



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
BOARD OF DIRECTORS **CORRECTED** MEETING MINUTES  
REGULAR MEETING  
MAY 22, 2015 – 8:00 AM  
CAPITOLA CITY COUNCIL CHAMBERS  
420 CAPITOLA AVENUE  
CAPITOLA, CA 95010**

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, May 22, 2015, at Capitola's City Chambers, 420 Capitola Avenue, Capitola, California.

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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**SECTION I: OPEN SESSION**

**1 CALL TO ORDER at 8:02A by Chair Bustichi**

**2 ROLL CALL:** The following Directors were **present:**

<b>Director Ed Bottorff</b>	<b>City of Capitola</b>	
<b>Director Dene Bustichi, Chair</b>	<b>City of Scotts Valley</b>	
<b>Director Karina Cervantez</b>	<b>City of Watsonville</b>	<i>Arrived at 8:05A</i>
<b>Director Cynthia Chase</b>	<b>City of Santa Cruz</b>	
<b>Director Jimmy Dutra</b>	<b>City of Watsonville</b>	<i>Arrived at 8:20A</i>
<b>Director Zach Friend</b>	<b>County of Santa Cruz</b>	
<b>Director Don Lane</b>	<b>City of Santa Cruz</b>	
<b>Director John Leopold</b>	<b>County of Santa Cruz</b>	
<b>Director Bruce McPherson</b>	<b>County of Santa Cruz</b>	<i>Arrived at 8:05A</i>
<b>Director Mike Rotkin, Vice Chair</b>	<b>County of Santa Cruz</b>	
<b>Ex-Officio Director Donna Blitzer</b>	<b>UC Santa Cruz</b>	<i>Arrived at 9:05A</i>

The following Directors were absent:  
None.

**STAFF PRESENT:**

Alex Clifford, CEO  
Leslyn Syren, General Counsel

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

Heather Abramson, AMBAG  
Angela Aitken, METRO  
Rebecca Daniel, METRO Retiree  
Felipa de Leon, COD  
Carolyn Derwing, METRO  
Debbie Kinslow, METRO

Brad Neily, Transitional Disability  
Community  
Kristina Mihaylova, METRO  
Ernestina Saldana, COD  
Robyn Slater, METRO  
Daniel Zaragoza, METRO

**3 REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION**

Chair Bustichi opened the floor to public comment regarding the closed session.

Eduardo Montesano, UTU representative, read a letter aloud and provided copies for all Board members and the Clerk.

*Directors Cervantez and McPherson arrived at 8:05A.*

**4 ADJOURN TO CLOSED SESSION (SECTION II: PUBLIC EMPLOYEE PERFORMANCE EVALUATION TITLE: CEO/GENERAL MANAGER)**

Chair Bustichi adjourned to Closed Session at 8:08A.

*Director Dutra arrived and joined the closed session at 8:20A*

*Ex-Officio Director Blitzler arrived at 9:05A.*

Chair Bustichi reconvened the Open Session at 9:26A.

**5 General Counsel Syren swore in NEW DIRECTOR, DONALD “NORM” HAGEN**

General Counsel Syren swore in new Director, Donald “Norm” Hagen. Director Hagen thanked the men and women who supported his appointment. He stated he is happy to be back on the Board.

**6 ANNOUNCEMENTS BY CHAIR BUSTICHI**

6-1. Chair Bustichi introduced Carlos Landaverry who would be providing Spanish language interpretation during the meeting. Mr. Landaverry then announced his services in Spanish.

6-2. Today’s meeting is being broadcast by Community Television of Santa Cruz County, channel 26. Today’s technician is Mairin Cooley.

6-3. Item 17 on the Regular Agenda, Consideration to Authorize and Fund the Addition of a Custodial Worker I Position in the FY16 Budget, will be discussed in advance of Item 16, Consideration of Santa Cruz METRO’s Draft Final FY16 and FY17 Operating Budgets, Draft Final FY16 Capital Budget and a Resolution Setting a Public Hearing on June 26, 2015.

**7 COMMUNICATIONS TO THE BOARD OF DIRECTORS**

Chair Bustichi opened the floor to public comment.

Rachel Moriconi, SCCRTC Representative, provided each Board Member with copies of a flyer and Fact Sheet regarding the Passenger Rail Study. She encouraged everyone to attend the June 4<sup>th</sup> meeting in Watsonville's City Council Chambers at 10:00A and the public workshop at Simpkins Swim Center at 5:00P. Additional copies of her materials were available at the rear of the Chambers.

Ernestina Saldana, Commission on Disabilities, shared her ParaCruz experience with the assembly and asked the Board and METRO Administration to examine the policy in terms of pick up windows, ride combinations, etc.

Hearing no further comments, Chair Bustichi moved to next agenda item.

**8 LABOR ORGANIZATION COMMUNICATIONS**

Chair Bustichi opened the floor to public comment.

Eduardo Montesino, UTU Representative, provided an update regarding radio coverage. Overall there is good news; the radios are working with spotty coverage remaining in small areas.

Will Regan SEIU 521 Representative, Manny Martinez, VTU Representative and Carolyn Derwing, SEA President, welcomed Director Hagen to the Board.

Hearing no further comments, Chair Bustichi moved to next agenda item.

**9 WRITTEN COMMUNICATIONS FROM MAC**

None

**10 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

Chair Bustichi announced that letters from Dr. Pat Cavataio and Pat Miller were distributed to the board members with copies available for the public at the back of the chambers.

**CONSENT AGENDA**

**11-01 ACCEPT AND FILE PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF MARCH 2015**

**11-02 ACCEPT AND FILE MINUTES OF THE SANTA CRUZ METRO BOARD OF DIRECTORS MEETING OF MAY 8, 2015**

**11-03 ACCEPT AND FILE MINUTES FOR THE METRO ADVISORY COMMITTEE (MAC) APRIL 1, 2015**

**11-04 ACCEPT AND FILE THE METRO PARACRUZ OPERATIONS STATUS REPORTS FOR FEBRUARY AND MARCH 2015**

**11-05 ACCEPT AND FILE SANTA CRUZ METRO SYSTEM RIDERSHIP REPORTS FOR THE MONTH OF MARCH 2015**

**11-06 ACCEPT AND FILE STATUS REPORT OF ACTIVE GRANTS AND SUBMITTED GRANT PROPOSALS FOR MAY 2015**

- 11-07 ACCEPT AND FILE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION (SCCRTC) MEETING MINUTES REFLECTING VOTING RESULTS FROM SANTA CRUZ METRO APPOINTEES**
- 11-08 CONSIDERATION OF ISSUING A FORMAL INVITATION FOR BIDS FOR THE PURCHASE AND INSTALLATION OF EMERGENCY BACKUP GENERATORS**
- 11-09 CONSIDERATION OF ISSUING A FORMAL REQUEST FOR PROPOSALS FOR LIFE AND ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE**
- 11-10 CONSIDERATION OF ISSUING A FORMAL REQUEST FOR PROPOSALS FOR LONG TERM DISABILITY INSURANCE**
- 11-11 CONSIDERATION OF ISSUING A FORMAL REQUEST FOR PROPOSALS FOR EMPLOYEE DENTAL INSURANCE**
- 11-12 CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 1-YEAR CONTRACT EXTENSION WITH GROUP 4 ARCHITECTURE, RESEARCH + PLANNING, INC. FOR CONCEPTUAL DESIGN OF THE PACIFIC STATION TRANSIT CENTER**
- 11-13 ADOPTION OF CHAPTER 4 TO TITLE I OF THE SANTA CRUZ METRO ADMINISTRATIVE CODE POLICY FOR LOST AND FOUND ITEMS**

**ACTION: MOTION TO ACCEPT THE CONSENT AGENDA AS PRESENTED.  
MOTION: DIRECTOR ROTKIN                      SECONDED: DIRECTOR LEOPOLD  
MOTION PASSED WITH 11 AYES (Directors Bottorff, Bustichi, Cervantez, Chase, Dutra, Friend, Hagen, Lane, Leopold, McPherson and Rotkin)**

#### **REGULAR AGENDA**

- 12 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS FOR CHRISTOPHER LANAGAN, RYAN MacDONELL, ERLYN OSORIO, MARIA VICTORIA SANCHEZ, MARIO TORRES SERRANO, AND JOHN FUENTEZ**  
CEO Clifford asked Erron Alvey, Ciro Aguirre, April Warnock and Maria Granados Boyce to come forward to introduce their respective employee(s) and provide a brief background of their history. The employees expressed their thanks to the Board and METRO management over the years.  
  
CEO Clifford recognized Erlyn Osorio and John Fuentez in their absence.  
  
Chair Bustichi echoed the sentiments expressed and thanked the employees for their years of service.
- 13 RESOLUTION OF APPRECIATION FOR ADELA BATES, REBECCA DANIEL, SERENA TOVAR, AND ELIZABETH WOODBRIDGE-SISSON**  
CEO Clifford recognized Adela Bates, Serena Tovar and Elizabeth Woodbridge-Sisson who were unable to be present.

He invited General Counsel Syren and Rebecca Daniel to the podium. General Counsel Syren thanked Rebecca for her contributions over the years. Rebecca, in turn, thanked the Board for the privilege and honor.

Chair Bustichi opened the floor to public comment.

John Daugherty reminisced about working with Vickie Sanchez 15 years ago in Customer Service and praised her work ethic.

**ACTION: MOTION TO ACCEPT THE ADOPTION OF THE RESOLUTIONS OF APPRECIATION FOR ADELA BATES, REBECCA DANIEL, SERENA TOVAR, AND ELIZABETH WOODBRIDGE-SISSON AS PRESENTED.**

**MOTION: DIRECTOR LEOPOLD            SECONDED: DIRECTOR McPHERSON  
MOTION PASSED WITH 11 AYES (Directors Bottorff, Bustichi, Cervantez, Chase, Dutra, Friend, Hagen, Lane, Leopold, McPherson and Rotkin)**

**14     YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF MARCH 31, 2015**

Angela Aitken, Finance Manager, added narrative to the presentation; e.g., the open positions are “rolling” positions, not necessarily the same open positions as the previous month. Director Rotkin noted that passenger fares are down due to overestimation of riders. Angela explained how/why this happened.

In response to Director Leopold’s question, Finance Manager Aitken noted that the fuel tax credit is budgeted for FY16 and will be used against reserves.

Director Rotkin asked where we are in the Metrobase project. CEO Clifford responded that the contractor believes we can finish the project towards the end of August. The METRO team is doing what it can to assist reaching this goal.

**15     CONSIDERATION OF A FARE STRUCTURE FOR PREMIUM FARES AND  
CONSIDERATION OF PROVIDING LIMITED PARATRANSIT SERVICE TO  
LOMPICO AND SOUTH FELTON DURING NON-SCHOOL TIMES WHEN FIXED  
ROUTE SERVICE DOES NOT RUN**

CEO Clifford began this item by reminding the Assembly that this agenda item was carried over from the April 10, 2015 public hearing.

April Warnock, Paratransit Superintendent, provided an overview of presentation. Erich Friedrich, Sr. Transportation Planner, elaborated on the maps.

The Directors and staff discussed the regional ridership and approaches taken. The Board was appreciative of staff’s efforts spent to clarify the service areas and any impact to our passengers.

Directors Leopold and Rotkin asked that staff re-examine the Paratransit pick-up policy and report back to the Board. Ms. Warnock responded that the process and procedure are being reviewed to provide additional flexibility.

Chair Bustichi opened the floor to public comment.

Carol Childers, Meals on Wheels and Seniors Commission representative, urged approval of the proposals and thanked staff for their efforts.

Ernestina Saldana elaborated on her earlier testimony regarding pick-up / ready windows. She understands the impact of the proposed changes and thanked staff for their work.

Eduardo Montesino cautioned future service cuts and requested that those proposals be presented in the map format when available.

Becky Taylor asked if there would be drop-offs outside the service area. Chair Bustichi responded that drop-offs would not be allowed outside the outlined radius. Ms. Taylor said she could change some things around.

Director Rotkin pointed out that many of these cuts had been proposed years ago but not incorporated. There may well be larger cuts in the fixed route service in the future.

**ACTION: MOTION TO ACCEPT THE FARE STRUCTURE FOR PREMIUM FARES AND CONSIDERATION OF PROVIDING LIMITED PARATRANSIT SERVICE TO LOMPICO AND SOUTH FELTON DURING NON-SCHOOL TIMES WHEN FIXED ROUTE SERVICE DOES NOT RUN AS PRESENTED.**

**MOTION: DIRECTOR ROTKIN                      SECONDED: DIRECTOR LEOPOLD  
MOTION PASSED WITH 11 AYES (Directors Bottorff, Bustichi, Cervantez, Chase, Dutra, Friend, Hagen, Lane, Leopold, McPherson and Rotkin)**

**16      CONSIDERATION OF SANTA CRUZ METRO'S DRAFT FINAL FY16 AND FY17 OPERATING BUDGETS, DRAFT FINAL FY16 CAPITAL BUDGET, AND A RESOLUTION SETTING A PUBLIC HEARING ON JUNE 26, 2015**

Angela Aitken, Finance Manager, provided narrative, noting that meetings had been conducted with the Unions and the METRO Managers.

Discussions regarding ADA bus stop improvements ensued, specifically the Green Valley stop. Mr. Friedrich noted that we hope to use grant funds to improve stops along the Highway 9 corridor.

Chair Bustichi asked how we can better advocate on behalf of METRO with the local City Planning Departments. Perhaps request formal reviews of future site projects to engage the developers. Director Rotkin suggested the Board Members take these ideas back to their respective jurisdictions.

Tom Hiltner noted that METRO receives Environmental Impact Report (EIR) notification from AMBAG which we use to achieve objectives when building bus stops, turnouts, improved access, etc.

Director Rotkin asked who will be handling Frank Cheng's role after the summer. CEO Clifford responded that Hill International will incorporate this responsibility.

Director Leopold wanted to know where the FTA 5539 qualifying projects revenue is reflected. Finance Manager Aitken responded it's located in the Capital Budget.

Discussions regarding the reserve 'buckets' ensued with Finance Manager Aitken emphasized we are making progress. CEO Clifford stressed the importance of the operating capital reserves as these funds are often used to match grant funding

The \$2.8M funding gap from STA remains a potential risk if the legislature doesn't step up to the plate. The lack of sales tax revenue is a contributing factor statewide. Director McPherson urged his fellow Board members to stress the importance of this funding source whenever they have an opportunity to meet with government representatives. Director Rotkin suggested METRO prepare materials to send to the City and State legislatures.

Director Leopold noted that the California Senate and Assembly are attempting to increase transportation funding; this may be the year to get the resources needed.

Director Rotkin asked Al Pierce, Maintenance Manager, if the engines are failing at an anticipated rate. Mr. Pierce responded they are. In fact, this phenomenon is felt throughout the industry; many are caused by piston problems which are covered under the current warranty. Unfortunately, there is only one CNG engine available for transit buses. The engine manufacturer, Cummins, is working through the problems.

Chair Bustichi thanked the staff for their efforts noting that in the broader scenario of METRO's structural deficits, we will be faced with many cuts. He suggested the Accessible Services Coordinator position remain fully funded at this time, to be included in the broader context of all cuts. He clarified that there are no guarantees of keeping any positions at the current stage.

Chair Bustichi opened the floor for public comment.

Eduardo Montesino thanked CEO Clifford for including the union in the budget process. He'd like to see the class and comp study include updated job descriptions.

Ernestina Saldana provided a letter to the Board Members via the Clerk addressing the Accessible Services Coordinator noting she has used his services twice. She encouraged the Board to consider him, his knowledge and contribution to the public

Sara Schifrin, asked that information be sent to her so that she can understand the rationale behind this decision.

John Daugherty supports Chair Bustichi's suggestion to keep this position full time for now. Accessible services to the senior and handicapped community have been promoted by METRO since 1988 ~~1998~~.

Becky Taylor, Felipa de Leon and Scott Winslow each supported the continuation of the Accessible Services Coordinator (ASC), emphasizing the contributions to the community and noting that training is important for those with disabilities.

Doug Patrick, past member of the Commission on Disabilities, has conducted a survey, with the intent to inform the Board and City Councils about the current thresholds of services and impacts of cuts. Noting that those with significant mobility disabilities often require a number





Ciro Aguirre, COO, introduced the new class of ParaCruz Operators Daniel Zaragoza, Assistant Paratransit Superintendent, noted that they have completed five weeks of training.

Manual Diaz, Antonio Ortiz, Lou Perez thanked the Board for the opportunity and said they looked forward to working with METRO.

Chair Bustichi welcomed them all to METRO. Director Hagen thanked them for the services they will provide.

- 20 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, JUNE 12, 2015 AT 8:30 AM, SANTA CRUZ METRO ADMIN OFFICES, 110 VERNON STREET, SANTA CRUZ**  
Chair Bustichi announced the next meeting details.

- 21 ADJOURNMENT**  
Chair Bustichi adjourned the meeting at 11:38A

Respectfully submitted,

Gina Pye  
Executive Assistant to the CEO