

**SAN MATEO COUNTY TRANSIT DISTRICT
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**MINUTES OF BOARD OF DIRECTORS MEETING
OCTOBER 12, 2011, 2011**

Board Members Present: J. Deal, J. Gee, C. Groom, G. Guilbault, S. Harris, Z. Kersteen-Tucker, A. Lloyd, K. Matsumoto (Chair), A. Tissier

Staff Present: J. Cassman, G. Harrington, C. Harvey, R. Haskin, A. Hughes, M. Martinez, N. McKenna, D. Miller, M. Scanlon, M. Simon

Chair Karyl Matsumoto called the meeting to order at 3:11 p.m.

CONSENT CALENDAR

The Board approved the consent calendar (Deal/Harris).

- a. Approval of Minutes of Board of Directors Meeting of September 14, 2011
- b. Acceptance of Statement of Revenues and Expenses for August 2011

PUBLIC COMMENT

Jerry Grace, San Leandro, asked if San Mateo County has a list where a Clipper card can be purchased. Executive Officer Customer Service and Marketing Rita Haskin said the Clipper card can be purchased at the District offices and the Clipper website has a list of all the retailers in San Mateo County.

REPORT OF THE CHAIR

Chair Matsumoto reported:

- Director Zoe Kersteen-Tucker was appointed to the Grand Boulevard Task Force.
- Thanked staff and Board for a very productive workshop on the SamTrans Service Plan (SSP).
- Directors Shirley Harris, Kersteen-Tucker and herself attended the American Public Transportation Association (APTA) Annual Conference. Thanked Deputy CEO Chuck Harvey for taking them around the EXPO.
- Request that today's meeting be adjourned in memory of General Manager/CEO Michael Scanlon's brother, Thomas, who passed away.
- Appointed Directors Jeff Gee, Carole Groom, Kersteen-Tucker and herself to the SSP Advisory Committee.

AUTHORIZE ADOPTION OF REVISED CODIFIED TARIFF

Ms. Haskin said staff proposes the Board adopt a revised Codified Tariff that:

- Establishes a local Day Pass priced at three times the one-way cash fare; revises language regarding Clipper that includes elimination of paper monthly passes, the Muni Sticker add-on, interagency transfer agreements as well as a potential fee for the card.
- Establishes an expiration date for Change Cards.
- Eliminate the transit pass benefit for spouses of members of the Citizens Advisory Committee.

- Changes the name of the Needy Family Pass to the Discount Youth Pass.

Chair Matsumoto asked if the Clipper card can be used for parking and if Day passes will be paper media. Ms. Haskin said Clipper cannot be used to pay for parking and that the Day passes will be paper for now and may be added to the Clipper card in the future.

Director Gee asked who has interagency agreements with SamTrans when using the Clipper card. Ms. Haskin said the Santa Clara Valley Transportation is the prime one.

Director Gee asked if there are any agencies that are not allowing the interagency agreement with SamTrans. Ms. Haskin said AC Transit doesn't now but it's working on.

Public Comment

Jerry Grace, San Leandro, said the Clipper card can be used for parking at BART.

A motion (Gee/Deal) to adopt the revised Codified Tariff was approved unanimously by roll call.

REPORT OF THE GENERAL MANAGER/CEO

Resolution of Appreciation to Outgoing American Public Transportation Association President William Millar

Deputy CEO Gigi Harrington said staff is asking the Board to approve a resolution of appreciation for William Millar, outgoing president of 15 years at APTA.

A motion (Lloyd/Gee) to approve the resolution was approved unanimously by roll call.

Ms. Harrington reported:

- The marketing department is doing a direct mail campaign along El Camino Real between Daly City and Redwood City. To assist customers a joint Route 390/391 schedule was developed for this promotion.
- SamTrans was awarded the APTA AdWheel Grand Award for the holiday video card created by Marketing Specialist James Namba.
- The Reading File contains the latest edition of the *Fall Fun Guide*.
- Older driver training was conducted in South San Francisco with the California Highway Patrol.
- A new bus operator training class started with 13 employees.
- SamTrans averaged 22,417 miles between service calls in September.

COMMUNITY RELATIONS COMMITTEE

MOTION

- a. Designation of October as Disabilities Awareness Month

A motion (Harris/Lloyd) to designate October as "Disabilities Awareness Month" was approved unanimously.

SUBJECTS DISCUSSED

- b. Accessibility Update
- c. Paratransit Coordinating Council (PCC) Update
- d. Citizens Advisory Committee Liaison Report
- e. Mobility Management Report – End-of-the-Year Performance
- f. Multimodal Ridership Report – August 2011

FINANCE COMMITTEE

RESOLUTIONS

- a. Approval of Annex of the 2010 Association of Bay Area Government’s Local Hazard Mitigation Plan as the District’s Local Hazard Mitigation Plan
- b. Authorize Renewing the Contract with Delta Dental of California for the Next Three Calendar Years for an Annual Cost of \$1.135 Million
- c. Authorize Award of Contract to Vision Service Plan for Vision Insurance Coverage for a Four Year Period Beginning November 1, 2011 for a Total Estimated Cost of \$424,000

Director Adrienne Tissier left at 3:31 p.m.

A motion (Harris/Lloyd) to approve the resolutions was approved unanimously by roll call.

LEGISLATIVE COMMITTEE

SUBJECTS DISCUSSED

- a. State and Federal Legislative Update

PLANNING, DEVELOPMENT AND SUSTAINABILITY

RESOLUTION

- a. Adoption of SamTrans Service Plan Criteria and Endorse the Use of Performance Metrics

A motion (Lloyd/Deal) to approve the resolution was approved unanimously by roll call.

WRITTEN COMMUNICATIONS

In reading file

BOARD MEMBER COMMENTS

None

DATE AND TIME OF NEXT MEETING – November 9, 2011 at 2 p.m., San Mateo County Transit District, Administrative Building, 1250 San Carlos Avenue, San Carlos, CA 94070.

GENERAL COUNSEL PROPOSAL

- a. Closed Session: Conference with Legal Counsel Pursuant to Government Code Section 54956.9(a) to Discuss Pending Litigation: Antonio Santiago III v San Mateo County Transit District, Peninsula Corridor Joint Powers Board and County of San Mateo et al
- b. Closed Session: Conference with Legal Counsel Pursuant to Government Code Section 54956.9(a) to Discuss Pending Litigation: Musaravakkam Krishnan, Mohan Krishnan, Sangeetha Krishnan and Prema Krishnan v San Mateo County Transit District

Mr. Miller said the Board will meet in closed session to discuss two matters of pending litigation. There will be no public action taken following the closed session and will be reporting to the Board on a status report basis.

Adjourned to closed session at 3:33 p.m.

Reconvened to open session at 4:08 p.m.

Mr. Miller said the Board met in closed session and there is no action to be taken. When action is required it will be reported publicly.

The meeting adjourned at 4:09 p.m. in memory of Thomas Scanlon, brother of Mr. Scanlon.