

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

March 28, 2008

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, March 28, 2008 at the Santa Cruz City Council Chambers, 809 Center Street, Santa Cruz, CA.

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

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

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

DIRECTORS ABSENT

Dale Skillicorn
Ex-Officio Donna Blitzer

STAFF PRESENT

Ciro Aguirre, Operations Manager
Angela Aitken, Finance Manager
Wally Brondstatter, Acting Paratransit Super.
Mark Dorfman, Assistant General Manager
Mary Ferrick, Fixed Route Superintendent

Margaret Gallagher, District Counsel
Debbie Kinslow, Asst Finance Manager
Robyn Slater, Human Resources Manager
April Warnock, Acting Asst. Paratransit Super.
Les White, General Manager

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

Carolyn Derwing, Schedule Analyst
Juan Flores, Bus Operator
Michael Miller, Bus Operator
Bonnie Morr, UTU

Jose Polanco, Bus Operator
Amy Weiss, Spanish Interpreter
Bob Yount, MAC

2. ORAL AND WRITTEN COMMUNICATION TO THE BOARD OF DIRECTORS

Written:

- a. Daniel Bronson Re: ParaCruz
- b. Darrell Johnson, Seniors Council Re: ParaCruz Same Day Svc Changes

Oral:

None.

DIRECTOR ROTKIN ARRIVED

3. LABOR ORGANIZATION COMMUNICATIONS

Bonnie Morr, UTU, stated that fixed route labor negotiations begin next week and that UTU is looking forward to a positive, productive process and not a repeat of the 2005 negotiations.

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

VICE CHAIR BUSTICHI ARRIVED

A chart prepared by Director Spence for Item #7 and a revised Page #4 of today's Regular Agenda were distributed and are attached to the file copy of these minutes.

CONSENT AGENDA

- 5-1. **ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF FEBRUARY 2008**
- 5-2. **ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR JANUARY 2008**
- 5-3. **CONSIDERATION OF TORT CLAIMS:**
DENY THE CLAIM OF ESPERANZA BELMONTES, CLAIM #08-0008;
- 5-4. **ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR MARCH 19, 2008 AND MINUTES OF JANUARY 16, 2008**
- 5-5. **ACCEPT AND FILE REVISED PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF DECEMBER 2007**
- 5-6. **ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR NOVEMBER 2007**
- 5-7. **ACCEPT AND FILE JANUARY 2008 RIDERSHIP REPORT**
- 5-8. **ACCEPT AND FILE METROBASE PROJECT STATUS REPORT**
- 5-9. **CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT RENEWAL WITH BROWN, ARMSTRONG, ET AL FOR FINANCIAL AND TAX AUDIT SERVICES**
- 5-10. **CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT RENEWAL WITH MISSION LINEN AND UNIFORM SERVICE FOR UNIFORM, FLAT GOODS AND LAUNDRY SERVICES**
- 5-11. **CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT RENEWAL WITH AIRTECH SERVICE FOR HVAC MAINTENANCE SERVICES**
- 5-12. **CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A LEASE AMENDMENT FOR THE PROPERTY LOCATED AT 370 ENCINAL STREET**
- 5-13. **NOTIFICATION OF ACTION TAKEN IN CLOSED SESSION REGARDING: SETTLEMENT WITH THE PRINTERY AND AUTHORIZATION TO PURCHASE PROPERTIES LOCATED AT 1211 AND 1217 RIVER STREET, SANTA CRUZ**
- 5-14. **NOTIFICATION OF ACTION TAKEN IN CLOSED SESSION REGARDING: SETTLEMENT WITH ARNTZ BUILDERS, INC.**

- 5-15. CONSIDERATION OF APPROVAL OF RESOLUTIONS AUTHORIZING SUBMITTAL OF FY 2009 TDA & STA CLAIMS
- 5-16. APPROVE REGULAR BOARD MEETING MINUTES OF FEBRUARY 8 & 22, 2008
- 5-17. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR THE MONTH OF JANUARY 2008
- 5-18. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE FEBRUARY 2008 MEETING(S)
- 5-19. CONSIDERATION OF AUTHORIZING THE DISPOSAL OF TWO (2) 1988 NEW FLYER BUSES, TWO (2) 1985 CHEVROLET SERVICE BODY TRUCKS, TWO (2) 1985 DODGE PICKUPS, TWO (2) CHEVROLET CHEVETTE SEDAN CARS, EIGHTY-ONE (81) BIKE RACKS, ONE (1) LOT OF SUPPORT PARTS FOR THE ABOVE LISTED VEHICLES AND ONE (1) 3-ROOM TRAILER

ACTION: MOTION: DIRECTOR NICOL SECOND: DIRECTOR REILLY

Approve the Consent Agenda.

Motion passed unanimously with Director Skillicorn being absent.

REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS:

The following employees were presented with longevity awards for their years of service

TEN YEARS

Carolyn Derwing, Schedule Analyst (Continued from February)
Juan I. Flores, Bus Operator (Continued from February)
Michael I. Miller, Bus Operator (Continued from February)
Jose G. Polanco, Bus Operator (Continued from February)

FIFTEEN YEARS

Samuel Garcia, FM Lead Mechanic

TWENTY YEARS

Pete N. Legorreta, Transit Supervisor (Continued from February)

7. PUBLIC HEARING: CONSIDERATION OF REVISIONS TO METRO'S PARACRUZ PARATRANSIT PLAN REGARDING SAME DAY SERVICE (REVISED)

Summary:

Ciro Aguirre reported on an incident that occurred on January 7, 2008 involving a customer that scheduled a ride for a doctor's appointment and upon arriving at the destination, discovered the office had moved approximately .3 of a mile. The existing policy did not allow for same day

changes, so it was not an option for the ParaCruz driver to take the passenger to an alternate location.

As a result of this incident, staff reviewed the policy and implemented an interim procedure whereby a manager would be available to make a determination regarding same day service changes of this nature. E&D TAC and MAC also provided suggestions.

Staff recommendation is to have a manager available to make decisions which might include returning the passenger to their starting location or revising their destination address with the consent of their emergency contact with no alteration to the same day change language in the ParaCruz Guide.

ACTION: MOTION: DIRECTOR BUSTICHI SECOND: DIRECTOR ROTKIN

Adopt the same day change procedure whereby a manager will be contacted by the ParaCruz Dispatcher who will then make a decision regarding any changes to the destination address. This might include returning the passenger to there home location or revising the destination address with the consent of their emergency contract. Staff is not recommending at this time to broaden the definition of same-day service

CHAIR BEAUTZ OPENED THE PUBLIC HEARING AT 9:25 A.M.

Bob Yount, MAC, reported that MAC had spent a lot of time considering this item and requested clarification regarding if there would be a charge to customer if they were transported back home or to an alternate destination.

Les White clarified that there would be no additional charge.

CHAIR BEAUTZ CLOSED THE PUBLIC HEARING AT 9:30 A.M.

Motion passed unanimously with Director Skillicorn being absent.

8. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH GIRO, INC. FOR THE PURCHASE OF HASTUS ATP RUN TIME ANALYSIS PROGRAM

Summary:

Mark Dorfman reported that District utilizes HASTUS software to develop the bus operators' runs or schedules. An approval of sole-source procurement is necessary because this run time analysis module is only available from Giro, Inc. who is the developer of the HASTUS software program.

ACTION: MOTION: DIRECTOR REILLY SECOND: DIRECTOR ROTKIN

Authorize the General Manager to execute a contract with GIRO, Inc. for the purchase of the HASTUS-ATP Run Time Analysis Program for an amount not to exceed \$40,000.00 in

accordance with the Procurement by Noncompetitive Proposals Requirements under the Federal Transit Administration Circular 4220.1E

Motion passed unanimously with Director Skillicorn being absent.

9. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH NORTHSTAR, INC. FOR MAINTENANCE AND SERVICE OF THE LCNG FUELING STATION

Summary:

Mark Dorfman reported that this is a five-year maintenance contract for the new LCNG Fueling Station.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR REILLY

Authorize the General manager to execute a contract with Northstar, Inc. for maintenance and service of District's LCNG Fueling Station

Motion passed unanimously with Director Skillicorn being absent.

10. CONSIDERATION OF STATUS OF FEDERAL LEGISLATION AND REPORT REGARDING THE AMERICAN PUBLIC TRANSPORTATION ASSOCIATION 2008 LEGISLATIVE CONFERENCE

Summary:

Les White, Vice Chair Bustichi and Director Stone gave a report on their recent attendance of the 2008 APTA Legislative Conference in Washington, DC where they also met with members of Congress and Congressional Staff to discuss pending legislation that would affect METRO. The meetings were a success and follow-up phone calls to METRO were received by both Congressman Farr and Congresswoman Eshoo's offices and the "Smart Card" is included in both of their top five projects.

Given the timeframe of the Pacific Station Project, it is very positive to move ahead with implementing the Smart Card now while maintaining the priority of the Pacific Station Project.

METRO representatives and UTU Chair Bonnie Morr made a big impact in DC in providing a united front by attending and participating in meetings together.

Discussion:

Vice Chair Bustichi and Director Stone added that METRO is very well-served by Les White, who is well-known, well-received and respected in DC and that Mr. White's national connections in the transit industry are very beneficial to METRO as well.

11. CONSIDERATION OF ADOPTION OF RESOLUTION AUTHORIZING APPLICATION FOR PROPOSITION 1B TRANSIT SECURITY FUNDS

Summary:

Mark Dorfman reported that METRO proposes to submit application for three transit security projects: enhancing security a METRO facilities, to start to establish a pilot video-surveillance program on-board buses, and to upgrade the current dispatch radio console.

Discussion:

Bonnie Morr reported that while the union supports these applications, they should be involved in the dialog regarding the cameras.

ACTION: MOTION: DIRECTOR STONE SECOND: DIRECTOR NICOL

Authorize staff to submit applications through the SCCRTC to the California Office of Homeland Security and to execute grant agreements to obligate California Transit Security Program funds for METRO security projects

Motion passed unanimously with Director Skillicorn being absent.

12. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO ISSUE A CHANGE ORDER IN THE CONTRACT WITH NEW FLYER OF AMERICA FOR THE PURCHASE OF COMPRESSED NATURAL GAS BUSES

Summary:

Mark Dorfman reported that the bulk of the cost increase if due to modifying a transit bus to be suitable for use on Hwy 17. The actual increase per bus is less than what the PPI increase would be.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR REILLY

Authorize the General Manager to issue a Change Order in the contract with New Flyer of America for the purchase of Compressed natural Gas (CNG) buses in the amount of \$731,198.76

Motion passed unanimously with Director Skillicorn being absent.

13. CONSIDERATION OF APPROVAL OF FY 09 & FY10 LINE ITEM BUDGET FOR REVIEW & CLAIMS PURPOSES

Summary:

Angela Aitken reported that this is the preliminary line item two-year budget for FY 09 and FY 10 that the Board will see twice more in May and twice more in June.

Discussion:

Director Rotkin stated that METRO should be very aware of the economy and may want to make some adjustments in anticipation of increased ridership due to the rapid rise of fuel costs.

Les White explained the current CTA lawsuit regarding the state intercepting transit funds.

Director Tavantzis expressed concern that the TDA figure is being relied on too heavily and that other jurisdictions are predicting a decrease in sales tax revenue. Les White responded that the recommendations from the state level are higher and they are lower at the local level. METRO is monitoring this very closely and will make revisions as needed.

Vice Chair Bustichi requested a list of possible options for areas of the budget to be cut so that the Board can prioritize them ahead of time and implement them as needed.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR REILLY

Adopt the two-year preliminary line item Operating and Capital Budget for FY 09 and FY 10, for review and TDA/STA claims purposes and continue to monitor sales tax revenue closely and make appropriate revisions as needed prior to adopting the final budget in June

Motion passed unanimously with Director Skillicorn being absent.

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

Margaret Gallagher reported that the Board would have a conference with its Labor Negotiators regarding UTU, Local 23, Fixed Route, and a conference with its Legal Counsel regarding the worker's compensation claim of Martin Gilbert.

15. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None.

SECTION II: CLOSED SESSION

Chair Beautz adjourned to Closed Session at 10:33 a.m. and reconvened to Open Session at 11:54 a.m.

SECTION III: RECONVENE TO OPEN SESSION

16. REPORT OF CLOSED SESSION

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

ADJOURN

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There being no further business, Chair Beautz adjourned the meeting at 11:55 a.m.

Respectfully submitted,

CINDI THOMAS

Administrative Services Coordinator