

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

June 14, 2002

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, June 14, 2002 at the District's Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Vice-Chairperson Reilly called the meeting to order at 9:05 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Jeff Almquist
Michelle Hinkle
Mike Keogh
Ana Ventura Phares
Emily Reilly
Pat Spence
Marcela Tavantzis

DIRECTORS ABSENT

Sheryl Ainsworth (arrived after roll call)
Jan Beautz (arrived after roll call)
Tim Fitzmaurice (arrived after roll call)
Dennis Norton
Ex-Officio Mike Rotkin

STAFF PRESENT

Bryant Baehr, Operations Manager
Kim Chin, Planning/Marketing Manager
Mark Dorfman, Asst. General Manager
Margaret Gallagher, District Counsel

Ian McFadden, Transit Planner
Steve Paulson, Paratransit Administrator
Elisabeth Ross, Finance Manager
Tom Stickel, Fleet Maint. Manager
Les White, General Manager

EMPLOYEES AND MEMBERS OF THE PUBLIC WHO INDICATED THEY WERE PRESENT

Linda Clayton, SEA
Dianne Dunn, SEIU
Mary Ferrick, PSA
Steve Marcus, UTU

Bonnie Morr, UTU
Marion Taylor, League of Women Voters
Candace Ward, UCSC
Linda Wilshusen, SCCRTC

Vice Chair Reilly stated that the Action Items would be moved to the front of the agenda.

Les White introduced Steve Paulson as the new Paratransit Administrator who will oversee next year's paratransit contract.

Mr. White also stated that Director Tavantzis would be the third alternate to the Regional Transportation Commission to replace former Director Christopher Krohn.

DIRECTOR FITZMAURICE ARRIVED.

2. ORAL AND WRITTEN COMMUNICATION

- | | |
|----------------------------|------------------------------------|
| a. Marge Ann Wimpee | RE: Request for Service |
| b. H. G. Leach | RE: Bonny Doon Bus Route |
| c. Mary Leeman | RE: Hwy. 17 Express |
| d. Dennis Stewart | RE: MetroBase Phase 2 |
| e. Lorraine Washington | RE: Watsonville Appointee to Board |
| f. *Richard/Betty Preinitz | RE: Vigil at Metro Center |

***ACTION REQUIRED AT THE JUNE 14TH BOARD MEETING**

3. LABOR ORGANIZATION COMMUNICATIONS

Bonnie Morr just attended the UTU regional convention in Reno and distributed UTU mugs to the Directors.

4. METRO USERS GROUP (MUG) COMMUNICATIONS

Nothing to report at this time.

5. METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS

Nothing to report at this time.

DIRECTOR AINSWORTH ARRIVED.

ACTION: MOTION: DIRECTOR ALMQUIST SECOND: DIRECTOR REILLY

Move approval of Item 2f. to allow vigil to take place at the Metro Center.

Motion passed with Directors Beautz and Norton being absent.

6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

No additional documentation relating to existing agenda items.

ITEM #8 WAS TAKEN OUT OF ORDER.

8. CONSIDERATION OF ADOPTION OF RESOLUTION OF INTENTION TO APPROVE AN AMENDMENT TO THE CALPERS CONTRACT TO PROVIDE SECTION 21354.4 (2.5% @ 55 FULL FORMULA) AND SECTION 21022 (PUBLIC SERVICE CREDIT FOR PERIODS OF LAYOFF)

ACTION REQUIRED AT JUNE 14TH BOARD MEETING

Summary:

Elisabeth Ross explained that this is the next step in the process of improving the CalPERS formula for retiring employees. Staff is requesting that the Board approve the Resolution of Intent. An employee secret ballot is taking place over the next week. If successful, this item will be brought back to the Board in July for contract approval and would be effective as of July 18, 2002. Ms. Ross also reported that UTU asked METRO to provide public service credit for employees being laid off. This means that if an employee is laid off, he/she could buy back the time they are laid off at no cost to the District.

ACTION: MOTION: DIRECTOR ALMQUIST SECOND: DIRECTOR PHARES

Adopt the Resolution of Intention to approve an amendment to the CalPERS contract to provide Section 21354.4 (2.5% @ 55 full formula) and Section 21022 (Public Service Credit for periods of layoff).

Motion passed by a roll call vote with Directors Beautz and Norton being absent.

ITEM #10 WAS TAKEN OUT OF ORDER.

**10. CONSIDERATION OF TRANSFER OF ASSETS TO HARTNELL COLLEGE AND HARTNELL COLLEGE FOUNDATION
ACTION REQUIRED AT JUNE 14TH BOARD MEETING**

Summary:

Tom Stickel reported that both METRO and private industry are having difficult recruiting heavy-duty diesel mechanics. The Santa Cruz County Career Ladders Project, along with several area colleges, have formed an agreement to reinstitute a heavy-duty technician program. Hartnell College, where the field work will take place, is soliciting donations of equipment. Staff is proposing that some assets that are no longer of use to the District be transferred to Hartnell for training future technicians.

ACTION: MOTION: DIRECTOR AINSWORTH SECOND: DIRECTOR ALMQUIST

Authorize the General Manager to transfer excess assets to Hartnell College for the purposes of starting a Diesel Mechanics Training Program.

Motion passed with Directors Beautz and Norton being absent.

CONSENT AGENDA

7-1. APPROVE REGULAR BOARD MEETING MINUTES OF MAY 10 AND MAY 17, 2002

No questions or comments.

7-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS

No questions or comments.

7-3. ACCEPT AND FILE MAY 2002 RIDERSHIP REPORT

No questions or comments.

7-4. CONSIDERATION OF TORT CLAIMS: Deny the Claims of: Santa Cruz Transportation Inc., #02-0016 and Pacific School District, #02-0017

Margaret Gallagher stated that the Claim of Santa Cruz Transportation would be discussed in Closed Session at the June 21, 2002 Board meeting.

7-5. ACCEPT AND FILE MINUTES OF MASTF COMMITTEE MEETING OF MAY 16, 2002

No questions or comments.

7-6. ACCEPT AND FILE MINUTES OF MUG COMMITTEE MEETING OF MAY 15, 2002

No questions or comments.

7-7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR APRIL 2002, APPROVAL OF BUDGET TRANSFERS

No questions or comments.

7-8. ACCEPT AND FILE PARACRUZ STATUS REPORT FOR MARCH 2002

Figures are ridership were clarified for Director Fitzmaurice.

7-9. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR APRIL 2002

No questions or comments.

7-10. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE

Les White reported that the Night Owl service would be implemented in the fall. Apparently, students are upset over the changes in the parking program.

7-11. ACCEPT AND FILE METROBASE STATUS REPORT

Les White that the project is currently on time for the Harvey West Cluster 1 alternative. Staff reports will be before the Board at next week's meeting for consideration. These will focus on potential sites for the Phase 2 enhancements.

7-12. CONSIDERATION OF AUTHORIZATION FOR DISPOSAL OF ASSETS: TWO GILLIG BUSES; MISCELLANEOUS EQUIPMENT

No questions or comments.

7-13. CONSIDERATION OF A RESOLUTION INCREASING THE PETTY CASH FUND FOR THE ADMINISTRATIVE OFFICES AND ELIMINATING THE PETTY CASH FUND FOR THE FACILITIES MAINTENANCE DEPARTMENT

No questions or comments.

7-14. CONSIDERATION OF RENEWAL OF LIABILITY AND PHYSICAL DAMAGE INSURANCE COVERAGE FOR FY 02-03

Mark Dorfman will make a presentation on the cost of this coverage later in the meeting.

7-15. CONSIDERATION OF RENEWAL OF PROPERTY INSURANCE COVERAGE FOR FY 02-03

No questions or comments.

7-16. CONSIDERATION OF NOTIFICATION OF ACTIONS TAKEN IN CLOSED SESSION – SONYA MCCLURE V. SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

No questions or comments.

7-17. CONSIDERATION OF NAME CHANGE FOR TENANT'S BUSINESS AT WATSONVILLE TRANSIT CENTER

Margaret Gallagher stated that Ali is converting TransMart to a corporation for tax purposes. Ms. Gallagher added that METRO's liability might change depending on the wording of the amendment. The amendment will state that the principals are doing business as the corporation, thereby ensuring that they remain liable for the lease terms.

NOTE: It was suggested that the Directors be notified of all items that were moved to the Consent Agenda at the first meeting to allow for questions to be answered by the staff in the period between the first and second Board meetings.

7-18. CONSIDERATION OF AUTHORIZATION TO RENEW CONTRACT WITH UNIVERSITY OF CALIFORNIA, SANTA CRUZ FOR TRANSIT SERVICES

Les White reported that the Cabrillo College contract would be brought back to the Board for action at which time Staff would recommend that Cabrillo be notified that the existing contract had expired and that Cabrillo would not receive a reduced rate going forward.

7-19. CONSIDERATION OF REQUEST TO CONSTRUCT ONE KIOSK AT THE WATSONVILLE TRANSIT CENTER

Ms. Gallagher reported that TransMart wants to open a Chinese restaurant in a kiosk. The other Watsonville Transit Center tenants have been notified of this issue and no response has been received from any other tenants. If approved by the Board, bids would be solicited for the construction of this kiosk. All costs would be paid by the tenant.

Director Phares requested information on the turnover rate of restaurants at the Watsonville Transit Center. Director Spence requested a revised staff report for next week's meeting to clarify who pays the cost of construction.

This item was moved to the Regular Agenda for further discussion at the June 21st Board meeting.

7-20. CONSIDERATION OF AUTHORIZATION TO RENEW AGREEMENT WITH SANTA CRUZ COUNTY FOR ACQUISITION AND RELOCATION ASSISTANCE SERVICE

No questions or comments.

REGULAR AGENDA

9. CONSIDERATION OF ADOPTION OF FY 02-03 FINAL BUDGET

Summary:

Elisabeth Ross stated that the final budget for FY 02-03 would be brought before the Board for final adoption at the June 21st Board meeting. Staff will also request authorization for Board travel, employee incentives and staffing levels. Staff will return to the Board in October with a budget revision to account for retiring employees, sales tax and revenue information.

Discussion:

Bryant Baehr explained the \$20,000 expenditure for call stop auditing. The cost of \$5,000 per quarter would include on-board surveillance, plus data and quarterly reports. Bonnie Morr reminded the Board that when this issue was reviewed in the past, it was determined that this information would be used for auditing call stops only and would not be used in any other area. Director Fitzmaurice pointed out that Board members normally attend both the APTA annual conference and the legislative conference. The amount of \$5,000 budgeted for Board Member Travel is listed in the budget but not in the staff report.

11. ACCEPT AND FILE REPORT EXPLAINING VEHICLE PUBLIC LIABILITY RATE INCREASES

Summary:

Mark Dorfman conducted a presentation on CalTIP, which is a group of transit agencies in California who formed a public liability transit insurance pool. All program participants must have a self-insured retention. METRO is at the \$250,000 self-insured level which means that any claim settled for less than \$250,000, the District pays. Mr. Dorfman further explained about the two optional excess layers of which METRO has the full \$20 million in coverage. METRO's rate for 2002 is \$375,000 which is an increase of 188.7% over last year.

Discussion:

Mr. Dorfman explained that Staff is asking CalTIP to investigate multi-year insurance contracts. Director Almquist asked if the older buses could be put under a separate entity and insure them only when they are needed. He was informed that METRO has to declare the number of buses prior to CalTIP going out for quotes. However, it will be requested that CalTIP look into this in the future. There will be a three-tier rate structure: non-revenue vehicles, paratransit, and fixed route schedule. The new rates should go into effect no sooner than May 1, 2003.

Director Almquist asked what percentage of the pool METRO is. Mr. Dorfman will obtain this information for Director Almquist.

ACTION: MOTION: DIRECTOR KEOGH SECOND: DIRECTOR ALMQUIST

Move Items #12, 13 and 14 to the Consent Agenda for the June 21 Board Meeting.

Motion passed with Directors Beautz, Phares, Spence and Norton being absent.

12. CONSIDERATION OF ADOPTING AN ANNUAL GOAL FOR DBE PARTICIPATION IN FEDERALLY-FUNDED PROCUREMENTS IN FY 2003

Moved to Consent Agenda for 6/21/02 meeting.

13. a. CONSIDERATION OF AMENDING BYLAWS TO CHANGE THE BOARD OF DIRECTORS MONTHLY MEETINGS FROM THE SECOND AND THIRD FRIDAY OF EACH MONTH TO THE SECOND AND FOURTH FRIDAY OF EACH MONTH

Moved to Consent Agenda for 6/21/02 meeting. Margaret Gallagher will bring back the bylaws to show the language change to be voted upon. If approved, the change would be effective as of the fourth Friday in July.

b. CONSIDERATION OF AMENDING BYLAWS TO CHANGE THE TIME AND LOCATION OF THE BOARD OF DIRECTORS MONTHLY MEETINGS AND TO CONSIDER INCREASING THE COMPENSATION TO DIRECTORS FOR ATTENDING BOARD MEETINGS

Moved to Consent Agenda for the 6/21/02 meeting. There was discussion of possibly changing the start times of the Board meetings. It was mentioned that the daytime meetings are difficult for some directors. Director Ainsworth stated that there is no reason to hold a Board meeting in Scotts Valley unless there are Scotts Valley issues on the agenda. Location, filming capability, and accessibility factors were deemed the most important in determining times and locations for the meetings. Director Phares was informed that the restrooms and wheelchair lift at the Watsonville Council Chambers lack accessibility. She mentioned these two issues to the City Manager. It was requested that Ms. Gallagher remove the reference to increasing the compensation to the Directors from the item title and staff report.

ACTION: MOTION: DIRECTOR PHARES SECOND: DIRECTOR ALMQUIST

Change the second monthly Board Meeting to the fourth Friday of each month, remove compensation issue from this item, and remove Scotts Valley from the Board meeting rotation. The cities of Capitola and Watsonville will remain in the rotation for Board Meeting locations.

Motion passed with Directors Beautz and Norton being absent.

14. CONSIDERATION OF AUTHORIZING THE USE OF DISTRICT EQUIPMENT BY DISTRICT EMPLOYEES PARTICIPATING IN THE WHARF-TO-WHARF MUSIC PROGRAM TO PROMOTE PUBLIC TRANSIT AWARENESS

Moved to Consent Agenda for 6/21/02 meeting.

15. CONSIDERATION OF AWARD OF CONTRACT FOR MINOR MAINTENANCE FACILITY RETROFIT CONSTRUCTION

Summary:

Mark Dorfman reported that staff is working with the contractors. The bids received were very high. If the this issue is resolved, the staff report will be presented to the Board at the June 21st meeting. If not, staff will request that this item is pulled from the agenda.

16. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel

Margaret Gallagher reported that the issue of Lane/Loya vs. SCMTD would be discussed in Closed Session.

17. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None

SECTION II: CLOSED SESSION

Vice Chairperson Reilly adjourned to Closed Session at 10:18 a.m. and reconvened to Open Session at 11:11 a.m.

SECTION III: RECONVENE TO OPEN SESSION

REPORT OF CLOSED SESSION

There was nothing to report at this time.

ADJOURN

There being no further business, Vice-Chairperson Reilly adjourned the meeting at 11:11 a.m.

Respectfully submitted.

DALE CARR
Administrative Services Coordinator