

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

December 21, 2007

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, December 21, 2007 at the Santa Cruz City Council Chambers, 809 Center Street, Santa Cruz, CA.

Chair Tavantzis called the meeting to order at 9:02 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Jan Beautz (arrived after roll call)
Dene Bustichi
Donald Hagen
Michelle Hinkle
Kirby Nicol
Mike Rotkin
Dale Skillicorn
Pat Spence
Mark Stone
Marcela Tavantzis

DIRECTORS ABSENT

Emily Reilly
Ex-Officio Donna Blitzer

STAFF PRESENT

Ciro Aguirre, Operations Manager	Mary Ferrick, Base Superintendent
Angela Aitken, Finance Manager	Margaret Gallagher, District Counsel
Wally Brondstatter, Acting Paratransit Administrator	Debbie Kinslow, Asst Finance Manager
Frank Cheng, MetroBase Project Manager	Robyn Slater, Human Resources Manager
Mark Dorfman, Assistant General Manager	Les White, General Manager

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

Bonnie Morr, UTU

Bob Yount, MAC

2. ORAL AND WRITTEN COMMUNICATION TO THE BOARD OF DIRECTORS

Written:

- | | |
|-----------------------------|---------------------------------|
| a. T. S. Anand | Re: Winter Service Revisions |
| b. Seacliff Drive Residents | Re: Routes 54 & 55 Vehicle Size |

Oral:

None.

3. LABOR ORGANIZATION COMMUNICATIONS

Bonnie Morr, UTU, wished the Board happy holidays and stated that the union is looking forward to the New Year and is hopeful that relations and communication between the union and management will improve and the upcoming labor negotiations will be productive. Ms. Morr clarified that the union has no connection to the Transit Tribune newsletter, which contains the personal opinions of a few specific people and does not reflect the view of the majority.

Ms. Morr said that neither the union nor management wants to relive the 2005 strike and that in order to move forward, the issue should not continue to appear in Board Packets. Ms. Morr spoke about managers recently working represented paratransit dispatch positions due to understaffing.

VICE CHAIR BEAUTZ ARRIVED

Ms. Morr stated that she enjoyed the Holiday Party and that the continued support of the Board and management is needed to rebuild the comfort zone for UTU.

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

Page #7.c12, which was inadvertently left out of the packets, was distributed today and is attached to the file copy of these minutes.

CONSENT AGENDA

- 5-1. **ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF NOVEMBER 2007**
- 5-2. **CONSIDERATION OF TORT CLAIMS: NONE**
- 5-3. **ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR DECEMBER 19, 2007 AND MINUTES OF OCTOBER 17, 2007**
- 5-4. **ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF SEPTEMBER 2007**
- 5-5. **ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR AUGUST 2007**
- 5-6. **ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR THE MONTH OF OCTOBER 2007**
- 5-7. **ACCEPT AND FILE NOTIFICATION OF ACTION TAKEN IN CLOSED SESSION REGARDING GEORGE V. BAY AREA RAPID TRANSIT DISTRICT; U.S. DISTRICT COURT, NORTHERN DISTRICT OF CALIFORNIA, CASE NO. C 00-2206CW**
- 5-8. **CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AMENDMENT TO THE CURRENT LEASE FOR THE PROPERTY LOCATED AT 111 DUBOIS STREET, SANTA CRUZ TO EXTEND THE TERM FOR AN ADDITIONAL TEN-MONTH PERIOD**
- 5-9. **CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A NEW LEASE FOR THE PROPERTY LOCATED AT 115 DUBOIS STREET TO BEGIN ON FEBRUARY 1, 2008 AND EXPIRE ON DECEMBER 31, 2010**

- 5-10. CONSIDERATION OF OWNED AND LEASED PROPERTY INVENTORIES TO DETERMINE IF THERE IS ANY PROPERTY IN EXCESS OF SANTA CRUZ METROPOLITAN TRANSIT DISTRICT'S FORESEEABLE NEEDS
- 5-11. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH CLASSIC GRAPHICS FOR VEHICLE BODY REPAIR AND PAINTING SERVICES
- 5-12. CONSIDERATION OF RECEIPT OF INFORMATION FROM THE GENERAL MANAGER REGARDING HIS ATTENDANCE AT THE FALL CONFERENCE OF THE CALIFORNIA TRANSIT ASSOCIATION NOVEMBER 12-14, 2007
- 5-13. ACCEPT AND FILE METROBASE PROJECT STATUS REPORT
- 5-14. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH FRICKE-PARKS PRESS FOR PRINTING OF HEADWAYS
- 5-15. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE NOVEMBER 2007 MEETING(S)
- 5-16. ACCEPT AND FILE OCTOBER 2007 RIDERSHIP REPORT
- 5-17. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT AMENDMENT TO EXTEND THE CONTRACT WITH EVERGREEN OIL, INC. FOR HAZARDOUS WASTE REMOVAL SERVICES
- 5-18. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT AMENDMENT TO EXTEND THE CONTRACT WITH VALLEY POWER SYSTEMS FOR RE-POWER OF FORTY BUSES

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR SKILLICORN

Approve the Consent Agenda

Motion passed unanimously with Director Reilly being absent.

REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

The following employee was awarded a longevity certificate for their years of service:

TEN YEARS

Leslie R. White, General Manager

7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR JULY, AUGUST, AND SEPTEMBER 2007

Summary:

Angela Aitken explained the new format that clearly shows METRO's budget on a monthly, year to date, and year over year basis. Also, interdepartmental transfer will no longer be included, only transfers between different departments.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR NICOL

Approve the Budget Status Reports for July, August and September 2007

Motion passed unanimously with Director Reilly being absent.

8. CONSIDERATION OF RESOLUTION REVISING FY 08 OPERATING AND CAPITAL BUDGET

Summary:

Angela Aitken explained that this change is necessary because capital revenue was erroneously classified as operating revenue in FY08.

ACTION: MOTION: DIRECTOR NICOL SECOND: DIRECTOR ROTKIN

Adopt Resolution revising the FY08 Operating and Capital Budget in accordance with Attachment A

Motion passed unanimously with Director Reilly being absent.

9. ACCEPTANCE OF FINANCIAL STATEMENTS WITH INDEPENDENT AUDITORS REPORT FOR THE YEAR ENDING JUNE 30, 2007

Summary:

Angela Aitken reported that the auditors found the District to be in compliance and there were no new findings. Four findings from prior years were identified and have already been corrected or will be by Spring 2008.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR BEAUTZ

Formally accept the audited financial statements and reports prepared by Brown Armstrong, Certified Public Accountants, for the year ending June 30, 2007

Motion passed unanimously with Director Reilly being absent.

10. CONSIDERATION OF APPROVAL OF 2008 STATE LEGISLATIVE PROGRAM

Summary:

Les White reported that METRO develops a list of legislative priorities each year for the Board's approval to be submitted to METRO's State legislative advocate. Mr. White explained each of the 2008 legislative goals that staff is recommending that the Board approve. Mr. White reported that the main goal is to protect existing funding sources and levels for transit operating and capital assistance.

Discussion:

There was a discussion about the state budget crisis and its affect on anticipated funding. Director Rotkin stated that he feels METRO should take a more pro-active role in educating the public regarding transit funding and suggested that this should be a statewide effort involving other transit agencies.

ACTION: MOTION: DIRECTOR NICOL SECOND: DIRECTOR HAGEN

Adopt the proposed METRO 2008 State Legislative Program with the word “Aggressively” added to the beginning of Goals #5 and #7

Motion passed unanimously with Director Reilly being absent.

11. CONSIDERATION OF APPROVAL OF 2008 FEDERAL LEGISLATIVE PROGRAM

Summary:

Les White reported that METRO develops a list of legislative priorities each year for the Board's approval to be submitted to METRO's Federal legislative advocate. Mr. White explained each of the 2008 legislative goals that staff is recommending that the Board approve.

Mr. White reported that the main goal is to support appropriation of federal transit funds at the full authorized amount.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR SKILLICORN

Adopt the proposed METRO 2008 Federal Legislative Program and direct staff to present information and letters to local jurisdictions advocating for their support of this program

Motion passed unanimously with Director Reilly being absent.

12. CONSIDERATION OF INFORMATION REGARDING THE AMERICAN PUBLIC TRANSPORTATION ASSOCIATION'S LEGISLATIVE COMMITTEE, AUTHORIZATION TASK FORCE, AND 2050 FRAMEWORK FOR THE FUTURE TASK FORCE, AND CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO CONTINUE TO PARTICIPATE IN THE ACTIVITIES OF THESE COMMITTEES

Summary:

Les White reported that he attended various committee meetings during this year's APTA Legislative Meeting, which was held in November. The Legislative Committee, along with the Executive Committee, is appointing an Authorization Task Force, which he has been asked to serve on. The APTA Executive Committee also created a 2050 Framework for the Future Task Force that he has been asked to co-chair, as a former APTA Chair. Mr. White explained the purpose of each committee and how METRO would benefit.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR HAGEN

Accept information regarding the recent actions of the American Public Transportation Association's Legislative Committee, Authorization Task Force, and 2050 Framework for the Future Task Force and authorize the continued participation of the General Manager in these committees

Motion passed unanimously with Director Reilly being absent.

13. CONSIDERATION OF RESOLUTION AUTHORIZING THE GENERAL MANAGER TO SUBMIT APPLICATIONS AND EXECUTE AGREEMENTS FOR PUBLIC TRANSPORTATION MODERNIZATION, IMPROVEMENT, AND SERVICE ENHANCEMENT ACCOUNT (PTMISEA) FUNDS

Summary:

Mark Dorfman reported that the SCCRTC passed a resolution at its December 6, 2007 meeting programming their share of the Proposition 1B Funds to METRO, which will be used for the completion of the MetroBase Project. By taking this action, METRO will be certifying that the project will be fully constructed using other funds if the state funding does not materialize.

Mr. Dorfman added that staff will recommend that the Santa Cruz Civic Improvement Corporation (SCCIC) become active to serve as a debt service vehicle to get the full \$27 million that is programmed for Santa Cruz County over the life of Proposition 1B.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR NICOL

Adopt Resolution authorizing the General Manager to submit applications to Caltrans and to execute agreements to obligate Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA) funds for MetroBase

Motion passed unanimously with Director Reilly being absent.

14. CONSIDERATION OF AUTHORIZING THE BOARD CHAIR TO TRANSMIT LETTERS OF APPRECIATION FOR METRO REPRESENTATIVES AND AFFILIATES FOR THEIR PARTICIPATION ON THE TRANSPORTATION FUNDING TASK FORCE

The Board asked that Donna Blitzer be included for her participation as a UCSC representative.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR SKILLICORN

Authorize the Board Chair to transmit letters of appreciation to METRO representatives and affiliates who served on the SCCRTC TFTF

Motion passed unanimously with Director Reilly being absent.

15. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR RESTORATION OF THE ROOF ON THE OPERATIONS BUILDING

Summary:

Mark Dorfman reported that the transfer of \$5,025 would cover a 15% contingency.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR SKILLICORN

Authorize the General Manager to execute a contract for roof restoration on METRO's Operations Building located at 1200 River Street, Santa Cruz, with Western Roofing Service for an amount not to exceed \$26,625; authorize the transfer of \$5,025 from Non-Revenue Vehicle Replacement to support the additional cost required for this project

Motion passed unanimously with Director Reilly being absent.

16. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR OPERATIONS PARKING LOT GRADING, PAVING/BLENDING PROJECT

Summary:

Frank Cheng reported that there is a 1 – 5 foot ground level difference between the Operations and Service Building parking lots. This action will give buses direct access between the facilities without having to drive out onto the street.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR BUSTICHI

Authorize the General Manager to execute a contract for Parking Lot Paving/Grade-blending Construction Project at 1200 River Street, Santa Cruz, with Earthworks Paving Contractors, Inc. for a total amount not to exceed \$24,000

Motion passed unanimously with Director Reilly being absent.

ADJOURN

There being no further business, Chair Tavantzis adjourned the meeting at 10:35 a.m.

Respectfully submitted,

CINDI THOMAS
Administrative Services Coordinator