

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**Minutes- Board of Directors**

**October 12, 2007**

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A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, October 12, 2007 at the District's Administrative Office, 370 Encinal Street, Santa Cruz, CA.

In the absence of both the Chair and Vice Chair, Director Rotkin called the meeting to order at 9:03 a.m.

## **SECTION 1: OPEN SESSION**

### **1. ROLL CALL:**

#### **DIRECTORS PRESENT**

Jan Beautz (arrived after roll call)  
Dene Bustichi  
Donald Hagen  
Michelle Hinkle  
Kirby Nicol  
Emily Reilly  
Mike Rotkin  
Dale Skillicorn  
Pat Spence  
Mark Stone

#### **DIRECTORS ABSENT**

Marcela Tavantzis  
Ex-Officio Donna Blitzer

#### **STAFF PRESENT**

Ciro Aguirre, Operations Manager  
Angela Aitken, Finance Manager  
Mark Dorfman, Assistant General Manager  
Mary Ferrick, Base Superintendent  
Margaret Gallagher, District Counsel

Steve Paulson, Paratransit Administrator  
Robyn Slater, Human Resources Manager  
Tom Stickel, Maintenance Manager  
Les White, General Manager

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

Ian McFadden, Transit Planner  
Bonnie Morr, UTU

Bob Yount, MAC

### **2. ORAL AND WRITTEN COMMUNICATION TO THE BOARD OF DIRECTORS**

Written:

None.

Oral:

None.

**3. LABOR ORGANIZATION COMMUNICATIONS**

Bonnie Morr, UTU, expressed frustration regarding the Call Stop auditing process, which METRO has continued to do beyond the expiration of the period required by a lawsuit settlement. Ms. Morr urged the Board to revisit this practice and to also consider having phones for bus operators or direct lines to Dispatch installed at all of the transit centers, particularly in Scotts Valley.

**DIRECTOR BEAUTZ ARRIVED**

Director Rotkin requested that the Call Stop auditing process be added to the next Closed Session Agenda. Les White reported that it is staff's intention to install direct lines to Dispatch in all of the driver lounges at the transit centers, which is actually being worked on now.

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

Director Spence provided a revised version of Item #7, which is attached to the file copy of these minutes.

**CONSENT AGENDA**

**5-1. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF SEPTEMBER 2007**

Director Nicol asked for clarification on the following checks: #23041, which Tom Stickel reported was for the monthly inspections of the underground storage tank at 138 Golf Club Drive; #23123, which Les White reported was the second half of the relocation payment to a tenant of 110 Vernon Street; #23180 and #23181, which Les White reported these were costs incurred due to an employee causing damage to a privately owned vehicle; and #23281 which Les White reported was the 10% retainage for August for the West Bay MetroBase Maintenance Building construction contract.

**5-2. CONSIDERATION OF TORT CLAIMS: None**

No questions or comments.

**5-3. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR OCTOBER 17, 2007 AND MINUTES OF AUGUST 15, 2007**

Director Spence asked about replacing Paul Marcelin-Sampson on the Transportation Funding Task Force (TFTF). Les White replied that Mr. Marcelin-Sampson has indicated he would like to continue on the TFTF.

**5-4. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF JULY 2007**

No questions or comments.

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

No questions or comments.

**5-6. CONSIDERATION OF ADOPTING AN ANNUAL DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION RATE FOR FEDERALLY-FUNDED PROCUREMENTS IN 2008**

Director Rotkin commented that this number used to actually mean something, but really doesn't anymore since the California Department of Transportation instituted a "race neutral" DBE program in 2006.

**REGULAR AGENDA**

**6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS**

This presentation will take place at the October 26, 2007 Board meeting.

**7. CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF STEVEN A. PAULSON AS THE PARATRANSIT ADMINISTRATOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

This presentation will take place at the October 26, 2007 Board meeting.

Director Spence requested that the wording be rearranged and that a few words be added at the end of one sentence. Director Spence provided a copy of her proposed version, which the Board was agreeable to replace the current resolution.

**8. PUBLIC HEARING: CONSIDERATION OF SERVICE REVISIONS FOR WINTER 2007**

**Summary:**

Ian McFadden reported that a Public Hearing would be held at the October 26, 2007 Board Meeting. Mr. McFadden reported that 3 Public Hearing notices were placed in each bus, Paradise Park management was notified and a notice was posted there, and that the elimination of the Paradise Park Loop would not impact ParaCruz service because fixed route service on Graham Hill Road is within  $\frac{3}{4}$  of a mile to the park.

**9. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH GRANITE CONSTRUCTION COMPANY FOR CONSTRUCTION OF A BUS TURNAROUND AT CHINA GRADE**

**Summary:**

Tom Stickel reported that the corner of China Grade and Highway 236 deteriorates each winter and this contract would install a concrete pad where the bus turns around. Les White added that this project took Caltrans one year to finally issue the permit and held up the MetroBase Project in the meantime.

**ACTION: MOTION: DIRECTOR BUSTICHI SECOND: DIRECTOR HAGEN**

**Authorize the General Manager to execute a contract with Granite Construction Company for the construction of a bus turnaround at China Grade and Highway 236**

**Motion passed unanimously with Director Tavantzis being absent.**

**10. CONSIDERATION OF REQUEST TO OPERATE THE HOMELESS SHELTER SHUTTLE**

**ACTION: MOTION: DIRECTOR BUSTICHI SECOND: DIRECTOR HAGEN**

**Authorize Staff to operate the Armory Shuttle this year for the Homeless Center provided that the Homeless Center can fully fund the costs associated with its operation**

**Motion passed unanimously with Director Tavantzis being absent.**

**11. ORAL ANNOUNCEMENT: NOTIFICATION OF JOINT BOARD/MAC WORKSHOP REGARDING METRO'S SHORT RANGE TRANSIT PLAN (SRTP) TO BE HELD ON FRIDAY, OCTOBER 19, 2007 @ 9:00 AM AT METRO'S ADMINISTRATION OFFICES, 370 ENCINAL STREET, SANTA CRUZ**

**Summary:**

Les White reported that this is a notification of the Joint Workshop Meeting of the Board and MAC that will be held next Friday regarding METRO's Short Range Transit Plan (SRTP). Wilbur Smith Associates will give a presentation that will focus on process and policy framework issues at this point, rather than specific routes.

**ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR REILLY**

**Authorize the Joint Board/MAC Workshop Meeting regarding METRO's Short Range Transit plan (SRTP) to be held on Friday, October 19, 2007 @ 9:00 a.m. at METRO's Administration Offices, 370 Encinal Street, Santa Cruz**

**Motion passed unanimously with Director Tavantzis being absent.**

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

Margaret Gallagher reported that the Board would have a conference with its Real Property Negotiators regarding properties located at 1211 and 1217 River Street; the Conference with

Labor Negotiators was deleted; a conference with its Legal Counsel regarding one case of deciding whether to initiate litigation; and a conference with its Legal Counsel regarding the workers' compensation claim of Johnny Chavarria.

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

None.

**SECTION II: CLOSED SESSION**

Director Rotkin adjourned to Closed Session at 9:44 a.m. and reconvened to Open Session at 10:22 a.m.

**SECTION III: RECONVENE TO OPEN SESSION**

**14. REPORT OF CLOSED SESSION**

Margaret Gallagher reported that the Board took no reportable action in Closed Session.

**ADJOURN**

There being no further business, Director Rotkin adjourned the meeting at 10:23 a.m.

Respectfully submitted,

CINDI THOMAS  
Administrative Services Coordinator