

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

October 13, 2000

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, October 13, 2000 at the District Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Vice-Chairperson Rotkin called the meeting to order at 8:38 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Sheryl Ainsworth
Bruce Arthur
Jeff Almquist
Katherine Beiers
Bruce Gabriel
Michelle Hinkle
Mike Rotkin
Ex Officio Director Burch

DIRECTORS ABSENT

Jan Beautz (arrived at 8:44 a.m.)
Tim Fitzmaurice (arrived at 8:48 a.m.)
Mike Keogh
Oscar Rios (arrived at 8:46 a.m.)

STAFF PRESENT

Bryant Baehr, Operations Manager
Paul Chandley, Human Resource Manager
Kim Chin, Planning & Marketing Manager
Mark Dorfman, Asst. General Manager
Terry Gale, IT Manager
Margaret Gallagher, District Counsel

David Konno, Facilities Maint. Manager
LeAna Olson, Human Resource Analyst
Elisabeth Ross, Finance 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

Eulalio Abrego
Michael Boyd, SEA
Wally Brondstatter, UTU
Toni Castro, Capitola Chamber of Commerce
Jim Conklin, Santa Cruz Business Council
Debbie Hale, SCCRTC

Jeff LeBlanc, MASTF
Manny Martinez, PSA
Ian McFadden, UTU
John Mellon, VMU
Bob Scott, Engineer
Candace Ward, UCSC
Maria de Lourdes Valdivia

ITEM #8 ON THE REGULAR AGENDA WAS TAKEN OUT OF ORDER.

8. PRESENTATION OF RESULTS OF SURVEY CONDUCTED ON BEHALF OF THE CITIZENS FOR IMPROVED TRANSPORTATION

Summary:

Jim Conklin, Executive Director of the Santa Cruz Business Council and member of the Citizens for Transportation Committee, presented the results of a survey taken for the purpose of obtaining opinions from 500 registered voters on county transportation issues. The long-term goals of this survey are: 1) for the community to assist in the development of an expenditure plan based on Santa Cruz County needs; 2) to determine the public's willingness to pay for needed improvements relative to transportation issues. The results of this survey are available on the Santa Cruz County Business Council's website. The survey results have also been presented to the Transportation Commission, County Board of Supervisors and incorporated cities, and will be on the agenda for the Santa Cruz City Council meeting.

Discussion:

Ex Officio Director Burch asked how the demographics of those polled compare to the registered voter demographics. He also suggested that another survey be taken now that the university is back in session. Mr. Conklin will obtain the answer regarding demographics. He further stated that the *Santa Cruz Sentinel* is being kept apprised of the survey situation.

2. ORAL AND WRITTEN COMMUNICATIONS

Oral:

- a. Director Almquist stated that Cabrillo College might be interested in space at the Scotts Valley Transit Center for satellite classrooms. John Hird, President of Cabrillo College, will contact Les White to discuss this.

Written:

- a. George Chatterton, correspondence received 9/19/00 regarding MetroBase.
- b. Vincent Goglia, Temple Beth El, correspondence dated 9/26/00 regarding installation of a bus shelter.
- c. Bob Bullard, Monte Vista Christian School, correspondence dated 9/29/00 regarding installation of a bus shelter.
- d. Patricia Spence, correspondence dated 9/30/00 regarding the paratransit audit.

Staff was directed to reply to prepare responses to the correspondence as necessary.

3. LABOR ORGANIZATION COMMUNICATIONS

None

4. METRO USERS GROUP (MUG) COMMUNICATIONS

None

5. **METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS**

None

6. **ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

None

CONSENT AGENDA

REVIEW CONSENT AGENDA ITEMS 7-1 THROUGH 7-15

7-1. **APPROVE REGULAR BOARD MEETING MINUTES OF 9/15/00**

No questions or comments.

7-2. **ACCEPT AND FILE PRELIMINARY APPROVED CLAIMS**

No questions or comments.

7-3. **ACCEPT AND FILE PASSENGER LIFT REPORT FOR SEPTEMBER 2000**

No questions or comments.

7-4. **CONSIDERATION OF TORT CLAIMS: Deny the claims of: Antonio Arroyo Ayala;
Mary Ann Hickey**

No questions or comments.

7-5. **ACCEPT AND FILE MINUTES OF MASTF COMMITTEE MEETING OF 9/14/00**

Director Fitzmaurice inquired about the issue of no smoking signs at bus stops. Les White stated that this issue will be brought before the Board for action at the November meeting.

7-6. **THE MUG MEETING OF 9/13/00 WAS CANCELLED DUE TO LACK OF QUORUM**

No questions or comments.

7-7. **ACCEPT AND FILE MONTHLY BUDGET STATUS REPORTS FOR JULY AND
AUGUST 2000, APPROVAL OF BUDGET TRANSFERS**

No questions or comments.

7-8. **CONSIDERATION OF AUTHORIZATION FOR DISPOSAL OF ASSETS**

No questions or comments.

7-9. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR AUGUST 2000

Les White reported that ridership on the Highway 17 Express has increased by 30%. Performance indicators are now reflecting pure figures without the transition costs associated with the METRO taking over this service. Reasons for the increase in ridership were cited as being: 1) more reliable service, 2) fuel prices and lack of parking in San Jose, 3) increase in percentage of people travelling to Santa Clara County. Mark Dorfman will supply Director Fitzmaurice with capacity information on this route. Increasing ridership on the reverse commute, which is from San Jose to Santa Cruz, is being looked at by the Service Planning Committee to turn deadhead time into in-service time. However, service would need to be increased to more than one trip per hour in this direction in order to increase this ridership.

Director Gabriel inquired about the joint meeting between members of our Board and VTA Board members. Mr. White explained that VTA would like to wait until after the elections to have this joint meeting due to several issues they are dealing with at this time.

Director Rios requested ridership figures on reverse trips. Mark Dorfman will supply this information on a trip-by-trip basis.

7-10. ACCEPT AND FILE STATUS REPORT ON ADA PARATRANSIT PROGRAM FOR AUGUST 2000

Mark Dorfman met with the consultants who reported that approximately 250 callers a month are being turned down for paratransit service thus showing that the demand is still there for service. Les White added that this is not legal and must be addressed right away. Kim Chin reported that the consultants who have been retained to analyze the paratransit program have held two sets of meetings with the community. The consultants also met with the E&D TAC committee. A report should be ready to present to the Board in a workshop setting within the next month or two. Staff will then go through a public process and return to the Board with a final recommendation. Chairperson Beautz directed staff to inform the consultants to have the results of the Comprehensive Operational and Financial Audit and recertification process ready to be reviewed at the November workshop meeting.

7-11. CONSIDERATION OF WORKERS' COMPENSATION EXCESS INSURANCE CONTRACT RENEWAL

Ian McFadden inquired as to whether it is a conflict of interest to have the same person who handles Workers' Comp also handle claims exceeding \$350,000. Paul Chandley responded that it is Employers Reinsurance and not EOS who underwrites the risk. EOS is the broker and not the insurance underwriter. Director Rotkin stated that this is common practice.

7-12. ACCEPT AND FILE MONTHLY SERVICE DEFAULT REPORT

No questions or comments.

7-13. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE STATUS REPORT

Candace Ward informed the Board that construction to upgrade the campus bus stops is scheduled for summer 2001. Bi-directional service is scheduled to be implemented in the fall of 2001. Bryant Baehr reported that another 2:00 p.m. trip is being added due to the current ridership load. He also stated that trips have been extended to downtown instead of just to Mission/Bay and that overloads are being closely monitored. Les White stated that additional equipment, which the Board has authorized staff to look for, would be necessary in order to respond to some of these service needs. Mr. White recommended that if a comprehensive survey of pass-bys is conducted that it be on a countywide basis rather than just at the university. Director Rotkin stated that this university status report delivered by staff on a monthly basis would be helpful. Director Fitzmaurice requested a record of complaints received regarding pass-bys. Debbie Hale of the Transportation Commission stated that grant funding for bi-directional service would probably take place next Spring. Director Fitzmaurice stated that the faculty category is probably mostly staff and this should be recognized when the monthly report is written.

7-14. CONSIDERATION OF APPROVAL OF LEASE FOR WATSONVILLE METRO CENTER KIOSK FOR TAQUERIA EL DANDY AND DIRECTION TO STAFF REGARDING OUTDOOR IMPROVEMENTS FOR THE TAQUERIA

Margaret Gallagher reported that Maria de Lourdes Valdivia, owner of Taqueria El Dandy, has been leasing space in the Watsonville METRO Center for the past eighteen months. Ms. Valdivia requested a five-year lease for this space. She further requested a skylight or cover between Space #9 and Space #6 so outdoor tables would be sheltered. An engineer would need to be hired to see if this request is feasible. Ms. Valdivia asked if the Transit District would be willing to offer some funding for one or even two skylights since there are two spaces involved.

7-15. CONSIDERATION OF APPROVAL OF LEASE FOR WATSONVILLE METRO CENTER KIOSK #6 FOR FLOR BELLA

Margaret Gallagher stated that Eulalio Abrego is interested in leasing Space #6 for a children's clothing store. Because this is a new business, staff recommends a reduction in rent and a one-year lease. The monthly rent would be \$300.00. Mr. Abrego stated that he has experience running a small business. Ms. Gallagher further stated that Ms. Lourdes Valdivia has been a great help in attempting to fill these empty spaces. The Watsonville METRO Center is being repainted and tree lights are being installed to improve the ambiance.

REGULAR AGENDA

9. CONSIDERATION OF ADOPTION OF A RESOLUTION EXPRESSING APPRECIATION TO SENATOR BRUCE MC PHERSON

Summary:

Staff is proposing a Resolution of Appreciation to Senator Bruce McPherson for his outstanding representation of the needs of the Transit District.

10. CONSIDERATION OF ADOPTION OF A RESOLUTION EXPRESSING APPRECIATION TO ASSEMBLYMAN FRED KEELEY

Summary:

Staff is proposing a Resolution of Appreciation to Assemblyman Fred Keeley for his outstanding service and leadership in representing the Transit District.

11. CONSIDERATION OF ADOPTION OF RESOLUTION REVISING FY 00/01 BUDGET

Summary:

Staff recommends adoption of a Resolution revising the FY 00/01 budget to provide for changes in operating revenue, operating expense, and the capital improvement program.

Discussion:

Elisabeth Ross pointed out a typographical error on the first page of the staff report. The new total should be \$29,331,000 rather than \$9,331,000.

12. CONSIDERATION OF APPOINTMENT OF DIRECTORS TO THE SANTA CRUZ CIVIC IMPROVEMENT CORPORATION - ACTION TO BE TAKEN AT THE 10/13 BOARD MEETING

Summary:

Elisabeth Ross reported that the Santa Cruz Civic Improvement Corporation (SCCIC) assists the District in financial transactions. It is necessary for the SCCIC to continue because activity may be necessary for the MetroBase project. Five members of the Board need to be appointed to the SCCIC Board.

Discussion:

Nominees for this Board are: Directors Fitzmaurice, Beautz, Gabriel, Hinkle and Ainsworth.

ACTION: MOTION: Director Almquist SECOND: Director Beiers

To appoint Directors Fitzmaurice, Beautz, Gabriel, Hinkle and Ainsworth to the SCCIC Board.

The Motion passed unanimously with Director Keogh absent.

The meeting of the SCCIC will take place on October 20, 2000. A break will be taken at 10:00 a.m. from the Board of Directors meeting in order to conduct the SCCIC meeting.

13. CONSIDERATION OF AMENDING AWARD OF CONTRACT FOR FURNISHING ONE CNG PASSENGER VAN

Summary:

Tom Stickel reported that the contract awarded to Lasher Auto Center in August for the acquisition of one CNG passenger van contained an error in the pricing of the CNG engine. With this adjustment in price, Lasher Auto Center remains the low bidder. Staff is recommending that the Board authorize the General Manager to execute an amended contract with Lasher Auto Center.

Discussion:

Director Almquist read two articles in *Metro Magazine* which stated that CNG fuel is not as great as expected given the costs. He requested that staff analyze these articles and report back to the Board with their findings.

Les White stated that action would need to be taken in December in order to report to the California Air Resources Board (CARB) which alternate fuel path the District will take. CARB needs to be notified of this decision by January 1, 2001. Director Beautz suggested that a technical person be available for questions and that an analysis of each fuel choice be conducted. Mr. White informed the Board that VTA's staff recommendation is to buy clean diesel until 2005, then commit to 100% fuel cell after 2005, at which time they would switch to fuel cell for every new bus purchased. The clean diesel buses would be convertible to CNG when it is time for the first overall cycle. Mark Dorfman stated that there are problems with the diesel hybrids; namely, there is no credit for these under CARB rules, there is no chassis test for these, and the diesel hybrids are ineligible for the Moyer and 2766 funds.

14. CONSIDERATION OF AMENDED AWARD OF CONTRACT FOR FURNISHING PORTABLE VEHICLE HOISTS

Summary:

Tom Stickel reported that the Board approved the purchase of portable vehicle hoists in May 2000. The lighting options were installed on the hoists by the vendor in error. Since these lights offer improved visibility of the work area, staff is requesting that the contract be amended to include the lighting option at a reduced cost.

15. CONSIDERATION OF CONTRACT EXTENSION WITH BAY EQUIPMENT AND REPAIR (98-17)

Summary:

Tom Stickel reported that the contract with Bay Equipment and Repair is in its final year extension for body repair and paint services. Staff recommends that the Board approve an additional one-year extension on this contract.

16. CONSIDERATION OF CONTRACT EXTENSION WITH DEVCO OIL, INC. (97-08)

Summary:

Staff recommends that the Board approve an amendment to the contract with Devco Oil for diesel and unleaded gasoline fuels for an additional one-year extension

17. CONSIDERATION OF APPROVAL OF A DISTRICT INTERNAL REVENUE CODE SECTION 125 CAFETERIA PLAN - ACTION TO BE TAKEN AT THE 10/13 BOARD MEETING

Summary:

Paul Chandley reported that the Internal Revenue Code allows for an employer to set up a 125 plan, which is a method of paying for medical benefits with pre-taxed dollars. Currently, the County of Santa Cruz has this plan for its employees. The County's Auditor-Controller would administer this plan for the District as part of the payroll services. The District employees may be paying medical premiums next year. They would have a choice of a fully paid District plan or a plan with multi medical premiums. Having the 125 plan in place would be helpful to employees when making this decision. Open enrollment ends on October 31, 2000. The 125 plan would be provided as a District plan.

Discussion:

Mr. Chandley informed the Board that employees are required to return a form to participate in this plan. They cannot join mid-year.

ACTION: MOTION: DIRECTOR ALMQUIST SECOND: DIRECTOR BEAUTZ

Approve the Internal Revenue Code Section 125, Health Care Reimbursement Plan.

18. CONSIDERATION OF PURCHASE OF YIELD-TO-BUS SIGNS

Summary:

Mark Dorfman reported that the Yield-to-Bus legislation was passed for Santa Cruz, Santa Clara (VTA), Orange County (OCTA), and Alameda County (AC Transit). VTA went out to bid for the necessary equipment for all districts in the pool. Staff is asking the Board to approve a reward for installation of these L.E.D. signs for the fleet in the amount of \$55,721.94. The vendor has verbally agreed to abide by the federal procurement clauses that the District is required to comply with.

Discussion:

Ex Officio Director Burch asked if the TAPS van on campus would be required to yield to a District bus and was informed that it would be. Mr. White is concerned that staff will not have sufficient time to evaluate this procedure and may request an extension. Older buses that are purchased will also have these signs installed. The Santa Cruz City law enforcement agencies

are already on line with this procedure.

19. CONSIDERATION OF AMENDMENT TO CONTRACT WITH GIRO FOR SCHEDULING SOFTWARE

Summary:

Staff is recommending that the contract with Giro be amended to increase the license and maintenance fees for Scheduling Software.

20. CONSIDERATION OF AWARD OF CONTRACT FOR FAREBOX SYSTEM

Summary:

Bryant Baehr reported that eight pre-qualification test announcements were sent out and three responses were received for farebox demonstrations. Staff recommends that the contract for fareboxes be awarded to GFI Genfare for the purchase of 108 fareboxes in the amount of \$927,420.84, including installation and related equipment.

Discussion:

Mr. Baehr further reported that the payment schedule would be 85% of the cost upon delivery of the equipment, 10% upon installation, and 5% on acceptance. Staff is also requesting a contingency fund of \$50,000 for site modifications. If the payment schedule is approved, the equipment will arrive in December with installation taking place in January. Ex Officio Director Burch was informed that, in time, the mag card strips would be reconfigured for the university students. However, initially, only the faculty and staff will receive the mag cards in order to allow District staff the opportunity to work out the bugs. This has been discussed with Larry Pageler, UCSC staff. Bryant Baehr will meet with VMU on the necessary structural changes. The Service Review Committee will receive trip data from this system as well. Mr. Baehr stated that there are numerous expandability options, such as tying this into the SMART Card Program in the future. Ian McFadden stated that the District needs to have more of a presence at the university orientations in order to advise students of the METRO system.

21. CONSIDERATION OF AWARD OF CONTRACT FOR REPOWERING OF 42 DIESEL ENGINE ASSEMBLIES

Summary:

Tom Stickel reported that the bid opening for repowering of the diesel engine assemblies would take place on October 16th. Therefore, this staff report will be available for the Board meeting of October 20, 2000.

22. CONSIDERATION OF ADOPTION OF ANNUAL DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION RATE OF 15% FOR FEDERALLY-FUNDED PROCUREMENTS IN FY 2001

Summary:

Staff recommends that the Board adopt the DBE participation rate of 15% on federally-funded procurements for FY 2001.

Discussion:

The rate of 15% was derived from a mathematical formula and assessment of the District's market. The plan has been submitted and staff is now following up on that. The security services at the Metro Center are provided by a minority firm, which is in the District's favor.

23. CONSIDERATION OF APPROVAL OF CALPERS RESOLUTIONS TO FIX THE DISTRICT'S MEDICAL PREMIUM CONTRIBUTION RATES

Summary:

Paul Chandley stated that a contract with CalPERS for the medical program requires resolutions for the amount of premium the **employer** pays. In 1999 the District negotiated a fixed cap with UTU and a cap for management.

Discussion:

Mr. Chandley further reported that next year the employee medical insurance rates would increase. In one case, premiums will exceed the most expensive medical plan. The District will continue to fully pay all HMO plans that are available.

ADJOURN

There being no further business, Vice-Chair Rotkin adjourned the meeting at 10:25 a.m.

Respectfully submitted,

DALE CARR
Administrative Services Coordinator