

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

March 25, 2005

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, March 25, 2005 at the Santa Cruz City Council Chambers, 809 Center Street, Santa Cruz, CA.

Chair Keogh called the meeting to order at 9:02 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Jan Beautz (arrived after roll call)
Michelle Hinkle
Mike Keogh
Emily Reilly
Mike Rotkin (arrived after roll call)
Dale Skillicorn
Pat Spence
Marcela Tavantzis

DIRECTORS ABSENT

Dene Bustichi
Stephanie Harlan
Ex-Officio Wes Scott
Mark Stone

STAFF PRESENT

Frank Cheng, MetroBase Project Manager	Elisabeth Ross, Finance Manager
Mark Dorfman, Assistant General Manager	Judy Souza, Base Superintendent
Margaret Gallagher, District Counsel	Tom Stickel, Fleet Maintenance Manager
Steve Paulson, Paratransit Administrator	Les White, General Manager

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

Wally Brondstatter, Paratransit Superintendent	Will Regan, VMU
Jeff Le Blanc, MASTF	Amy Weiss, Spanish Interpreter
Bonnie Morr, UTU	Bob Yount, MAC/MASTF/E&D TAC

DIRECTOR BEAUTZ ARRIVED

2. ORAL AND WRITTEN COMMUNICATION

Written:

- a. Brommer Street Transit Users
- b. Metro Riders Union**

Re: Route 65

Re: Support of Maintenance Manager

c. Howard A. Powers

Re: Communication to Board

Oral:

None.

3. LABOR ORGANIZATION COMMUNICATIONS

Bonnie Morr submitted a letter to General Manager Les White, which is attached to the file copy of these minutes, regarding UTU's acceptance of implementing the service revisions to restore service to Vine Hill Elementary School as soon as the talking bus technology and bus stop signage are corrected.

VICE CHAIR ROTKIN ARRIVED

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

A Memo from the SCCRTC was distributed at today's meeting regarding Item #7.

SECTION I:

OPEN SESSION:

ADD TO ITEM #2

ORAL AND WRITTEN COMMUNICATION
(Insert Written Communication)

CONSENT AGENDA:

ADD TO ITEM #5-1

APPROVE REGULAR BOARD MEETING MINUTES OF
FEBRUARY 11 AND FEBRUARY 25, 2005
(Insert Minutes of February 25, 2005)

DELETE ITEM #5-7

ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR JANURY
2005

(Will be included in the April 2005 Board Packet)

ADD ITEM #5-14

**CONSIDERATION OF APPROVAL OF RESOLUTIONS
AMENDING CALPERS MEDICAL RATES**
(Insert Staff Report)

REGULAR AGENDA:

DELETE ITEM #8

CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER
TO EXECUTE A CONTRACT FOR RADIO MAINTENANCE AND
REPAIR SERVICES

(Action taken at the March 11, 2005 Board Meeting)

INSERT ITEM #9

CONSIDERATION OF APPROVAL OF FY 05-06 LINE ITEM
BUDGET FOR REVIEW AND CLAIMS PURPOSES

(Insert Staff Report)

DELETE ITEM #10

CONSIDERATION OF APPROVAL OF A **RESOLUTION OF
APPRECIATION FOR THE SERVICES OF DAVID KONNO AS
MANAGER OF FACILITIES MAINTENANCE FOR THE SANTA
CRUZ METROPOLITAN TRANSIT DISTRICT**

(Action taken at the March 11, 2005 Board Meeting)

- REPLACE ITEM #12** CONSIDERATION OF REVISING THE MANAGEMENT STRUCTURE TO COMBINE THE FLEET MAINTENANCE MANAGER POSITION AND THE FACILITIES MAINTENANCE MANAGER POSITION INTO A SINGLE MANAGER OF MAINTENANCE POSITION AND ESTABLISHING THE SALARY LEVEL COMMENSURATE WITH THE MANAGER OF OPERATIONS
(Insert Revised Staff Report and new Attachment “B”)
- INSERT ITEM #13** CONSIDERATION OF STATUS OF FEDERAL LEGISLATION AND REPORT REGARDING THE AMERICAN PUBLIC TRANSPORTATION ASSOCIATION 2005 LEGISLATIVE CONFERENCE
(Insert Staff Report)
- ADD ITEM #14** CONSIDERATION OF RESOLUTIONS AUTHORIZING SUBMITTAL OF FY 2006 STA AND TDA CLAIMS
(Insert Staff Report)
- ADD ITEM #15** CONSIDERATION OF APPROVAL OF LICENSE AGREEMENT FOR BUS STOP LOCATED AT SOQUEL AND FRONT STREETS
(Insert Staff Report)

CONSENT AGENDA

- 5-1. APPROVE REGULAR BOARD MEETING MINUTES OF FEBRUARY 11 AND 25, 2005
- 5-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS
- 5-3. ACCEPT AND FILE FEBRUARY 2005 RIDERSHIP REPORT (page 1 will be included in the April 2005 Board Packet)
- 5-4. CONSIDERATION OF TORT CLAIMS: None
- 5-5. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR MARCH 16, 2005 AND MINUTES OF JANUARY 19, 2005
- 5-6. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR JANUARY 2005 AND CONSIDERATION OF BUDGET TRANSFERS
- 5-7. DELETED: ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR DECEMBER 2004 (will be included in the April 2005 Board Packet)
- 5-8. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF DECEMBER 2004
- 5-9. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE
- 5-10. ACCEPT AND FILE METROBASE STATUS REPORT
- 5-11. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE FEBRUARY 2005 MEETINGS
- 5-12. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR THE PURCHASE OF A SUBURBAN UTILITY VEHICLE
- 5-13. CONSIDERATION OF APPROVAL OF A RESOLUTION ADOPTING METRO'S AMENDED RECORDS RETENTION SCHEDULE
(Moved to Consent Agenda at the March 11, 2005 Board Meeting. Retained original numbering as Item #11)

5-14. CONSIDERATION OF APPROVAL OF RESOLUTIONS AMENDING CALPERS MEDICAL RATES

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR REILLY

Approve the Consent Agenda.

Motion passed by unanimous affirmative voice vote in lieu of roll call vote with Directors Bustichi, Harlan and Stone being absent.

REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

The following employees were awarded longevity certificates for their years of service:

TEN YEARS

Susan I Traylor, Senior Accounting Technician
Frederick H. Codd, Bus Operator

FIFTEEN YEARS

Nicholas J. Fallau, FM Lead Mechanic

TWENTY-FIVE YEARS

Justin R. Hart, Bus Operator
Wallace W. Brondstatter, Paratransit Superintendent
Edward L. Nelson, Transit Supervisor

Director Spence thanked Wally Brondstatter for giving up his seniority as a Bus Operator to help with Paratransit.

7. CONSIDERATION OF RECEIPT OF REPORT REGARDING THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION'S PARATRANSIT COORDINATION TASK FORCE (PCTF) AND DRAFT MINUTES OF FEBRUARY 16, 2005

Chair Keogh thanked Directors Reilly and Spence for their participation on the Task Force. A Memo from the SCCRTC stating the Task Force minutes and recommendations would be available as part of the April 7th SCCRTC Agenda Packet was distributed at today's meeting.

9. CONSIDERATION OF APPROVAL OF FY 05-06 LINE ITEM BUDGET FOR REVIEW AND CLAIMS PURPOSES

Summary:

Elisabeth Ross reported that a preliminary budget is brought to the Board for approval each year. Even though the Board adopted a 2-year budget last year, the figures for FY05-06 need to be adjusted from the original budget in order to balance.

Ms. Ross explained that Staff is currently working on the draft final budget, which will be presented to the Board in May after meeting with Union representatives and refining revenue and expense projections as updated information becomes available. The Board will then consider adopting the proposed final budget in June.

Discussion:

Ms. Ross responded to Director Beautz' inquiry that the "Other Paid Absences" on page 9.a3 is an estimate of variable absences like Bereavement Leave and Jury Duty.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR HINKLE

Adopt the preliminary line item budget for FY 05-06 for review and TDA/STA claims purposes.

Motion passed unanimously with Directors Bustichi, Harlan and Stone being absent.

12. CONSIDERATION OF REVISING THE MANAGEMENT STRUCTURE TO COMBINE THE FLEET MAINTENANCE MANAGER POSITION AND THE FACILITIES MAINTENANCE MANAGER POSITION INTO A SINGLE MANAGER OF MAINTENANCE POSITION AND ESTABLISHING THE SALARY LEVEL COMMENSURATE WITH THE MANAGER OF OPERATIONS

Summary:

Les White reported that with retirement of David Konno, Facilities Maintenance Manager, a review of both the Fleet Maintenance Manager and the Facilities Maintenance Manager positions was conducted and a determination made that the positions could be combined into a single Manager of Maintenance position.

The additional duties assigned to the Manager of Maintenance place the position on the same level as the Manager of Operations position.

The Facilities Maintenance Supervisor will also be assigned additional duties and should be reclassified to the same level as the Fleet Supervisor position. SEIU has approved of these changes.

Discussion:

Director Reilly commented that she was concerned that the Admin Secretary/Supervisor's workload would increase. Mr. White responded that this position is support for the Fleet side and that the Facilities Maintenance Supervisor would continue to do the administrative detail for the Facilities side.

Les White clarified for Vice Chair Rotkin that there are two Fleet Maintenance Supervisors because Fleet shops operate around the clock 24 hours per day, and that the Parts & Materials

Supervisor oversees both of the two parts locations, one at 111 Dubois Street and the other at 138 Golf Club Drive.

Will Regan thanked management for meeting with SEIU to address concerns and said he found the Organizational Chart very helpful.

ACTION: MOTION: DIRECTOR REILLY SECOND: DIRECTOR SKILLICORN

Approve revising the METRO Management structure to combine the Fleet Maintenance Manager position and the Facilities Maintenance Manager position into a single Manager of Maintenance position and establish the salary level commensurate with the Manager of Operations position; and Approve the reclassification and reassignment of the Facilities Maintenance Supervisor position to be equivalent to the Fleet Maintenance Supervisor position and move the position from the Salaried Employees Association Chapter (SEA) to the Professional Supervisors Association Chapter (PSA) contingent upon the approval of SEIU, Local 415. These changes are to become effective on March 25, 2005.

Motion passed unanimously with Directors Bustichi, Harlan and Stone being absent.

13. CONSIDERATION OF STATUS OF FEDERAL LEGISLATION AND REPORT REGARDING THE AMERICAN PUBLIC TRANSPORTATION ASSOCIATION 2005 LEGISLATIVE CONFERENCE

Summary:

Les White reported that he had attended the APTA Legislative Conference held March 6th – 9th in Washington, DC. Mr. White participated in the Legislative Conference and met with Congressional Staff. To discuss pending legislation that would affect METRO. Mr. White reported that the House and Senate had just passed the Transportation Equity Act reauthorization bills recently, and that both versions included the High Intensity Transit Tier language word for word. Congress will now consider enacting the bill, which will provide approximately \$6 million for MetroBase. Mr. White also reported that the “earmarking” of the Pacific Station project could result in \$4.4 million in federal funds during the next fiscal year toward an overall \$11.6 million federal commitment over the life of the project.

14. CONSIDERATION OF RESOLUTIONS AUTHORIZING SUBMITTAL OF FY 2006 STA AND TDA CLAIMS

Summary:

Mark Dorfman reported that these are the standard claims METRO files on an annual basis for transit operations and capital improvements. METRO will claim approximately \$5.6 million in TDA funds and \$1.1 million in STA funds for FY 2006 based upon TDA and STA revenue estimates for the coming fiscal year.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR REILLY

Move passage of Resolutions authorizing Staff to submit claims to the Santa Cruz County Regional Transportation Commission for FY 2006 State Transit Assistance (STA) and Transportation Development ACT (TDA) funds.

Motion passed by unanimous affirmative voice vote in lieu of roll call vote with Directors Bustichi, Harlan and Stone being absent.

15. CONSIDERATION OF APPROVAL OF LICENSE AGREEMENT FOR BUS STOP LOCATED AT SOQUEL AND FRONT STREETS

Summary:

Margaret Gallagher reported that METRO has had a bus stop for many years, which is in the path of travel to the new entrance of Trader Joe's on Front Street. At the request of the City Redevelopment Agency, the Board approved moving the stop 20 feet south and approved a license agreement set forth in Attachment "A" that was forwarded to the Agency so that a signature could be obtained from the property owner.

Instead of returning the original agreement, a different agreement was sent back to METRO. The property owner's attorney feels METRO should be charged for the license. The property owner's version of the agreement names San Francisco, rather than Santa Cruz, as the venue for any disagreements that may arise and limits the term to 5 years rather than 15 years. Ms. Gallagher has been attempting to negotiate the terms of the agreement as set forth in Attachment "B" but the owner has been out of town.

Discussion:

It was pointed out that METRO has already moved the stop to accommodate the opening of the new Trader Joe's. There was discussion about whether that was a mistake and about the property owner's unreasonable lack of accommodating the District with regard to terms of the agreement. Les White pointed out that the owner apparently did not know that this was an existing stop that was moved to accommodate them, but looked at it as an encroachment lease in their right-of-way, when actually, the stop has always been in the public right-of-way.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR BEAUTZ

Authorize District Counsel to accept the property owner's version of the License Agreement with the understanding that District Counsel will continue to make efforts to negotiate METRO's terms as set forth in Attachment "B" for the bus stop located at Soquel and Front Streets. If no cooperation is obtained, District Counsel is not compelled to sign the agreement and this matter is to be referred to the City Council for resolution.

Bonnie Morr stated that this bus stop was a result of combining two stops on Front Street to become ADA compliant as part of the City's Front Street Realignment project which BSAC was involved in.

Jeff Le Blanc stated that he would like to see this stop set back off the sidewalk and onto a pad because the sidewalk gets very congested there.

Director Spence pointed out that Santa Cruz “Municipal” should be corrected to Santa Cruz “METRO” on pages 15.a4, 15.a5, 15.b4 and 15.b6.

Vice Chair Rotkin accepted these changes as friendly amendments.

Motion passed unanimously with Directors Bustichi, Harlan and Stone being absent.

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

Margaret Gallagher reported that the Board would be discussing Labor Negotiations with their Labor Negotiator, discussing two cases of Anticipated Litigation with their Legal Counsel.

17. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None.

SECTION II: CLOSED SESSION

Chair Keogh adjourned to Closed Session at 9:50a.m. and reconvened to Open Session at 12:00 p.m.

SECTION III: RECONVENE TO OPEN SESSION

16. REPORT OF CLOSED SESSION

Margaret Gallagher had nothing to report at this time.

ADJOURN

There being no further business, Chair Keogh adjourned the meeting at 12:01 p.m.

Respectfully submitted,

CINDI THOMAS
Administrative Services Coordinator