

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

February 15, 2002

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, February 15, 2002, at the City Hall Council Chambers, 809 Center Street, Santa Cruz, California.

Chairperson Ainsworth called the meeting to order at 9:00 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Sheryl Ainsworth
Jeff Almquist
Jan Beautz
Tim Fitzmaurice
Michelle Hinkle
Mike Keogh
Christopher Krohn
Dennis Norton
Ana Ventura Phares
Emily Reilly
Ex-Officio Mike Rotkin
Pat Spence

DIRECTORS ABSENT

None

STAFF PRESENT

Bryant Baehr, Operations Manager
Mark Dorfman, Asst. General Manager
Terry Gale, IT Manager
Margaret Gallagher, District Counsel
Tom Hiltner, Grants/Legis. Analyst
David Konno, Fac. Maint. Manager
Ian McFadden, Transit Planner

Kathy O'Mara, Schedule Analyst
Elisabeth Ross, Finance Manager
Robyn Slater, Interim H.R. Manager
Judy Souza, Base Superintendent
Tom Stickel, Fleet Maintenance Manager
Leslie R. White, General Manager

EMPLOYEES AND MEMBERS OF THE PUBLIC WHO INDICATED THEY WERE PRESENT

April Axton, Lift Line
Jim Bosso, S. C. Transportation
Richard Camperud, Courtesy Cab
Linda Clayton, SEA
Dianna Dunn, SEIU
Ron Goodman, MUG

Carmen Magdaleno, Interpreter
Gillian McGlaze, PSA
Larry Paegler, UCSC
Steve Paulsen, UTU
Wes Scott, UCSC
Linda Wilshusen, SCCRTC

2. ORAL AND WRITTEN COMMUNICATION

Written:

- | | | |
|----|--|------------------------------|
| a. | J. R. Whiteagle | RE: Paratransit Service Area |
| b. | Lorraine Washington, City of Watsonville | RE: Appointment to Board |
| c. | T. Anand | RE: Highway 17 Increase |
| d. | Piet Canin | RE: Bikes Inside Buses |

Oral:

Wes Scott, Transportation and Parking Director at UCSC, asked that the university service be kept in tact if it is necessary to implement service reductions. Faculty and Staff ridership has increase 20% this last year. Student transit fees will increase by \$3, however, student support for this increase will be difficult if service were cut. He supplied a letter in this regard which will be attached to these Minutes as Attachment A.

Ron Goodman, bicycle advocate for the MUG Committee, stated that the letter to the Board from Batya Kagen should not have been sent on “People Power” letterhead. In his capacity as a MUG representative, Mr. Goodman requested that the Board withdraw the issue of Bikes Inside Buses from the March agenda. He also stated that MUG will continue its plan to outreach to MASTF and E&D TAC on this issue. Mr. Goodman supplied a letter to the Board which is attached to these Minutes as Attachment B. He anticipates a recommendation will be made from MUG to the Board in June or July.

ACTION: MOTION: DIRECTOR FITZMAURICE SECOND: DIRECTOR REILLY

Move consideration of bikes inside buses back to the MUG Committee for suitable conversations and bring a position back to the Board in June or July.

Motion passed unanimously.

Batya Kagen apologized to the Board for the confusion of using the People Power letterhead and withdrew her request for the Route 35 bus to be considered for bikes inside. She is now working with Ron Goodman on this issue.

3. LABOR ORGANIZATION COMMUNICATIONS

No questions or comments.

4. METRO USERS GROUP (MUG) COMMUNICATIONS

No questions or comments.

5. METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS

Director Spence, representing MASTF, read the following Motions made at the February 14th meeting.

The following Motion to METRO Board and Management was approved during the MASTF meeting today:

MASTF opposes extension of METRO's "bikes inside buses" program because the proposed arrangement would result in loss of needed priority seats and wheelchair spaces in the securement and priority seating areas required under the Americans with Disabilities Act (ADA). MASTF supports consideration of bike storage in other bus seating areas and at facilities (such as bike lockers) outside of buses.

The following three Motions to the METRO Board were also approved by MASTF:

1) MASTF acknowledges the quality and professionalism of past METRO paratransit activities including:

- a. The audit and re-certification Requests For Proposals (RFP) and the resulting reports and findings;
- b. The RFP for a new contract for the paratransit service provider;
- c. The submitted proposals and selection process; and
- d. MASTF supports any provider that negotiates and is awarded the contract that will provide the service standards for people with disabilities contained in the METRO ParaCruz Customers Guide and Policies and Procedures.

2) MASTF opposes buying a trolley in place of a bus.

3) MASTF recommends that the METRO Board consider the proposal to purchase two less transit buses than currently programmed to purchase a talking bus system for the entire system.

Les White confirmed that the trolley would be wheelchair accessible and equipped with a lift and a farebox. Use of the trolley for special events vs. regular service will be at the determination of the Board. The trolley will have wooden seats, which may make it uncomfortable for a long route such as to Watsonville.

6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

SECTION 1:

ADD TO ITEM #2

ORAL AND WRITTEN COMMUNICATIONS:

- c. T. Anand RE: Highway 17 Increase
 - d. Piet Canin RE: Bikes Inside Buses
- (Insert written communication as Items c and d)**

CONSENT AGENDA:

ADD TO ITEM #7-1

APPROVE REGULAR BOARD MEETING MINUTES OF 1/11/02
AND 1/18/02
(Insert Minutes of 1/18/02)

- **Distributed to Board at February 8, 2002 meeting**

ADD TO ITEM #7-3 ACCEPT AND FILE JANUARY 2002 RIDERSHIP REPORT
(Will be distributed at the 2/15/02 Board Meeting)

ADD TO ITEM #7-4 CONSIDERATION OF TORT CLAIMS: Deny the Claim of: Ted Lahti
(Insert Claim)

ADD TO ITEM #7-9 ACCEPT AND FILE STATUS REPORT ON ADA PARATRANSIT
PROGRAM FOR DECEMBER 2001
(Insert Report)

- **Distributed to Board at February 8, 2002 meeting**

REGULAR AGENDA:

ADD TO ITEM #8 CONSIDERATION OF ADOPTION OF RESOLUTION REVISING FY
01-02 BUDGET
(Replace Page 8-A-2)

DELETE ITEM #9 CONSIDERATION OF REVISING POLICY REGARDING BIKES
INSIDE BUSES
(Deferred to March 15, 2002 Board Meeting)

ADD TO ITEM #10 CONSIDERATION OF SECURITY ISSUES AT THE WATSONVILLE
TRANSIT CENTER
(Insert Attachment to Staff Report)

DELETE ITEM #11 CONSIDERATION OF AMENDMENT TO WARRANTY SECTION
OF REPOWER CONTRACT 00-07 WITH COMPLETE COACH
WORKS
(Action taken at Board Meeting of February 8, 2002)

DELETE ITEM #13 CONSIDERATION OF REAPPORTIONMENT TO THE SANTA
CRUZ METROPOLITAN TRANSIT DISTRICT'S BOARD OF
DIRECTORS AS A RESULT OF THE FINDINGS OF THE COUNTY
CLERK
(Deferred to March 15, 2002 Board Meeting)

DELETE ITEM #14 CONSIDERATION OF APPLICATIONS TO PARTICIPATE ON THE
METRO USERS GROUP (MUG) COMMITTEE UNDER THE
MEMBERSHIP CATEGORY OF "TRANSIT USER"
(Action taken at Board Meeting of February 8, 2002)

ADD TO ITEM #17 CONSIDERATION OF HOW TO PROVIDE TRANSIT SERVICE TO
THE BEACH FLATS AFFORDABLE HOUSING PROJECT
(Insert Staff Report)

- **Distributed to Board at February 8, 2002 meeting**

- ADD TO ITEM #18** CONSIDERATION OF PROPOSAL FROM CITY OF SANTA CRUZ TO PURCHASE ONE RUBBER-TIRED TROLLEY
(Insert Staff Report)
- **Distributed to Board at February 8, 2002 meeting**
- ADD TO ITEM #19** CONSIDERATION OF STATUS REPORT ON AMERICANS WITH DISABILITIES (ADA) PARATRANSIT PROCUREMENT
(Insert Staff Report)
- **Distributed to Board at February 8, 2002 meeting**
- ADD TO ITEM #20** CONSIDERATION TO USE FEDERAL GRANTS PROGRAMMED FOR PURCHASE OF BUSES TO INSTEAD PURCHASE TALKING BUS SYSTEM
(Insert Staff Report)
- ADD TO ITEM #21** CONSIDERATION OF A RESOLUTION AUTHORIZING A GRANT APPLICATION TO THE CALIFORNIA ENERGY COMMISSION FOR CAPITAL ASSISTANCE TO BUILD THE COMPRESSED NATURAL GAS (CNG) FUELING STATION
(Insert Staff Report)

In addition to these items, there were letters from Wes Scott and Jim Bosso.

CONSENT AGENDA

- 7-1. **APPROVE REGULAR BOARD MEETING MINUTES OF 1/11/02 and 1/18/02**
- 7-2. **ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS**
- 7-3. **ACCEPT AND FILE JANUARY 2002 RIDERSHIP REPORT**
- 7-4. **CONSIDERATION OF TORT CLAIMS: Deny the claim of: Marcos Hernandez, Enedina Santos, Brian Hernandez, Brandon Hernandez**
- 7-5. **ACCEPT AND FILE MINUTES OF MASTF COMMITTEE MEETING OF 1/17/02**
- 7-6. **MINUTES OF MUG COMMITTEE MEETING: No Meeting in January due to lack of quorum**
- 7-7. **ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR DECEMBER 2001, APPROVAL OF BUDGET TRANSFERS**
- 7-8. **ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE**
- 7-9. **ACCEPT AND FILE STATUS REPORT ON ADA PARATRANSIT PROGRAM FOR DECEMBER 2001**
- 7-10. **ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR DECEMBER 2001**
- 7-11. **ACCEPT AND FILE STAFF REPORT ON THE INVESTIGATION OF BIO-DIESEL AS AN INTERIM FUEL**
- 7-12. **MOVED TO CLOSED SESSION AT THE 2/8/02 BOARD MEETING**
- 7-13. **CONSIDERATION OF AUTHORIZATION FOR DISPOSAL OF ASSETS: NINE GILLIG BUSES; ONE BASE STATION; 108 CLEVELAND FAREBOXES, 183 VAULTS AND RELATED PARTS**

**7-14. CONSIDERATION OF AUTHORIZATION FOR GENERAL MANAGER TO EXECUTE
ADDENDUM TO STATE OF CALIFORNIA PURCHASE CARD PROGRAM MASTER
SERVICE AGREEMENT**

**7-15. ACCEPT AND FILE NOTICE OF ACTION IN REGARD TO SETTLEMENT OF THE
CHRISTIAN FLORIN V. SANTA CRUZ METROPOLITAN TRANSIT DISTRICT CASE**

ACTION: MOTION: DIRECTOR REILLY SECOND: DIRECTOR HINKLE

Approve the Consent Agenda

Motion passed unanimously.

REGULAR AGENDA

8. CONSIDERATION OF ADOPTION OF RESOLUTION REVISING FY 01-02 BUDGET

Summary:

Elisabeth Ross stated that sales tax and farebox revenues are down and the budget needs to be adjusted to accommodate this downturn. Expense adjustments were also made to cover the revenue shortfall. Ms. Ross outlined the sales tax projections from the State Board of Equalization through the second quarter of 2002. A reduction to the sales tax was made in the amount of \$700,000 and this revised page was distributed to the Board. TDA funds were also reduced since these are based on sales tax revenue. Ms. Ross recommended that the Board revise the employee incentive plan as well.

Discussion:

Mr. White added that Staff would approach the Board in March with a set of service reductions to be implemented as early as the summer bid along with one wave in the fall bid.

ACTION: MOTION: DIRECTOR SPENCE SECOND: DIRECTOR ALMQUIST

Adopt the Resolution revising the FY 01-02 budget in accordance with Exhibit A of the Staff Report and revise the employee incentive program.

Motion passed unanimously by a roll call vote.

9. CONSIDERATION OF REVISING POLICY REGARDING BIKES INSIDE BUSES

As outlined under Oral Communications, this item has been deferred to June or July 2002.

10. CONSIDERATION OF SECURITY ISSUES AT THE WATSONVILLE TRANSIT CENTER

Summary:

Bryant Baehr asked the Board to defer this item to the March meeting to allow him time to compile proposals from different security firms. He also advised the Board that the cost of a direct phone line to the Watsonville Police Dept. would be \$450, however, Netcom has not yet accepted this.

ACTION: MOTION: DIRECTOR ALMQUIST SECOND: DIRECTOR BEAUTZ

Continue this item to the March Board meeting.

Ex-Officio Director Rotkin asked that Mr. Baehr keep track of the kinds of reports received without having security. There was further discussion regarding the phone: have a phone programmed to dial 911 rather than a direct line; no maintenance costs added to the cost of a direct dial phone, structure to protect phone yet make it accessible. Director Phares suggested that Mr. Baehr talk with the Watsonville Police Dept. in this regard.

Motion passed unanimously.

11. DELETED

12. MOVED TO CONSENT AGENDA AS ITEM 7-16

13. DELETED – DEFERRED TO MARCH 15, 2002 BOARD MEETING

14. DELETED

15. MOVED TO CONSENT AGENDA AS ITEM 7-17

16. CONSIDERATION OF NOMINATION AND ELECTION OF DIRECTORS TO SERVE AS ALTERNATE REPRESENTATIVES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE YEAR 2002

Summary:

Les White stated that the Board elected representatives to the Regional Transportation Commission, and the Chair for MUG at last month's meeting. The Board did not identify and elect members of the Board to serve as alternates for the Regional Transportation Commission. The following Directors were nominated as alternates at the February 8th Board meeting: Director Phares, Director Hinkle, Director Krohn.

ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR FITZMAURICE

Elect the following Directors to be alternates on the Santa Cruz County Regional Transportation Commission: Ana Ventura Phares as 1st alternate, Michelle Hinkle as 2nd alternate, and Christopher Krohn as 3rd alternate.

Motion passed unanimously.

17. CONSIDERATION OF HOW TO PROVIDE TRANSIT SERVICE TO THE BEACH FLATS AFFORDABLE HOUSING PROJECT

Summary:

Mark Dorfman reported that Staff received a request from Mercy Housing to provide a letter of support for a project in Beach Flats. The letter would state that there would be a bus stop within 500' of the project. This would provide Mercy Housing with \$600,000 in tax credit. The current stop on Leibrandt Street is being eliminated because of the project. Staff is working with the City of Santa Cruz on various options, which were presented to the Board. The Board would identify the preferred location(s) and the Board's Chairperson would write the letter to Mercy Housing contingent on approval of the stops by the City of Santa Cruz.

Discussion:

Director Fitzmaurice stated that the City of Santa Cruz is looking for ways to help fund the new bus stops. He will make a recommendation to the City in this regard and move forward with the accompanying letter from the City Council. It was confirmed that the new stop(s) would be highly illuminated and patrolled by the City police. Mr. White added that the cost of installing these stop(s) would be no more than \$10,000 per stop.

ACTION: MOTION: DIRECTOR KEOGH SECOND: DIRECTOR REILLY

Direct Staff to work with City staff to establish two bus stops: one stop on Beach Street and one on Third Street. Direct Staff to request funds from the City and from the project developer to pay for the Staff.

AMENDMENT: DIRECTOR ALMQUIST

Direct Staff to write a letter of support to Mercy Housing for the Chair's signature.

Motion and Amendment passed unanimously.

18. CONSIDERATION OF PROPOSAL FROM CITY OF SANTA CRUZ TO PURCHASE ONE RUBBER-TIRED TROLLEY

Summary:

Mark Dorfman stated that the Board has indicated an interest in buying a rubber-tired trolley. Grant funding is in place for the purchase of 18 35-foot buses and up to 14 40-foot buses. The grant allows METRO to switch out one bus for a rubber-tired trolley. Staff could piggy-back the trolley onto another transit district's order which would alleviate a long delivery time. Cost of the

trolley is \$367,000 with grant funds for 80% and the remaining 20% being paid by the City of Santa Cruz split over a 3-year period. This trolley would be available for the Beach Shuttle route, Capitola Art & Wine Festival and for the Watsonville Holiday Shopper Shuttle.

Discussion:

Jim Bosso of Santa Cruz Transportation submitted a letter regarding a possible violation by METRO of the California Public Utilities Code by replacing private services with this trolley. Ex-Officio Director Rotkin pointed out that METRO would not be replacing a particular service. The Board discussed the various uses for this trolley on a year-round basis and the possibility of using it on regular routes. Mr. White cautioned the Board that the hard wooden seats would not be suitable for a route that runs 30 or more minutes. There was discussion of wheelchair accessibility and a bike rack which the trolley would have.

ACTION: MOTION: DIRECTOR NORTON SECOND: DIRECTOR KROHN

Approve purchase of the trolley in the allotted three bus purchase and run service all year round and not just for summer use.

Motion passed with Directors Keogh and Spence voting no.

It was confirmed that there would be no advertising on this trolley.

19. CONSIDERATION OF STATUS REPORT ON AMERICANS WITH DISABILITIES (ADA) PARATRANSIT PROCUREMENT

Summary:

Mark Dorfman stated that this item is informational only. In October 2001 a Request for Proposal (RFP) was sent out for the provision of ADA services. Two proposals were received. The evaluation rankings were provided to the Board. A letter of protest was received from Community Bridges. The letter of protest will be held until Staff makes its recommendation to the Board for the contract award which should be at the March 15, 2002 Board meeting.

20. CONSIDERATION TO USE FEDERAL GRANTS PROGRAMMED FOR PURCHASE OF BUSES TO INSTEAD PURCHASE TALKING BUS SYSTEM

Summary:

Mark Dorfman reported that there are currently ten Highway 17 buses and up to thirty-two regular route buses on order.

DIRECTOR FITZMAURICE LEFT THE MEETING.

Of the thirty-two regular route buses, eight of them will be low-floor, CNG and equipped with the talking bus system. All buses out to bid will also be required to have this system. Through an FTA budget amendment Staff would be allowed to move funds from the low-floor bus acquisition

to allow for the purchase of the remaining talking bus units. Reallocating these funds would mean that METRO would purchase two less buses.

Discussion:

Mr. White informed the Board that Staff looked at every other source for funding. The federal formula funds are being used to balance the operating budget. The bid award needs to be finalized while METRO still has the funding available. He further added that he will aggressively go after the unobligated funds at the upcoming Sacramento meeting. There was discussion regarding Next Bus and AVL systems.

Director Almquist referred to the UTU union's request for increased salary to the bus operators when the new fareboxes were installed. He suggested that Staff obtain a concession from the union since the drivers would no longer need to call out the stops themselves. Les White talked about the Reauthorization process and the funds that would be available through supplemental formula funding, however, these funds would not be available for at least two years.

Mark Dorfman assured the Board that the talking bus system would meet the ADA requirements. Staff will work with the disabled community to identify stops to be programmed into the system. There is a question as to what constitutes a major transfer point. All of these will be incorporated into the system.

Director Reilly also expressed concern over the bus operators not calling out the stops and that METRO has to purchase technology to do what the operators will not do. Mr. White added that Staff has been auditing call stop compliance and will return to the Board in March with specific numbers.

ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR PHARES

Continue this item for one month.

Motion passed unanimously with Director Fitzmaurice absent.

21. CONSIDERATION OF A RESOLUTION AUTHORIZING A GRANT APPLICATION TO THE CALIFORNIA ENERGY COMMISSION FOR CAPITAL ASSISTANCE TO BUILD THE COMPRESSED NATURAL GAS (CNG) FUELING STATION

Summary:

Mark Dorfman stated that Tom Hiltner, Grant Analyst, identified a funding source to assist in the building of the CNG fueling station. These funds would allow a more robust fueling station to be built to bring the fueling time down from ten hours to six hours.

ACTION: MOTION: DIRECTOR NORTON SECOND: DIRECTOR HINKLE

Authorize the General Manager to submit a grant application to the California Energy Commission to assist funding the CNG fueling station.

Motion passed by a roll call vote with Directors Fitzmaurice and Keogh absent.

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

Margaret Gallagher reported that Existing Litigation of ten claimants would be discussed. The proposed claim of Deborah Lane and Joshua Loya would be discussed. The performance evaluation of District Counsel would be conducted as well.

23. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None

SECTION II: CLOSED SESSION

Vice Chairperson Reilly adjourned to Closed Session at 10:48 a.m. and reconvened to Open Session at 12:45 p.m.

SECTION III: RECONVENE TO OPEN SESSION

26. REPORT OF CLOSED SESSION

Margaret Gallagher reported that no final agreements were rendered, therefore, nothing was required to be reported at this time.

ADJOURN

There being no further business, Chairperson Ainsworth adjourned the meeting at 12:45 p.m.

Respectfully submitted

DALE CARR
Administrative Services Coordinator