

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

December 8, 2000

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, December 8, 2000 at the District Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Chairperson Beautz called the meeting to order at 8:37 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Jeff Almquist
Jan Beautz
Tim Fitzmaurice
Bruce Gabriel
Michelle Hinkle
Mike Keogh

DIRECTORS ABSENT

Bruce Arthur
Sheryl Ainsworth (arrived at 8:42 a.m.)
Ex Officio Director Burch (arrived at 8:42)

STAFF PRESENT

Bryant Baehr, Operations Manager
Paul Chandley, Human Resource Manager
Kim Chin, Planning & Marketing Manager
Mark Dorfman, Asst. General 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

Mark Hartunian, Food & Nutrition Services
Patti Korba, SEA
Christopher Krohn
Lucy Maldonado, Prospective Lessor
Manny Martinez, PSA
Ian McFadden, UTU

John Mellon, VMU
Carolyn O'Donnell, TMA
Emily Reilly
Sam Storey, S.C. Transportation
Marion Taylor, League of Women Voters
Linda Wilshusen, SCCRTC

2. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION:

Chairperson Beautz reported that District Counsel would receive her annual performance evaluation in today's Closed Session which will be held at the end of Open Session.

The Consent Agenda was taken out of order.

CONSENT AGENDA

8-1. APPROVE REGULAR BOARD MEETING MINUTES OF 11/10/00 AND 11/17/00

No questions or comments.

8-2. ACCEPT AND FILE PRELIMINARY APPROVED CLAIMS

No questions or comments.

8-3. PASSENGER LIFT REPORT FOR NOVEMBER 2000

No questions or comments.

8-4. CONSIDERATION OF TORT CLAIMS: DENY THE CLAIM OF: ALLIED INSURANCE (SUBRO. THOMAS CONWAY)

No questions or comments.

8-5. ACCEPT AND FILE MINUTES OF MASTF COMMITTEE MEETING OF 11/16/00

No questions or comments.

8-6. ACCEPT AND FILE MINUTES OF MUG COMMITTEE MEETING OF 11/15/00

No questions or comments.

8-7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORTS FOR OCTOBER 2000, APPROVAL OF BUDGET TRANSFERS

Les White explained that there are some transfers based on budgetary actions plus a budget amendment in the regular agenda. Elisabeth Ross added that these are routine transfers which have no overall affect on the budget. Last quarter's sales tax was up 11.7%; a 6% increase was budgeted. Ms. Ross further added that the paratransit figures are always one month behind due to FNS waiting for taxicab receipts to be turned in.

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

Mark Dorfman reported that ridership figures are ahead of last year: 18,600 vs. 16,000. Ridership is up 14.8% year-to-date.

8-9. ACCEPT AND FILE STATUS REPORT ON ADA STATUS REPORT FOR OCTOBER 2000

September and October ridership figures are below previous years. Mr. Dorfman surmises that this is probably temporary due to denials. An increase of approximately 25% is projected for this fiscal year. Mark Hartunian of Food & Nutrition Services recapped the ridership figures from July through October. Mr. Hartunian further commented that his staff is now in the "live" schedule mode utilizing the Trapeze software.

8-10. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE STATUS REPORT

Bryant Baehr reported that billable riders and trips for staff were down by 248 in November. Student ridership increased by 332 in November 2000 compared to November 1999. Mr. Baehr added that he is appealing the City Transportation Commission in January to overturn their decision to deny four bus stops on Western Drive. There are currently 44 passengers per hour on this route. Director Fitzmaurice requested that copies of the stops be sent to him. Mr. Baehr will do this.

8-11. CONSIDERATION OF DENTAL INSURANCE CONTRACT RENEWAL

Paul Chandley reported that this contract expires at the end of 2000. Staff is requesting a one-year extension with no rate increase.

8-12. CONSIDERATION OF 2001 BOARD MEETING DATES AND CHANGE IN LOCATION FROM JULY TO OCTOBER DUE TO CONSTRUCTION

Les White informed the Board that they might want to consider changing the meeting location to the County Building on a permanent basis to allow attendees to wait indoors during the Closed Session portion of the meetings.

8-13. ACCEPT AND FILE QUARTERLY PERFORMANCE REPORT, FIRST QUARTER 2000/01

Mark Dorfman stated that this report is tied to the quarterly ridership report. Linda Wilshusen of the Transportation Commission questioned the average fare figures for Highway 17 and was informed that these figures are incomplete/inaccurate due to the turnover of service last year. Next quarter's report will be accurate. It was suggested that "N/A" be inserted instead of inaccurate figures.

8-14. ACCEPT AND FILE QUARTERLY RIDERSHIP REPORT, FIRST QUARTER 2000/01

No questions or comments.

8-15. CONSIDERATION OF ONE-YEAR LEASE OF WATSONVILLE TRANSIT CENTER KIOSK TO LUCY MALDONADO FOR A ONE-CHAIR BEAUTY SALON

Margaret Gallagher asked that the Board approve a one-year lease of a Watsonville Transit Center kiosk space to Lucy Maldonado for a one-chair beauty salon. Ms. Maldonado requested that the District reconstruct the entryway to allow for a doorway at an estimated cost of \$4,000. The term of this lease would begin on December 16, 2000. Ms. Maldonado requested that the lease reflect that the District would pay for the door fixture.

ACTION: MOTION: DIRECTOR FITZMAURICE SECOND: DIRECTOR GABRIEL

Approve a one-year lease of the Watsonville Transit Center kiosk space #5 to Lucy Maldonado for a one-chair beauty salon.

Director Ainsworth requested that more research take place on the cost of the door modification. Margaret Gallagher will talk with the City of Watsonville and inform them of this tenant prior to the lease being signed.

MOTION PASSED UNANIMOUSLY WITH DIRECTOR ARTHUR ABSENT.

4. LABOR ORGANIZATION COMMUNICATIONS

No questions or comments.

5. METRO USERS GROUP (MUG) COMMUNICATIONS

No questions or comments.

6. METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS

No questions or comments.

7. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

REGULAR AGENDA

9. CONSIDERATION OF RESOLUTION OF APPRECIATION FOR DIRECTOR KATHERINE BEIERS

No questions or comments.

10. CONSIDERATION OF RESOLUTION OF APPRECIATION FOR DIRECTOR OSCAR RIOS

No questions or comments.

11. CONSIDERATION OF RESOLUTION OF APPRECIATION FOR DIRECTOR MIKE ROTKIN

No questions or comments.

12. CONSIDERATION OF REQUEST FOR ADDITIONAL CAPITAL RESERVE FUNDS FOR 00-01 BUS STOP IMPROVEMENT PROGRAM

Summary:

David Konno reported that the Bus Stop Advisory Committee (BSAC) is requesting additional capital reserve funds to complete the 2001 bus stop improvement project. A review of all bus stops in the system revealed the following: 46 bus stops need ADA improvements immediately; at 31 of the 46 bus stops, the new-style shelters would be installed. BSAC would also like to have funded two demonstration lighting projects: 1) Bus signalization project, 2) solar powered lighting for high ridership stops with no streetlights. Les White added that a reserve fund for bus stop improvements has been set up in the budget. Mr. Konno reported that the high cost at four of the shelters is due to turnouts being requested and utility modifications that are needed.

13. CONSIDERATION OF ADOPTION OF RESOLUTION REVISING FY 00-01 BUDGET

Summary:

Elisabeth Ross commented that the budget revision reflects the new TDA amounts approved by the Board last month. Ms. Ross reviewed the changes to the revenue and expense sides of the budget and reported on new positions which will be included in the staffing tables.

Discussion:

There was discussion regarding media advertising for the transit centers. Margaret Gallagher added that Staff would bring a business plan to promote the transit centers before the Board shortly. Ian McFadden discussed outreach plans and suggested developing a children's video for community television about taking the bus. Director Fitzmaurice suggested outreaching to high schools as well. Kim Chin, David Konno, Mary Ferrick and Bryant Baehr are on a committee to promote use of the transit centers and are hoping for input from staff, the Board and advisory groups. Marion Taylor suggested lowering fares for kids.

14. CONSIDERATION OF CABRILLO COLLEGE TRANSPORTATION STUDY STATUS REPORT WITH TIMELINES & OPTIONS FOR BOARD INPUT

Summary:

Mark Dorfman reported that Cabrillo College formed a Transportation Planning Committee which includes staff from the METRO, the Transportation Commission and the Transportation Management Association (TMA). This committee would like to bring recommendations to Cabrillo's Board of Trustees in May. The METRO Board will have occasions throughout the process to comment on the transportation plan.

Discussion:

Les White informed the Board of numerous options available regarding Cabrillo's contract, as follows: a) Renew contract providing for bill back and access to the system. b) Declare the current contract expired, giving Cabrillo notice to inform students and staff of changes to system-wide access. c) Do not provide universal access but recognize passes to and from the campus. All other routes would need to be paid for by Cabrillo pass holders.

Carolyn O'Donnell asked staff to take into consideration students needing transportation at the end of late night classes.

15. a. **CONSIDERATION OF UPDATED BUS FLEET PLAN**
- b. **STATUS REPORT WITH REGARD TO DISCUSSIONS WITH THE CALIFORNIA AIR RESOURCES BOARD (CARB) CONCERNING REVIEW OF URBAN TRANSIT BUS FLEET RULE TO REDUCE HARMFUL ENGINE AND FUEL AIR EMISSIONS FOR URBAN TRANSIT BUSES**

Summary:

Les White stated that staff is continuing to discuss with CARB the issue of the District's fleet update plan. Staff also discussed the District's selection of CNG and acquiring vehicles on an interim basis which are plumbed for CNG, then converting when an infrastructure is in place to support them. Mr. White added that the CARB staff wants to be supportive of the District. However, their concern is that if they open this option up to the District, how do they close it for those not looking for solutions but to bypass CARB regulations.

Discussion:

Mark Dorfman reported that both Robert Nguyen and his superior wrote a memo supporting the District's desires, however, there is concern that a precedent would be created by allowing the District this option. CARB indicated that it would take an agreement between themselves and the District that commits the District to make modifications when the first overhaul is due.

16. **CONSIDERATION OF AWARD OF CONTRACT FOR FURNISHING REVENUE AND NON-REVENUE VEHICLE TIRES**

Summary:

Tom Stickel reported that the regular contract to supply tires to buses and non-revenue vehicles expires this month. Staff recommends awarding the contract to Dixon and Son Inc. of Watsonville, CA.

17. CONSIDERATION OF EXTENDING THE PARATRANSIT CONTRACT WITH FOOD AND NUTRITION SERVICES FOR ONE YEAR WITH CPI ADJUSTMENT OF 4% AND OTHER TERMS

Summary:

Staff is requesting approval to extend the paratransit contract with Food and Nutrition Services (FNS) for one year with a CPI adjustment of 4% and a reopener clause regarding the implementation of any District approved recommendation from the auditors, the potential increase in costs as a result of collective bargaining by FNS and/or the modification of the taxi percentage of total paratransit rides.

Discussion:

Sam Storey of Food and Nutrition Services asked for a reopener clause on three specific items: 1) current expressions by drivers to be represented by UTU; 2) recommendations from the audit on any issues beyond the current scope of work; 3) percentages of allocations between subcontractors and FNS. Mr. Storey informed the Board that his staff has begun addressing many of the issues that arose from the audit. He does not anticipate taking the entire year's extension to fix issues that can be addressed immediately. Mark Hartunian recapped the total number of rides performed from 1997 to present.

Director Almquist asked if the percentage on ridesharing could be changed right now. Les White responded that the Board could direct staff to modify the contract to reflect that 50% of the paratransit rides should go to taxicab companies instead of the current 70%, or the Board could eliminate the ridesharing entirely. Mr. Dorfman pointed out that input from MultiSystems is important so that the implications of these changes are known from a productivity perspective.

Linda Wilshusen stated that the Commission staff supports District staff's recommendation, as well as changing the percentage requirements between the subcontractors and Lift Line. Ian McFadden added that UTU also supports changing the percentage -- possibly to 50/50 or 70/30 in the other direction. Mr. McFadden would also like the issue of single vs. multiple rides addressed. Mr. White informed the Board that seven vans are arriving in January under the Van Procurement Program. If the percentage of ridesharing is changed, these vans will be assigned to Lift Line.

Sam Storey confirmed that the agreements with subcontractors are subject to District approval. The current agreements between Lift Line and the taxicab companies will be included in the Add-On Packet for the Directors' information.

18. CONSIDERATION OF NOMINATION OF DIRECTORS TO SERVE AS BOARD OFFICERS FOR THE YEAR 2001, TRANSPORTATION COMMISSION AND METRO USER GROUP CHAIRPERSON ASSIGNMENTS

No questions or comments.

19. CONSIDERATION OF RETURN OF GRANT TO THE BAY AREA AIR QUALITY MANAGEMENT DISTRICT FOR FUNDS FOR HIGHWAY 17 CNG REPLACEMENT BUSES

Summary:

Mark Dorfman reported that these grant funds need to be returned to the Bay Area Air Quality Management District due to the District having no CNG fueling facilities at which to fuel CNG buses. Additionally, due to Senator McPherson obtaining funds for the Highway 17 buses, the District has enough funding to purchase these buses.

Discussion:

Les White added that these funds couldn't be used to purchase diesel buses that would be converted to CNG at a future date. The buses acquired with this funding would need to be purchased as CNG.

20. CONSIDERATION OF REMOVAL OF REDUCED FARE RESTRICTIONS ON THE HIGHWAY 17 EXPRESS FOR SENIORS AND DISABLED RIDERS

Summary:

Bryant Baehr stated that staff has been working to remove these restrictions since the District took over the operation of the Highway 17 Express. Neither VTA nor the District has any time restrictions on seniors and the disabled. Currently, the discounted fare is valid only from 9:30 a.m. to 2:30 p.m. At all other times, the full fare is required. Staff recommends lifting the restriction, effective January 1, 2001.

21. CONSIDERATION OF AWARD TO REPOWER UP TO 42 DIESEL ENGINES ASSEMBLIES

Summary:

Tom Stickel reported that repowering of 42 diesel engines is one avenue in which to bring the fleet up to emission level standards. Repowering is essential in order to keep these buses in the fleet for a while longer. The number of engines being repowered may change depending on how many buses are replaced. Two bids were received but only one of the bidders complied with the base items in the Invitation to Bid. Staff recommends that the contract be awarded to Complete Coach of Riverside, California.

CHAIRPERSON BEAUTZ RETURNED TO ORAL AND WRITTEN COMMUNICATIONS

3. ORAL AND WRITTEN COMMUNICATIONS

No questions or comments.

SECTION II: CLOSED SESSION - Immediately following Open Session

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to Section 54957 of the Government Code
 - a. Title: District Counsel

ADJOURN

There being no further business, Chairperson Beautz adjourned the meeting at 10:17 a.m.

Respectfully submitted,

DALE CARR
Administrative Services Coordinator