

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

April 14, 2006

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, April 14, 2006 at the District's Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Vice-Chair Tavantzis called the meeting to order at 9:00 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Michelle Hinkle
Mike Keogh
Kirby Nicol
Emily Reilly
Mike Rotkin (arrived after roll call)
Dale Skillicorn
Pat Spence
Mark Stone
Marcela Tavantzis

DIRECTORS ABSENT

Jan Beautz
Dene Bustichi
Ex-Officio Wes Scott

STAFF PRESENT

Frank Cheng, MetroBase Project Manager	Elisabeth Ross, Finance Manager
Mark Dorfman, Assistant General Manager	Robyn Slater, Human Resources Manager
Sami Mukherjee, Assistant HR Manager	Tom Stickel, Maintenance Manager
Steve Paulson, Paratransit Administrator	Les White, General Manager

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

Tom Dean, Harris & Associates
George Dondero, SCCRTC
Sandra Lipperd, UTU

Mario Maciel, Harris & Associates
Steve Marcus, UTU

CHAIR ROTKIN ARRIVED

2. ORAL AND WRITTEN COMMUNICATION

Written:

a. Zach Miller Re: Route 12A

Oral:

Les White introduced George Dondero, the SCCRTC's new Executive Director. Mr. White also introduced Tom Dean and Mario Maciel of Harris & Associates, the Construction Management firm for the MetroBase Project; and Sami Mukherjee, METRO's new Assistant Human Resources Manager. Mr. White announced that Ciro Agguire, who has been with VTA for 26 years, has been hired as METRO's new Operations Manager and will begin on May 30th.

3. LABOR ORGANIZATION COMMUNICATIONS

None.

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

Revised page #5-5.1 was distributed at today's meeting.

CONSENT AGENDA

5-1. APPROVE REGULAR BOARD MEETING MINUTES OF SEPTEMBER 23, 2005, FEBRUARY 10 AND FEBRUARY 24, 2006

February Minutes will be included in the April 28, 2006 Board Packet.
No questions or comments.

5-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF MARCH 2006

No questions or comments.

5-3. ACCEPT AND FILE MARCH 2006 RIDERSHIP REPORT

Page 1 of the Ridership Report will be included in the April 28, 2006 Board Packet. Director Spence requested a semi-annual or annual report. Mark Dorfman said an annual report could be provided after the fiscal year was over.

5-4. CONSIDERATION OF TORT CLAIMS: DENY THE CLAIM OF WILLIAM CLINE, CLAIM #06-0005; AND DENY THE CLAIM OF THOMAS ROBINSON, CLAIM #06-0006

ACTION: MOTION: DIRECTOR STONE SECOND: DIRECTOR ROTKIN

Deny the claim of William Cline, Claim #06-0005

Motion passed unanimously with Directors Beautz and Bustichi being absent.

5-5. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR APRIL 19, 2006 AND MINUTES OF FEBRUARY 15, 2006

A REVISED Agenda was distributed at today's meeting.

No questions or comments.

5-6. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR JANUARY 2006 AND APPROVAL OF BUDGET TRANSFERS

Will be included in the April 28, 2006 Board Packet.
No questions or comments.

5-7. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR JANUARY 2006

Will be included in the April 28, 2006 Board Packet.
No questions or comments.

5-8. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF JANUARY 2006

No questions or comments.

5-9. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR MONTH OF FEBRUARY 2006

Will be included in the April 28, 2006 Board packet.
No questions or comments.

5-10. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE MARCH 2006 MEETINGS

No questions or comments.

5-11. ACCEPT AND FILE METROBASE STATUS REPORT

No questions or comments.

5-12. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO TRANSFER EXCESS ASSETS TO HARTNELL COLLEGE FOR THE PURPOSES OF SUPPORTING A HEAVY DUTY MECHANICS TRAINING PROGRAM

Vice Chair Tavantzis stated that she would prefer not to commit to a permanent arrangement with Hartnell, as Cabrillo will have a local program in Watsonville soon. Tom Stickel clarified that this is a one-time transfer.

5-13. CONSIDERATION OF RECOMMENDATION TO APPROVE ASSESSMENTS FOR COOPERATIVE RETAIL MANAGEMENT DISTRICT

No questions or comments.

5-14. CONSIDERATION OF WHETHER TO CONTINUE TO UTILIZE THE AUDIT SYSTEMS THAT ARE CURRENTLY IN PLACE TO DETERMINE WHETHER THE CALL STOP ANNOUNCEMENT SYSTEM IS OPERATING IN ACCORDANCE WITH METRO POLICY AND THE AMERICANS WITH DISABILITIES ACT REGULATIONS

Summary:

Les White explained that in 2003, as part of the settlement of a Federal lawsuit regarding call stop announcements, METRO agreed to program the Talking Bus technology to make all the required call stop announcements and to audit compliance quarterly through an external, random, secret audit program and to discipline those bus operators who fail to ensure announcements are made in accordance with METRO Policy. The audits have demonstrated a compliance rate of over 98%.

On February 24, 2006, METRO jurisdiction by the federal court expired as METRO fulfilled all the requirements of the Settlement Agreement. Staff recommends continuing the current external audit process in order to continue to have independent evidence that METRO is in compliance with the ADA and its regulations, as well as METRO Policy.

Discussion:

Chair Rotkin reported that UTU has worked hard with METRO to keep bus operators in compliance and that the monitoring data would be very useful if needed for defending METRO against potential litigation.

Director Spence pointed out that the attachments to the Staff Report are listed in reverse order.

5-15. CONSIDERATION OF SCHEDULE FOR FORMAL RESPONSE TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION (SCRTC) PARATRANSIT COORDINATION TASK FORCE (PCTF) RECOMMENDATIONS

Summary:

Les White reported that when the SCRTC solicited comments on the PCTF recommendations in 2005, METRO was involved in Labor Negotiations. At that time, the Board instructed Staff to suspend preparing a response until 60 days after the conclusion of the negotiations, which ended in November 2005. In December, the PCTF recommendations went to MAC for their review. MAC then submitted their recommendations to the Board in March 2006.

Staff recommends combining MAC and METRO's findings as the formal response to the PCTF recommendations and concurrently updating the ParaCruz Customer Guide. These items will be brought to the Board for final adoption at the June 23, 2006 Board meeting.

Discussion:

Vice Chair Tavantzis requested that asterisks be used if Staff recommendations differ from MAC's.

5-16. ACCEPT AND FILE PROGRESS REPORT ON THE FEDERAL TRANSIT ADMINISTRATION'S AUDIT OF METRO'S DRUG AND ALCOHOL TESTING PROGRAM

Will be included in the April 28, 2006 Board Packet.
No questions or comments.

REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

This presentation will take place at the April 28, 2006 Board meeting.

7. CONSIDERATION OF APPROVAL OF RESOLUTION REVISING FY 05-06 BUDGET

Summary:

Elisabeth Ross reported that a number of revisions need to be made to the FY 05-06 budget including adjustments to operating expenses and revenues, as well as adjustments to the capital improvement program, Board member travel, and the staffing table.

Discussion:

Ms. Ross answered questions and gave detailed information on many of the adjustments and clarified that there is \$2.1 million in cash flow reserves that could be used for operating expenses if needed.

8. CONSIDERATION OF A RESOLUTION OF APPRECIATION AND RECOGNITION FOR THE SERVICES OF PAT DELLIN AS THE EXECUTIVE DIRECTOR OF THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

Will be included in the April 28, 2006 Board Packet.
No questions or comments.

9. CONSIDERATION OF AN AMENDMENT TO THE CONTRACT WITH HARRIS & ASSOCIATES IN THE AMOUNT OF NOT TO EXCEED \$70,000.00 FOR SPECIALTY INSPECTION SERVICES REQUIRED FOR THE SERVICE AND FUELING BUILDING CONSTRUCTION OF THE METROBASE PROJECT

Summary:

Frank Cheng reported that the masonry, concrete, welding and structural steel phase of the MetroBase Service and Fueling facility construction requires specialty inspection services that are not included in the MOU with the City of Santa Cruz. Harris and Associates has chosen HP Inspections, Inc. to perform these services for an amount not to exceed \$70,000.

ACTION: MOTION: DIRECTOR REILLY SECOND: DIRECTOR ROTKIN

Move this Item to the Consent Agenda

Discussion:

Director Keogh stated that he disagreed with the motion and that this item was one of the items to be discussed in a meeting later today.

Motion was withdrawn by the maker and the second.

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

Les White reported that the Board would be continuing the Public Employee Performance Evaluation of the General Manager.

11. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None.

SECTION II: CLOSED SESSION

Vice Chair Tavantzis adjourned to Closed Session at 9:44 a.m. and reconvened to Open Session at 11:00 a.m.

SECTION III: RECONVENE TO OPEN SESSION

12. REPORT OF CLOSED SESSION

Chair Rotkin reported that the Board took no reportable action in Closed Session.

ADJOURN

There being no further business, Vice Chair Tavantzis adjourned the meeting at 11:00 a.m.

Respectfully submitted,

CINDI THOMAS
Administrative Services Coordinator