



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA MEETING MINUTES*
JANUARY 25, 2019 – 9:00 AM
METRO ADMIN OFFICES
110 VERNON STREET
SANTA CRUZ, CA 95060**

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, January 25, 2019 at the METRO Admin Offices, 110 Vernon Street, Santa Cruz, CA.

The Board Meeting Agenda Packet can be found online at www.SCMTD.com and is available for inspection at Santa Cruz METRO's Administrative offices at 110 Vernon Street, Santa Cruz, California. *Minutes are "summary" minutes, not verbatim minutes. Audio recordings of Board meeting open sessions are available to the public upon request.

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SECTION I: OPEN SESSION

CALL TO ORDER at 9:03 AM by Chair McPherson.

SWEAR IN NEW DIRECTORS: The Honorable Paul Burdick, Santa Cruz County Superior Court Judge, swore in Directors Aurelio Gonzalez, Cynthia Mathews, Donna Meyers and Mike Rotkin.

ROLL CALL: The following Directors were present, representing a quorum:

Director Ed Bottorff	City of Capitola
Director Trina Coffman-Gomez	City of Watsonville
Director Aurelio Gonzalez	City of Watsonville
Director John Leopold	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Cynthia Mathews	City of Santa Cruz
Director Donna Meyers	City of Santa Cruz AR 9:08AM
Director Bruce McPherson	County of Santa Cruz
Director Dan Rothwell	County of Santa Cruz
Director Mike Rotkin	County of Santa Cruz
Vacant Director	County of Santa Cruz
Ex-Officio Director Alta Northcutt	Cabrillo College
Vacant Ex-Officio Director	UCSC

Director Rothwell was absent.

STAFF PRESENT:

Alex Clifford
Julie Sherman

METRO CEO/General Manager
METRO General Counsel

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

Heather Forshner, METRO
Brett Garrett, Santa Cruz PRT
Paul H____, A____
Jerri Kay-Phillips, Hanson Bridgett

Joan Jeffries, SEIU
Vicki Trent, UTU 23
Eileen Wagley, METRO
Daniel Zaragoza, SCMTD

ANNOUNCEMENTS

Chair McPherson introduced Carlos Landaverry and his Spanish Language interpretation services. Mr. Landaverry announced his services in Spanish for the assembly. Chair McPherson also announced that the meeting is being televised by Community Television of Santa Cruz County with technician, Mr. Lynn Dunton.

EXITING DIRECTOR RESOLUTIONS

As Chair McPherson presented outgoing Director Norm Hagen with a plaque commemorating his years as a METRO Board Member, CEO Clifford provided the assembly with a verbal biography of Director Hagen's career.

Chair McPherson and other Directors shared anecdotes and thanked Director Hagen for his years of service with METRO.

Director Hagen thanked everyone, saying he was deeply appreciative to METRO for the way of life it provides him and others, which allows him to be a participant in the community.

BOARD OF DIRECTORS COMMENTS

Director Coffman-Gomez shared her experience with the navigation system when she attended a recent Transportation Agency for Monterey County (TAMC) meeting in Monterey County. (She will provide CEO Clifford with the pertinent information separately.) She suggested safety component advertising be placed on or in METRO's buses.

Chair McPherson acknowledged the RTC's recent action to move ahead with METRO in a cooperative relationship such that both agencies and the community can improve transportation in the County.

ORAL AND WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS

James Sandoval, newly elected UTU Chair, introduced himself and team members present.

Chair McPherson expressed METRO's appreciation to the Operators for working with METRO as a team to keep the system running during the fiscal crisis.

Brad Garrett, Santa Cruz Downtown Commission, introduced himself and noted the Commission voted to increase the City of Santa Cruz's budget to approve a full eco pass. He distributed the Personal Rapid Transit (PRT) and Unified Corridor Investment Study (UCIS) documents attached and recommended that the Board think outside the box and investigate developing technology to assist transportation.

WRITTEN COMMUNICATIONS FROM MAC (See Agenda Item 15)

Having none, Chair McPherson moved to the next agenda item.

LABOR ORGANIZATION COMMUNICATIONS

Hearing none, Chair McPherson moved to the next item.

ADDITIONAL DOCUMENTATION - distributed and available at the back of the room

- Agenda Item 14: January 18th and January 23rd Letters to the Editor from the Santa Cruz Sentinel
- Agenda Item 21: 2019 Major Areas of Staff Effort in Support of Strategic Priorities
- News Clips

CONSENT AGENDA

- 11-01 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTHS OF NOVEMBER AND DECEMBER 2018
- 11-02 ACCEPT AND FILE: MINUTES FROM THE NOVEMBER 16, 2018 BOARD OF DIRECTORS MEETING; DECEMBER 7, 2018 CAPITAL PROJECTS STANDING COMMITTEE MEETING; AND, JANUARY 11, 2019 FINANCE, BUDGET & AUDIT AND PERSONNEL/HR STANDING COMMITTEE MEETINGS
- 11-03 ACCEPT AND FILE: MINUTES OF THE OCTOBER 17, 2018 METRO ADVISORY COMMITTEE (MAC) MEETING
- 11-04 ACCEPT AND FILE: QUARTERLY PROCUREMENT REPORT FOR 3RD QUARTER OF FY19
- 11-05 APPROVE: CONSIDERATION OF A CONTRACT AMENDMENT WITH THE LAW FIRM OF HOWIE & SMITH, LLP IN AN AMOUNT NOT TO EXCEED \$75,000
- 11-06 ACCEPT AND FILE: SEMI-ANNUAL REPORT ON THE STATUS OF METRO'S DISADVANTAGED BUSINESS ENTERPRISE PROGRAM
- 11-07 APPROVE: CONSIDERATION OF DECLARING VEHICLES AND/OR EQUIPMENT AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION
- 11-08 ACCEPT AND FILE: THE YEAR TO DATE MONTHLY FINANCIAL REPORTS AS OF:
- A. SEPTEMBER 30, 2018; AND,
 - B. OCTOBER 31, 2018
- 11-09 APPROVE: CONSIDERATION OF AUTHORIZATION TO USE THE STATE OF CALIFORNIA DEPARTMENT OF GENERAL SERVICES CMAS CONTRACT FOR THE PURCHASE AND INSTALLATION OF A VIDEO SURVEILLANCE SYSTEM FROM OJO TECHNOLOGY IN AN AMOUNT NOT TO EXCEED \$199,686
- 11-10: APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 1ST CONTRACT AMENDMENT WITH LUMENATURE TO INCREASE THE CONTRACT TOTAL BY \$40,082 FOR ENERGY-EFFICIENT LIGHTING RETROFIT

There was no public comment.

ACTION: MOTION TO ACCEPT THE CONSENT AGENDA AS PRESENTED

MOTION: DIRECTOR LEOPOLD

SECOND: DIRECTOR LIND

MOTION PASSED WITH 9 AYES (Directors Bottorff, Coffman-Gomez, Gonzalez, Leopold, Lind, Mathews, McPherson, Meyers and Rotkin) Director Rothwell was absent.

REGULAR AGENDA

12 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS FOR ANDREA EUSSE-GIL AND ERIK BERG (10 years) AND CAROLYN BOWERS, GUSTAVO CORTES, TODD MITCHELL AND BONNIE FARRIS (15 years)

Chair McPherson announced and congratulated those employees absent and present.

Vice Chair Bottorff presented Mr. Erik Berg with his plaque. Mr. Berg said, as a result of staff shortages, he worked everyday for over a month as the sole scheduler to ensure coverage.

13 RESOLUTION OF APPRECIATION, RETIREE: JUAN FLORES, TOM HILTNER AND JOHN VANDEVEER

Barrow Emerson, Planning and Development Director, brought the assembly's attention to the slideshow (see attached) and provided a brief bio on Tom Hiltner.

Mr. Hiltner thanked everyone for his years with METRO, expressing his appreciation to the METRO staff and those who endured the burden of last minute deadlines. In his estimation, the biggest accomplishment was the successful passage of SB1.

ACTION: MOTION TO ACCEPT THE RETIREE RESOLUTIONS AS PRESENTED

MOTION: DIRECTOR LEOPOLD

SECOND: DIRECTOR ROTKIN

MOTION PASSED WITH 9 AYES (Directors Bottorff, Coffman-Gomez, Gonzalez, Leopold, Lind, Mathews, McPherson, Meyers and Rotkin) Director Rothwell was absent.

14 ORAL CEO UPDATE

CEO Clifford welcomed and thanked the recent New Hires and Promotions below:

New Hires:

- Cortney Martin, Benefits Administrator
- Bernabe Carranco, Vehicle Service Worker
- Mike Montes, Parts Clerk

Promotions:

- Eduardo Montesino, Transit Supervisor (former Bus Operator)
- Araseli Rubio, Transit Supervisor (former Bus Operator)

CEO Clifford then went on to provide an update on the possible impact to METRO if the federal government shutdown continues, as well as verbal updates on the following:

He thanked the Board for their support with the RTC in the recent acceptance of the Final Unified Corridor Investment Study (UCS) and Preferred Scenario.

Drawing the assembly's attention to the Year in Review documentation provided at the dais and the public (at the back of the room), he spoke to the goals and objectives of the meeting.

There was no public comment.

15 ORAL METRO ADVISORY COMMITTEE (MAC) SEMI-ANNUAL REPORT

Michael Pisano, 2018 MAC Chair, provided a brief oral update.

16 FINAL REVISED METROBASE PHASE II (OPERATIONS BUILDING) LIFE OF PROJECT BUDGET AND PROJECT COMPLETION

Erron Alvey, Purchasing and Special Projects Director, provided a brief oral history of the project; as well as commentary to the attached presentation.

Director Leopold noted this project represents a vision METRO had over 20 years ago. He thanked everyone involved for the amount of work required to bring to this project to closure.

Public comment:

Becky Taylor requested Ms. Alvey correct an error in the 2016 opening date noted in the presentation.

17 APPROVE: CY19 STATE AND FEDERAL LEGISLATIVE AGENDA

CEO Clifford spoke to the agenda item and noted the similarities between State and Federal Legislation. At Director Leopold's suggestion, CEO Clifford will add verbiage to oppose any linkage between housing and state transportation funding.

Gina Pye, Executive Assistant, will work with board members to plan an April 2019 trip to Washington, DC to meet with various legislative members. (Director Leopold volunteered to serve on the Ad Hoc Legislative Committee.)

Director Mathews suggested: 1) Sales tax be added to our agenda as much of what we do depends on sales tax; and, 2) We include the addition of working for the alternative disadvantaged community and revising the definition of a disadvantaged community in synch with RTC.

There was no public comment.

ACTION: MOTION TO ACCEPT THE CY19 STATE AND FEDERAL LEGISLATIVE AGENDAS WITH THE PROPOSED CHANGES

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR LEOPOLD

MOTION PASSED WITH 9 AYES (Directors Bottorff, Coffman-Gomez, Gonzalez, Leopold, Lind, Mathews, McPherson, Meyers and Rotkin) Director Rothwell was absent.

18 ACCEPTANCE OF FINANCIAL STATEMENTS WITH INDEPENDENT AUDITOR'S REPORT FOR THE YEAR ENDED JUNE 30, 2018

Deputy Finance Director, Debbie Kinslow, advised the assembly that METRO received a clean audit; there were no new findings this year. Measure D compliance was a new component this year.

Amidst discussions regarding ticketing issues, GFI challenges, etc., Director Mathews requested progress updates. Ms. Kinslow will work with the team to clearly identify ParaCruz tickets in response to Becky Taylor's request.

ACTION: MOTION TO ACCEPT THE FINANCIAL STATEMENTS WITH INDEPENDENT AUDITOR'S REPORT FOR THE YEAR ENDED JUNE 30, 2018 AS PRESENTED

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR LEOPOLD

MOTION PASSED WITH 9 AYES (Directors Bottorff, Coffman-Gomez, Gonzalez, Leopold, Lind, Mathews, McPherson, Meyers and Rotkin) Director Rothwell was absent.

19 APPROVE: AUTHORIZING THE CEO TO ENTER INTO A THREE (3) YEAR LICENSE AGREEMENT WITH FLIXBUS FOR ACCOMMODATING THE USE OF A STOP TWICE PER DAY AT THE PACIFIC STATION TRANSIT CENTER

COO Aguirre introduced Joe Eyen and Tay Costa, Flixbus representatives, who provided an oral history of the organization and spoke to the attached presentation and schedule. Flixbus wants to create a culture in which everyone can go from point A to point B, in partnership with local public transportation. They explained their 'dynamic pricing', which is modeled after airline pricing.

The benefits to the environment, climate, traffic congestion and public safety were discussed among the assembly.

Ms. Costa volunteered to connect their Marketing department with Director Coffman-Gomez to further discuss marketing opportunities.

COO Aguirre noted that similar, future requests would be considered on an individual basis.

ACTION: MOTION TO AUTHORIZE THE CEO TO ENTER INTO A THREE (3) YEAR LICENSE AGREEMENT WITH FLIXBUS FOR ACCOMMODATING THE USE OF A STOP TWICE PER DAY AT THE PACIFIC STATION TRANSIT CENTER AS PRESENTED

MOTION: DIRECTOR LEOPOLD

SECOND: DIRECTOR ROTKIN

MOTION PASSED WITH 9 AYES (Directors Bottorff, Coffman-Gomez, Gonzalez, Leopold, Lind, Mathews, McPherson, Meyers and Rotkin) Director Rothwell was absent.

20 ORAL UPDATE ON ITS CONTRACT OPTIONS

This agenda item was pulled by Chair McPherson to return next month.

21 10-YEAR (FISCAL YEAR 2020-29) STRATEGIC BUSINESS PLAN UPDATE

Barrow Emerson, Planning and Development Director, spoke to the presentation asking the Board to approve and adopt the seven strategic priorities provided via handout at the meeting (see attached). Staff will then put together implementation plans and budget requests required to move the agenda forward using a five-year budget plan within the financial context.

Director Leopold suggested rewording the language in Attachment B 2F to be more supportive of our staff; e.g., address our labor costs and support our staff to live in the community and provide the service. Mr. Emerson will review and propose new language when this item returns to the agenda.

Director Mathews suggested rewording to include a future choice regarding whether to rehabilitate or reconstruct Pacific Station.

ACTION: MOTION TO ACCEPT THE 10-YEAR (FISCAL YEAR 2020-29) STRATEGIC BUSINESS PLAN UPDATE WITH THE SUGGESTED REWRITES

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR LEOPOLD

MOTION PASSED WITH 9 AYES (Directors Bottorff, Coffman-Gomez, Gonzalez, Leopold, Lind, Mathews, McPherson, Meyers and Rotkin) Director Rothwell was absent.

22 CONSIDERATION OF (1) NOMINATING DIRECTORS TO SERVE AS BOARD OFFICERS, (2) NOMINATING DIRECTORS TO POSITIONS ON VARIOUS BOARD COMMITTEES, (3) NOMINATING DIRECTORS TO FILL FOUR (4) POSITIONS ON THE SANTA CRUZ CIVIC IMPROVEMENT CORPORATION (SCCIC) AND (4) NOMINATING REPRESENTATIVES AND ALTERNATES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION (SCCRTC)

Chair McPherson proposed the attached slate (see attachment) so that board members may review and provide their input in advance of the February 22, 2019 meeting.

Discussion regarding the open County seat ensued. Director Leopold said he anticipates a decision to be announced at the February 12, 2019 Board of Supervisors meeting.

CEO Clifford added that Board Committee Members are asked to reserve the second Friday of each month for Committee meetings. The agendas are reviewed and board members notified in advance if the meeting(s) will be cancelled.

Chair McPherson announced the next meeting: Friday, February 22, 2019 at 9:00AM at the Capitola City Council Chambers, 420 Capitola Avenue, Capitola, CA.

CONFERENCE WITH LABOR NEGOTIATORS

Julie Sherman, General Counsel, announced the closed session item [Conference with Labor Negotiators (Government Code Section 54957.6)], adding that no report out was anticipated post Closed Session.

Board recessed to Closed Session at 11:12AM

Open Session reconvened at 1:10PM

The meeting was adjourned at 1:11PM

Respectfully submitted,

Gina Pye
Executive Assistant

Attachment

Chair McPherson's nominees for 2019 officers and committees:

Chair: Ed Bottorff

Vice-Chair- Mike Rotkin

Capital Projects Committee (3)

Re-appoint Ed Bottorff and Bruce McPherson

Add: Cynthia Mathews

Finance, Budget, Audit Committee (5)

Re-appoint Trina Coffman-Gomez, John Leopold, Donna Lind and Mike Rotkin

Add: Donna Meyers

Personnel/HR Committee (5)

Newly Elected Chair and Vice-Chair

2018 Chair Bruce McPherson

Re-appoint John Leopold

For the fifth seat, seeking nominations from other Board members

SCCIC Representatives (5)

Newly Elected Chair

Re-appoint John Leopold, Bruce McPherson and Trina Coffman-Gomez

For the fifth open seat, seeking a nomination from other Board members

SCCRTC Representatives (3)

Re-appoint Ed Bottorff and Mike Rotkin

Leave the third seat nomination undetermined/open until the County makes its Metro Board appointment

SCCRTC Representatives Alternates (3) In Order

Re-appoint Donna Lind and Dan Rothwell

Leave the third seat nomination undetermined/open until the County makes its Metro Board appointment

CEO Goals and Objectives Ad Hoc Committee (3)

Re-appoint Bruce McPherson and Mike Rotkin

For the third open seat, seeking a nomination from other Board members

MAC Ad Hoc Committee (4)

Re-appoint Ed Bottorff, Trina Coffman-Gomez and Bruce McPherson

For the fourth open seat, seeking a nomination from other Board members

Legislative Ad Hoc Committee (4)

Re-appoint Ed Bottorff, Bruce McPherson and Mike Rotkin

For the fourth open seat, seeking a nomination from other Board members