

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

**MINUTES OF BOARD OF DIRECTORS MEETING
FEBRUARY 8, 2012**

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

Board Members Absent: R. Guilbault

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

Chair Jerry Deal called the meeting to order at 3:40 p.m.

CONSENT CALENDAR

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

- a. Approval of Minutes of Board of Directors Meeting of January 11, 2012
- b. Acceptance of Statement of Revenues and Expenses for December 2011
- c. Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook for the Quarter Ended December 31, 2011

PUBLIC COMMENT

None

REPORT OF THE CHAIR

Chair Deal said he will be attending the American Public Transportation Association (APTA) Legislative Conference along with Director Zoe Kersteen-Tucker and District Secretary Martha Martinez. He said it is an honor to represent SamTrans.

REPORT OF THE GENERAL MANAGER/CEO

General Manager/CEO Michael Scanlon reported:

- Staff is involved with plans for the America's Cup. This summer there will be 12 racing days before the big race in 2013 with 41 racing days.
- Commitment to human capital continues with 1,000 hours in training and the most recent leadership class graduated on January 18.
- There are 10 new paratransit minivans in service. The Paratransit Coordinating Council (PCC) provided invaluable input on what is purchased and design features.
- MV Transportation, the Redi-Wheels operator, represented by the Amalgamated Transit Union Local 1574, has ratified a three-year contract.
- In January, fixed-route buses went 27,000 miles between service calls and Redi-Wheels was just less than 18,000 miles between service calls. Year-to-date fixed-route is just less than 25,000 miles between service calls and Redi-Wheels is almost 23,000 between service calls.

- The planning staff has been working on the long-range station access for the Daly City BART station to look at how to expand capacity at the bus terminal in Daly City to accommodate expanded SamTrans, San Francisco Municipal Transportation Agency and local shuttle routes.
- Recruitment has begun for four members on the Citizens Advisory Committee.

COMMUNITY RELATIONS COMMITTEE

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. PCC Update
- c. Citizens Advisory Committee Liaison Report
- d. Mobility Management Report – Caltrain
- e. Multimodal Ridership Report – December 2011

FINANCE COMMITTEE

RESOLUTIONS

- a. Authorize Revision to the District's Disadvantaged Business Enterprise Program to Include a Small Business Enterprise Program
- b. Authorize Contract Extension with Cypress Security, LLC for Security Guard Services on a Month-to-Month Basis from March 1, 2012 Through December 31, 2012 for an Additional \$1,156,700
- c. Authorize Award of Contract to NS Corporation for a Bus Wash System at South Base for a Total of \$324,288

A motion (Groom/Kersteeen-Tucker) to approve the resolutions was approved unanimously by roll call.

SUBJECTS DISCUSSED

- d. Fiscal Year 2011 Comprehensive Annual Financial Report

LEGISLATIVE COMMITTEE

MOTION

- a. Approval of 2012 State and Federal Legislative Program

A motion (Tissier/Lloyd) to approve the 2012 State and Federal Legislative Program was approved unanimously and the Board's advocacy on the latest proposal from Congress.

SUBJECTS DISCUSSED

- b. State and Federal Legislative Update

PLANNING, DEVELOPMENT & SUSTAINABILITY COMMITTEE

SUBJECTS DISCUSSED

- a. Overview of Shuttle Business Practices Guidebook

WRITTEN COMMUNICATIONS

In reading file

BOARD MEMBER REQUESTS

Director Zoe Kersteen-Tucker requested an updated on the Sustainability Program from staff at a future meeting.

DATE AND TIME OF NEXT MEETING – March 14, 2012 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 – Existing Litigation Pursuant to Government Code Section 54956.9(a): Musaravakkam S. Krishnan, et al v San Mateo County Transit District
- b. Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(a): Ella Dupertius v San Mateo County Transit District

Legal Counsel David Miller said, as permitted by the Brown Act, the Board will meet in closed session to hear a report on two matters of pending litigation.

Adjourned to closed session at 3:51 p.m.

Reconvened to open session at 4:25 p.m.

Mr. Miller said the Board met in closed session to discuss two matters of pending litigation. Appropriate instructions have been given to special counsel, Todd Master, in the Dupertius case and likewise to general counsel in the Krishnan case and at such time there are further developments or the cases become final an outcome will be reported.

The meeting adjourned at 4:26 p.m.