

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

August 13, 2004

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, August 13, 2004 at the District's Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Vice Chair Keogh called the meeting to order at 9:39 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Sheryl Ainsworth
Jan Beautz
Michelle Hinkle
Mike Keogh
Emily Reilly
Mike Rotkin
Dale Skillicorn
Pat Spence
Mark Stone
Marcela Tavantzis

DIRECTORS ABSENT

Dennis Norton
Ex-Officio Wes Scott

STAFF PRESENT

Bryant Baehr, Operations Manager
Margaret Gallagher, District Counsel
Steve Paulson, Paratransit Administrator
Elisabeth Ross, Finance Manager

Robyn Slater, Human Resources Manager
Judy Souza, Base Superintendent
Tom Stickel, Fleet Maint. Manager
Les White, General Manager

EMPLOYEES AND MEMBERS OF THE PUBLIC WHO VOLUNTARILY INDICATED THEY WERE PRESENT

Chuck Boxwell, RNL Design
Kate Diamond, RNL Design
Joni Janecki, JWA
Jeff Le Blanc, MASTF
Gary Klemz, SEIU

Paul Marcelin-Sampson
Bonnie Morr, UTU
Will Regan, VMU
Bob Yount, MASTF

2. ORAL AND WRITTEN COMMUNICATION

Oral:

Vice Chair Keogh announced that action is required today on Item #11, but not on Item #5-15. Les White reported that no action is required today on Item # 5-18 due to MAC

member Lesley Wright being unable to attend the August Paratransit Coordination Task Force meeting and no response had been received from the MAC Chair regarding recommending a replacement.

An announcement was made that Director Scott's son, Jonathan Scott, had recently passed away and a memorial is planned for 2:30 p.m. on Sunday, August 15, 2004 at Twin Lakes Church in Aptos.

Written:

None

3. LABOR ORGANIZATION COMMUNICATIONS

None.

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

None. Due to time constraints, Items # 14 and 15 were taken out of order before the Consent Agenda.

ACTION: MOTION: DIRECTOR TAVANTZIS SECOND: DIRECTOR ROTKIN

Take Items # 14 and 15 before the Consent Agenda.

Motion passed unanimously with Directors Norton and Scott being absent.

14. REVIEW OF REBUILD VS. REMODEL DESIGN OPTIONS FOR THE METROBASE PROJECT MAINTENANCE BUILDING

Summary:

Les White introduced Chuck Boxwell and Kate Diamond from RNL Design, who gave a presentation on rebuild vs. remodel options, schedule and cost for the MetroBase Maintenance Building on Golf Club Drive.

Discussion:

The existing building is twenty years old, has a sloped floor and is past its projected useful life. A completely new building would have a level floor; and the same square footage, but with more useable space. There was discussion about the project being "green" by using locally manufactured and recycled materials, and using natural daylight. Construction of a new building would add approximately 2-3 months, but would not affect the schedule for the LCNG Fueling Station. The overall project cost would be approximately the same. However, design costs, demolition cost and construction costs would be approximately \$490,000 above the remodel cost before the change order contingencies are added.

Direction:

The Board requested that more details regarding the total additional cost be brought back to the August 27, 2004 meeting.

15. REVIEW OF AESTHETIC TREATMENT DESIGN OPTIONS FOR THE OPERATIONS, SERVICE, AND MAINTENANCE BUILDINGS FOR THE METROBASE PROJECT

Summary:

The RNL Design Team (Chuck Boxwell and Kate Diamond from RNL Design, and Joni Janecki from JWA) asked the Board for input on colors, finishes, exposed materials, carpets, tiles and other components that will affect the overall appearance of the MetroBase facilities.

Discussion:

The RNL Design Team answered questions and showed examples of materials for the Board make selections from, explaining that recycled, locally made materials and native, drought tolerant plants will be used. The Design Team is in synch with what Art Space is proposing at the Tannery site, and also has taken into consideration steps necessary to prevent mold from forming.

VICE CHAIR KEOGH TURNED THE MEETING OVER TO CHAIR REILLY AT THIS TIME AND THEN LEFT THE MEETING

CONSENT AGENDA

Chair Reilly announced that due to time constraints, she not review each Consent Agenda Item individually, but rather asked if there were any comments or questions that anyone wanted to raise on a particular Consent Agenda Item.

Paul Marcelin-Sampson asked the Board to consider responding to the negative articles in the Sentinel regarding Highway 17 drivers. Mr. Marcelin also pointed out that the Paratransit Coordination Task Force minutes included in today's Agenda Packet are actually draft minutes, but not labeled as such. Director Beautz responded that they would be labeled "draft" going forward.

REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

This presentation will take place at the August 27, 2004 Board Meeting.

7. CONSIDERATION OF RECEIPT OF THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION'S PARATRANSIT COORDINATION TASK FORCE (PCTF) AND MINUTES OF JUNE 16, 2004

Summary:

Director Spence encouraged Board members to attend the next meeting being held at 2:00 p.m. August 18, 2004 in the ABC Room of the Santa Cruz Civic Auditorium. Margaret Gallagher will make a presentation at the meeting regarding the ADA legal mandates.

8. **CONSIDERATION OF APPROVAL OF 40 YEAR LEASE WITH THE CITY OF SANTA CRUZ FOR PROPERTY NEEDED FOR THE METROBASE PROJECT**

Documentation will be presented for consideration at the August 27, 2004 Board Meeting.

9. **AWARD CONTRACT FOR GOODWILL LOSS APPRAISAL SERVICES ACTION REQUIRED AT THE JULY 9, 2004 BOARD MEETING**

Documentation will be presented for consideration at the August 27, 2004 Board Meeting.

10. **CONSIDERATION OF MODIFICATIONS TO SANTA CRUZ METRO'S BYLAWS TO CLARIFY THAT APPOINTEES TO THE METROS ADVISORY COMMITTEE (MAC) SERVE AT THE PLEASURE OF THE BOARD OF DIRECTORS**

Paul Marcelin-Sampson asked the Board to consider adding language to the bylaws clarifying that the Board does not intend to remove MAC members based on their point of view.

11. **CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A LEASE AGREEMENT WITH SOQUEL III ASSOCIATES FOR PROPERTY LOCATED AT 2880 RESEARCH PARK DRIVE, SUITE 160 FOR METRO PARACRUZ OPERATION**
ACTION REQUIRED AT THE AUGUST 13, 2004 BOARD MEETING

Summary:

Bryant Baehr reported that Greg Walsh of J.R. Parrish has helped Staff locate a suitable property for in-house ParaCruz operations at 2880 Research Park Drive. Of the 10 properties viewed, this property is the only one that met all the criteria necessary for a November 1, 2004 start date. The owner, Soquel III Associates, is proposing a five (5) year lease with two (2) five (5) year options, with three (3) months rent-free.

Discussion:

Mr. Baehr reported that the County of Santa Cruz and the Central Fire District have approved the use of this property for ParaCruz operations, including light maintenance. There was discussion regarding the lack of specifically designated parking spaces.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR REILLY

Authorize the General Manager to execute a lease with Soquel III Associates for property located at 2880 Research Park Drive, Suite 160, for ParaCruz operations and send Board members a copy of the agreement prior to final signature.

Director Beautz added the following friendly amendment, which was accepted by Director Rotkin:

Attempt to obtain designated parking spaces with the understanding that Staff may need to take full responsibility regarding enforcement of designated parking spaces and if Soquel III does not agree, then the matter needs to be brought back top the Board of Directors.

Gary Klemz expressed concern that providing in-house ParaCruz service is costing \$80,000 more than not taking the service in-house, while employees are being laid off.

Director Rotkin clarified that the costs would have been higher to remain with Community Bridges or go with a brokerage service.

Motion passed unanimously with Directors Keogh, Norton and Scott being absent.

12. **CONSIDERATION OF APPOINTING A PERMANENT METRO ADVISORY COMMITTEE (MAC) REPRESENTATIVE TO THE PARATRANSIT COORDINATION TASK FORCE (PCTF)**

Documentation will be presented for consideration at the August 27, 2004 Board Meeting.

13. **CONSIDERATION OF MODIFYING THE BYLAWS OF THE METRO ADVISORY COMMITTEE (MAC) TO PROVIDE FOR ALTERNATE MEMBERS**

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR SPENCE

Move this item to the Consent Agenda for the August 27, 2004 Board Meeting.

Motion passed unanimously with Directors Keogh, Norton and Scott being absent.

16. **CONSIDERATION OF APPROVAL OF RESOLUTION TO MODIFY SANTA CRUZ METRO'S BYLAWS INCLUDING ADDING RULES OF PROCEDURE FOR BOARD MEETINGS, SELECTING REPRESENTATIVES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION, SETTING TIME LIMITS FOR TESTIMONY ON AGENDA ITEMS AND OTHER NEEDED FOR THE METROBASE PROJECT**

Documentation will be presented for consideration at the August 27, 2004 Board Meeting.

ADJOURN

Minutes– Board of Directors
August 13, 2004
Page 6

There being no further business, Chair Reilly adjourned the meeting at 11:25 a.m.

Respectfully submitted,

CINDI THOMAS
Administrative Services Coordinator