



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)  
BOARD OF DIRECTORS AGENDA  
REGULAR MEETING  
AUGUST 28, 2015 – 9:00 AM  
SCOTTS VALLEY CITY COUNCIL CHAMBERS  
1 CIVIC CENTER DRIVE  
SCOTTS VALLEY, CA 95066**

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](http://www.SCMTD.com) and is available for inspection at Santa Cruz Metro’s Administrative offices at 110 Vernon Street, Santa Cruz, California.

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**BOARD ROSTER**

|                                   |                           |
|-----------------------------------|---------------------------|
| Director Ed Bottorff              | City of Capitola          |
| Director Dene Bustichi, Chair     | City of Scotts Valley     |
| Director Karina Cervantez         | City of Watsonville       |
| Director Cynthia Chase            | City of Santa Cruz        |
| Director Jimmy Dutra              | City of Watsonville       |
| Director Zach Friend              | County of Santa Cruz      |
| Director Donald “Norm” Hagen      | County of Santa Cruz      |
| Director Don Lane                 | City of Santa Cruz        |
| Director John Leopold             | County of Santa Cruz      |
| Director Bruce McPherson          | County of Santa Cruz      |
| Director Mike Rotkin, Vice Chair  | County of Santa Cruz      |
| Ex-Officio Director Donna Blitzer | UC Santa Cruz             |
| Alex Clifford                     | METRO CEO/General Manager |
| Leslyn K. Syren                   | METRO District Counsel    |

**TITLE 6 - INTERPRETATION SERVICES / TÍTULO 6 - SERVICIOS DE TRADUCCIÓN**

Spanish language interpretation and Spanish language copies of the agenda packet are available on an as-needed basis. Please make advance arrangements with the Executive Assistant at 831-426-6080. Interpretación en español y traducciones en español del paquete de la agenda están disponibles sobre una base como-necesaria. Por favor, hacer arreglos por adelantado con Coordinador de Servicios Administrativos al numero 831-426-6080.

**AMERICANS WITH DISABILITIES ACT**

The Board of Directors meets 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 (including a Spanish language copy of the agenda packet), should contact the Executive Assistant, 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.

## **SECTION I: OPEN SESSION**

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

### **1 CALL TO ORDER**

### **2 ROLL CALL**

### **3 ANNOUNCEMENTS**

- 3-1. Spanish language interpretation will be available during "Oral Communications" and for any other agenda item for which these services are needed.
- 3-2. Today's meeting is being broadcast by Community Television of Santa Cruz County.

### **4 COMMUNICATIONS TO THE BOARD OF DIRECTORS**

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 Communications to the Board of Directors 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.

### **5 WRITTEN COMMUNICATIONS FROM MAC**

### **6 LABOR ORGANIZATION COMMUNICATIONS**

### **7 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

## **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.

- 8-01 ACCEPT AND FILE MINUTES OF THE SANTA CRUZ METRO BOARD OF DIRECTORS REGULAR MEETING OF AUGUST 14, 2015**  
*Alex Clifford, CEO/General Manager*
- 8-02 ACCEPT AND FILE MINUTES FOR THE METRO ADVISORY COMMITTEE (MAC) MEETING OF JUNE 17, 2015**  
*Alex Clifford, CEO/General Manager*
- 8-03 ACCEPT AND FILE SANTA CRUZ METRO SYSTEM RIDERSHIP REPORTS FOR THE MONTH OF JUNE 2015 AND THE END OF FY15**  
*Carolyn Derwing, Schedule Analyst/Acting Planner*
- 8-04 ACCEPT AND FILE STATUS REPORT OF ACTIVE GRANTS AND SUBMITTED GRANT PROPOSALS FOR AUGUST 2015**  
*Tom Hiltner, Acting Planning and Development Manager*
- 8-05 ACCEPT AND FILE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION (SCCRTC) MEETING MINUTES REFLECTING VOTING RESULTS FROM SANTA CRUZ METRO APPOINTEES**  
*Alex Clifford, CEO/General Manager*
- 8-06 CONSIDERATION OF METROBASE MONTHLY CHANGE ORDER REPORT**  
*Andrew Kreck, Project Manager, Hill International*
- 8-07 RENEWAL OF PROPERTY INSURANCE COVERAGE FOR FY16 WITH ZURICH AMERICAN INSURANCE COMPANY**  
*Angela Aitken, Finance Manager*
- 8-08 CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A CONTRACT EXTENSION WITH AIRTEC SERVICE FOR HVAC MAINTENANCE SERVICES, INCREASING THE CONTRACT TOTAL BY \$22,000**  
*Al Pierce, Maintenance Manager*
- 8-09 CONSIDERATION OF ISSUING A FORMAL INVITATION FOR BIDS FOR PURCHASE AND INSTALLATION OF ANTI-CLIMB FENCING PANELS AT THE NEW OPERATIONS FACILITY**  
*Liseth Guizar, Safety, Security and Risk Manager*
- 8-10 RECEIVE A SEMI-ANNUAL REPORT ON THE STATUS OF METRO'S DISADVANTAGED BUSINESS ENTERPRISE PROGRAM**  
*Angela Aitken, DBE Liaison Officer*

- 8-11 CONSIDERATION OF ISSUING A FORMAL REQUEST FOR PROPOSALS FOR STATE LEGISLATIVE REPRESENTATIVE SERVICES**  
*Alex Clifford, CEO/General Manager*
- 8-12 CONSIDERATION OF ISSUING A FORMAL REQUEST FOR PROPOSALS FOR FEDERAL LEGISLATIVE REPRESENTATIVE SERVICES**  
*Alex Clifford, CEO/General Manager*
- 8-13 EXTENSION OF PROVISIONAL EMPLOYMENT**  
*Robyn D. Slater, HR Manager*
- 8-14 CONSIDERATION OF ISSUING A FORMAL REQUEST FOR PROPOSALS FOR PURCHASE OF A FINANCIAL SOFTWARE SYSTEM & MAINTENANCE OPTIONS**  
*Angela Aitken, Finance Manager*
- 8-15 CONSIDERATION OF PROVISION OF A BUS, PARACRUZ VEHICLE AND OPERATOR TO SUPPORT THE UNITED TRANSPORTATION UNION LOCAL 23 SENIOR LUNCHEON**  
*Anna Marie Gouveia, Fixed Route Superintendent*
- 8-16 CONSIDERATION OF APPROVAL OF A REVISED CLASS SPECIFICATION FOR THE PLANNING AND DEVELOPMENT MANAGER**  
*Robyn D. Slater, HR Manager*
- 8-17 CONSIDERATION OF AUTHORIZING THE CEO/GENERAL MANAGER TO EXECUTE A ONE-YEAR EXTENSION AMENDMENT TO THE CONTRACT FOR TRANSIT SERVICES WITH THE UNIVERSITY OF CALIFORNIA SANTA CRUZ (UCSC) BEGINNING SEPTEMBER 1, 2015**  
*Erich Friedrich, Sr. Transportation Planner*
- 8-18 LEADERSHIP SANTA CRUZ CLASS #31**  
*Alex Clifford, CEO/General Manager*
- 8-19 CONSIDERATION OF APPROVING REVISIONS TO METRO'S PARACRUZ CUSTOMER GUIDE**  
*April Warnock, Paratransit Superintendent*

## REGULAR AGENDA

- 9      **PRESENTATION OF EMPLOYEE LONGEVITY AWARDS FOR FRANCISCO F. ESTRADA, JOHN THOMAS, ANDREW HILL, DARRYL S. JUAN, MANUEL MARTINEZ, ERRON ALVEY, LISETH GUIZAR, MARISELA MENDOZA, SHAWN O'DONNELL**  
*Chair Dene Bustichi*
- 10     **RESOLUTION OF APPRECIATION FOR KEVIN WALTER**  
*Chair Dene Bustichi*
- 11     **INTRODUCTION OF NEW OPERATOR GRADUATING CLASS**  
*Anna Marie Gouveia, Fixed Route Superintendent*
- 12     **CONSIDERATION TO ADOPT THE BUS STOP GUIDE**  
*Erich Friedrich, Sr. Transportation Planner*
- 13     **INFORMATION TECHNOLOGY (IT) STAFF RESTRUCTURE**  
*Isaac Holly, IT Manager*
- 14     **ORAL REPORT ON PEPRA 13(c)**  
*Leslyn Syren, General Counsel*
- 15     **CEO TO GIVE ORAL REPORT**  
*Alex Clifford, CEO/General Manager*
- 16     **ANNOUNCEMENT OF NEXT MEETING: FRIDAY, SEPTEMBER 25, 2015 AT 8:30 AM, WATSONVILLE CITY CHAMBERS, 275 MAIN STREET, WATSONVILLE**  
*Chair Dene Bustichi*
- 17     **RECESS TO CLOSED SESSION**

## SECTION II: CLOSED SESSION

1. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**  
Significant exposure to litigation pursuant to subdivision (c) of Government Code Section 54956.9: 2 cases

## SECTION III: RECONVENE TO OPEN SESSION

- 18     **REPORT OF CLOSED SESSION ITEMS**  
*Leslyn Syren, General Counsel*
- 19     **ADJOURNMENT**  
*Chair Dene Bustichi*

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](http://www.scmtd.com) subject to staff's ability to post the document before the meeting.