

AGENDA
SANTA CRUZ METRO BOARD OF DIRECTORS
REGULAR MEETING OF JUNE 8, 2012
8:30 AM



Mission Statement: "To provide a public transportation service that enhances personal mobility and creates a sustainable transportation option in Santa Cruz County through a cost-effective, reliable, accessible, safe, clean and courteous transit service."

**THE BOARD MEETING AGENDA PACKET CAN BE FOUND ONLINE AT
WWW.SCMTD.COM AND IS AVAILABLE FOR INSPECTION AT SANTA CRUZ METRO'S
ADMINISTRATIVE OFFICES LOCATED AT 110 VERNON STREET, SANTA CRUZ, CALIFORNIA**

- | | | |
|--------------------------|--|------------------------------|
| <input type="checkbox"/> | Director Margarita Alejo | City of Watsonville |
| <input type="checkbox"/> | Director Hilary Bryant | City of Santa Cruz |
| <input type="checkbox"/> | Director Dene Bustichi | City of Scotts Valley |
| <input type="checkbox"/> | Director Daniel Dodge, Vice Chair | City of Watsonville |
| <input type="checkbox"/> | Director Ron Graves | City of Capitola |
| <input type="checkbox"/> | Director Michelle Hinkle | County of Santa Cruz |
| <input type="checkbox"/> | Director Deborah Lane | County of Santa Cruz |
| <input type="checkbox"/> | Director John Leopold | County of Santa Cruz |
| <input type="checkbox"/> | Director Ellen Pirie | County of Santa Cruz |
| <input type="checkbox"/> | Director Lynn Robinson, Chair | City of Santa Cruz |
| <input type="checkbox"/> | Director Mark Stone | County of Santa Cruz |
| <input type="checkbox"/> | Ex-Officio Director Donna Blitzer | UC Santa Cruz |

Leslie R. White, General Manager / Secretary of the Board
Margaret Gallagher, District Counsel

INTERPRETATION SERVICES / SERVICIOS DE TRADUCCIÓN

Spanish language translation is available on an as needed basis. Please make advance arrangements with Tony Tapiz, Administrative Services Coordinator at 831-426-6080. Traducción al español está disponible de forma según sea necesario. Por favor, hacer arreglos por adelantado con Tony Tapiz, Coordinador de Servicios Administrativos al numero 831-426-6080.

AMERICANS WITH DISABILITIES ACT

 The METRO Administrative Offices are located in an accessible facility. Any person who requires an accommodation or an auxiliary aid or service to participate in the meeting, or to access the agenda and the agenda packet, should contact Tony Tapiz, Administrative Services Coordinator, at 831-426-6080 as soon as possible in advance of the Board of Directors meeting. Hearing impaired individuals should call 711 for assistance in contacting Santa Cruz METRO regarding special requirements to participate in the Board meeting. For information regarding this agenda or interpretation services, please call Santa Cruz METRO at 831-426-6080.

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**MEETING LOCATION:
METRO ADMINISTRATION OFFICES, 110 VERNON STREET, SANTA CRUZ**

8:30 A.M.

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

SECTION I: OPEN SESSION

1. ROLL CALL
2. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION
Presented by Margaret Gallagher, District Counsel
3. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

SECTION II: CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS
(Pursuant to Government Code Section 54957.6)

Agency Negotiators: Leslie R. White, General Manager, Robyn Slater, Human Resources, Ciro Aguirre, Operations Manager

Employee Organization: United Transportation Union (UTU), Local 23 Fixed Route

Employee Organization: United Transportation Union (UTU), Local 23 Paracruz

Employee Organization: Service Employees International Union (SEIU), Local 521

SECTION III: RECONVENE TO OPEN SESSION

4. REPORT OF CLOSED SESSION
5. ORAL AND WRITTEN COMMUNICATIONS
This time is set aside for Directors and members of the general public to address any item not on the Agenda which is within the subject matter jurisdiction of the Board. No action or discussion shall be taken on any item presented except that any Director may respond to statements made or questions asked, or may ask questions for clarification. All matters of an administrative nature will be referred to staff. All matters relating to Santa Cruz METRO will be noted in the minutes and may be scheduled for discussion at a future meeting or referred to staff for clarification and report. Any Director may place matters brought up under Oral and Written Communications on a future agenda. In accordance with District Resolution 69-2-1, speakers appearing at a Board meeting shall be limited to three minutes in his or her presentation. Any person addressing the Board may submit written statements, petitions or other documents to complement his or her presentation. When addressing the Board, the individual may, but is not required to, provide his/her name and address in an audible tone for the record.
6. LABOR ORGANIZATION COMMUNICATIONS
7. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

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CONSENT AGENDA

All items appearing on the Consent Agenda are recommended actions which are considered to be routine and will be acted upon as one motion. All items removed will be considered later in the agenda. The Board Chair will allow public input prior to the approval of the Consent Agenda items.

- 8-1.** CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A THREE-YEAR EXTENSION AMENDMENT TO THE CONTRACT FOR TRANSIT SERVICES WITH THE UNIVERSITY OF CALIFORNIA AT SANTA CRUZ (UCSC) BEGINNING SEPTEMBER 1, 2012
Submitted by Angela Aitken, Finance Manager

- 8-2.** CONSIDERATION OF TORT CLAIMS: REJECT THE CLAIM OF STEPEN ABBENE, CLAIM #12-000
Submitted by Margaret Gallagher, District Counsel

- 8-3.** NOTICE OF ACTIONS TAKEN IN CLOSED SESSION
Submitted by Margaret Gallagher, District Counsel

- 8-4.** APPROVAL OF MINUTES OF BOARD OF DIRECTORS MEETINGS OF MARCH AND APRIL 2012
Submitted by Tony Tapiz, Administrative Services Coordinator

- 8-5.** ACCEPT AND FILE MAC AGENDA FOR JUNE 2012
Submitted by Sherri Escobedo, Administrative Assistant

- 8-6.** ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS OF METRO APPOINTEES AT THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION MEETINGS OF APRIL 2012
Submitted by Sherri Escobedo, Administrative Assistant

- 8-7.** CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT AMENDMENT WITH TRAPEZE SOFTWARE GROUP, INC. FOR SUPPORT MAINTENANCE OF TRAPEZE PASS, PASS-CERT, PASS IVR(CALLBACKS), IVR(CANCEL/CONFIRM), AND VOICE GENIE MODULES IN THE AMOUNT OF \$30,029.00 WITH EXPIRATION DATE OF JUNE 30, 2013
Submitted by Frank Cheng, It Manager and METROBase Project Manager

- 8-8.** CONSIDERATION OF AWARD OF CONTRACT WITH GP STRATEGIES FOR CONSTRUCTION TO INSTALL 2ND LNG FUEL STORAGE TANK IN AN AMOUNT NOT TO EXCEED \$576,336
Submitted by Erron Alvey, Purchasing Agent

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REGULAR AGENDA

- 9.** CONSIDERATION OF FORMAL RATIFICATION OF A LABOR AGREEMENT WITH THE UNITED TRANSPORTATION UNION LOCAL 23 FIXED ROUTE FOR THE PERIOD JULY 1, 2012 THROUGH JUNE 30, 2015 THAT CONTAINS A 2% CONTRACTUAL WAGE ADJUSTMENT IN EACH OF THE THREE YEARS, AS WELL AS OTHER MODIFICATIONS
Presented by Robyn Slater, Human Resources Manager
- 10.** CONSIDERATION OF FORMAL RATIFICATION OF A MEMORANDUM OF UNDERSTANDING WITH THE SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL 521 FOR THE PERIOD JULY 1, 2012 THROUGH JUNE 30, 2015 THAT CONTAINS A 2% CONTRACTUAL WAGE ADJUSTMENT IN EACH OF THE THREE YEARS, AS WELL AS OTHER MODIFICATIONS
Presented by Robyn Slater, Human Resources Manager
- 11.** ANNOUNCEMENT
The next regularly scheduled Board meeting will be held Friday, June 22, 2012 at 9:00 a.m. at the Santa Cruz City Council Chambers located at 809 Center Street, in Santa Cruz, California.
- 12.** ADJOURNMENT

Pursuant to Section 54954.2(a)(1) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day.

The agenda packet and materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Santa Cruz METRO Administrative Office (110 Vernon Street, Santa Cruz) during normal business hours. Such documents are also available on the Santa Cruz METRO website at www.scmtd.com subject to staff's ability to post the document before the meeting.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: June 8, 2012

TO: Board of Directors

FROM: Angela Aitken, Finance Manager

SUBJECT: CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A THREE-YEAR EXTENSION AMENDMENT TO THE CONTRACT FOR TRANSIT SERVICES WITH THE UNIVERSITY OF CALIFORNIA AT SANTA CRUZ (UCSC) BEGINNING SEPTEMBER 1, 2012

I. RECOMMENDED ACTION

Authorize the General Manager to execute a three-year Extension Amendment to the Contract for Transit Services with the University of California at Santa Cruz (UCSC) beginning September 1, 2012

II. SUMMARY OF ISSUES

- Santa Cruz Metropolitan Transit District (Santa Cruz METRO) entered into a written Contract for Transit Services with University of California at Santa Cruz (UCSC) on September 1, 2010.
- The Contract requires on an annual basis, beginning September 1, 2011, the cost per ride to be adjusted based upon the increase in the Consumer Price Index (CPI).
- The initial term of the Contract is for one (1) year, terminating on August 31, 2011, but allows for renewals by the parties executing extensions to the Contract.
- Santa Cruz METRO and UCSC executed an Extension Amendment that began on September 1, 2011 and expires on August 31, 2012, specifying the new cost per ride for that period as well as other costs and charges for Supplemental Services.
- Santa Cruz METRO and UCSC would like to execute an Extension Amendment, which is attached as Attachment A. This Amendment specifies the new cost per ride for the period of September 1, 2012 through August 31, 2013, but deletes the supervisor rate, as Santa Cruz METRO no longer provides this service.
- The Amendment also extends the contract to August 31, 2015, a period of three years.

III. DISCUSSION

Santa Cruz METRO and UCSC entered into a written Contract for Transit Services on September 1, 2010 through August 31, 2011. On September 1, 2011, Santa Cruz METRO and UCSC negotiated a new contract which set forth the new cost per ride, as well as specifying the costs and charges for Supplemental Services which will terminate on August 31, 2012.

The Contract requires on an annual basis, beginning September 1, 2011, the cost per ride to be adjusted based upon the increase in the Consumer Price Index (CPI). Although the initial term of the Contract was for one (1) year, terminating on August 31, 2011, it allowed for renewals by the parties executing extensions to the Contract.

Last year, Santa Cruz METRO and UCSC executed an Extension Amendment, setting a new cost per ride for the period of September 1, 2011 and ending August 31, 2012, as well as other costs and charges for Supplemental Services.

At this time, METRO and UCSC would like to execute an Extension Amendment, setting a new cost per ride and new bus hourly rate as set forth in the attached Extension Amendment for the new period of September 1, 2012 through August 31, 2013. The parties also wish to extend the Contract for a period of three additional years, to expire on August 31, 2015.

IV. FINANCIAL CONSIDERATIONS

The new cost per ride will be \$1.292 (currently \$1.266) and the new Bus Hourly rate shall be billed at the rate of \$102.55 (currently \$100.47/hour) for the period from September 1, 2012 through August 31, 2013.

V. ATTACHMENTS

Attachment A: (Draft) *Extension Amendment to the Contract for Transit Services with Regents of the University of California Santa Cruz*

ATTACHMENT A
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**EXTENSION AMENDMENT TO THE CONTRACT FOR TRANSIT SERVICES
WITH REGENTS OF THE UNIVERSITY OF CALIFORNIA SANTA CRUZ**

This Extension Amendment to the Contract for Transit Services is made effective September 1, 2012 between the Santa Cruz Metropolitan Transit District, a political subdivision of the State of California, (“Santa Cruz METRO”), and the Regents of the University of California, on behalf of the University of California Santa Cruz, (“University”).

I. RECITALS

- 1.01 Whereas Santa Cruz METRO and University entered into a Contract for Transit Services, hereinafter “Contract” effective September 1, 2010 for a one-year initial term;
- 1.02 Whereas Santa Cruz METRO and University signed an Extension Amendment to the Contract for Transit Services, hereinafter “Extension Amendment” effective September 1, 2011 for a one-year period;
- 1.03 Whereas, Paragraph 3.02 of the Contract requires on an annual basis, beginning September 1, 2011, the cost per ride to be adjusted based upon the increase in the Consumer Price Index (CPI); and
- 1.04 Whereas, Paragraph 5.01 of the Contract allows the parties to renew the contract by the parties executing extensions to the Contract;

Now therefore, Santa Cruz METRO and University amend specific sections of the Contract by deleting the current language and implementing the language set forth below:

II. SCOPE OF AGREEMENT

There are no changes to the Contract for this section.

III. COMPENSATION

- 3.01 Santa Cruz METRO shall bill University on a monthly basis for each time a “UCSC Bus Pass” is used on a Santa Cruz METRO bus. The cost per ride shall be set at the rate of \$1.292 per ride for the period of September 1, 2012 through August 31, 2013.

IV. SUPPLEMENTAL SERVICES

- 4.03 Santa Cruz METRO shall bill the University on a monthly basis for the supplemental services provided along with the normal billing at the following rates:

A. Bus Hourly Rate.

- i. The Bus Hourly rate shall be billed at the rate of \$102.55/hour.

ATTACHMENT A
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

- ii. The Bus Hourly rate shall be billed to the University for every service hour that is provided for the supplemental service runs.

4.04 On an annual basis, the bus hourly rate shall be adjusted based upon the increase in the Consumer Price Index (CPI). The basis for computing the adjustment is the Consumer Price Index for All Urban Consumers (base year 1982-84=100) for San Francisco-Oakland-San Jose published by the United States Department of Labor, Bureau of Labor Statistics (“Index”). In April of each year, the most recent “Annual” index shall be compared to the “Annual” index for the previous year. The bus hourly rate currently in effect shall be increased by the percentage increase of the CPI, if any. Santa Cruz METRO shall within a reasonable time after calculating the increase, notify the University in writing of the adjusted rate which will become effective September 1st. In the event that the Index shall cease to be published, then the successor or most nearly comparable index shall be used.

V. TERM AND TERMINATION

5.01 This Extension Amendment to the Contract shall be for three (3) years, commencing on September 1, 2012, and shall continue through August 31, 2015. This contract may be renewed for succeeding terms by the parties executing extensions to this contract.

VI. NOTICES

6.01 The addresses where notices shall be sent are as follows:

UNIVERSITY:

Larry Pageler
Director, Transportation and Parking Services
University of California
MS: TAPS Carriage House
1156 High Street
Santa Cruz, CA 95064

And

John Bono
Manager, Procurement and Business Contracts
University of California
MS: Purchasing
1156 High Street
Santa Cruz, CA 95064

ATTACHMENT A
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Santa Cruz METRO:

Santa Cruz Metropolitan Transit District
110 Vernon Street
Santa Cruz, CA 95060
Attention: General Manager

VII. MISCELLANEOUS PROVISIONS

7.01 Each party has full power and authority to enter into and perform this contract and the persons signing this agreement on behalf of each party has been properly authorized to enter into it. Each party further acknowledges that it has read this contract, understands it, and agrees to be bound by it.

7.02 All other terms and conditions of the Contract shall remain the same and each party further agrees to be bound by those terms and conditions during the Extension period.

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first written above.

SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT

REGENTS OF THE
UNIVERSITY OF CALIFORNIA

BY: _____
Leslie R. White
General Manager

BY: _____
John Bono
Business Contracts Administrator

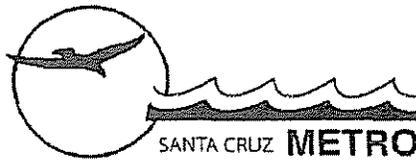
Approved as to form:

Approved as to form:

Margaret Gallagher
District Counsel

Counsel to University of California

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Santa Cruz Metropolitan Transit District
110 Vernon Street
Santa Cruz, CA 95060

CLAIM FOR DAMAGES

(Pursuant to Section 910 et Seq., Government Code)

Claim # _____
(To be completed by METRO staff)

Please Print or Type:

The name and post office address of the claimant:

Claimant's Legal First Name: _____ Stephen _____

Claimant's Legal Last Name: _____ Abbene _____

Address to which notices are to be sent: _____

Telephone (Home): _____

Telephone (Business/Cell): _____

Section 111 of the Medicare, Medicaid and SCHIP Extension Act of 2007 (MMSEA), a new federal law that became effective January 1, 2009, requires that the Santa Cruz Metropolitan Transit District report specific information about Medicare beneficiaries who have other insurance coverage. This reporting is to assist Centers for Medicare and Medicaid Services and other insurance plans to properly coordinate payment of benefits among plans so that (your) claims are paid promptly and correctly. We are asking you to answer the following questions so that we may comply with this law.

Are you presently, or have you ever been, enrolled in Medicare Part A or B? Yes or No

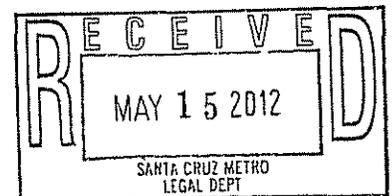
IF YES, please provide the following information:

Medicare Claim Number: _____

Date of Birth: _____

Social Security Number: _____

Gender: M or F





Claimant Name: Stephen Abbene

CLAIM FOR DAMAGES

The date, place and other circumstances of the occurrence or transaction that gave rise to the claim asserted:

Date of Incident/Accident: 12/1/11

Time of Incident/Accident: 6:40 AM PM

Location of Incident/Accident

Street/City: Soquel Ave & Pacheco Ave

A general description of the indebtedness, obligation, injury, damage or loss incurred so far as it may be known at the at the time of presentation of the claim. Please state the known facts surrounding the loss and use additional paper if needed.

I was traveling on my bicycle eastbound on Soquel Ave. in the designated bike lane at approximately 6:40pm and I was struck by a Metro bus. My bike (a 2011 Motobecane Le Champion-with SRAM Rival group set) sustained substantial damage, and I have been advised by the bicycle mechanics at Spokesmen to have my bicycle replaced. The retail value of this model is ~\$2100 My cycling shoes (LAKE CX170 brand with a retail cost of approximately \$160) were also damaged and my helmet (Giro brand – approximately retail value of \$60) was also damaged.

I was transported via ambulance to Dominican Hospital with injuries to various parts of my body such as both arms, my left shoulder and elbow and my left buttock. Extensive treatment was provided in ER including a variety of examinations and diagnostic tests. My right arm remains in a splint and diagnostic tests, medical treatment, and RX continue. I have not received medical bills yet and my treatment and diagnostic tests continue so the extent of my injuries and any damages are unclear at this time.

~~I am submitting this for my bicycle and other related property damage only.~~ I will be updating you with the details and the full extent of my medical care/costs once they are finalized.



Claimant Name: Stephen Abbene

CLAIM FOR DAMAGES

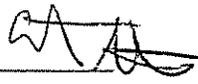
The name or names of the METRO employee or employees causing the injury, damage, or loss, if known:

Esteban Lazo Ruiz

If the claim totals less than \$10,000, the amount claimed as of the date of the presentation of the claim: \$ _____

If the amount exceeds \$10,000.00, this claim would be: Less than \$25,000 (Limited Civil Case) More than \$25,000

I am still receiving bills, please extend my claim for medical bills/damages

Claimant: Stephen Abbene  Date: 5/15/12
Signature/Print Name

Attorney or Representative: _____ Date: _____
Signature/Print Name

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

NOTICE OF ACTION TAKEN IN CLOSED SESSION MEMORANDUM

DATE: June 8, 2012

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

SUBJECT: Notification Of Actions Taken In Closed Session Regarding The Following:
Michelle Fitzpatrick v. Santa Cruz Metropolitan Transit District
(Before the Workers' Compensation Appeals Board)

1. Settlement of Michelle Fitzpatrick v. Santa Cruz Metropolitan Transit District
(Before the Workers' Compensation Appeals Board)

On April 13, 2012, in closed session you authorized settlement in this matter in the amount of \$27,939.66 (26% rating) through a Stipulated Award. It was also authorized to pay the retroactive temporary disability benefits due and the EDD lien. After the Labor Code Section 4658d adjustment, the PD had a value of \$20,983.13.

The following directors authorized the settlement: Directors Alejo, Bryant, Bustichi, Dodge, Graves, Hinkle, Lane and Leopold. Directors Pirie, Robinson and Stone were absent. Pursuant to this direction, the executed Stipulations with Request for Award were filed at the Worker's Compensation Appeals Board and the Award approving the settlement was signed by the Administrative Law Judge on May 15, 2012.

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A Special Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, March 9, 2012 at the Watsonville City Council Chambers, located at 275 Main Street, in Watsonville, California.

Vice Chair Dodge called the meeting to order at 9:13 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

PRESENT

- | | |
|-----------------------------------|-------------------------------------|
| Director Margarita Alejo | <input checked="" type="checkbox"/> |
| Director Hilary Bryant | <input type="checkbox"/> |
| Director Dene Bustichi | <input type="checkbox"/> |
| Director Daniel Dodge | <input checked="" type="checkbox"/> |
| Director Ron Graves | <input type="checkbox"/> |
| Director Michelle Hinkle | <input checked="" type="checkbox"/> |
| Director Deborah Lane | <input checked="" type="checkbox"/> |
| Director John Leopold | <input type="checkbox"/> |
| Director Ellen Pirie | <input checked="" type="checkbox"/> |
| Director Lynn Robinson | <input checked="" type="checkbox"/> |
| Director Mark Stone | <input type="checkbox"/> |
| Ex-Officio Director Donna Blitzer | <input type="checkbox"/> |

STAFF PRESENT

Anthony Tapiz, Administrative Services Coordinator
Leslie R. White, General Manager
Margaret Gallagher, District Counsel

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

None.

2. ORAL ANNOUNCEMENT

Vice Chair Dodge announced that the Special Meeting is being broadcast by Community Television of Santa Cruz.

3. ORAL AND WRITTEN COMMUNICATION TO THE BOARD OF DIRECTORS

WRITTEN:

- a. Naomi Gunther, MAC RE: Q-pod Restraint Device System in METRO buses
- b. Michael Mallon RE: Night service to the Rio Del Mar Flats area

ORAL:

Robyn Slater, Human Resources Manager, gave an oral update of the current hiring campaign. John Daugherty, EDTAC, asked if the Board had received his letter regarding reinstatement of service. Staff offered to review the matter.

4. LABOR ORGANIZATION COMMUNICATIONS

None.

5. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

None.

CONSENT AGENDA

6-1. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF DECEMBER 2011

Submitted by: Angela Aitken, Finance Manager

6-2. MONTHLY BUDGET STATUS REPORTS YEAR TO DATE AS OF DECEMBER 31, 2011

Submitted by: Angela Aitken, Finance Manager

6-3. NOTICE OF ACTIONS TAKEN IN CLOSED SESSION

Submitted by: Margaret Gallagher, District Counsel

Settlement – Chad Ellis, Claim #11-0029; Notification of Action – Santa Martha

6-4. CONSIDERATION OF TORT CLAIMS: REJECT THE CLAIM OF LISA DOMBROSE, CLAIM #12-0005

Submitted by: Margaret Gallagher, District Counsel

6-5. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR PREVIOUS MEETINGS

Submitted by: Sherri Escobedo, Administrative Assistant

- 6-6. CONSIDERATION OF ADOPTING A RESOLUTION AMENDING THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT RECORDS RETENTION SCHEDULE**
Submitted by: Margaret Gallagher, District Counsel
- 6-7. CONSIDER AUTHORIZING THE GENERAL MANAGER TO EXECUTE THE AMBAG ENERGY WATCH ACCESS AGREEMENT TO ASSESS SANTA CRUZ METRO'S SECURITY LIGHTING NEEDS**
Submitted by: Thomas Hiltner, Grants/Legislative Analyst
- 6-8. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING BETWEEN SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AND THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION REGARDING PLANNING AND IMPLEMENTING AN ON BOARD TRANSIT RIDERSHIP STUDY IN ORDER TO ADDRESS ADDITIONAL FUNDING NEEDS TO COMPLETE THE PROJECT**
Submitted by: Tove Beatty, Grants/Legislative Analyst
- 6-9. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN ASSIGNMENT OF LEASE TO NEW OWNERS OF TAQUERIA EL DANDY LEASING SPACE AT PACIFIC STATION**
Submitted by: Margaret Gallagher, District Counsel
- 6-10. CONSIDERATION OF RATIFICATION OF THE ACTIONS OF THE MAINTENANCE MANAGER AND AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT AMENDMENT WITH STATE ELECTRIC GENERATOR IN AN AMOUNT NOT TO EXCEED \$2,919.98**
Submitted by: Erron Alvey, Purchasing Agent
- 6-11. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT EXTENSION WITH ATHENS ADMINISTRATORS FOR WORKERS' COMPENSATION CLAIMS SERVICES THROUGH APRIL 18, 2013 IN AN AMOUNT NOT TO EXCEED \$103,000**
Submitted by: Erron Alvey, Purchasing Agent

Vice Chair Dodge removed item #6-9 and placed it on the Regular Agenda as item #7a.

ACTION: MOTION: DIRECTOR PIRIE SECOND: DIRECTOR ALEJO

Approve Consent Agenda as amended.

Motion passed unanimously with Directors Bryant, Bustichi, Graves, Leopold and Stone being absent.

REGULAR AGENDA

7.a CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN ASSIGNMENT OF LEASE TO NEW OWNERS OF TAQUERIA EL DANDY LEASING SPACE AT PACIFIC STATION

Vice Chair Dodge asked if item could be deferred until all leases could be reviewed. Margaret Gallagher said that it could wait until March 23.

ACTION: MOTION: DIRECTOR PIRIE SECOND: DIRECTOR ALEJO

Defer matter to March 23, 2012 Agenda.

Motion passed unanimously with Directors Bryant, Bustichi, Graves, Leopold and Stone being absent.

7. CONSIDERATION OF PROPOSED SMART CARD PROGRAM INCLUDING A NEW SMART CARD POLICY AND UPDATE TO FARE RESOLUTION 97-3-1

Erich Friedrich presented the Smart Card Program via Powerpoint. There was a discussion about implementing the Smart Card Program.

ACTION: MOTION: DIRECTOR PIRIE SECOND: DIRECTOR HINKLE

Approve Smart Card Policy, with additional directions to add a Public Hearing in Watsonville and to continue efforts to increase the number of locations to reload value to Smart Cards.

Motion passed unanimously with Directors Bryant, Bustichi, Graves, Leopold and Stone being absent.

8. CONSIDERATION OF ACCEPTING A GIFT OF SANTA CRUZ METRO ROADEO MEMORABILIA FROM RETIRED TRANSIT SUPERVISOR DENISE ROSSI

Margaret Gallagher presented the Staff Report. Denise Rossi shared memories of past Bus Rodeos and donated the gift.

ACTION: MOTION: DIRECTOR PIRIE SECOND: DIRECTOR ROBINSON

Accept gift of Santa Cruz METRO Rodeo memorabilia from Denise Rossi.

Motion passed unanimously with Directors Bryant, Bustichi, Graves, Leopold and Stone being absent.

9. CONSIDERATION OF ADOPTING SANTA CRUZ METRO'S "IMPROVING ACCESS FOR PEOPLE WITH LIMITED ENGLISH PROFICIENCY (LEP) IMPLEMENTATION PLAN"

Margaret Gallagher presented the Staff Report. There was a discussion regarding the LEP plan. Vice Chair Dodge and Chair Robinson said that the report was very comprehensive.

8-4.4

ACTION: MOTION: DIRECTOR PIRIE SECOND: DIRECTOR ROBINSON

Adopt Santa Cruz METRO’s “Improving Access for people with Limited English Proficiency (LEP) Implementation Plan” and forward it to the Federal Transit Administration.

Motion passed unanimously with Directors Bryant, Bustichi, Graves, Leopold and Stone being absent.

10. PRESENTATION ON WATSONVILLE TRANSIT PLANNING STUDY

Jim Moore, Moore & Associates, presented the Watsonville Planning Study. There was a discussion regarding the study.

11. ACCEPT AND FILE THE FY11 CALTRAN’S 5304 SMALL URBAN PLANNING GRANT FUNDED WATSONVILLE TRANSIT PLANNING STUDY

Erich Friedrich presented the Staff Report. There was a discussion regarding the study.

ACTION: MOTION: DIRECTOR PIRIE SECOND: DIRECTOR ROBINSON

Accept and File the FY11 CalTran’s 5304 Small Urban Planning Grant Funded Watsonville Transit Planning Study.

Motion passed unanimously with Directors Bryant, Bustichi, Graves, Leopold and Stone being absent.

12. CONSIDERATION OF ISSUING A REQUEST FOR PROPOSAL FOR AN ARCHITECTURE/ENGINEERING FIRM TO CREATE A RE-DESIGN CONCEPT FOR RENOVATIONS OF THE WATSONVILLE TRANSIT CENTER

Liseth Guizar presented the Staff Report via Powerpoint. There was a discussion about renovating the Watsonville Transit Center. Director Pirie suggested that a variety of makeover options, including minimalist, low-cost options that could be done in-house.

ACTION: MOTION: DIRECTOR PIRIE SECOND: DIRECTOR ROBINSON

Approve issuing a Request For Proposals for an architecture/engineering firm to create a re-design concept for renovations of the Watsonville Transit Center, including a range of makeover options.

Motion passed unanimously with Directors Bryant, Bustichi, Graves, Leopold and Stone being absent.

13. ORAL ANNOUNCEMENT: THE NEXT REGULARLY SCHEDULED BOARD MEETING WILL BE HELD FRIDAY, MARCH 23, 2012 AT 9:00 A.M. AT THE SANTA CRUZ CITY COUNCIL CHAMBERS LOCATED AT 809 CENTER STREET, IN SANTA CRUZ

Presented by: Daniel Dodge, Vice Chair

14. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

15. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

SECTION II: CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Pursuant to Government Code Section 54956.9)

Tort Claim of the Heirs of Salvador Chipres for Wrongful Death and by the Estate of Salvador Chipres.

2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

(Pursuant to Government Code Section 54956.9(c))

Number of Potential Cases: Two

SECTION III: RECONVENE TO OPEN SESSION

16. REPORT OF CLOSED SESSION

Due to a lack of quorum, there was no Closed Session.

17. ADJOURNMENT

ADJOURN TO THE NEXT REGULARLY SCHEDULED BOARD MEETING ON FRIDAY, JANUARY 27, 2012 AT 9:00 A.M.

ADJOURN

There being no further business, Vice Chair Ddodge adjourned the meeting at 9:42 a.m.

Respectfully submitted,



ANTHONY TAPIZ
Administrative Services Coordinator



A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, March 23, 2012 at the Santa Cruz City Council Chambers, located at 809 Center Street in Santa Cruz, California.

Chair Robinson called the meeting to order at 9:00 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

PRESENT

- | | | |
|-----------------------------------|-------------------------------------|-------------------------|
| Director Margarita Alejo | <input type="checkbox"/> | |
| Director Hilary Bryant | <input checked="" type="checkbox"/> | |
| Director Dene Bustichi | <input checked="" type="checkbox"/> | |
| Director Daniel Dodge | <input checked="" type="checkbox"/> | arrived after roll call |
| Director Ron Graves | <input checked="" type="checkbox"/> | |
| Director Michelle Hinkle | <input checked="" type="checkbox"/> | |
| Director Deborah Lane | <input checked="" type="checkbox"/> | |
| Director John Leopold | <input checked="" type="checkbox"/> | |
| Director Ellen Pirie | <input checked="" type="checkbox"/> | |
| Director Lynn Robinson | <input checked="" type="checkbox"/> | |
| Director Mark Stone | <input checked="" type="checkbox"/> | |
| Ex-Officio Director Donna Blitzer | <input checked="" type="checkbox"/> | |

STAFF WHO INDICATED THEY WERE PRESENT

- | | |
|--|---|
| Angela Aitken, Finance Manager | Debbie Kinslow, Asst Finance Manager |
| Margaret Gallagher, District Counsel | Mary Ferrick, Fixed Route Supt |
| Anthony Tapiz, Admin. Svcs Coordinator | Tove Beatty, Grants/Legislative Analyst |
| Leslie R. White, General Manager | Erich Friedrich, Junior Transit Planner |
| Thomas Hiltner, Grants/Legislative Analyst | Ciro Aguirre, Operation Manager |
| Claire Fliesler, Surveyor | |
| Kristina Mihaylova, Financial Analyst | |

EMPLOYEES AND MEMBERS OF THE PUBLIC WHO INDICATED THEY WERE PRESENT

- Amy Weiss
Will Regan, SEIU

2. ORAL ANNOUNCEMENT: SPANISH LANGUAGE INTERPRETATION

Amy Weiss announced that she was available for Spanish language interpretation.

3. ORAL AND WRITTEN COMMUNICATION TO THE BOARD OF DIRECTORS

3-1. CORRESPONDENCE REGARDING REINSTATEMENT OF METRO BUS SERVICE TO THE FREDERICK STREET/GAULT STREET/LA POSADA NEIGHBORHOOD

John Daugherty, Chair, Elderly and Disabled Transportation Advisory Committee

3-2. CORRESPONDENCE REGARDING SOUTH COUNTY ACCESS TO PUBLIC TRANSPORTATION TO THE BEACH

Graciela Vega-Carbajal

Leslie R. White said that a response would be sent to Ms. Vega-Carbajal with the Watsonville Transit Study in mind.

4. LABOR ORGANIZATION COMMUNICATIONS

Eduardo Montesino, UTU Local 23, announced that the Seniors Appreciation Dinner had been moved to June 2, 2012.

5. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

Leslie R. White noted the aforementioned letter about the new date for the UTU Senior Appreciation dinner and an attachment for the Mobile Muse Program.

6. CONSENT AGENDA

6-1. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF JANUARY 2012

6-2. MONTHLY BUDGET STATUS REPORTS YEAR TO DATE AS OF JANUARY 31, 2012

6-3. NOTICE OF ACTIONS TAKEN IN CLOSED SESSION

6-4. CONSIDERATION OF DECLARING NINE (9) 1984 GILLIG BUSES AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION

6-5. ACCEPT AND FILE SANTA CRUZ METRO SYSTEM RIDERSHIP REPORT FOR JANUARY 2012

6-6. ACCEPT AND FILE MINUTES FROM BOARD OF DIRECTORS MEETINGS OF JANUARY 13 AND JANUARY 27, 2012

6-7. ACCEPT AND FILE STATUS REPORT OF ACTIVE GRANTS AND SUBMITTED GRANT PROPOSALS FOR MARCH 2012

- 6-8. ACCEPT AND FILE ACCESSIBLE SERVICES REPORT FOR JANUARY 2012**
- 6-9. CONSIDERATION OF PROVISION OF A BUS AND OPERATOR TO SUPPORT THE UNITED TRANSPORTATION UNION LOCAL 23 SENIOR DINNER SCHEDULED TO BE HELD MAY 26, 2012**

Leslie R. White noted the new date of June 2, 2012.

- 6-10. CONSIDERATION OF APPROVAL OF MODIFICATION TO THE MINIMUM REQUIREMENTS FOR THE PURCHASING AGENT CLASS SPECIFICATION**
- 6-11. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO SIGN A CONTRACT AMENDMENT WITH COATS CONSTRUCTION FOR A CHANGE ORDER IN THE AMOUNT OF \$3,146 AND TO APPROVE FUTURE CHANGE ORDERS IN AN AMOUNT NOT TO EXCEED \$5,000**

ACTION: MOTION: DIRECTOR GRAVES SECOND: DIRECTOR LEOPOLD

Approve Consent Agenda as amended.

Motion passed unanimously with Director Alejo being absent.

REGULAR AGENDA

- 7. APPROVAL OF FY13 AND FY14 PRELIMINARY LINE ITEM OPERATING AND CAPITAL BUDGETS FOR REVIEW AND TDA/STA CLAIMS PURPOSES**

Angela Aitken presented the Staff Report. There was a discussion regarding the FY13-FY14 Budget.

ACTION: MOTION: DIRECTOR PIRIE SECOND: DIRECTOR LEOPOLD

Approve FY13 and FY14 Preliminary Line Item Operating and Capital Budgets for Review and TDA/STA Claims Purposes.

Motion passed unanimously with Director Alejo being absent.

- 8. CONSIDERATION OF IMPLEMENTATION OF A MOBILE MUSE (POETRY ON THE BUSES) PROGRAM ON THE INSIDE OF SANTA CRUZ METRO'S BUSES**

Margaret Gallagher presented the Staff Report. There was a discussion regarding the Mobile Muse Program. Director Lane noted that "disability" was not included in the protected classes clause. Director Bustichi asked if the submissions would be seen by the Board and if METRO is indemnified against any claims that might arise out of disgruntled poets. Kathy Dewild said that all contributing poets would have to sign and indemnification.

ACTION: MOTION: DIRECTOR PIRIE SECOND: DIRECTOR LEOPOLD

Approve preliminary implementation of a Mobile Muse (Poetry On The Buses) Program on the inside of Santa Cruz METRO’s Buses, subject to requirements outlined by staff and subject to an agreement with the County of Santa Cruz Arts Commission.

Motion passed unanimously with Director Alejo being absent.

9. ORAL ANNOUNCEMENT

The next regularly scheduled Board meeting will be held Friday, April 13, 2012 at 8:30 a.m. at the Santa Cruz METRO Administrative offices located at 110 Vernon Street, in Santa Cruz

10. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

Margaret Gallagher said that the Board of Directors will have a conference with its Labor Negotiators regarding UTU Local 23 - Fixed Route, SEIU, and UTU Local 23 – ParaCruz.

11. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None.

SECTION II: CLOSED SESSION

SECTION III: RECONVENE TO OPEN SESSION

20. REPORT OF CLOSED SESSION

Margaret Gallagher stated that there were no reportable actions taken in Closed Session.

21. ADJOURNMENT

There being no further business, Chair Robinson adjourned the meeting at 11:15 a.m. to the next regularly scheduled Board Meeting on Friday, April 12, 2012 at 8:30 A.M.

Respectfully submitted,



ANTHONY TAPIZ
Administrative Services Coordinator



A Special Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, April 6, 2012 at the administrative offices of Santa Cruz METRO, located at 110 Vernon Street, in Santa Cruz, California.

Chair Robinson called the meeting to order at 8:34 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

PRESENT

- | | |
|------------------------------------|-------------------------------------|
| Director Margarita Alejo | <input checked="" type="checkbox"/> |
| Director Hilary Bryant | <input type="checkbox"/> |
| Director Dene Bustichi | <input type="checkbox"/> |
| Director Daniel Dodge | <input checked="" type="checkbox"/> |
| Director Ron Graves | <input type="checkbox"/> |
| Director Michelle Hinkle | <input checked="" type="checkbox"/> |
| Director Deborah Lane | <input checked="" type="checkbox"/> |
| Director John Leopold | <input type="checkbox"/> |
| Director Ellen Pirie | <input checked="" type="checkbox"/> |
| Director Lynn Robinson | <input checked="" type="checkbox"/> |
| Director Mark Stone | <input type="checkbox"/> |
| Ex-Officio Director Donna Blitzler | <input type="checkbox"/> |

STAFF PRESENT

Anthony Tapiz, Administrative Services Coordinator
Leslie R. White, General Manager
Margaret Gallagher, District Counsel
Ciro Aguirre, Operations Manager

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

Peg Flechtner, UTU
Todd Pinsky, UTU

2. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

Margaret Gallagher said that the Board of Directors will have a conference with its Labor Negotiators regarding UTU Local 23 - Fixed Route, SEIU Local 521, and UTU Local 23 – ParaCruz.

3. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

Bonnie Morr, UTU, recounted the shared history of METRO and UTU Local 23, and said that they are requesting parity with SEIU.

DIRECTOR DODGE ARRIVED

Ricky Kale, UTU, asked for the Board’s support for Bus Operators.

SECTION II: CLOSED SESSION

SECTION III: RECONVENE TO OPEN SESSION

7. REPORT OF CLOSED SESSION

Margaret Gallagher stated that there were no reportable actions taken in Closed Session.

8. ADJOURNMENT

There being no further business, Chair Robinson adjourned the meeting at 10:16 a.m. to the next regularly scheduled Board meeting on Friday, January 27, 2012 at 9:00 a.m.

Respectfully submitted,



ANTHONY TAPIZ
Administrative Services Coordinator



A Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, April 13, 2012 at the administrative offices of Santa Cruz METRO, located at 110 Vernon Street, in Santa Cruz, California.

Vice Chair Dodge called the meeting to order at 8:37 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

PRESENT

- | | |
|------------------------------------|-------------------------------------|
| Director Margarita Alejo | <input checked="" type="checkbox"/> |
| Director Hilary Bryant | <input checked="" type="checkbox"/> |
| Director Dene Bustichi | <input checked="" type="checkbox"/> |
| Director Daniel Dodge | <input checked="" type="checkbox"/> |
| Director Ron Graves | <input checked="" type="checkbox"/> |
| Director Michelle Hinkle | <input checked="" type="checkbox"/> |
| Director Deborah Lane | <input checked="" type="checkbox"/> |
| Director John Leopold | <input checked="" type="checkbox"/> |
| Director Ellen Pirie | <input type="checkbox"/> |
| Director Lynn Robinson | <input type="checkbox"/> |
| Director Mark Stone | <input type="checkbox"/> |
| Ex-Officio Director Donna Blitzler | <input type="checkbox"/> |

STAFF PRESENT

Anthony Tapiz, Administrative Services Coordinator
Leslie R. White, General Manager
Margaret Gallagher, District Counsel

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

John Daugherty, SEA

Luis Barrientos

2. ORAL AND WRITTEN COMMUNICATIONS

None.

3. LABOR ORGANIZATION COMMUNICATIONS

None.

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

Leslie R. White noted there was a letter from Erik Berg, whom Margaret Gallagher said was an applicant for the Mobile Muse Selection Committee. Ms. Gallagher requested that the Mobile Muse matter be deferred to a later date.

CONSENT AGENDA

- 5-1.** CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN ASSIGNMENT OF THE LEASE AGREEMENT WITH LUCIANA ABREGO, DBA TAQUERIA EL DANDY TO CYNTHIA AGUADO AND EVA AVALOS, DBA TAQUERIA EL DANDY FOR THE KIOSK SPACE AT PACIFIC STATION, EFFECTIVE APRIL 1, 2012, AND THE CONSENT TO TRANSFER LEASE TO FACILITATE THE TRANSFER
- 5-2.** NOTICE OF ACTIONS TAKEN IN CLOSED SESSION: MANNY GARBEZ V. SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (BEFORE THE WORKERS' COMPENSATION APPEAL BOARD); LINDA BURKE V. SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (BEFORE THE WORKERS' COMPENSATION APPEAL BOARD)
- 5-3.** ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF FEBRUARY 2012
- 5-4.** ACCEPT AND FILE MONTHLY BUDGET STATUS REPORTS YEAR TO DATE AS OF FEBRUARY 29, 2012
- 5-5.** ACCEPT AND FILE METRO PARACRUZ OPERATIONS STATUS REPORT FOR JANUARY 2012

Director Lane asked about staffing levels. Ciro Aguirre discussed current recruitment. Director Lane asked about restricted eligibility. Ciro Aguirre said that Operators do enforce restrictions.

- 5-6.** CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT RENEWAL WITH MISSION LINEN & UNIFORM SERVICE FOR FURNISHING UNIFORMS, FLAT GOODS AND LAUNDRY SERVICES FOR AN AMOUNT NOT TO EXCEED \$20,000
- 5-7.** CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT RENEWAL WITH EVERGREEN OIL, INC. FOR INDUSTRIAL WASTE DISPOSAL AND INDUSTRIAL WASTE EMERGENCY RESPONSE SERVICES FOR AN AMOUNT NOT TO EXCEED \$25,000

ACTION: MOTION: DIRECTOR BUSTICHI SECOND: DIRECTOR HINKLE

Approve Consent Agenda as presented.

Motion passed unanimously with Directors Pirie, Robinson, and Stone being absent.

REGULAR AGENDA

6. CONSIDERATION OF RESOLUTION APPROVING THE FY12 REVISED BUDGET AS OF APRIL 2012

Angela Aitken presented the Staff Report. There was a discussion regarding the FY12 Revised Budget.

ACTION: MOTION: DIRECTOR BUSTICHI SECOND: DIRECTOR HINKLE

Adopt resolution approving the FY12 Revised Budget as of April 2012.

Motion passed unanimously with Directors Pirie, Robinson, and Stone being absent.

7. CONSIDERATION OF IMPLEMENTATION OF A MOBILE MUSE (POETRY ON THE BUSES) PROGRAM ON THE INSIDE OF SANTA CRUZ METRO'S BUSES INCLUDING SELECTING A METRO EMPLOYEE AND METRO RIDER AS CANDIDATES FOR THE SELECTION PANEL WHO WILL CHOOSE THE POETRY ON THE BUSES

Item deferred.

NO ACTION TAKEN.

8. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO ENTER INTO NEGOTIATIONS FOR THE DEVELOPMENT OF A PROJECT LABOR AGREEMENT FOR THE CONSTRUCTION OF THE METROBASE OPERATIONS BUILDING AND BUS PARKING FACILITY

Les White presented the Staff Report. There was a discussion about the Project Labor Agreement.

ACTION: MOTION: DIRECTOR LEOPOLD SECOND: DIRECTOR ALEJO

Authorize the General Manager to enter into negotiations for the development of a Project Labor Agreement for the construction of the METROBase Operations Building and bus parking facility.

Motion passed with Director Bustichi voting no and Directors Pirie, Robinson, and Stone being absent.

9. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A LEASE AGREEMENT WITH MACCARIO BARRIENTOS AND LUIS BARRIENTOS FOR THE LEASE OF THE BART CAVALLARO TRANSIT CENTER, INCLUDING JANITORIAL DUTIES

Margaret Gallagher presented the Staff Report. There was a discussion about the tenant space at the Transit Center. There was a discussion about janitorial duties and the frequency of repairs.

ACTION: MOTION: DIRECTOR BUSTICHI SECOND: DIRECTOR LEOPOLD

Authorize the General Manager to execute a lease agreement with Maccario Barrientos and Luis Barrientos for the lease of the Bart Cavallaro Transit Center, including janitorial duties.

Motion passed unanimously with Directors Pirie, Robinson, and Stone being absent.

10. ORAL ANNOUNCEMENT

Vice Chair Dodge announced that the next regularly scheduled Board meeting will be held Friday, April 27, 2012 at 9:00 a.m. at the Santa Cruz City Council Chambers located at 809 Center Street, in Santa Cruz.

11. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

Margaret Gallagher said that the Board of Directors will have a conference regarding the existing litigation of Ricardo Yopez v. SCMTD, and Michelle Fitzpatrick v. SCMTD; and a conference with its Labor Negotiators regarding UTU Local 23 - Fixed Route, SEIU, and UTU Local 23 – ParaCruz.

12. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

SECTION II: CLOSED SESSION

SECTION III: RECONVENE TO OPEN SESSION

13. REPORT OF CLOSED SESSION

Margaret Gallagher stated that there were no reportable actions taken in Closed Session.

14. ADJOURNMENT

There being no further business, Vice Chair Dodge adjourned the meeting at 9:42 a.m. to the next regularly scheduled Board Meeting on Friday, April 27, 2012 at 9:00 a.m.

Respectfully submitted,



ANTHONY TAPIZ
Administrative Services Coordinator



A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, April 27, 2012 at the Santa Cruz City Council Chambers, located at 809 Center Street in Santa Cruz, California.

Chair Robinson called the meeting to order at 9:03 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

PRESENT

- Director Margarita Alejo
- Director Hilary Bryant
- Director Dene Bustichi
- Director Daniel Dodge
- Director Ron Graves
- Director Michelle Hinkle
- Director Deborah Lane
- Director John Leopold
- Director Ellen Pirie
- Director Lynn Robinson
- Director Mark Stone
- Ex-Officio Director Donna Blitzer

STAFF PRESENT

Angela Aitken, Finance Manager
Margaret Gallagher, District Counsel

Anthony Tapiz, Administrative Svcs Coordinator
Leslie R. White, General Manager

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

- Jeff North
- Robert Cotter
- Ciro Aguirre
- Erich Friedrich
- David Moreau
- Mary Ferrick
- Debbie Kinslow
- Patricia Aviles
- Tove Beatty

2. ORAL ANNOUNCEMENT: SPANISH LANGUAGE INTERPRETATION

Amy Weiss announced that she was available for Spanish language interpretation.

3. ORAL AND WRITTEN COMMUNICATION TO THE BOARD OF DIRECTORS

None.

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

None.

CONSENT AGENDA

5-1. ACCEPT AND FILE MINUTES FROM THE METRO ADVISORY COMMITTEE MEETINGS OF DECEMBER 21, 2011 AND FEBRUARY 15, 2012

5-2. ACCEPT AND FILE STATUS REPORT OF ACTIVE GRANTS AND SUBMITTED GRANT PROPOSALS FOR APRIL 2012

5-3. ACCEPT AND FILE STATUS REPORTS OF PROPOSED FEDERAL AND STATE LEGISLATION AND CURRENT LEGISLATIVE ISSUES

Item 5-3 was removed and placed on the Regular Agenda as item 7-1.

5-4. ACCEPT AND FILE MONTHLY METRO PARACRUZ OPERATIONS STATUS REPORT– FEBRUARY 2012

5-5. ACCEPT AND FILE MONTHLY ACCESSIBLE SERVICES REPORT FOR FEBRUARY 2012

5-6. CONSIDERATION OF AWARD OF CONTRACT WITH SANTA CRUZ TRANSPORTATION, LLC FOR SUPPLEMENTAL PARATRANSIT SERVICES FOR AN AMOUNT NOT TO EXCEED \$850,000

5-7. CONSIDERATION OF AWARD OF CONTRACT with MANSFIELD OIL COMPANY FOR PURCHASE AND DELIVERY OF CARB ULTRA-LOW SULFUR DIESEL FUEL FOR AN AMOUNT NOT TO EXCEED \$1,185,000

5-8. NOTIFICATION OF ACTION TAKEN IN CLOSED SESSION

Item #5-3 was removed and placed on the Regular Agenda as item #7-1.

ACTION: MOTION: DIRECTOR BRYANT SECOND: DIRECTOR LEOPOLD

Approve Consent Agenda as amended.

Motion passed unanimously with Director Pirie being absent.

REGULAR AGENDA

6. CONSIDERATION TO ADOPT SMART CARD POLICY AND MODIFY RESOLUTION NO. 97-3-1 TO REVISE RULES AND REGULATIONS WHICH GOVERNS APPLICATION OF FARE ORDINANCE NO. 84-2-1 TO IMPLEMENT THE SMART CARD PROGRAM

Ciro Aguirre and Erich Friedrich presented the Staff Report via Powerpoint. There was a discussion regarding the Smart Card Program.

ACTION: MOTION: DIRECTOR LEOPOLD SECOND: DIRECTOR HINKLE

Adopt Smart Card policy and modify Resolution no. 97-3-1 to revise rules and regulations which governs application of Fare Ordinance no. 84-2-1 to implement the Smart Card program.

Motion passed unanimously with Director Pirie being absent.

7. CONSIDERATION OF THE STATUS OF A CONTRACT WITH A LABORATORY THAT IS NEEDED TO COMPLY WITH THE FEDERAL TRANSIT ADMINISTRATION'S DRUG AND ALCOHOL TESTING PROGRAM

Margaret Gallagher presented the Staff Report. There was a discussion about compliance with the Federal Transportation Administration's (FTA) Drug and Alcohol testing program, indemnification clauses, and the FTA's procurement policies.

Ms. Gallagher said that METRO is searching for laboratory to test drug samples in order to comply with the FTA Drug and Alcohol program. Ms. Gallagher said that at issue was whether FTA procurement requirements are mandatory, whether the testing companies can be indemnified, and if METRO will indemnify the testing companies. Ms. Gallagher said that an FTA attorney advised documentation of all good faith efforts to comply with the requirement. Ms. Gallagher recommended moving forward with a contract for drug testing services that includes the provision for indemnification that the testing companies require.

ACTION: MOTION: DIRECTOR LEOPOLD SECOND: DIRECTOR HINKLE

Direct staff to secure a contract for drug testing services that includes a provision for indemnification, as required by the testing companies.

Motion passed unanimously with Director Pirie being absent.

7-1. ACCEPT AND FILE STATUS REPORTS OF PROPOSED FEDERAL AND STATE LEGISLATION AND CURRENT LEGISLATIVE ISSUES

Vice Chair Dodge, Director Bustichi, and Leslie R. White spoke about their experiences at the 2012 APTA Spring Legislative Conference. Tove Beatty presented the Staff Report.

NO ACTION TAKEN.

8. ORAL ANNOUNCEMENT

The next regularly scheduled Board meeting will be held Friday, May 11, 2012 at 8:30 a.m. at the Santa Cruz METRO Administration Offices located at 110 Vernon Street, in Santa Cruz

9. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

Margaret Gallagher said that the Board of Directors will have a conference regarding the existing litigation of Mario de la Garza v. Santa Cruz METRO and Goodwill Industries v. Santa Cruz METRO; and a conference with its Labor Negotiators regarding UTU Local 23 - Fixed Route, SEIU, and UTU Local 23 – ParaCruz.

10. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

Eduardo Montesino, UTU, thanked the Board and staff.

SECTION II: CLOSED SESSION

SECTION III: RECONVENE TO OPEN SESSION

20. REPORT OF CLOSED SESSION

Margaret Gallagher stated that there were no reportable actions taken in Closed Session.

21. ADJOURNMENT

There being no further business, Chair Robinson adjourned the meeting at 11:15 a.m. to the next regularly scheduled Board Meeting on Friday, May 11, 2012.

Respectfully submitted,



ANTHONY TAPIZ
Administrative Services Coordinator

**AGENDA
METRO ADVISORY COMMITTEE (MAC)
MEETING OF JUNE 20, 2012
6:00 PM**



NAOMI GUNTHER – CHAIR
CRAIG AGLER
ROSEANN MARQUEZ
DENNIS "POPS" PAPADOPULO
DONALD "NORM" HAGEN

BOB GEYER - VICE CHAIR
DAVE WILLIAMS
MARA MURPHY
CHARLOTTE WALKER
STEVE JOHNSON

**PACIFIC STATION CONFERENCE ROOM
920 PACIFIC AVENUE, SANTA CRUZ, CALIFORNIA
6:00 PM – 7:55 PM**

**THE AGENDA PACKET FOR THE SANTA CRUZ METRO ADVISORY COMMITTEE MEETING
CAN BE FOUND ONLINE AT WWW.SCMTD.COM AND IS AVAILABLE FOR INSPECTION AT
SANTA CRUZ METRO'S ADMINISTRATIVE OFFICES, 110 VERNON ST., SANTA CRUZ, CA**

NOTICE TO PUBLIC

Members of the public may address the Metro Advisory Committee on a topic not on the agenda but within the jurisdiction of MAC by approaching the Committee during consideration of Agenda Item #4 "Oral and Written Communications." Presentations may be limited in time in accordance with the Bylaws of MAC. Members of the public may address the Metro Advisory Committee on a topic on the agenda by approaching the Committee immediately after presentation of the staff report but before the Committee's deliberation on the topic to be addressed. Presentations may be limited in time in accordance with the Bylaws of MAC.

AMERICANS WITH DISABILITIES ACT

 *The Santa Cruz Metropolitan Transit District does not discriminate on the basis of disability. The Pacific Station Conference Room is located in an accessible facility. Any person who requires an accommodation or an auxiliary aid or service to participate in the meeting, or to access the agenda and the agenda packet, should contact [Tony Tapiz, Administrative Services Coordinator](#), at 831-426-6080 as soon as possible in advance of the MAC meeting. Hearing impaired individuals should call 711 for assistance in contacting METRO regarding special requirements to participate in the MAC meeting.*

INTERPRETATION SERVICES / SERVICIOS DE TRADUCCIÓN

Spanish language translation is available on an as needed basis. Please make advance arrangements with [Tony Tapiz, Administrative Services Coordinator](#) at 831-426-6080. Traducción al español está disponible de forma según sea necesario. Por favor, hacer arreglos por adelantado con Tony Tapiz, Coordinador de Servicios Administrativos al numero 831-426-6080.

**AGENDA
METRO ADVISORY COMMITTEE (MAC)
MEETING OF JUNE 20, 2012
PAGE 2 OF 4**

6:00 PM

1. CALL TO ORDER

2. ROLL CALL

3. AGENDA ADDITIONS/DELETIONS

Consideration of Late Additions to the Agenda. The Committee may take action on items not appearing on the posted agenda under any of the following conditions:

- a. Upon a determination by an affirmative vote of the Committee that an emergency exists, as defined in Section 54956.5 of the Government Code.*
- b. Upon a determination by a two-thirds vote of the Committee, or if less than two-thirds of the members are present, a unanimous vote of those members present, there is a need to take immediate action and the need to take action came to the attention of the Committee subsequent to the agenda being posted.*

4. ORAL/WRITTEN COMMUNICATIONS

This time is set aside for MAC members and the general public to address the METRO Advisory Committee on matters of interest to the public not listed on the agenda but within the jurisdiction of the Committee. Each member of the public appearing at a Committee meeting shall be limited to three minutes in his or her presentation, unless the Chair, at his or her discretion, permits further remarks to be made. Any person addressing the Committee may submit written statements, petitions or other documents to complement his or her presentation. When addressing the Committee, the individual may, but is not required to, provide his/her name and address in an audible tone for the record.

CONSENT AGENDA

5. APPROVE MINUTES OF MAC MEETING OF APRIL 2012

Submitted by: METRO Admin Department

6. ACCEPT & FILE RIDERSHIP REPORT FOR FEBRUARY AND MARCH 2012

Submitted by: METRO Planning Department

7. ACCEPT & FILE PARACRUZ OPERATIONS STATUS REPORT FOR OCTOBER 2011

Submitted by: METRO Paracruz

8. ACCEPT & FILE PARACRUZ OPERATIONS STATUS REPORT FOR NOVEMBER 2011

Submitted by: METRO Paracruz

9. ACCEPT & FILE PARACRUZ OPERATIONS STATUS REPORT FOR DECEMBER 2011

Submitted by: METRO Paracruz

10. ACCEPT & FILE PARACRUZ OPERATIONS STATUS REPORT FOR JANUARY 2012

Submitted by: METRO Paracruz

8-5.2

**AGENDA
METRO ADVISORY COMMITTEE (MAC)
MEETING OF JUNE 20, 2012
PAGE 3 OF 4**

11. **ACCEPT & FILE PARACRUZ OPERATIONS STATUS REPORT FOR FEBRUARY 2012**
Submitted by: METRO Paracruz
12. **ACCEPT & FILE PARACRUZ OPERATIONS STATUS REPORT FOR MARCH 2012**
Submitted by: METRO Paracruz
13. **ACCEPT AND FILE LEGISLATIVE AND GRANTS REPORT FOR DECEMBER 2011**
Submitted by: METRO Grants Department
14. **ACCEPT AND FILE LEGISLATIVE AND GRANTS REPORT FOR JANUARY 2012**
Submitted by: METRO Grants Department
15. **ACCEPT AND FILE LEGISLATIVE AND GRANTS REPORT FOR FEBRUARY 2012**
Submitted by: METRO Grants Department
16. **ACCEPT AND FILE LEGISLATIVE AND GRANTS REPORT FOR MARCH 2012**
Submitted by: METRO Grants Department
17. **ACCEPT AND FILE LEGISLATIVE AND GRANTS REPORT FOR APRIL 2012**
Submitted by: METRO Grants Department
18. **ACCEPT AND FILE LEGISLATIVE AND GRANTS REPORT FOR MAY 2012**
Submitted by: METRO Grants Department

REGULAR AGENDA

19. **PEDESTRIAN SAFETY WORK GROUP – APPROVAL OF FAQ’S**
20. **DISCUSSION OF BUS STOPS**
21. **DISCUSSION OF SERVICE REDUCTIONS AND CHANGES**
22. **FREQUENCY OF MEETINGS**
23. **COMMUNICATIONS TO METRO GENERAL MANAGER**
24. **COMMUNICATIONS TO METRO BOARD OF DIRECTORS**
25. **ITEMS FOR NEXT MEETING AGENDA**
26. **DISTRIBUTION OF VOUCHERS**
27. **ADJOURNMENT**

AGENDA
METRO ADVISORY COMMITTEE (MAC)
MEETING OF JUNE 20, 2012
PAGE 4 OF 4

ADJOURN TO THE NEXT MEETING OF THE METRO ADVISORY COMMITTEE ON
WEDNESDAY, AUGUST 15, 2012, AT 6:00 P.M., IN THE PACIFIC STATION
CONFERENCE ROOM, 920 PACIFIC AVENUE, SANTA CRUZ, CALIFORNIA.

Pursuant to Section 54954.2(a)(1) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day.

The agenda packet and materials related to an item on this Agenda submitted after distribution of the agenda packet are available for public inspection in the Santa Cruz METRO Administrative Office (110 Vernon Street, Santa Cruz) during normal business hours. Such documents are also available on the Santa Cruz METRO website at www.scmtd.com subject to staff's ability to post the document before the meeting.



**Santa Cruz County Regional
Transportation Commission**

MINUTES

**Thursday, April 5, 2012
9:00 a.m.**

**NOTE LOCATION THIS MONTH
County Board of Supervisors
701 Ocean St.
Santa Cruz CA 95060**

1. Roll call

The meeting was called to order at 9:02 a.m.

Members present:

Aileen Loe	Kirby Nicol
Don Lane	Ellen Pirie
Ron Graves	Randy Johnson
John Leopold	Dene Bustichi
Lynn Robinson	Mark Stone
Martin Garcia (Alt.)	
Neal Coonerty	

Staff present:

George Dondero	Yesenia Parra
Luis Mendez	Rachel Moriconi
Cory Caletti	Kim Shultz
Elena Loya	Daniel Nikuna

2. Oral communications - none
3. Additions or deletions to consent and regular agendas

Add-on pages for items 13, 16 and 21 were distributed.

CONSENT AGENDA

(Pirie, Lane) Approved with Commissioner Alternate Garcia Abstaining

MINUTES

4. Approved draft minutes of the March 1, 2012 RTC meeting

5. Accepted draft minutes of the February 13, 2012 Bicycle Committee meeting
6. Accepted draft minutes of the February 16, 2012 Interagency Technical Advisory Committee meeting

POLICY ITEMS

No consent items

PROJECTS and PLANNING ITEMS

No consent items

BUDGET AND EXPENDITURES ITEMS

7. Accepted status report on Transportation Development Act (TDA) revenues
8. Accepted FY 2011-12 semi-annual Internal Financial Statements (enclosed separately for Commissioners only)

ADMINISTRATION ITEMS

9. Approved nominations to the RTC Bicycle Committee

INFORMATION/OTHER ITEMS

10. Accepted monthly meeting schedule
11. Accepted correspondence log
12. Accepted letters from RTC committees and staff to other agencies
 - a. Letter to Rich Krumholz, District Director, Caltrans District 5 regarding a proposal to install rumble strips on Highway 1 in Santa Cruz County
 - b. Letter from the Bicycle Committee to Christopher J. Murphy, Director, Office of Traffic Safety, regarding support for the County of Santa Cruz Health Services Agency's grant application
13. Accepted miscellaneous written comments from the public on RTC projects and transportation issues
14. Accepted information items
 - a. Article – "Temporary barrier installed at Laurel Curve aimed at safety" by Ramona Turner, Santa Cruz Sentinel
 - b. Article – "New pavement technique will be tried at Laurel Curve on Highway 17" by Gary Richards

REGULAR AGENDA

15. Commissioner reports – no oral reports
16. Director's report – oral report

Executive Director George Dondero reported the following:

- Public workshop to discuss goals and policies for the transportation plan to be held on April 19th at 6:30 PM at Live Oak Senior Center;
- April 9th Bicycle Committee meeting moved to Museum of Art and History at which Caltrans will present information on potential rumble strips for Highway 1;
- New episode of Transportation Café show focusing on the Highway 1 Auxiliary Lanes project construction to be aired in April by Community TV;
- Current funding for the Freeway Service Patrol on Highway 1 will be exhausted by end of May;
- Survey to gauge support for a \$10 vehicle registration fee was completed and the consultant will present results at the April 19th Transportation Policy Workshop meeting;
- Jason Laning was hired to fill a vacant administrative assistant position and David Pape was hired to fill a vacant transportation planning intern position;
- The Executive Director will present on the Sustainable Transportation Analysis and Rating System (STARS) at the American Planning Association national conference in Los Angeles and will attend the meeting to the Transportation Research Board Committee on Transportation and Sustainability in San Diego; and
- Proposals for operating freight and recreational rail service on the Santa Cruz Branch Rail Line are due on April 6th and significant interest has been expressed by prospective proposers.

Commissioners requested an email note with the list of firms submitting proposals for operating the Santa Cruz Branch Rail Line and said that one or two commissioners may want to participate in the interviews of those firms.

17. Caltrans report and consider action items

Caltrans District 5 Assistant Director Aileen Loe reported the following:

- Appreciation for attendance of Executive Director George Dondero at farewell gathering for retired Caltrans Director Rich Krumholz;
- Rachel Falsetti was appointed interim Caltrans District 5 Director;
- Caltrans launched "QuickMap" a system to provide travel information;
- Caltrans must pay a \$2.37 million arbitration settlement to close the completed Highway 1/17 Merge Lanes Project, which will required the use

of some future State Transportation Improvement Program (STIP) funds designated for Santa Cruz County;

- Median barrier gap on Highway 17 at Laurel Road temporarily closed to prevent head-on collisions; and
- Dynamic curve warning sign installed on highway 17 at Laurel Road and high friction pavement treatment to be applied to reduce motorist speeds.

Public Comments:

Larry Lopp said that it was tragic that a man lost his life and that improvements on Highway 17 should serve to preserve life. He said that he respects and thanks Caltrans for all the improvements on Highway 17. However, Laurel Road residents do not want the barrier and want their road back. They also would like to be included in decisions Caltrans is making on their road. He noted that the barrier has created a 7 mile additional travel time for local residents just to make the turn.

Alex Lerma said he is part of the Loma Prieta Fire Department as well as a rescue and safety employee. He said that the Fire Department spends a lot of time at the Laurel Road area, especially during the winter months. He said that without the Laurel Road access, the Fire trucks will need to take alternate routes that would increase their response time, which could be the difference between life and death. He recommends a more reasonable compromise.

Christa Sinclair is a resident that uses the left hand turn at Laurel Curve. She is the mother of 2 boys, ages 3 and 6. Due to districting laws, her children attend Vine Hill elementary school in Scotts Valley. This commute now requires a very dangerous U- turn on Highway 17 during commute traffic. She said that safety for commuters at the cost of Laurel Curve residents is wrong. She said that residents can't take Redwood Lodge Road and they really do not have the option of back roads.

Joan Schwimmer resides at the corner of Laurel/Shulties and Redwood Lodge. She said all the signage and barrier installation has not slowed traffic, but that, quite the opposite, commuters seem to feel they can drive even faster. She said that the central issue is speed. She recommended that the CHP use cameras. She noted that it's a difficult situation with finances but residents on Laurel, Shulties and Redwood Lodge road are concerned for their safety as well. She said that these little roads are essential to give access not only to residents but also to emergency vehicles. She said that perhaps a toll gate at the top of Laurel Road would prevent commuters from using it when there is traffic on Highway 17. She said that the residents up in the mountains feel like they are in a 3rd world country.

Robert Kundus, resident and business owner, asked how he will get people to come up to his campground if Caltrans blocks the small roads. The Caltrans work is causing potential customers to use Redwood Lodge Road, which

means they can easily miss the entrance to his campground. He said that 2 days after the installation of the barrier, scuff marks were already on it. He noted that residents are willing to work with Caltrans. He suggested that Commissioners take a road trip to experience the dangerous and terrible roads that residents are asked to travel.

Luke Rizzuto thanked Caltrans for their work on the area and the barrier. He suggested an overpass like the one at Bear Creek Road. He said that residents really need a left-hand turn even with the safety concerns. Fuel consumption is also a concern when asking residents to add 7 miles to their commute. He said it is time for an overpass between Scotts Valley and the Summit.

John Herr thanked Caltrans for all the safety improvements they have made on Highway 17 over the past 40 years. He also thanked the Commission for local road improvements. He said that the residents need their roads to remain open and usable.

New resident did not state her name: said that she has been a Laurel resident for less than a week and that the current turn is very dangerous.

Tom Stamper said he had been a San Jose post office employee for many years and has used Highway 17 as his route to work many times. He also makes many supermarket trips to Scotts Valley and having to make this new turn is very dangerous. He is worried that emergency vehicles will not reach his home in time due to all the road closures and conditions. He would like to see the left-hand turn back at Laurel Curve.

John Thorington, resident of Laurel for over 39 years, thanked the Laurel Women's Club for advocating for the Laurel Road left-hand turn. He said that vehicle speed is the key factor. He said he agrees with CHP, that changes need to be made for the greater good, but that the changes have made the commute for the local residents far more dangerous. He recommends that Caltrans put concrete barriers on each side of a left turn lane, with a soft ending on each barrier, so that it seems like you are going into a tunnel.

Santa Cruz CHP Captain Matt Olsen said he attended both the September 2011 and the March 2012 meeting of the SAFE on 17 Task Force. He said that the CHP developed more information for Caltrans that indicates that 26% of accidents on Highway 17 occur at Laurel Curve. He also said that the number of collisions since 2008 have gone up dramatically. He also noted that Caltrans did a traffic count for the Laurel Road left-hand turn and results are 14 vehicles for a 1.5 hour span. He noted that there have been 4 fatalities since 2008. The severity of collisions is due to vehicle cross-over. He also said that when it rains, CHP triples the number of units on Highway 17. CHP has been able to increase enforcement thanks to the RTC funding. He said that a large number of speeding tickets have already been issued. He said that CHP is looking forward to the Caltrans studies on Highway 17. He also noted a brand new sign that clocks vehicle speed.

Commissioners discussed the need to reassess the implementation of the barrier to ensure that a more dangerous situation was not created. They also discussed a possible assessment on residents to fix local roads and the need for public input throughout this project.

Commissioner Leopold announced his April 18, 2012 community meeting starting at 5:30 pm at the Loma Prieta Community Center. He said the meeting would be dedicated to a discussion on resident concerns regarding the Laurel Curve proposed improvements.

Commissioner Loe said that the high friction surface treatment would be installed during the summer.

18. Highway 1 Soquel/Morrissey Auxiliary Lane project update

Senior Transportation Planner Kim Shultz reported that the project is moving forward and that the RTC contracted a local arborist to preserve and protect remaining trees. He also reported that staff and the contractor met with the State Department of Fish and Game to discuss the work along the slopes in the wetland area. Mr. Shultz said staff would be submitting a request for approval to begin the work in the wetland areas.

Bruce Shewchuk, resident engineer, reported that temporary barriers and striping have been installed and the vegetation removal has been completed. He noted that the recent rains have pushed the project out an additional 2 weeks. He said that the activities that follow include removal and hauling of downed vegetation, installation of footings on the northbound retaining walls, and installation of guard rails.

19. Article 8 Transportation Development Act (TDA) Allocation Claims from the County of Santa Cruz for Bicycle and Pedestrian Improvement Projects

Luis Mendez said that the County of Santa Cruz submitted a TDA claim for bicycle lane maintenance and the Calabasas School Safety Improvement project. They are also requesting a transfer of funds allocated to the Wilder Ranch Path Phase II project to bicycle lane maintenance.

Commissioner Stone moved and Commissioner Pirie seconded to approve the County of Santa Cruz TDA claim request. (Resolution 17-12)

Article 8 claims require a vote from City and County representatives only. Commissioners Nicol, Lane, Johnson, Pirie, Leopold, Stone, Coonerty and Commissioner Alternate Garcia unanimously approved the motion.

20. 2012 State Transportation Improvement Program (STIP) Update

Rachel Moriconi reported that the California Transportation Commission (CTC) allocated \$8.9 million to 8 RTC requested projects. Ms. Moriconi reminded Commissioners to encourage their jurisdictions to have projects ready to construct so they would not lose any of the allocated funding. She also noted that the CTC programmed some projects for later years than originally proposed by the RTC to ensure that funding constraints were met.

21. 2012 State and Federal Legislative Updates

Rachel Moriconi, Senior Transportation Planner reviewed a few of the legislative items that staff will be monitoring. She noted that the ninth extension of the federal transportation act, SAFETEA-LU, was approved. The act was due to expire on March 31, 2012 and has been extended for 90 days. This is the region's largest source of federal transportation funding. Staff will continue to monitor state transportation bills.

22. Aptos Village Plan Railroad At-Grade Crossings

Executive Director George Dondero reported that the RTC has been invited to be part of the discussions related to the railroad at grade crossings in Aptos Village.

Commissioner Robinson motioned and Commissioner Lane seconded staff's recommendation to participate in the discussion, to hire Mr. Paul Chrisman to serve as Legal Counsel during these discussions, and to use funds in the administration budget for legal counsel expenses. The motion passed unanimously.

23. California Association of Councils of Governments Board Member Appointment

Executive Director George Dondero said that Commissioner Mark Stone had served as the RTC representative for the past 5 years but has stepped down. He said that Chair Nicol and he spoke to a few Commissioners and that Commissioner Bustichi would consider representing the RTC and would make his decision by the next Commission meeting.

24. Adjourn to special meeting of the Service Authority for Freeway Emergencies

The meeting adjourned at 11:00am and there was no meeting of the Service Authority for Freeway Emergencies this month.

25. Next Meetings

The next RTC meeting is scheduled for Thursday, May 3, 2012 at 9:00 a.m. at the Capitola City Council, 420 Capitola Ave, Capitola, CA.

The next Transportation Policy Workshop meeting is scheduled for Thursday, April 19, 2012 at 9:00 a.m. at the RTC Offices, 1523 Pacific Avenue, Santa Cruz, CA.

Respectfully submitted,

Yesenia Parra, Staff

ATTENDEES

Larry Lopp	resident
Alex Lerma	Loma Prieta Fire Department
Christa Sinclair	resident
Joan Schwimmer	resident
Robert Kundus	resident
Luke Rizzuto	resident
John Herr	resident
Tom Stamper	resident
John Thorington	resident
Captain Matt Olsen	Santa Cruz CHP
Bruce Shewchuk	Resident Engineer

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**Santa Cruz County Regional
Transportation Commission
Transportation Policy Workshop**

MINUTES

**Thursday, April 19, 2012
9:00 a.m.**

**NOTE LOCATION THIS MONTH
SCCRTC Conference Room
1523 Pacific Ave
Santa Cruz, Ca**

1. Introductions

Chair Coonerty called the meeting to order at 9:05 am. Self introductions were made.

Members present:

Aileen Loe	Neal Coonerty
Kirby Nicol	Greg Caput
Don Lane	Dene Bustichi
Randy Johnson	Daniel Dodge (Alt.)
Eduardo Montesino	Ron Graves
Ellen Pirie	John Leopold

Staff present:

George Dondero	Karena Pushnik
Luis Mendez	Yesenia Parra
Cory Caletti	Kim Shultz
Rachel Moriconi	Ginger Dykaar
Grace Blakeslee	

2. Oral communications

None

No items this month

CONSENT AGENDA

REGULAR AGENDA

3. Transportation Funding Strategies to Address Backlog of Needs

Rachel Moriconi, Senior Transportation Planner presented the staff report noting that existing revenues only cover about 50% of needs for the transportation system. She also noted that the survey conducted by Godbe Research was specific to increasing vehicle registration fees (VRF) by \$10.00.

Bryan Godbe, Godbe Research, reported that a 20-minute land-line and cellular telephone survey of likely voters was conducted.

The telephone survey shows that 62% of voters support the proposed \$10 increase in the vehicle registration fee before being informed about the potential measure. After being informed the support grows to 69%.

Mr. Godbe said that there is sufficient support for a \$10 VRF and recommends considering placing a ballot measure on the November 2012 ballot. He said that his opinion is that for this measure to be successful an independent well done campaign must be part of the process. He said that the campaign must stress accountability. He also noted that the State deadline to put a ballot measure on the November ballot is August 10, 2012.

Executive Director George Dondero said that the RTC would be able to bond the anticipated VRF funding. This would allow the jurisdictions to complete projects immediately which would show the community how their money is being spent and would put the RTC in a good position for a possible 2014 sales tax initiative.

Responding to a question, Ms. Moriconi said that, overall, the public recognizes there are needs and there is strong support for RTC projects. Funds from the VRF will not solve all the needs because the needs are too great; however, the anticipated \$2.3 million from the \$10 VRF can complete many projects.

Commissioners discussed several concerns, including the \$300 million dollar project backlog, the possibility of a successful independent campaign, timing given all the other ballot measures proposed, and over promising. Commissioner Leopold said that to make this a successful measure it must be a team effort and all Commissioners need to support the process and help in the campaign.

Ms. Moriconi noted the importance of focusing on road preservation and maintenance so that the existing bad conditions of our roads do not worsen. She also noted that although VRF funds could potentially be used to leverage other funding because state and federal funds almost always require local matches.

Commissioners asked staff to provide a list of all local measures that will be on the November ballot.

Public Comments:

Paul Elerick asked about the comparison to the State Park polling numbers, Mr. Godbe responded that the State Park numbers were low because it polled the entire state, whereas support from those polled in Santa Cruz were among the highest in the state.

Peter Scott asked if the public could get a copy of the survey questions and responses.

Eric Hammer, 5th district candidate, said that in talking to voters in the 5th district, the majority of the voters are confused about where the money for transportation is coming from, so education is essential. He said that priorities for voters seem to be: fixing pot holes, road safety and maintenance.

Commissioner Leopold moved and Commissioner Pirie seconded staff recommendation to take initial steps towards placing a ballot measure on the November 2012 ballot, with a final RTC decision as to whether to move forward dependent on commitment for a private campaign to promote the measure. The motion passed unanimously.

4. Regional Transportation Plan (RTP) draft goals, targets and policies

Transportation Planner Grace Blakeslee distributed a handout of the PowerPoint presentation that will be presented at the RTP public workshop tonight.

Ms. Blakeslee briefly reviewed the proposed goals and policies. She noted that Transportation needs are very dynamic and that is why the RTP is updated at least every 5 years. She said that the policies and goals will serve as a tool to guide what course of action will achieve the transportation plan goals.

Peter Hurley, North American Sustainable Transportation Council, discussed targets and how they fit into the overall target element. He challenged the Commission and community to think about reducing greenhouse gases as a strategy. He said that 75% of every dollar spent on fuel leaves the community. If, instead, the same dollar is spent on something other than fuel, then $\frac{3}{4}$ of that dollar stays within the community.

Commissioner Leopold thanked staff and said that he was happy to see that the comments from the November workshop have been incorporated as appropriate and that he will be attending the public workshop. He noted that he is impressed to see that storm water damage concerns will also be part of the plan.

Commissioners discussed concerns with aggressive targets, funding concerns, how projects will be measured, and future rail projects.

Jack Nelson expressed appreciation for including sustainability in this process, and how projects will be accomplished. He noted that this represents a shift from 15 years ago. He noted that the 2001 EIR prepared for the RTP said it was impossible to address greenhouse gases within the context of the plan. He also recognizes that the transportation systems are part of a larger system and that the RTP is also one piece of the puzzle in confronting climate change.

Ms. Blakeslee said the next steps include: incorporating the input from Commissioners, the workshop and the survey. She noted that staff is preparing the project application and soliciting projects from project sponsors and the community in coordination with the Association of Monterey Bay Area Governments (AMBAG).

5. Caltrans Report

Aileen Loe reported that Caltrans attended the April Bike Committee meeting and received good feedback. She said that the Caltrans traffic safety engineer discussed the reasons for considering rumble strips and that Caltrans will hold more public meetings to keep community members informed. Updates will be included in the monthly RTC project information sheet.

She also reported that during the course of construction for the Highway 1/17 project, Caltrans received 12 claims from the contractor totaling \$802,560, of which Caltrans paid \$102,486. Caltrans did deny one claim of \$4 million. The contractor appealed by taking his claim to binding arbitration and was awarded \$2.37 million. Caltrans has used remaining funding from the construction contract, but still needs \$673,000. Caltrans will be requesting additional funding from the California Transportation Commission (CTC) to cover the shortage which will result in a corresponding reduction of future State Transportation Improvement Program (STIP) for Santa Cruz County. She noted that the total expenditure for this project is \$54,084,000.

Commissioner Leopold noted that this is a cautionary tale for future work. Caltrans required \$5 million over what was initially budgeted for the project. This indicates we need to manage the change orders for the Highway 1 Soquel/Morrissey Auxiliary Lanes project more carefully.

Commissioner Leopold thanked RTC staff and Steve Price, Caltrans, and Captain Olson, CHP, for attending the public meeting to discuss the Laurel Road barrier concerns. Commissioner Leopold noted that Mr. Price agreed to do a feasibility study to consider safety improvements for the entire Highway 17 corridor including an overpass, as well as discussion of an underpass. He also noted the need to invest significant funding on roads leading to the

highway. Commissioner Leopold said that Mr. Price committed to looking at possible changes, such as removing barriers on dry months.

Deputy Director Luis Mendez added that Steve Price, Caltrans, communicated that over \$26 million dollars has already been invested on Highway 17 improvements since 1998. He noted that Captain Matt Olson, CHP, reported that they have provided more enforcement in part from the funding provided by the RTC.

Aileen Loe said it is time to face this more complex and expensive situation on Highway 17, and that the "back roads" must be a cooperative effort. Caltrans will be looking for grants to fund a corridor study.

6. Next meetings

The next SCCRTC meeting is scheduled for Thursday, May 3, 2012 at 9:00 a.m. at the Capitola City Council, 420 Capitola Ave, Capitola, CA.

The next Transportation Policy Workshop is scheduled for Thursday, May 17, 2012 at 9:00 am at the SCCRTC Offices, 1523 Pacific Avenue, Santa Cruz, CA.

Respectfully submitted,

Yesenia Parra, Staff

ATTENDEES

Jack Nelson	Resident
Paul Elerick	Campaign for Sensible Transportation
Patrick Mueharn	Assembly Member Bill Monning's Office
Peter Scott	Campaign for Sensible Transportation
Arais Schenk	AMBAG
Eric Hammer	5 th district candidate

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: June 8, 2012

TO: Board of Directors

FROM: Frank L. Cheng, Project Manager / IT Manager

SUBJECT: CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT AMENDMENT WITH TRAPEZE SOFTWARE GROUP, INC. FOR SUPPORT MAINTENANCE OF TRAPEZE PASS, PASS-CERT, PASS IVR(CALLBACKS), IVR(CANCEL/CONFIRM), AND VOICE GENIE MODULES IN THE AMOUNT OF \$30,029.00 WITH EXPIRATION DATE OF JUNE 30, 2013.

I. RECOMMENDED ACTION

Consideration of authorizing the General Manager to execute a contract amendment with Trapeze Software Group, Inc. for Support Maintenance of Trapeze PASS, PASS-CERT, PASS IVR (Callbacks), PASS IVR (Cancel/Confirm), and Voice Genie modules in the amount of \$30,029.00 with expiration date of June 30, 2013.

II. SUMMARY OF ISSUES

- Trapeze Software Group, Inc. is the developer for software utilized by METRO to track ParaCruz ADA clients and create driver runs.
- The current Trapeze software being used includes PASS, PASS-CERT, PASS IVR(Callbacks, PASS IVR (Cancel/Confirm), and Voice Genie modules.
- A Support Maintenance contract is needed to continue 24 hour, 7 days a week support.
- Trapeze Software Group, Inc. is the only company that can provide support maintenance for the software and modules METRO is currently using on a daily basis.

III. DISCUSSION

Trapeze Software Group, Inc. is the developer for software utilized by METRO to track ParaCruz ADA clients and create driver runs. The current Trapeze software being used includes PASS, PASS-CERT, PASS IVR(Callbacks, PASS IVR (Cancel/Confirm), and Voice Genie modules. Staff requested Trapeze Software Group, Inc. to provide quotes to align the support maintenance contract with METRO's current fiscal year ending on June 30, 2013.

The following are the Trapeze module descriptions:

- PASS is for 8 workstations and can have up to 400 booked trips. (\$15,662.00)
- PASS-CERT can have up to 1725 Registered Clients. (\$3,224.00)
- PASS IVR (Callbacks) can have up to 400 booked trips. (\$4,110.00)
- PASS-IVR (Cancel/Confirm) can have up to 400 booked trips. (\$3,659.00)
- Voice Genie can have up to 6 lines. (\$3,374.00)

A Support Maintenance contract is needed to continue 24 hour, 7 days a week support. Other features available with Support Maintenance contract are access to standard documentation, online training courses, product upgrades, newsletter, and many more.

Staff has reviewed and recommends that the Board of Directors authorize the General Manager to execute a contract amendment with Trapeze Software Group, Inc. for Support Maintenance of Trapeze PASS, PASS-CERT, PASS IVR (Callbacks), PASS IVR(Cancel/Confirm) and Voice Genie modules in the amount of \$30,029.00 with expiration date of June 30, 2013.

IV. FINANCIAL CONSIDERATIONS.

Funds have been allocated in the FY13 IT Budget.

V. ATTACHMENTS

NONE

Prepared by:
Frank L. Cheng, Project Manager & IT Manager

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: June 8, 2012

TO: Board of Directors

FROM: Erron Alvey, Purchasing Agent

SUBJECT: CONSIDERATION OF AWARD OF CONTRACT WITH GP STRATEGIES FOR CONSTRUCTION TO INSTALL 2ND LNG FUEL STORAGE TANK IN AN AMOUNT NOT TO EXCEED \$576,336

I. RECOMMENDED ACTION

Authorize the General Manager to execute a contract with GP Strategies for construction to install 2ng LNG fuel storage tank in an amount not to exceed \$576,336 and designate Frank Cheng, Project and IT Manager, as Contract Administrator

II. SUMMARY OF ISSUES

- Santa Cruz METRO has a need for construction services to install the 2nd LNG fuel storage tank and additional equipment at the bus wash and fueling facility.
- A competitive procurement was conducted to solicit bids from qualified firms.
- One firm submitted a bid for Santa Cruz METRO's review.
- Staff and an outside consultant have reviewed the single bid and are recommending that the Board of Directors authorize execution of a contract with GP Strategies.

III. DISCUSSION

Santa Cruz METRO has a need to install a 2nd LNG fuel storage tank, additional related equipment, and perform related site work at the bus wash and fueling facility. The project consists of construction for installation of the tank, and upgrades to the vaporizer fans and the methane and flame detection systems. This portion of the project is the second and final expansion phase of the originally planned bus wash and fueling facility.

On March 30, 2012, Santa Cruz METRO Invitation for Bid No. 12-30 was mailed to twelve (12) firms, nine (9) builder's exchanges, was legally advertised, and a notice was posted on Santa Cruz METRO's web site. On April 30, 2012, one (1) bid was received and opened. A list of firms and a summary of the bids received are provided in Attachment A. Staff comprised of Erron Alvey, Purchasing Agent; Frank Cheng, Project and IT Manager; and Architect-Engineer Jim Dong of Raymundo Engineering have reviewed the submitted bid. GP Strategies has been determined to be the lowest responsible bidder, whose bid is responsive to all the requirements of the IFB. Sole bid analysis was required due to only one bid being received. That analysis

determined that there was a very limited pool of qualified firms that could bid on this project. Santa Cruz METRO's plans and specifications were determined to be non-exclusionary.

Staff recommends that the Board of Directors authorize the General Manager to execute a contract with GP Strategies for construction to install a 2nd LNG fuel storage tank and related additional equipment in an amount not to exceed \$576,336 on behalf of Santa Cruz METRO. Contractor will provide all construction services, equipment and materials meeting all Santa Cruz METRO specifications and requirements. Frank Cheng will serve as the Contract Administrator and will ensure contract compliance.

Funds in the amount of \$676,336 shall be set aside for payments and change orders made against this contract. If additional funding is required, staff will return to the Board of Directors for approval.

Santa Cruz METRO staff is recommending that the Board of Directors approve the following construction contract change order procedures that will apply to this construction contract:

1. For any change order request from the contractor that exceeds \$50,000, Santa Cruz METRO staff will review and present such request to Santa Cruz METRO's Board of Directors for approval.
2. For any change order request from the contractor that is \$50,000 or less, approval of the change order will require review and approval from the following personnel:
 - a. Santa Cruz METRO Project Manager (Frank Cheng);
 - b. Santa Cruz METRO General Manager (Les White).
3. Santa Cruz METRO staff shall report every month to the Board of Directors on all change orders processed for this contract.

IV. FINANCIAL CONSIDERATIONS

Funds to support contract are included in the MetroBase Capital Construction Funds.

V. ATTACHMENTS

Attachment A: List of firms and summary of bids

Attachment B: Contract with GP Strategies

Note: The IFB along with its Exhibits and any Addendum(s) are available for review at the Administration Office of Santa Cruz METRO.

Attachment A

Bid Results for IFB 12-30 Construction to Install LNG Fuel Storage Tank

Bids Opened on April 30, 2012 at 2:00 PM

BIDDER	BID TOTAL
GP Strategies	\$576,336
NO OTHER BIDDERS	SINGLE BID RECEIVED

Attachment B

CONTRACT FOR CONSTRUCTION TO INSTALL LNG FUEL STORAGE TANK (12-30)

THIS CONTRACT is made effective on June 11, 2011 between the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, a political subdivision of the State of California ("Santa Cruz METRO"), and GP STRATEGIES ("Contractor").

1. RECITALS

1.01 Santa Cruz METRO 's Primary Objective

Santa Cruz METRO is a public entity whose primary objective is providing public transportation and has its principal office at 110 Vernon Street, Santa Cruz, California 95060.

1.02 Santa Cruz METRO 's Need for Construction to Install LNG Fuel Storage Tank

Santa Cruz METRO requires the purchase of Construction to Install LNG Fuel Storage Tank to be used for standard purposes. In order to obtain said Construction to Install LNG Fuel Storage Tank, Santa Cruz METRO issued an Invitation for Bids, dated March 20, 2012 setting forth specifications for such Construction to Install LNG Fuel Storage Tank. The Invitation for Bids is attached hereto and incorporated herein by reference as Exhibit A.

1.03 Contractor's Bid Form

Contractor is a supplier of Construction to Install LNG Fuel Storage Tank desired by Santa Cruz METRO and whose principal place of business is 1918 Don Lee Place, Escondido, California 92029. Pursuant to the Invitation for Bids by Santa Cruz METRO, Contractor submitted a bid for Provision of said Construction to Install LNG Fuel Storage Tank, which is attached hereto and incorporated herein by reference as Exhibit B.

1.04 Selection of Contractor and Intent of Contract

On June 1, 2012 Santa Cruz METRO selected Contractor as the lowest responsive, responsible bidder to provide said Construction to Install LNG Fuel Storage Tank. The purpose of this Contract is to set forth the provisions of this procurement.

1.05 Contractor and Supplier Synonymous

For the purposes of this Contract, the terms "contractor" and "supplier" are synonymous.

Santa Cruz METRO and Contractor agree as follows:

2. INCORPORATED DOCUMENTS AND APPLICABLE LAW

2.01 Documents Incorporated in This Contract

The documents listed below are attached to this Contract and by reference made a part hereof. This is an integrated Contract. This writing constitutes the final expression of the parties' Contract, and it is a complete and exclusive statement of the provisions of that Contract, except for written amendments, if any, made after the date of this Contract in accordance with Section 13.14 of the General Conditions of the Contract.

a) Exhibit A

Santa Cruz Metropolitan Transit District's "Invitation for Bids" dated March 20, 2012.

b) Exhibit B (Bid Form)

Contractor's Bid Form to Santa Cruz METRO for Construction to Install LNG Fuel Storage Tank, signed by Contractor and dated April 30, 2012.

2.02 Conflicts

Where in conflict, the provisions of this writing supersede those of the above-referenced documents, Exhibits A and B. Where in conflict, the provisions of Exhibit A supersede Exhibit B.

2.03 Recitals

The Recitals set forth in Article 1 are part of this Contract.

3. TIME OF PERFORMANCE

3.01 General

Contractor shall perform work under this Contract at such times to enable it to meet the time schedules specified in the Specifications Section of the IFB. The Contractor shall not be responsible for delays caused by force majeure events described in Section 2 of the General Conditions of the Contract.

3.02 Term

The term of this Contract commences on the execution of the contract and shall remain in force for a one (1) year period thereafter. At the option of Santa Cruz METRO, this contract may be renewed for four (4) additional one (1) year terms under the same conditions and prices. Santa Cruz METRO and Contractor may extend the term of this Contract at any time for any reason upon mutual written consent.

4. COMPENSATION

4.01 Terms of Payment

Upon written acceptance, Santa Cruz METRO agrees to pay Contractor lump sum price as identified in the Bid Form, Exhibit B, not to exceed \$576,336 for satisfactory completion of all work under the terms and provisions of this Contract within thirty (30) days thereof. Contractor understands and agrees that if he/she exceeds the \$576,336 maximum amount payable under this contract, that it does so at its own risk.

4.02 Invoices

Contractor shall submit invoices with a purchase order number provided by Santa Cruz METRO on a monthly basis. Contractor's invoices shall include detailed records showing actual time devoted, work accomplished, date work accomplished, personnel used, and amount billed per hour. Expenses shall only be billed if allowed under the contract. Telephone call expenses shall show the nature of the call and identify location and individual called.

Said invoice records shall be kept up-to-date at all times and shall be available for inspection by Santa Cruz METRO (or any grantor of Santa Cruz METRO, including, without limitation, any State or Federal agency providing project funding or reimbursement) at any time for any reason upon

demand for not less than four (4) years after the date of expiration or termination of the contract. Under penalty of law, Contractor represents that all amounts billed to Santa Cruz METRO are (1) actually incurred; (2) reasonable in amount; (3) related to this contract; and (4) necessary for performance of the services. No expenses shall be paid by Santa Cruz METRO unless specifically allowed by this contract.

5. NOTICES

All notices under this Contract shall be deemed duly given upon delivery, if delivered by hand; or three (3) days after posting, if sent by registered mail, receipt requested; to a party hereto at the address hereinunder set forth or to such other address as a party may designate by notice pursuant hereto.

Santa Cruz METRO

Santa Cruz Metropolitan Transit District
110 Vernon Street
Santa Cruz, CA 95060

Attention: General Manager

CONTRACTOR

GP Strategies
1918 Don Lee Place
Escondido, CA 92029

Attention: Mike Mackey, PE
Vice President, Alternative Fuels

6. AUTHORITY

Each party has full power and authority to enter into and perform this Contract and the person signing this Contract on behalf of each has been properly authorized and empowered to enter into it. Each party further acknowledges that it has read this Contract, understands it, and agrees to be bound by it.

SIGNATURES ON NEXT PAGE

Signed on _____

SANTA CRUZ METRO- SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Leslie R. White
General Manager

CONTRACTOR-GP STRATEGIES

By _____
Mike Mackey, PE/Vice President Alternative Fuels

Approved as to Form:

Margaret Gallagher
Santa Cruz METRO Counsel

SANTA CRUZ METROPTOLITAN TRANSIT DISTRICT

DATE: June 08, 2012

TO: Board of Directors

FROM: Leslie R. White, General Manager

SUBJECT: CONSIDERATION OF FORMAL RATIFICATION OF A LABOR AGREEMENT BETWEEN THE UNITED TRANSPORTATION UNION, LOCAL 23, FIXED ROUTE FOR THE PERIOD JULY 01, 2012 THROUGH JUNE 30, 2015 THAT CONTAINS A 2% CONTRACTUAL WAGE ADJUSTMENT IN EACH OF THE THREE YEARS, AS WELL AS OTHER MODIFICATIONS.

I. RECOMMENDED ACTION

It is recommended that the Board of Directors approve a proposal for a three-year agreement between the United Transportation Union Local 23 covering Fixed Route Operations and the Santa Cruz Metropolitan Transit District if the proposal is ratified by UTU membership by midnight on June 06, 2012. It is further recommended that Articles included in the proposal with language changes that METRO and UTU have reached tentative agreement on be included in the new three year Labor Agreement.

II. SUMMARY OF ISSUES

- The existing UTU Fixed Route Labor Agreement expires June 30, 2012.
- UTU and METRO management negotiators have had meetings since March 19, 2012 to negotiate new terms and agreements.
- UTU Local 23 and METRO have reached a tentative agreement on a proposal for a three-year Labor Agreement. The proposed three-year Labor Agreement includes a 2% contractual wage adjustment in each of the three years.
- The proposed Labor Agreement also includes the provision of a 5% longevity adjustment for bus operators who have been employed with METRO continuously for ten (10) years effective with the June 21, 2012 pay period; and includes the provision of a 5% longevity adjustment for bus operators who have been employed with METRO continuously for fifteen (15) years effective with the December 20, 2012 pay period. This longevity provision mirrors the longevity adjustments already provided to SEIU and Management employees.
- The proposed Labor Agreement also provides for the replacement of meal breaks, required by the Industrial Wage Commission Order #9, with expanded recovery time, and a return to “straight” runs.

- The proposed Labor Agreement also contains various language modifications that have been tentatively agreed to during the course of the collective bargaining process.
- Staff recommends that the Board of Directors approve and ratify the proposed Labor Agreement contingent upon ratification of the same proposal by the membership of UTU 23.
- The proposed Labor Agreement was voted on by members of UTU 23 on Wednesday June 6, 2012 and passed by an overwhelming majority.

III. DISCUSSION

The existing Labor Agreement with UTU Fixed Route will expire on June 30, 2012. METRO and UTU Fixed Route representatives have been meeting since March 19, 2012 to discuss new terms and conditions for a three-year contract. On May 30, 2012 UTU 23 and METRO reached a tentative agreement for a new three-year Labor Agreement. The proposed Labor Agreement provides for a 2% contractual wage adjustment in each of the three years. Additionally, the proposed Labor Agreement provides for a 5% longevity adjustment for Bus Operators who have served ten (10) years effective with the June 21, 2012 pay period. Bus Operators who have 15 years of service will receive an additional 5% longevity adjustment in the December 20, 2012 pay period. This longevity provision mirrors the longevity adjustments already provided to SEIU and Management employees. The proposed Labor Agreement also provides for the replacement of the formal meal breaks required by IWC Rule #9 be replaced with expanded route recovery times and that “straight runs be returned to the work bid listing. METRO management recommends that the Board ratify the packaged proposal contingent upon ratification of the packaged proposal by UTU Local 23, Fixed Route. METRO also recommends that changes to language in other articles where METRO and UTU have reached tentative agreements be incorporated into the new three-year Labor Agreement.

The proposed Labor Agreement was voted on by members of UTU 23 on Wednesday June 6, 2012 and passed by an overwhelming majority.

IV. FINANCIAL CONSIDERATIONS

Funding to support the proposed Labor Agreement with UTU 23 Fixed Route will be provided for in the FY 2013 METRO Operating Budget.

V. ATTACHMENTS

Attachment A: . : List of changes Articles with description of the change(s).

ATTACHMENT A

Changes to the Labor Agreement with the United Transportation Union, Fixed Route

Article 4: Release Time for Union Representatives

Specified some of the meetings that Union Representatives would be provided with paid release time.

Article 5.02 Operator Base Wage Rates of Pay

Wage rate increase of 2% each year for three years.

Article 5.03 Base Wage Rates and Regular Wage Rates

The addition of longevity pay in the calculation of the regular wage rate.

Article 5.04 Longevity

5% added to the wage rate for longevity in July 2012 for employees with 10 years of service. An additional 5% added to the wage rate in December 2012 for employees with 15 years of service.

Article 10.03 Industrial Injury

Clarified which medical appointments would be considered mandatory and eligible for compensation by METRO.

Article 12.04 Holiday Conversion

Referenced Appendix D (see below)

Article 25 Effective Date-Duration-Termination

The contract effective dates were change the term of the contract to July 1, 2012 through June 30, 2015. Language was added to reopen the contract in 2014 if either party was interested in extending the contract for one year by reopening Article 5.02 only.

Article 29.14 Length of Assignment

The average scheduled day for the weekdays was changed to 8:18 minutes.

Article 29.15 Meal/Rest Breaks

Language was added to state that starting with the Spring 2013 bid additional time would be included in the recovery time to comply with requirements of IWC Wage Order #9 meal break requirements.

Article 30.04 Sign-up Procedure

Clarifies bidding process for Highway 17 routes.

ATTACHMENT A

Article 30.06 Route and Service Changes

The title was changed. Language was added to create a process for an Operator to notify the Schedule Analyst of routes which may need to be altered to provide better service.

Article 35.01 Service Planning and Review Committee

Language added to state the Committee would be Chaired jointly by METRO and UTU FR and to allow for the inclusion of members of the Board of Directors by invitation.

Article 37.03 Line Instructor Pay

Line instructor pay was increased to \$50 per shift.

Appendix B

Changed the use of, and procedures for, Supervisors in driving buses.

Added Appendixes:

Appendix C

Clarifies the use of Point Operators and shift assignments.

Appendix D

Clarifies the process for converting Holiday pay.

Appendix E

Provides a procedure for supervisors at the scene of an accident.

Appendix F

Allows for the payment of Operators when they are designated by the union as participants in meetings both during and outside of their regular working hours.

Appendix G

Adds the Quality of Work Life as a regular, ongoing committee and establishes who will attend.

Appendix H

Establishes a written procedure for scheduling Operators called for jury duty.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: June 08, 2012

TO: Board of Directors

FROM: Leslie R. White, General Manager

SUBJECT: CONSIDERATION OF FORMAL RATIFICATION OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 521, FOR THE PERIOD JULY 01, 2012 THROUGH JUNE 30, 2015 THAT CONTAINS A 2% CONTRACTUAL WAGE ADJUSTMENT IN EACH OF THE THREE YEARS, AS WELL AS OTHER MODIFICATIONS.

I. RECOMMENDED ACTION

It is recommended that the Board of Directors approve a proposal for a three-year Memorandum of Understanding between the Service Employees International Union Local 521 and the Santa Cruz Metropolitan Transit District if the proposed agreement is ratified by the membership by midnight on June 07, 2012. It is further recommended that Articles included in the proposal with language changes that METRO and SEIU 521 have reached tentative agreement on be included in the new three year Memorandum of Understanding.

II. SUMMARY OF ISSUES

- The existing SEIU 521 Memorandum of Understanding (MOU) expires June 30, 2012.
- SEIU 521 and METRO management negotiators have had meetings since April 09, 2012 to negotiate new terms and agreements.
- SEIU 521 and METRO have reached a tentative agreement on a proposal for a three-year Memorandum of Understanding. The proposed three-year MOU includes a 2% contractual wage adjustment in each of the three years.
- The proposed MOU also includes the provision of three additional paid holidays effective July 1, 2012, and two additional paid holidays effective July 1, 2013. These holiday provisions mirror the holiday provisions already provided to UTU 23.
- The proposed MOU also provides a supplemental cash payment ranging from \$2,000.00 to \$5,000, based upon the years each employee has worked for METRO, in each of the first two years of the MOU.
- The proposed MOU also contains various language modifications that have been tentatively agreed to during the course of the collective bargaining process.
- Staff recommends that the Board of Directors approve and ratify the proposed MOU contingent upon ratification of the same proposal by the membership of SEIU 521.
- The proposed MOU was voted on by members of SEIU Local 521 on Thursday June 7, 2012 and passed by an overwhelming majority.

III. DISCUSSION

The existing Memorandum of Understanding with the Service Employees International Union 521 (SEIU 521) will expire on June 30, 2012. METRO and SEIU 521 representatives have been meeting since April 09, 2012 to discuss new terms and conditions for a three-year contract. On May 31, 2012 SEIU 521 and METRO reached a tentative agreement for a new three-year Memorandum of Understanding. The proposed MOU provides for a 2% contractual wage adjustment in each of the three years. Additionally, the proposed MOU includes the provision of three additional paid holidays effective July 1, 2012, and two additional paid holidays effective July 1, 2013. These holiday provisions mirror the holiday provisions already provided to UTU 23. The proposed MOU also provides a supplemental cash payment ranging from \$2,000.00 to \$5,000, based upon the years each employee has worked for METRO, in each of the first two years of the MOU. METRO management recommends that the Board ratify the packaged proposal contingent upon ratification of the packaged proposal by SEIU 521. METRO also recommends that changes to language in other articles where METRO and SEIU 521 have reached tentative agreements be incorporated into the new three-year MOU. The proposed MOU was voted on by members of SEIU Local 521 on Thursday June 7, 2012 and passed by an overwhelming majority.

IV. FINANCIAL CONSIDERATIONS

Funding to support the proposed MOU with SEIU 521 will be provided for in the FY 2013 METRO Operating Budget.

V. ATTACHMENTS

Attachment A: List of changes Articles with description of the change(s).

ATTACHMENT A

Changes to Memorandum of Understanding with the Service Employees International Union

Article 2.4

Provides additional language regulating the payment of Union dues.

Article 8.5.1

Changes or adds job classification titles for new or reclassified jobs.

Article 10.1 Pay Rates

Wage rate increase of 2% each year for three years. Includes supplemental payments of between \$2,000 and \$5,000 per person for the first two years of the contract.

Article 10.3.1 Shift Differential VMU

Increases the shift differentials for the Vehicle Maintenance Unit by 10 to 15 cents per hour as of June 20, 2013 and 10 cents per hour as of June 19, 2014. Changes language specifying the shift times.

Article 10.3.3 Shift Differential SEA

Increases the shift differential for the Salaried Employees Association by 10 cents per hour as of June 20, 2013 and 10 cents per hour as of June 19, 2014.

Article 10.4 Overtime

Changes or adds job classification titles for new or reclassified jobs.

Article 10.8 Bilingual Pay

Bilingual pay was increased by 11 cents per hour for speaking and 20 cents per hour for employees speaking and written translation services.

Article 12.16.2 Uniforms/Shoes/Boots VMU

Adds language regarding the number and type of uniforms provided to employees in the VMU chapter.

Article 13.2.4 Paid Leaves

Changes and clarifies the rules regarding payouts for accrued annual leave.

Article 13.3 Holidays

Adds three paid holidays in the first year of the contract and two paid holidays in the second year of the contract.

Article 17.13.4 Bumping Rights

Changes or adds job classification titles for new or reclassified jobs.

Article 23 Term

The contract effective dates were change the term of the contract to July 1, 2012 through June 30, 2015.

Salary Schedule VMU

The wage progression was changed to correct issues of compression related to previous contract changes.