

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

May 18, 2001

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, May 18, 2001 at the City Hall Council Chambers, 809 Center Street, Santa Cruz, California.

Chairperson Ainsworth called the meeting to order at 8:34 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Sheryl Ainsworth
Tim Fitzmaurice
Bruce Gabriel
Michelle Hinkle
Christopher Krohn
Dennis Norton
Emily Reilly
Ex-Officio Mike Rotkin

DIRECTORS ABSENT

Jeff Almquist
Jan Beautz (arrived at 8:39 a.m.)
Mike Keogh
Rafael Lopez

STAFF PRESENT

Bryant Baehr, Operations Manager
Paul Chandley, Human Resource Manager
Kim Chin, Planning & Marketing Manager
Mark Dorfman, Asst. General Manager
Marilyn Fenn, Asst. Finance Manager
Terry Gale, IT Manager

Margaret Gallagher, District Counsel
Linda Garbez, Personnel Technician
Mike Goodell, Sr. Database Administrator
David Konno, Fac. Maint. Manager
Elisabeth Ross, Finance Manager
Tom Stickel, Fleet Maintenance Manager
Leslie R. White, General Manager

EMPLOYEES AND MEMBERS OF THE PUBLIC WHO INDICATED THEY WERE PRESENT

Sharon Barbour, MUG
Bart Cavallaro
Jim Conklin, S.C. Business Council
Mark Hartunian, Lifeline
Patti Korba, SEA
Jeff LeBlanc
Debra Lane, MASTF

Fahmy Ma'Awad
Ian McFadden, UTU
Gillian McGlaze, PSA
John Mellon, VMU
Carolyn O'Donnell, TMA
Tom Onan, CCCIL
Barbie Schaller
Candace Ward, UCSC

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

Margaret Gallagher stated that the Board will speak with their Labor Negotiator regarding Service Employees International Union (SEIU) Local 415 regarding labor negotiations. Ms. Gallagher requested that the conference regarding Food and Nutrition Services (FNS) be continued for one month in order to finalize information for that report.

3. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None

SECTION II: CLOSED SESSION

Chairperson Ainsworth adjourned to Closed Session at 8:36 and reconvened to Open Session at 9:11 a.m.

SECTION III: RECONVENE TO OPEN SESSION

1. REPORT OF CLOSED SESSION

Chairperson Ainsworth informed the audience that Closed Session was recessed and that the Closed Session discussion will be concluded at the end of the meeting.

Chairperson Ainsworth reported that Items 12, 13, 14, 20, 22, 23 and 24 were moved to the Consent Agenda at the 5/11/01 Board Meeting.

2. ORAL AND WRITTEN COMMUNICATION

- a. Patricia Spence RE: ADA Accessibility of Council Chambers
- b. Tracy Ackerman RE: MetroBase

3. LABOR ORGANIZATION COMMUNICATIONS

Ian McFadden reported that this week President Bush signed an order revoking General Managers' of public agencies ability to sign project labor agreements in order to have certain facilities built. Mr. McFadden is asking that the Board join the union to encourage Congressman Sam Farr and other Washington representatives to request that Congress overturn this order.

Mr. McFadden also stated that he is taking a leave of absence as UTU's representative to take the position of Transit Planner. Wally Brondstatter will replace Ian as UTU's representative. Mr. McFadden spoke on behalf of Les White and his efforts since being hired. Director Gabriel thanked Ian McFadden and Les White for the cooperative leadership between management and labor.

Diana Dunn introduced herself as the new representative for SEIU Local 415. Peggy Weaver will continue with the SEIU negotiations. Ms. Dunn will resume these duties as new labor issues arise.

4. METRO USERS GROUP (MUG) COMMUNICATIONS

Sharon Barbour reported that the MUG Committee made two motions at their recent meeting, as follows:

1. MUG recommends that the Board approach the United Transportation Union (UTU) regarding a change to their Labor Agreement to allow a member from MUG and MASTF to join the Service Review Committee to provide user input.
2. MUG recommends to the Board that the Board of Directors meetings remain in the same Santa Cruz location each month, rather than rotating locations, and that the meetings remain scheduled during the day, rather than in the evenings.

Director Fitzmaurice requested a report from Staff on the current composition of the Service Review Committee. Ex Officio Director Rotkin asked for a recommendation from management regarding MUG's request for representation from MUG and MASTF on the Service Review Committee.

5. METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS

Debra Lane reported that the MASTF Committee made four Motions at its recent meeting, as follows:

1. MASTF requests that management conduct an independent survey of Watsonville ridership. Set tentative dates of the survey and report back to MASTF with the status each month. This would then be brought to the Board for approval.
2. MASTF requests that a representative from MASTF be included on the Service Review Committee.
3. MASTF requests Sunday level service for July 4, 2001 and Labor Day 2001. If this is not possible, MASTF requests a firm commitment of restoration of July 4th and Labor Day service for 2002.
4. MASTF hereby informs the Board that they prefer Sunday level service for July 4th but would accept and appreciate three buses for July 4th service this year.

Director Fitzmaurice requested clarification on the Watsonville ridership survey. Sharon Barbour stated that MASTF feels Watsonville is receiving less service than it needs but the Committee doesn't know how much less and in what areas. This survey would be to understand where Watsonville residents feel extra service is needed. Ex Officio Director Rotkin asked management for their recommendation on when it would be appropriate to do this survey, in light of the fact that there is a shortage of both buses and drivers at this time. Director Beutz asked if Watsonville is getting their fair share of service and if there is a fair distribution of the service they are receiving.

6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

SECTION III

ADD TO ITEM #2 ORAL AND WRITTEN COMMUNICATIONS
b. Tracy Ackerman RE: MetroBase
(Add written communication)

CONSENT AGENDA:

ADD TO ITEM 7-4 Consideration of Tort Claims: Deny the claims of: Deborah Giguere; Lorraine Pyne
(Add claims)

ADD TO ITEM #7-8 ACCEPT AND FILE STATUS REPORT ON ADA PARATRANSIT PROGRAM FOR MARCH 2001
(Add Staff Report)

ADD TO ITEM #7-17 CONSIDERATION OF RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE A MASTER AGREEMENT AND SUPPLEMENTAL AGREEMENTS WITH CALTRANS FOR GRANT AWARDS
(Add Attachment B to Staff Report which was originally numbered Item #24)

ADD TO ITEM #11 PUBLIC HEARING ON FY 2001-2002 DRAFT FINAL BUDGET
(Replace Pages 11-C-4 & 11-C-5 with Pages 11-D-1 and 11-D-2)

DELETE ITEM #17 CONSIDERATION OF AMENDING BYLAWS THROUGH APPROVAL OF THE ATTACHED RESOLUTION NO. 69-2-1 TO SET REGULAR BOARD MEETINGS TO BEGIN AT 9:00 A.M., TO ADD ENDING TIMES TO THE REGULAR BOARD MEETINGS, AND TO INSURE BI-LINGUAL INTERPRETERS ARE PRESENT AT PUBLIC HEARINGS WHEN APPROPRIATE. CONSIDERATION OF ALTERNATE MEETING LOCATIONS AND NIGHT MEETINGS FOR THE REGULAR BOARD MEETINGS
(Item postponed to June 15, 2001 Board Meeting)

ADD TO ITEM #18 CONSIDERATION OF COMPLIANCE WITH FEDERAL REGULATIONS REGARDING BUS STOP ANNOUNCEMENTS
(Add Supplemental Staff Report)

ADD TO ITEM #19 CONSIDERATION OF AWARD OF CONTRACT FOR FINANCIAL AUDIT AND TAX SERVICES
(Add Staff Report)

- ADD TO ITEM #21** CONSIDERATION OF AWARD OF CONTRACTS FOR WINDOWS
2000 SERVERS, NETWORK-ATTACHED STORAGE AND
SOFTWARE
(Add Staff Report)
- ADD TO ITEM #25** CONSIDERATION OF APPROVAL OF MODIFICATIONS TO
CONDITIONS FOR BUS PURCHASE PROJECT
(Add Staff Report)
- ADD TO ITEM #26** BUS SERVICE ON THE 4TH OF JULY
(Add Staff Report)

CONSENT AGENDA

- 7-1. APPROVE REGULAR BOARD MEETING MINUTES OF 4/13/01 AND 4/20/01 AND SPECIAL BOARD MEETING MINUTES OF 4/13/01
- 7-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS
- 7-3. ACCEPT AND FILE PASSENGER LIFT REPORT FOR APRIL 2001
- 7-4. CONSIDERATION OF TORT CLAIMS: Deny the claims of: State Farm Insurance (Subro. Mathew Smith); Dorothy Gray; Ray Polanco, Deborah Giquiere; Lorraine Pyne
- 7-5. ACCEPT AND FILE MINUTES OF MASTF COMMITTEE MEETING OF 4/19/01
- 7-6. ACCEPT AND FILE MINUTES OF MUG COMMITTEE MEETING OF 4/18/01
- 7-7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR MARCH 2001, APPROVAL OF BUDGET TRANSFERS, AND APPROVAL OF CHANGE IN AUTHORIZED PERSONNEL IN HUMAN RESOURCES DEPARTMENT FROM ONE PART-TIME ADMINISTRATIVE SPECIALIST TO ONE FULL-TIME ADMINISTRATIVE SECRETARY
- 7-8. ACCEPT AND FILE STATUS REPORT ON ADA PARATRANSIT PROGRAM FOR MARCH 2001
- 7-9. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR MARCH 2001
- 7-10. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE STATUS REPORT
- 7-11. CONSIDERATION OF RECOMMENDATION TO APPROVE ASSESSMENT FOR COOPERATIVE RETAIL MANAGEMENT DISTRICT
- 7-12. CONSIDERATION OF AUTHORIZATION TO OPERATE THE SANTA CRUZ BEACH SHUTTLE PROGRAM
Staff Report: Attached
- 7-13. CONSIDERATION OF RENEWAL OF SAN JOSE STATE UNIVERSITY CONTRACT FOR SUBSIDY OF HIGHWAY 17 EXPRESS
Staff Report: Attached
- 7-14. CONSIDERATION OF REQUEST FOR AUTHORIZATION TO USE STATE CONTRACT FOR PURCHASE OF PARATRANSIT VAN
Presented By: Tom Stickel, Fleet Maintenance Manager
- 7-15. CONSIDERATION OF CONTRACT EXTENSION WITH TRANSIT INFORMATION PRODUCTS

- 7-16. **CONSIDERATION OF AWARD OF CONTRACT FOR FURNISHING BUS AIR, FUEL AND OIL FILTERS**
7-17. **CONSIDERATION OF RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE A MASTER AGREEMENT AND SUPPLEMENTAL AGREEMENTS WITH CALTRANS FOR GRANT AWARDS**

ACTION: MOTION: DIRECTOR GABRIEL SECOND: DIRECTOR REILLY

Approve Consent Agenda

Motion passed unanimously with Directors Almquist, Keogh and Lopez absent.

REGULAR AGENDA

8. **PRESENTATION OF EMPLOYEE LONGEVITY AWARDS**

The Board of Directors formally recognized the following employees for their years of service.

FIFTEEN YEARS

George Cawaling, Receiving Parts Clerk
Linda Garbez, Personnel Technician

TWENTY YEARS

Bartholomew Barry, Bus Operator
Kathleen Bryant, Bus Operator
James Davidson, Bus Operator
Thomas Forrester, Bus Operator

TWENTY-FIVE YEARS

Robert Gouveia, Transit Supervisor
Elisabeth Ross, Finance Manager

9. **CONSIDERATION OF REPORT ON FINANCIAL IMPACTS OF RESTRICTING BUS ADVERTISING**

Summary:

Kim Chin discussed the Obie Media contract and contract problems. Obie Media has one year left on its five-year contract. Mr. Chin displayed projected advertising revenues utilizing decals vs. frames. Concerns with Obie Media involve a dedicated installer and judgement issues regarding advertising content. Monterey-Salinas Transit (MST) has moved from utilizing Obie Media to framed advertising. Projected revenues received from utilizing decals only are \$168,000; decals and frames - \$127,192; frames only - \$105,504. Estimated costs of installing

the frames is \$300 per bus for acquisition of frames, plus \$300 per bus for installation. Currently, the District prohibits ads for alcohol, tobacco, firearms and pornography. There was discussion regarding First Amendment rights of free speech and how it relates to bus advertising. The benefit to framed advertising is that there is no damage to the bus paint when the ad is removed. Also, if the ad expires or is damaged, the flipside of the advertising cards could be used to promote METRO. Director Krohn asked about utilizing a sole source for bus advertising. Les White added that now would be an appropriate time to switch to frames as the District would receive federal funds up to 80% of the cost of installation. If the contract with Obie Media is changed, the District may need to renegotiate Obie's revenue guarantee.

ACTION: MOTION: DIRECTOR FITZMAURICE SECOND: DIRECTOR KROHN

Move to undo the advertising program.

AYES: Directors: Fitzmaurice, Krohn, Norton, Reilly
NOES: Directors: Ainsworth, Beautz, Gabriel, Hinkle
ABSTAIN: Directors: None
ABSENT: Directors: Almquist, Keogh, Lopez

Motion failed.

ACTION: MOTION: DIRECTOR FITZMAURICE SECOND: DIRECTOR BEAUTZ

Negotiate with Obie Media to move to frames now.

Motion passed unanimously with Directors Almquist, Keogh and Lopez absent.

Director Fitzmaurice requested a report back on Obie Media's position on the content of the advertising. Director Reilly requested a report on the affect on the budget if the District did not advertise on the new buses. Director Krohn requested a report on exclusive advertising (i.e. dealing with only one or a limited number of advertisers). Director Norton stated that Staff should tell Obie Media that the District expects the same revenue return with framed advertising. Les White informed the Board that the decision on advertising on new buses could be changed up until they are in production, and that negotiations with Obie Media could begin immediately. Mr. White will return to next month's Board Meeting with information regarding what ads can and cannot be placed on buses. It was suggested that advertising of alternate transportation be incentivized. Pattie Korba of SEA and John Mellon of VMU both expressed concern over the lost revenue with the conversion to framed advertising.

ITEM #15 WAS TAKEN OUT OF ORDER.

15. CONSIDERATION OF RESOLUTION OF SUPPORT FOR EXPANSION OF CAPACITY ON HIGHWAY 1

ACTION: MOTION: DIRECTOR REILLY SECOND: DIRECTOR GABRIEL

Table this issue until studies are received from the Transportation Commission.

Motion passed unanimously with Directors Almquist, Keogh and Lopez absent.

ITEM #11 WAS TAKEN OUT OF ORDER.

11. PUBLIC HEARING ON FY 2001-2002 DRAFT FINAL BUDGET

Summary:

Elisabeth Ross presented the draft final budget in the amount of \$31.8M. Staff met with Union representatives on Monday to review this draft final budget. Ms. Ross reviewed the Revenue Sources, citing sales tax revenue as 52% of the budget and passenger fares as 13% of the budget. She added that the County Auditor revised his TDA funds estimation for next year. These will be higher than what Staff was originally notified by the Commission. This change will be brought to the Board in June. Ms. Ross went on to review the Operating Expense and stated that labor and benefits consist of 69% of the budget. Total Capital projects equal \$21M with \$13M of this being in grant form. Mr. White added that the STA funds may be defunded by the State government and that the District may not receive the \$7.25M in TCRP Program funding.

Ms. Ross further added that the talking bus technology is not included in the budget for the entire fleet, just for the 27 low-floor buses. Director Reilly inquired about the Board brainstorming to increase revenues and was informed that the Board typically has workshops to deal with specific issues such as this. Patti Korba stated that the two additional staff positions that are in the budget do not include support staff positions.

Chairperson Ainsworth asked Staff to move toward increasing the Highway 17 fares now. There was discussion regarding increased revenue from extending the Highway 17 service to the Metro Center. The State is currently paying Amtrak \$600,000 for its connector service; these funds would be paid to the District if it took over the connector service and extended it to Metro Center. Staff was directed to return to the Board in June with recommendation of how much to increase the Highway 17 fares. Director Beautz asked for a report back with the amount of revenue realized if the Highway 17 fare was increased to \$3.00. Director Reilly asked Staff to make a recommendation on a date and location for a Board workshop to increase District revenue. Ex Officio Rotkin would like preliminary information regarding the agenda for this workshop. Director Norton would like to discuss decreasing expenditures as well.

THE PUBLIC HEARING WAS OPENED AT 11:02 A.M.

Ian McFadden agreed with bringing the Highway 17 service to the Metro Center to increase fares. Mark Hartunian stated that the paratransit costs are being contained and that things are very positive. He added that there has been a 2% decrease in paratransit rides due to the recertification, however, Medicare rides have doubled. He stated that the MultiSystems audit did a great deal of good and that for the first time in history, Liftline completed 600 rides in one day approximately two weeks ago. There were no "turn downs" in April. Ex Officio Director Rotkin thanked the Liftline staff for proceeding with ideas on the paratransit service.

THE PUBLIC HEARING WAS CLOSED AT 11:09 A.M.

The final budget will be brought back to the Board in June. Ms. Ross will give Director Norton a copy of the audited statements.

10. CONSIDERATION OF REQUEST TO OPERATE THE HOMELESS SHUTTLE NOVEMBER 15, 2001, TO APRIL 15, 2002

Summary:

Les White reported that Staff was approached by the Homeless Services Center to provide transportation between the Center and the National Guard Armory from November 15, 2001, to April 15, 2002. The cost of this service would be \$37,164. The District's 23% of the cost equals \$8,548, leaving a deficit of \$10,034. Staff recommends that the Board Chair contact the City and County of Santa Cruz to solicit their participation in offsetting this deficit.

ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR NORTON

Authorize the operation of the Homeless Shuttle from November 15, 2001 through April 15, 2002 contingent upon receiving \$10,000 in financial support from the City of Santa Cruz and the County of Santa Cruz.

Motion passed unanimously with Director Gabriel voting "no" and Directors Almquist, Keogh and Lopez absent.

Director Krohn asked for the exact passenger count for the Homeless Shuttle service from February 5, 2001 to April 15, 2001. Sharon Barbour stated this is a valid route due to the ridership figures and due to full fares being paid by the Homeless Services Center. She added that this route should be implemented even if there is no City and/or County financial participation.

12. MOVED TO CONSENT AGENDA AS ITEM # 7-11.

13. MOVED TO CONSENT AGENDA AS ITEM #7-12.

14. MOVED TO CONSENT AGENDA AS ITEM #7-13.

16. CONSIDERATION OF LETTER OF SUPPORT FOR SB 465 AUTHORIZING THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION TO ACT AS A RAIL/TRAIL AUTHORITY AND ADDING TWO VOTING MEMBERS TO THE COMMISSION

ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR FITZMAURICE

Motion passed unanimously with Directors Almquist, Keogh and Lopez absent.

17. DELETED

18. CONSIDERATION OF COMPLIANCE WITH FEDERAL REGULATIONS REGARDING BUS STOP ANNOUNCEMENTS

Summary:

Chairperson Ainsworth stated that the bus operators are the key component to these call stops whether the buses are equipped with the current system or new technology.

Discussion:

Director Beautz stated that this is a Federal requirement and is not optional. Ian McFadden stated that he thought the compliance rate by the bus operators is 80%. He added that in the VTT classes, the bus operators are informed of this requirement, but that some of the operators turn off the automatic system either by passenger request or to call the stops themselves. There was an extensive discussion regarding this requirement, whether or not the operators should use the microphones, and the passengers' civil rights.

Fahmy Ma'Awad informed the Board that even after requesting the operator to call the Cabrillo College stop, it didn't happen. He stated that the District is hereby given 90 days, until August 18, 2001, to comply with the ADA and Civil Rights Act. After August 18th, any member of the community is free to take this issue to court. He further added that the Union would be asked to pay all legal fees if a court action takes place. Deborah Lane also threatened litigation if operators failed to comply with the ADA legal requirements for calling out stops.

DIRECTOR GABRIEL LEFT THE MEETING.

Numerous members of the disabled community, along with members who are not disabled, spoke in favor of installing the electronic technology necessary to announce stops. The Directors asked for a demonstration of the current talking technology. Mr. White will arrange for the demonstration to take place either at the June Board Meeting or at a time specified by the Board. Director Beautz urged passengers to call the Customer Service Dept. to complain when announcements are not made.

ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR KROHN

Continue this issue to Closed Session, post the Federal regulation on each bus immediately and include a phone number for passengers to call for failure to comply.

Bryant Baehr will report to the Board on the cost of installing this technology. Ex Officio Rotkin asked that Staff return to the Board with a recommendation.

Motion passed unanimously with Directors Almquist, Gabriel, Keogh and Lopez absent.

ITEM #26 WAS TAKEN OUT OF ORDER.

26. BUS SERVICE ON THE 4TH OF JULY

Summary:

Bryant Baehr reported that three buses could be in service on July 4th, 2001, with no adjustments to labor, for a cost of approximately \$1,600.

ACTION: MOTION: DIRECTOR FITZMAURICE SECOND: DIRECTOR REILLY

Provide three buses each operating eight hours to be used to provide limited service throughout the County to the Metro Center and Harvey West Park on July 4, 2001. Refer the petition submitted by Ms. Schaller to the District's Service Planning and Review Committee for inclusion in the service planning process.

Motion passed unanimously with Directors Almquist, Gabriel, Keogh and Lopez absent.

DIRECTOR KROHN LEFT THE MEETING.

19. CONSIDERATION OF AWARD OF CONTRACT FOR FINANCIAL AUDIT AND TAX SERVICES

Summary:

Tom Stickel reported that the District had a contract with Grant Thornton for the past three years. This firm no longer audits public agencies. A Request for Proposals was mailed out.

ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR NORTON

Authorize the General Manager to enter into a contract with Brown, Armstrong, Randall, Reyes, Paulden & McCown, Accounting Corporation, for financial audit and tax services.

Motion passed unanimously with Directors Almquist, Gabriel, Keogh, Krohn and Lopez absent.

Ms. Ross informed the Board that the contract was awarded by a point system and not just by the low bid. The selected firm has audited fourteen transit agencies and received good references.

20. MOVED TO CONSENT AGENDA AS ITEM NO. 7-14

21. CONSIDERATION OF AWARD OF CONTRACTS FOR WINDOWS 2000 SERVERS, NETWORK-ATTACHED STORAGE AND SOFTWARE

Summary:

Tom Stickel reported that this item would replace aging District equipment that is long past due for replacement.

ACTION: MOTION: DIRECTOR FITZMAURICE SECOND: DIRECTOR REILLY

Motion passed unanimously with Directors Almquist, Gabriel, Keogh, Krohn and Lopez absent.

22. MOVED TO CONSENT AGENDA AS ITEM NO. 7-15

23. MOVED TO CONSENT AGENDA AS ITEM NO. 7-16

24. MOVED TO CONSENT AGENDA AS ITEM NO. 7-17

25. CONSIDERATION OF APPROVAL OF MODIFICATIONS TO CONDITIONS FOR BUS PURCHASE PROJECT

Summary:

Mark Dorfman reported that Staff is currently in the "request for approved equals phase" of the bus procurement. Staff is requesting that the Board consider deleting the bid bond and either deleting or reducing the performance bond, as the Federal rules require these on construction projects only. Staff was notified by New Flyer that they would be unable to bid on the bus that MASTF wants if the performance bond was 100%. Staff recommends that the performance bond be dropped down to 25%. This bond would be reduced for all bidders.

ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR HINKLE

Delete the bid bond and reduce the performance bond to 25%.

Motion passed unanimously with Directors Almquist, Gabriel, Keogh, Krohn and Lopez absent.

ADJOURN

There being no further business, Chairperson Ainsworth adjourned the meeting at 12:35 a.m.

Respectfully submitted,

DALE CARR
Administrative Services Coordinator