERATION OF EXTENSION OF CONTRACT WITH MULTISYSTEMS TO COMPLETE THE COMPREHENSIVE OPERATIONAL AND FINANCIAL AUDIT

Summary:

Kim Chin reported that the current contract with MultiSystems expires on December 16, 2000. The consultants will be finished with their tasks by that time. In order to accommodate

additional tasks that the Board may request as a result of the audit, Staff is requesting an extension of one year to the current contract. If additional tasks are required, Staff would negotiate with the vendor and bring this issue back for Board approval. No funds will be expended for the one-year extension to the current contract.

13. CONSIDERATION OF PROPOSAL FOR FIRST NIGHT SANTA CRUZ BUS SERVICE

Summary:

Bryant Baehr recently met with First Night coordinators to work out what the District can provide in terms of operator strength since New Year's Eve falls on a Sunday night this year.

14. CONSIDERATION OF RESOLUTIONS AUTHORIZING AMENDED STA AND TDA CLAIMS FOR FY 00/01

Summary:

Mark Dorfman reported that this would allow the District to file amended claims for STA and TDA funds. The STA funds were increased by \$39,640 based on the California Budget Act. Staff included \$300,000 in the FY 00/01 budget for funds expected to be available through TDA; surplus TDA funds from last year ended up being \$649,889, and revised TDA funds for this year were increased by \$763,109, bringing the total TDA funds for the District in FY 00-01 to \$1,412,998. The change to the budget will be in the amount of \$763,000. Mr. White added that the additional funds of \$763,109 would be used to acquire used buses and for service expansion in Scotts Valley, Watsonville, and UCSC.

15. CONSIDERATION OF LEASING PARKING LOT SPACE FROM FREDERICKS ELECTRONICS FOR BUS PARKING

Summary:

Margaret Gallagher reported that Fredericks Electronics is the entity with whom the District has a lease agreement for bus parking. This agreement expires on November 30, 2000. Staff has negotiated a monthly rental rate of \$2,217.30, which is \$26,607.60 annually. The District currently leases over 26,000 sq.ft. of space, however, this agreement would increase the parking lot space to 37,767 sq.ft. in order to accommodate the additional twenty used buses being acquired from Foothill Transit. The District is currently on a month-to-month lease. Staff has negotiated a five-year lease with a ninety-day cancellation notice.

Discussion:

Les White informed the Board that Staff has added 450 tons of rocks to this parking lot to alleviate the mud problems experienced in the past. The additional 1,100 sq. ft. of parking will accommodate 38-40 additional buses.

Director Gabriel expressed that it has been a pleasure to serve on the Board with Directors Beiers, Rios and Rotkin.

ADJOURN

There being no further business, Vice-Chair Rotkin adjourned the meeting at 10:04 a.m.

Respectfully submitted,

DALE CARR
Administrative Services Coordinator