

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

February 14, 2003

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, February 14, 2003 at the District's Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Chairperson Reilly called the meeting to order at 9:09 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Jeff Almquist (arrived after roll call)
Jan Beutz
Michelle Hinkle
Dennis Norton
Emily Reilly
Mike Rotkin (arrived after roll call)
Ex-Officio Wes Scott
Pat Spence
Marcela Tavantzis

DIRECTORS ABSENT

Sheryl Ainsworth
Mike Keogh
Ana Ventura Phares

STAFF PRESENT

Bryant Baehr, Operations Manager
Mark Dorfman, Asst. General Manager
Margaret Gallagher, District Counsel
Elisabeth Ross, Finance Manager

Robyn Slater, Interim H.R. Manager
Tom Stickel, Fleet Maint. Manager
Les White, General Manager

EMPLOYEES AND MEMBERS OF THE PUBLIC WHO INDICATED THEY WERE PRESENT

Ted Chatterton, MUG
Jim Dong, Raymundo Engineering
Ed Kramer, MASTF
Spence Erickson, PG&E
Lianne Humble, Denise Duffy & Asso.
Jake Hurley, SEIU
Jim Larson, PG&E
Martin Mahaley, NexGen Fueling

Manny Martinez, PSA
Bonnie Morr, UTU
Jeff North, UTU
Karena Pushnik, SCCRTC
Celia Scott, Consultant
Peter Scott, Campaign for Sensible
Transpo.
Jeff Waller, Higgins & Associates

2. ORAL AND WRITTEN COMMUNICATION

None

3. LABOR ORGANIZATION COMMUNICATIONS

None

4. METRO USERS GROUP (MUG) COMMUNICATIONS

Director Hinkle, Chair of the MUG Committee, is working to put together a joint meeting with MASTF to discuss issues that affect both committees.

5. METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS

None

6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

None

ITEMS #17 AND #18 FROM THE REGULAR AGENDA WERE TAKEN OUT OF ORDER.

17. CONSIDERATION OF RESOLUTION CERTIFYING THE FINAL ENVIRONMENTAL IMPACT REPORT (EIR) FOR THE METROBASE PROJECT, AND ADOPTION OF LEGAL FINDINGS AND MITIGATION MEASURES AND MITIGATION MONITORING AND REPORTING PROGRAM

Summary:

Les White outlined the actions that the Board will consider at its February 28th meeting. He gave the background of the MetroBase project from the point when the Harvey West Cluster 1 was made the preferred alternative. He discussed the interim Compressed Natural Gas (CNG) fueling station at the Operations Dept. and mentioned the dedication ceremony that will be held on Tuesday, February 18, at 11:30 a.m. Mr. White reiterated that by the year 2010, the entire bus fleet would be entirely CNG.

DIRECTOR ALMQUIST ARRIVED.

Mr. White further discussed the expansion into the Surf City Produce site when building a multi-story maintenance building. With Board approval at the February 28th meeting, staff would move forward with final development and design of this Phase and would solicit bids for construction. Staff's goal is to be operating in the MetroBase Phase I by the year 2005.

Leianne Humble outlined the Draft and Final Environmental Impact Report (EIR) process that was conducted for this project. Les White reiterated that the Board will be asked at their February 28th meeting to certify the EIR and adopt a resolution which includes the Mitigation Monitoring and Reporting Program.

Discussion:

Director Spence inquired about the water line that would need to be relocated at the Golf Club Drive site and was informed that discussions would be held with the City of Santa Cruz regarding where it would be moved to (i.e. maintenance building location or to River Street). Costs for the relocation of the water line are included in the project costs. Mr. White discussed \$7.8 million in STIP (State Transportation Improvement Funds) funds that have resorted back to the Regional Transportation Commission (RTC) but that, hopefully, will be reallocated to METRO if the State of California permits. Staff will work with the RTC in this regard. METRO currently has \$20.1 million in funds for the MetroBase project. He added that if staff is successful with the High Intensity Transit Tier, he would recommend to the Board that \$7 million be programmed in for this project.

Peter Scott, on behalf of The Campaign for Sensible Transportation, submitted a letter in support of the certification of the Final EIR and to approve the MetroBase project.

DIRECTOR ROTKIN ARRIVED

18. CONSIDERATION OF APPROVAL OF THE METROBASE PROJECT

Summary:

Les White outlined the steps the Board is being asked to take at their February 28, 2003 meeting. Once the EIR is approved, the MetroBase project is ready to be approved by the Board. This approval would authorize staff to move forward with the next steps in the process.

Discussion:

Mr. White added that staff reports on the design services and schedule would be brought to the Board in March as well as information on the right-of-way acquisition. Mr. White added that, at a minimum, METRO would have the permanent CNG fueling station in place by 2005. Temporary facilities may be necessary during the construction phase. Construction documents should be on the street by the Fall of 2003. Chairperson Reilly advised the Board and audience that any questions or concerns prior to the February 28, 2003 Board meeting should be addressed to Les White.

ITEM #16 WAS TAKEN OUT OF ORDER.

16. CONSIDERATION OF APPROVAL OF INITIATING A LOCAL PLANNING PROCESS TO ACHIEVE PUBLIC PARTICIPATION IN REVISING THE CALL STOP LIST

ACTION IS REQUIRED AT THE FEBRUARY 14, 2003 BOARD MEETING

Summary:

Bryant Baehr reported that at its November 2002 meeting, the Board requested several items from staff. One being that when the Call Stop electronic system has stabilized, that staff return to the Board with a public participation process. Staff is requesting that the Board appoint a Call Stop Committee for public participation in revising the call stop list. The objective of the Committee would be to review the existing list, make improvements and return to the Board at the April 11th Board meeting with an implementation schedule. District Counsel is assisting in this process. At their February 12th meeting, MASTF passed two motions:

- 1) Recommendation to add one representative from Watsonville
- 2) All participants on the Call Stop Committee should use the bus at least periodically.

Bryant Baehr added that the public would be encouraged to attend and advertising of the public meetings would take place in newspapers, and with bus cards. Mr. Baehr will work with Director Tavantzis regarding where the best places to advertise in the Watsonville area would be. Director Reilly stated that an announcement could be made at the Santa Cruz City Council meetings as well. Director Rotkin suggested placing the meeting schedules in the “This Week’s Meetings” section of the *Santa Cruz Sentinel* free of charge. Karena Pushnik of the Regional Transportation Commission also has lists of community organizations which would be helpful. She also suggested that the E&D TAC committee be contacted.

ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR TAVANTZIS

Appoint a call stop advisory committee consisting of the following participants: Two (2) MASTF representatives, two (2) MUG representatives, two (2) UTU representatives, two (2) staff representatives, one (1) Cabrillo College representative, one (1) UCSC representative, one (1) Doran Center for the Blind, one (1) PSA Transit Supervisor representative, one (1) Seniors Commission representative and one (1) Commission on Disabilities (appointed by the Board of Supervisors) representatives. This committee will formulate recommendations concerning the frequency of call stops and develop an implementation schedule for the Board of Directors consideration.

Motion passed unanimously with Directors Ainsworth, Keogh and Phares being absent.

CONSENT AGENDA

7-1. APPROVE REGULAR BOARD MEETING MINUTES OF JANUARY 10 AND JANUARY 24, 2003

No questions or comments.

7-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS

No questions or comments.

7-3. ACCEPT AND FILE JANUARY 2003 RIDERSHIP REPORT

Director Tavantzis mentioned the low ridership figures for the Highway 17 route and suggested that this route be discussed during the service reduction meetings. She added that the San Jose State University student body should be aware of the public meetings when this discussion will take place. Mark Dorfman stated that the meetings for the fare increase and those for the service reductions would be held separately. He further stated that these meetings would be publicized on the buses, especially Highway 17 buses. Polling of the Highway 17 riders would take place as to the need for service on Martin Luther King Day and the day after Thanksgiving. VTA would need to concur with any changes made to the Highway 17 service.

7-4. CONSIDERATION OF TORT CLAIMS: Deny the Claims of: Jason Joseffer, Claim #03-0003, Kevin Dysle, Claim #03-0004

No questions or comments.

7-5. ACCEPT AND FILE AGENDA FOR THE MASTF COMMITTEE MEETING OF FEBRUARY 20, 2003 AND MINUTES OF THE JANUARY 16, 2003 MEETING

No questions or comments.

7-6. ACCEPT AND FILE AGENDA FOR THE MUG COMMITTEE MEETING OF FEBRUARY 19, 2003 AND MINUTES OF THE JANUARY 15, 2003 MEETING

No questions or comments.

7-7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR DECEMBER 2002

No questions or comments.

7-8. ACCEPT AND FILE PARACRUZ STATUS REPORT FOR NOVEMBER 2002

Director Tavantzis mentioned the high “failure rate” (i.e. areas of non-compliance with the contract). Mr. Baehr stated that staff is currently working on these problems since they are from November. He added that Lift Line is not fully utilizing their software and that METRO staff is inspecting Lift Line’s vehicles and facilities regularly. Director Spence stated that Steve Paulson is doing a fantastic job as Paratransit Administrator.

7-9. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR DECEMBER 2002

No questions or comments.

7-10. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE

Director Rotkin reported that classes ended on December 1, 2002, which explains why the ridership is so low.

7-11. CONSIDERATION OF AUTHORIZATION OF DISPOSAL OF VEHICLE #893

No questions or comments.

REGULAR AGENDA

**8. CONSIDERATION OF PRESENTATION OF EMPLOYEE LONGEVITY AWARDS
PRESENTATION WILL BE MADE AT THE FEBRUARY 28, 2003 BOARD MEETING**

No questions or comments.

**9. CONSIDERATION OF APPROVING THE UPDATE TO THE EQUAL EMPLOYEE
OPPORTUNITY PLAN (EEO)**

Summary:

Robyn Slater reported that every three (3) years METRO is required to present the Equal Employee Opportunity (EEO) Plan to the Federal Transit Administration (FTA). Ms. Slater updated this report utilizing information from the 2000 census data which was available to her. She met with both the unions and management and received input. This EEO Plan is due by March 3, 2003.

Discussion:

Director Tavantzis thanked Ms. Slater for such a comprehensive report and asked how efforts could be improved to hire more females and minorities. Ms. Slater responded that there are now organizations available to us for recruiting minorities.

**10. CONSIDERATION OF AMENDING CONTRACT FOR THE CONSTRUCTION OF A
COMPRESSED NATURAL GAS (CNG) FUEL STATION
WILL BE PRESENTED FOR CONSIDERATION AT THE FEBRUARY 28, 2003 BOARD
MEETING**

Summary:

Tom Stickel reported that figures are being finalized for the February 28th Board meeting on this issue. Les White discussed the dedication ceremony that will be held on February 18th. Amending this contract will close out this project.

**11. CONSIDERATION OF AMENDMENT TO CONTRACT WITH ORION BUS INDUSTRIES
FOR THE PURCHASE OF DIESEL, HIGH-FLOOR SUBURBAN BUSES THAT CAN BE
CONVERTED TO COMPRESSED NATURAL GAS (CNG)**

ACTION: MOTION: DIRECTOR ALMQUIST SECOND: DIRECTOR ROTKIN

Move this item to the Consent Agenda.

Tom Stickel pointed out an error in the staff report whereby the amount of reduction for each bus is listed as \$151 and should be \$565. Mark Dorfman added that the 12V power outlet at each seat for laptops has been deleted and this credit has been applied as a result of Orion informing the District that it would result in a 24-week delay.

Motion passed unanimously with Directors Ainsworth, Keogh and Phares being absent.

ACTION: MOTION: DIRECTOR ALMQUIST SECOND: DIRECTOR NORTON

Move Items 12 through 15 to the Consent Agenda.

Tom Stickel corrected his staff report on the Day Wireless Systems Contract stating that the funds are available from Fleet Maintenance instead of Facilities Maintenance as stated in the staff report.

Motion passed unanimously with Directors Ainsworth, Keogh and Phares being absent.

12. **CONSIDERATION OF AMENDING DAY WIRELESS SYSTEMS CONTRACT**
13. **CONSIDERATION OF APPROVAL TO PAY FOR ADDITIONAL WORK PERFORMED ON CONTRACT FOR RETROFITTING THE MINOR MAINTENANCE FACILITY**
14. **RECONSIDERATION OF BOARD OF DIRECTORS' DIRECTION TO ISSUE A REQUEST FOR PROPOSALS FOR CONSTRUCTION, OPERATION AND MAINTENANCE OF A KIOSK FOR THE OPERATION OF A NEW RESTAURANT BUSINESS AT THE WATSONVILLE TRANSIT CENTER**
15. **CONSIDERATION OF AUTHORIZATION TO PURCHASE PARATRANSIT AND FIXED ROUTE MID-SIZE BUSES USING STATE CONTRACT**
19. **REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel**

Margaret Gallagher requested that the Board add to the Closed Session Agenda the Chavez vs. METRO case that is currently in litigation in Santa Cruz Superior court. Action is required prior to the next Board meeting on this matter.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR REILLY

Make the necessary findings to declare this an emergency item and place it on the Closed Session agenda for today's meeting.

Motion passed unanimously with Directors Ainsworth, Keogh and Phares being absent.

Ms. Gallagher further noted that there would be a conference with Labor Negotiator, Bryant Baehr, a conference with Legal Counsel on existing litigation regarding the Martinez vs. METRO case and a conference with Legal Counsel on anticipated litigation on one case.

20. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

Mr. Dorfman distributed one handout regarding the anticipated litigation.

SECTION II: CLOSED SESSION

Vice-Chairperson Reilly adjourned to Closed Session at 10:09 a.m. Chairperson Reilly reconvened to Open Session at 10:50 a.m.

DIRECTOR NORTON LEFT THE MEETING.

SECTION III: RECONVENE TO OPEN SESSION

21. REPORT OF CLOSED SESSION

Margaret Gallagher reported that the Board settled the Martinez vs. METRO case for \$30,000 with a unanimous vote of all Board members present.

ADJOURN

There being no further business, Chairperson Reilly adjourned the meeting at 10:51 a.m.

Respectfully submitted.

Dale Carr
Administrative Services Coordinator