

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

March 12, 2004

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, March 12, 2004 at the District's Administrative Office, 370 Encinal Street, Santa Cruz, CA.

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

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Sheryl Ainsworth (arrived after roll call)
Jan Beautz (arrived after roll call)
Michelle Hinkle
Mike Keogh
Mike Rotkin
Dale Skillicorn
Pat Spence
Marcela Tavantzis
Ex-Officio Wes Scott (arrived after roll call)

DIRECTORS ABSENT

Dennis Norton
Emily Reilly
Mark Stone

STAFF PRESENT

Bryant Baehr, Operations Manager	Elisabeth Ross, Finance Manager
Frank Cheng, M/B Project Manager	Judy Souza, Base Superintendent
Margaret Gallagher, District Counsel	Tom Stickel, Fleet Maint. Manager
Steve Paulson, Paratransit Administrator	Les White, General Manager

EMPLOYEES AND MEMBERS OF THE PUBLIC WHO INDICATED THEY WERE PRESENT

Heather Boerner, <i>Sentinel</i>	Sandra Lipperd, UTU
Pat Dellin, SCCRTC	Paul Marcelin-Sampson, Bus Riders Union
Gary Klemz, SEIU	Ian McFadden, SEA
Jeff LeBlanc, MASTF	Bonnie Morr, UTU
	Will Regan, VMU

2. ORAL AND WRITTEN COMMUNICATION:

Written:

a. R. Paul Marcelin-Sampson

RE: Highway 17 Express Service

Oral:

Vice Chair Keogh expressed Chair Reilly's apologies for missing today's meeting due to a family matter.

Paul Marcelin-Sampson complimented Director Ainsworth on her awareness of the Highway 17 concerns. He offered to answer any questions about taking transit service to the airport.

3. LABOR ORGANIZATION COMMUNICATIONS

Bonnie Morr thanked the Board members and staff who contributed to the funding of the shuttle for the seniors' appreciation dinner. She stated that the shuttle would begin and end in Watsonville this year.

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

None

DIRECTOR AINSWORTH ARRIVED.

CONSENT AGENDA

5-1. APPROVE REGULAR BOARD MEETING MINUTES OF FEBRUARY 13 AND FEBRUARY 27, 2004

Director Spence asked that the following word be changed in the 2/27/04 Minutes: "Kathleen Johnson stated that it is important for the Board to take into consideration recommendations of the Task Force which ~~was~~ **will be** formed as a result of the RTC summit on 2/5/04. This change will be made to the file copy of the minutes.

5-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS

No questions or comments.

EX OFFICIO DIRECTOR SCOTT ARRIVED.

**5-3. ACCEPT AND FILE 1st PAGE OF THE JANUARY 2004 RIDERSHIP REPORT AND THE FEBRUARY 2004 RIDERSHIP REPORT
PAGE 1 OF THE FEBRUARY RIDERSHIP REPORT WILL BE PRESENTED FOR CONSIDERATION AT THE MARCH 26, 2004 BOARD MEETING**

No questions or comments.

5-4. CONSIDERATION OF TORT CLAIMS: Reject the Claim Entirely of Peter L. Finegan, Claim #04-0004; Reject the application of Ramon Ceras to present a late claim and reject Ramon Ceras' claim as untimely, Claim #04-0006

No questions or comments.

5-5. ACCEPT AND FILE AGENDA FOR THE MASTF COMMITTEE MEETING OF MARCH 18, 2004 AND THE MINUTES OF THE FEBRUARY 19, 2004 MEETING

Attachment F will be presented for consideration at the March 26, 2004 Board meeting

5-6. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR JANUARY 2004, AND APPROVAL OF BUDGET TRANSFERS

Elisabeth Ross stated that the goal is to create a “carry over” of funds to the next fiscal year. The increased fares will be helpful if there is a problem with the sales tax in March.

5-7. ACCEPT AND FILE PARACRUZ STATUS REPORT FOR DECEMBER 2003

The Recertification process will be completed within two months. Ninety-four percent of those who responded to the recertification process were recertified at some level.

5-8. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR JANUARY 2004

No questions or comments.

5-9. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE

No questions or comments.

5-10. ACCEPT AND FILE STATUS OF METROBASE PROJECT

Under Item #E Construction. An error was noted as follows: “i. Demolition of Fuel Shed Area.....should be changed to Tool Shed Area.

5-11. ACCEPT AND FILE VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE FEBRUARY MEETINGS

Director Tavantzis inquired about the Transportation Enhancement (TE) funds and was informed that METRO could only use these funds for landscaping enhancements around the bus stops. These funds could not be used for shelters or benches at stops.

5-12. AUTHORIZATION TO RENEW EMPLOYMENT PRACTICES LIABILITY INSURANCE

Documentation will be presented for consideration at the March 26, 2004 Board meeting.

5-13. CONSIDERATION OF AUTHORIZATION FOR DISPOSAL OF EIGHT (8) GMC BUSES AND ASSOCIATED PARTS INVENTORY

No questions or comments.

5-14. CONSIDERATION OF AWARD OF CONTRACT FOR UNIFORM, FLAT GOODS AND LAUNDRY SERVICES

Documentation will be presented for consideration at the March 26, 2004 Board meeting.

REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

Presentation will be made at the March 26, 2004 Board meeting

7. CONSIDERATION OF ADOPTION OF AMENDED FARE ORDINANCE TO REVISE HIGHWAY 17 EXPRESS FARES AND THE SCHOOL STUDENT FIELD TRIP RATE PUBLIC HEARING WILL BE HELD ON MARCH 26, 2004 AT 9:00 A.M.

Summary:

Staff is recommending that Highway 17 fares be increased as we consolidate Highway 17 and Amtrak services. Service will include going into Pacific Station/Metro Center and METRO will receive funds from Caltrans to offset this cost. It is also being proposed to increase the student field trip rate, which was not increased last year.

Discussion:

Discussions involved routing, bus stops in San Jose, connections to Cal Train, Los Gatos stops and connections to the airport. The ten-ride convenience card issue is still pending, however, Mr. White will meet with all parties on March 18th and urge them to sign the agreement then to deal with the convenience card issue. The problem with the lighting and cup holders on the new buses will be addressed. Ticket dispensers will be located at Scotts Valley Transit Center and at Pacific Station/Metro Center. The CCJPA indicated that they would upgrade the quick track machines to make them ADA accessible. Mr. White will ask at the March 18th meeting if a ticket machine could be installed at the Soquel Park & Ride as well. He added that electricity and security would need to be installed to accommodate these machines.

Direction:

- *Submit a report to the Board at their March 26th meeting listing any problems with the new features and possible solutions. Comments received in this regard will be included also.
- *District Counsel will contact FTA about METRO utilizing current ticket machines until the accessible ones are available and will report back at the March 26th meeting.
- *Since Metro Center staff leaves at 4:00 p.m., another source of assistance with the ticket machines will be looked into until the ADA accessible machines are received.

DIRECTOR BEAUTZ ARRIVED.

8. CONSIDERATION OF APPROVAL OF FY 04-05 PRELIMINARY LINE ITEM BUDGET FOR REVIEW AN CLAIMS PURPOSES/STUDY SESSION

Summary:

Elisabeth Ross reported that the preliminary budget is before the Board so that staff can submit it with the TDA/STA claims. A presentation will be made at the March 26th Board meeting and a study session will be held with more details. Staff is attempting to carry over \$950,000 from the current budget to the FY 04/05 budget. With staff utilizing the reserves plus the carry-over, there will still be a deficit of \$628,000. There was discussion of the TDA fund allocation and what that figure should be. Any shortfalls to the TDA funding may result in either fare increases or service cuts and would certainly add to METRO's deficit.

DIRECTOR ROTKIN LEFT THE MEETING.

Directors expressed concern regarding numerous line items. Staff will return to the March 26th Board meeting with further clarification on these items.

Mr. White gave a brief overview of his recent trip to the APTA Legislative Conference. He stated that two bills are currently pending that, if signed, would eliminate the \$6 million shortfall for the MetroBase project. He added that Congressman Sam Farr's top priority will be the \$1.5 million funding for the Greyhound property acquisition.

Direction:

- *Staff will review the anticipated sales tax figures and give another projection in two weeks.
- *Submit a report clarifying numerous line items which are of concern to the Board.
- *Provide a list of the IT Capital items in the proposed budget.
- *Provide a brief description of bus operator labor and overtime costs and why they have increased.
- *Ms. Ross will provide the number of staff per department for Workers' Compensation purposes.

Ian McFadden spoke to the lobbying issue and stated that it is important to retain the State and Federal lobbyists. He added that there is an overestimation of the Workers Compensation costs of \$7 million.

Paul Marcelin-Sampson spoke regarding METRO personnel wages and that the Riders Union will push to return to the Cost of Living Adjustments (COLA) based on the Cost of Living Index (CPI).

9. CONSIDERATION OF OFFERING NOMINEES FOR MEMBERSHIP FOR THE METRO ADVISORY COMMITTEE (MAC)
ACTION IS REQUIRED AT THE MARCH 12, 2004 BOARD MEETING

Discussion:

The minimum requirement of at least four appointees from the disabled community has been met. Director Ainsworth chose James Sheldon for her nomination.

10. **CONSIDERATION OF RESOLUTIONS AUTHORIZING SUBMITTAL OF FY 2005 STA AND TDA CLAIMS**

Summary:

Les White stated that staff is recommending that the TDA claim would be submitted in an amount that currently exceeds what the RTC has allocated. TDA funding is used to support operating costs of the system. Staff will request \$861,000 in STA funding which can only be used for capital activity.

Discussion:

Staff will relook at the TDA claim. It was suggested that possibly two claims be submitted: one for the amount that is needed and one for the amount of funds METRO would receive from the RTC.

11. **REVIEW SANTA CRUZ METRO BYLAWS FOR POSSIBLE MODIFICATIONS TO BE FINALIZED AT A SUBSEQUENT MEETING**

Summary:

Margaret Gallagher asked the Board if they had any proposed modifications to the bylaws. This is an annual request for input. Ms. Gallagher will provide the Board with any suggestions she receives and with possible language.

ADJOURN

There being no further business, Vice Chairperson Keogh adjourned the meeting at 10:41 a.m.

Respectfully submitted.

Dale Carr
Administrative Services Coordinator