



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA MEETING MINUTES*
FEBRUARY 22, 2019 – 9:00 AM
CAPITOLA CITY COUNCIL CHAMBERS
420 CAPITOLA AVENUE, CAPITOLA, CA**

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, February 22, 2019 at the Capitola City Council Chambers, 420 Capitola Avenue, Capitola, CA.

The Board Meeting Agenda Packet can be found online at www.SCMTD.com and is available for inspection at Santa Cruz METRO's Administrative offices at 110 Vernon Street, Santa Cruz, California. *Minutes are "summary" minutes, not verbatim minutes. Audio recordings of Board meeting open sessions are available to the public upon request.

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SECTION I: OPEN SESSION

CALL TO ORDER at 9:01 AM by Chair McPherson.

SWEAR IN NEW DIRECTORS: Julie Sherman, General Counsel, swore in Director Lind.

ROLL CALL: The following Directors were **present**, representing a quorum:

Director Ed Bottorff	City of Capitola
Director Trina Coffman-Gomez	City of Watsonville
Director Aurelio Gonzalez	City of Watsonville
Director John Leopold	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Cynthia Mathews	City of Santa Cruz AR 9:07AM
Director Donna Meyers	City of Santa Cruz
Director Bruce McPherson	County of Santa Cruz
Director Dan Rothwell	County of Santa Cruz
Director Mike Rotkin	County of Santa Cruz
Vacant Director	County of Santa Cruz
Ex-Officio Director Alta Northcutt	Cabrillo College
Vacant Ex-Officio Director	UCSC

Director Rothwell was absent.

STAFF PRESENT:

Alex Clifford
Julie Sherman

METRO CEO/General Manager
METRO General Counsel

METRO EMPLOYEES AND MEMBERS OF THE PUBLIC WHO VOLUNTARILY INDICATED THEY WERE PRESENT (IN ALPHABETICAL ORDER) WERE:

Joan Jeffries, SEIU
Debbie Kinslow, SCMTD
Paul Hierling AMBAG

Shonoa Ruddick, SCMTD
Daniel Zaragoza, SCMTD

APPROVE: CONSIDERATION OF (1) ELECTING DIRECTORS TO SERVE AS BOARD OFFICERS, (2) ELECTING DIRECTORS TO CONFIRM POSITIONS ON VARIOUS BOARD COMMITTEES, (3) ELECTING DIRECTORS TO FILL FOUR POSITIONS ON THE SANTA CRUZ CIVIC IMPROVEMENT CORPORATION (SCCIC) AND (4) ELECTING REPRESENTATIVES AND ALTERNATES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION (SCRTC)

Bruce McPherson, Board Chair, introduced the agenda topic and drew the assembly's attention to his revised proposed slate within the board packet.

There was some discussion among the Board members regarding the anticipated County decision on March 12th to fill seat five, formerly held by Director Hagen.

General Counsel Sherman reminded the Board that they were only voting on the standing committee members, as the Chair makes the ad hoc committee appointments. The ad hoc committee roster was provided for informational purposes.

See the attached roster, which reflects the final results.

ACTION: MOTION TO ACCEPT THE SLATE PROPOSED BY DIRECTOR McPHERSON

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR LEOPOLD

MOTION PASSED WITH 9 AYES (Directors Bottorff, Coffman-Gomez, Gonzalez, Leopold, Lind, Mathews, McPherson, Meyers and Rotkin) Director Rothwell was absent.

Public Comment:

TrailNow representative, Brian Peoples, expressed opposition to the placement of Director Rotkin as a METRO representative to the Santa Cruz County Regional Transportation Commission (RTC).

BOARD OF DIRECTORS COMMENTS

Newly elected Chair Bottorff thanked Director McPherson for his support and efforts moving METRO in a positive direction over the past year.

Director Coffman-Gomez spoke of her recent discussions with the Transportation Agency for Monterey County (TAMC) personnel and the transit connectivity between Monterey and Santa Cruz Counties.

ANNOUNCEMENTS

Chair Bottorff made the following announcements:

- Carlos Landaverry is available for Spanish translation; and,
- Today's meeting is being televised by Community TV with Lynn Dunton as the onsite technician.

ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

Mr. Peoples encouraged the assembly to understand how technology is changing transportation and referenced some historical "game changers" (e.g., United Launch Alliance). He recognizes that policy in Santa Cruz contributes to what he referred to as our transportation crisis. He would prefer to see money invested locally rather than on high speed rail.

WRITTEN COMMUNICATIONS FROM MAC

Having none, Chair Bottorff moved to the next agenda item.

LABOR ORGANIZATION COMMUNICATIONS

James Sandoval, SMART Chairperson, requested that UTU be referred to as SMART Local 23 on Board agendas going forward. He also offered to speak or meet with board members as desired.

Michael Rios, SEIU representative, noted there have been several delays with the anticipated SEIU class and comp completion date.

Joan Jeffries added the classification piece has been completed; they are still working on the compensation piece and anticipate several weeks' work remain.

ADDITIONAL DOCUMENTATION

News Clips have been posted to the website and are available at the back of the room.

CONSENT AGENDA

11-01 RECOMMENDED ACTION ON TORT CLAIMS

11-02 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF JANUARY 2019

11-03 ACCEPT AND FILE: MINUTES FROM THE JANUARY 25, 2019 BOARD OF DIRECTORS AND FEBRUARY 8, 2019 CAPITAL PROJECTS COMMITTEE MEETINGS

11-04 ACCEPT AND FILE: QUARTERLY STATUS REPORT OF GRANT APPLICATIONS, ACTIVE GRANTS, AND FUTURE OPPORTUNITIES OCTOBER – DECEMBER 2018

11-05 ACCEPT AND FILE: THE METRO PARACRUZ OPERATIONS STATUS REPORT FOR OCTOBER, NOVEMBER AND DECEMBER 2018

11-06 ACCEPT AND FILE: METRO SYSTEM RIDERSHIP REPORTS FOR THE SECOND QUARTER OF FY19

11-07 APPROVE: CONSIDER A RESOLUTION DESIGNATING THE CEO AS THE AUTHORIZED AGENT TO SUBMIT A GRANT APPLICATION AND EXECUTE ACTIONS NECESSARY TO RECEIVE FORMULA FUNDS FROM THE FY19 LOW CARBON TRANSIT OPERATIONS PROGRAM

11-08 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORTS AS OF NOVEMBER 30, 2018

11-09 APPROVE: CONSIDERATION OF RESOLUTION APPROVING THE FY19 REVISED CAPITAL BUDGET REVISION

11-10 APPROVE: CONSIDERATION OF DECLARING VEHICLES AND/OR EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION

11-11 APPROVE: CONSIDERATION OF THE BOARD OF DIRECTORS TO FUND THE ASSISTANT SAFETY AND TRAINING COORDINATOR

Director Leopold commented on Agenda Item 11-11, noting while it is an important position to fill, it results in less resources to pay for Operators. He encouraged the Board to consider increasing service that had been reduced during the structural deficit as we think about our budget.

There was no public comment.

ACTION: MOTION TO ACCEPT THE CONSENT AGENDA AS PRESENTED, WITH THE EXCEPTION OF AGENDA ITEM 11-09 WHICH WAS PULLED AT THE REQUEST OF CEO CLIFFORD AND WILL RETURN TO THE BOARD IN APRIL.

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR McPHERSON

MOTION PASSED WITH 9 AYES (Directors Bottorff, Coffman-Gomez, Gonzalez, Leopold, Lind, Mathews, McPherson, Meyers and Rotkin) Director Rothwell was absent.

REGULAR AGENDA

12 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS FOR JULIO CURREA (15 years) AND BONNIE MORR (30 years)

Chair Bottorff announced and congratulated the employees in absentia.

13 ORAL CEO UPDATE

CEO Clifford spoke briefly on a variety of subjects:

- Agenda Item 11-05: Recent recruitment efforts have been successful and we anticipate four new Paratransit Operators to be in service on March 15th. Three new Operators are scheduled to begin training March 4th. This will aid in improving our on-time performance.
- Approved and anticipated federal and state funding/awards.
- High speed rail and the recent activity in the state and federal political arena.
- Challenges at our bus stops and facilities with homeless individuals. He anticipates that the recently adopted Code of Conduct will aid in this arena. Additional security and nightly patrols will be added to monitor and make contact with individuals at our bus shelters and facilities. Brochures will be developed and distributed to provide county/city resource information.
- City of Santa Cruz Eco-Pass: METRO is excited about the opportunity. Media format will be identified and a marketing program developed. Staff will return to the Board for final approval once the details are finalized.

CEO Clifford welcomed and thanked the recent New Hires and Promotions below:

New Hire Paratransit Operators: Sara Hewitt, Bonny McCall, Rodrigo Mojica Garcia and David Nabor

Promotions: Rina Solorio, from Purchasing Assistant to Admin Assistant Supervisor

Discussion among the Directors about the (one-year pilot project) City of Santa Cruz Eco-Pass program and the possible implementation of similar programs throughout the cities and County of Santa Cruz, recognizing that the overall effort is part of a broader transportation program to lower dependence on single occupant vehicles, etc. Director Leopold suggested METRO

connect with the CAO office once the details are finalized and see if there are opportunities for a similar program for County employees.

Director Coffman-Gomez requested further information regarding the affected bus shelters so that she can integrate her resources to ensure safe passage, and take care of those in our community, ensuring they receive the needed resources.

There was no public comment.

14 APPROVE: CONSIDERATION AND APPROVAL OF THE FINAL CPS HR CONSULTING MANAGEMENT TOTAL COMPENSATION STUDY RESULTS

Angela Aitken, CFO, reminded the Board that a class and compensation study had never been performed for management and provided a brief history of the steps taken by the consultant, CPS, METRO Personnel/HR Committee and staff to reach today's request. She also explained differential internal equity and drew the assembly's attention to page 14B.1, where the different levels are represented by different colors. She added the resulting cost impact is less than staff had budgeted.

Ms. Aitken also provided a brief update on the SEIU process, noting the job descriptions will be evaluated at the journey level.

There was no public comment.

ACTION: MOTION TO APPROVE THE FINAL CPS HR CONSULTING MANAGEMENT TOTAL COMPENSATION STUDY RESULTS AS PRESENTED

MOTION: DIRECTOR LEOPOLD

SECOND: DIRECTOR ROTKIN

MOTION PASSED WITH 9 AYES (Directors Bottorff, Coffman-Gomez, Gonzalez, Leopold, Lind, Mathews, McPherson, Meyers and Rotkin) Director Rothwell was absent.

15 APPROVE AUTHORIZATION OF A PROVISIONAL PLANNING AIDE POSITION

Barrow Emerson, Planning and Development Director, explained the definition and role of a provisional position within METRO.

The Board discussed the importance of the position and the potential impact/assistance to various planning and development projects now and in the future.

There was no public comment.

ACTION: MOTION TO AUTHORIZE THE PROVISIONAL PLANNING AIDE POSITION AS PRESENTED

MOTION: DIRECTOR LEOPOLD

SECOND: DIRECTOR COFFMAN-GOMEZ

MOTION PASSED WITH 9 AYES (Directors Bottorff, Coffman-Gomez, Gonzalez, Leopold, Lind, Mathews, McPherson, Meyers and Rotkin) Director Rothwell was absent.

16 CONSIDERATION OF ACCEPTING METRO'S MODIFIED TITLE VI PROGRAM REGULATION

Julie Sherman, General Counsel, noted this agenda item is required to be updated and submitted to the FTA every three years. There were no substantive changes.(See 16B for the

redline version.) She also assured the assembly that our program includes provisions prohibiting gender identity discrimination.

As referenced in the staff report, this will be shared with the MAC and E&D TAC. There is no requirement for a public hearing and, historically, no public feedback has been received.

There was no public comment.

ACTION: MOTION TO ACCEPT METRO'S MODIFIED TITLE VI PROGRAM REGULATION AS PRESENTED

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR McPHERSON

MOTION PASSED WITH 9 AYES (Directors Bottorff, Coffman-Gomez, Gonzalez, Leopold, Lind, Mathews, McPherson, Meyers and Rotkin) Director Rothwell was absent.

Chair Bottorff will incorporate Director Mathews' suggestion for a City of Santa Cruz/METRO Pacific Station reconfiguration working session into the next Capital Projects Standing Committee Meeting agenda with the intent to examine additional funding opportunities. Director Meyers suggested METRO look at Dientes' Live Oak Clinic as a partnership model.

17 REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

Julie Sherman, General Counsel, announced no closed session would be necessary today. This item will remain on future agendas as the negotiations continue.

18 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, MARCH 22, 2019 AT 9:00 AM, AT METRO ADMIN OFFICES, 110 VERNON STREET, SANTA CRUZ, CA

Chair Bottorff announced the next meeting as above.

Chair Bottorff adjourned the meeting at 10:06AM

Respectfully submitted,

Gina Pye
Executive Assistant

BOARD CHAIR & VICE CHAIR, STANDING AND AD HOC COMMITTEE APPOINTMENTS



2019 Chair, Vice Chair and Standing Committees

Chair
ED BOTTORFF

Vice Chair
MIKE ROTKIN

Capital Projects Standing Committee
Committee Established 8/26/16
ED BOTTORFF
CYNTHIA MATHEWS
BRUCE McPHERSON

Finance, Budget and Audit Standing Committee
(4-5 Board Members, as a ground rule)
Committee Established 8/26/16
TRINA COFFMAN-GOMEZ
DONNA LIND
DONNA MEYERS
MIKE ROTKIN

Personnel/Human Resources Standing Committee
Committee Established 8/26/16
ED BOTTORFF, Current Chair
MIKE ROTKIN, Current Vice Chair
BRUCE McPHERSON, Immediate Past Chair
JOHN LEOPOLD
VACANT until County appoints new METRO representative

2019 Ad Hoc Committees

CEO Goals and Objectives Ad Hoc Committee

Committee Established 5/19/17

ED BOTTORFF
BRUCE McPHERSON
MIKE ROTKIN

Legislative Ad Hoc Committee

Committee Established 2/23/18

ED BOTTORFF
JOHN LEOPOLD
CYNTHIA MATHEWS
BRUCE McPHERSON
MIKE ROTKIN

MAC Ad Hoc Committee

Committee Established 3/24/17

ED BOTTORFF
TRINA COFFMAN-GOMEZ
BRUCE McPHERSON
DONNA MEYERS

2019 Other Committees

SCCIC Representatives

ED BOTTORFF
TRINA COFFMAN-GOMEZ
AURELIO GONZALEZ
JOHN LEOPOLD
BRUCE McPHERSON

SCCRTC Representatives

ED BOTTORFF
AURELIO GONZALEZ
MIKE ROTKIN

SCCRTC Alternates (in order)

DONNA LIND
DONNA MEYERS
DAN ROTHWELL

VACANT until County appoints new METRO representative