

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

**MINUTES OF BOARD OF DIRECTORS MEETING
JANUARY 9, 2013**

Board Members Present: J. Deal (Chair), J. Gee, S. Harris, A. Lloyd, K. Matsumoto, A. Tissier

Board Members Absent: C. Groom, R. Guilbault, Z. Kersteen-Tucker

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

Chair Jerry Deal called the meeting to order at 3:29 p.m.

REPORT OF THE NOMINATING COMMITTEE (LLOYD, MATSUMOTO, TISSIER)

- a. Election of Officers for 2013

Director Adrienne Tissier asked this item be moved to next month after the public members are sworn in.

CONSENT CALENDAR

- a. Approval of Minutes of Board of Directors Meeting of December 12, 2012
- b. Acceptance of Statement of Revenues and Expenses for November 2012

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

PUBLIC COMMENT

Jerry Grace, San Pablo, asked if the Metropolitan Transportation Commission Transit Sustainability Project (TSP) requirement is a good idea.

APPOINTMENT OF PUBLIC MEMBERS (DEAL, GEE, TISSIER)

Chair Deal said a subcommittee interviewed six candidates for the public member seats. He said the subcommittee recommends reappointing Directors Rose Guilbault and Shirley Harris to another term. The Committee likes Director Harris's involvement and participation in the American Public Transportation Association. Chair Deal said there were some very good applicants and it made it very hard to make a decision.

Legal Counsel David Miller said the only members of this Board eligible to vote on the public member appointments are those who are appointees of the Board of Supervisors and City Selection Committee.

A motion (Deal/Gee) to reappoint Directors Guilbault and Harris was approved.

Director Harris said she is appreciative of the opportunity to continue to work on the Board and to remain involved in the American Public Transportation Association.

REPORT OF CHAIR

No report.

REPORT OF THE GENERAL MANAGER/CEO

General Manager/CEO Michael Scanlon reported:

- Congratulated Directors Gee, Harris and Guilbault on their reappointments.
- The TSP is absolutely the right thing to do and is necessary to make sure the right things are being achieved out of the investment.
- District Secretary Martha Martinez polled the Board on changing the 2013 meeting calendar. Staff will bring an action item to the Board next month to shift the meeting from the second Wednesday to the first Wednesday effective for the April meeting.
- Staff continues to work on providing support service for the Devil's Slide Tunnel ribbon-cutting event.
- Staff, along with Caltrain and MV Transportation staff, participated in a field emergency exercise on December 15. There was outstanding support from all the first responders, the Federal Railroad Administration and the California Public Utilities Commission.
- An independent contractor conducted a quarterly maintenance audit of MV Transportation and it is in full compliance with the District's preventative maintenance program. No vehicles were removed from service due to safety problems.
- The scheduling department is working with the San Mateo County Transportation Authority to help the city of Belmont on a proposal for a shuttle.
- Runbook 110 is effective January 13 and one change will move service from Farallone Avenue in Montara.
- The reading file contains the *Riders Digest* and *Transit Fun Guide*.

COMMUNITY RELATIONS COMMITTEE – S. Harris

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. PCC Update
- c. Citizens Advisory Committee Liaison Report
- d. Mobility Management Report – Fixed-route Bus Service
- e. Multimodal Ridership Report – November 2012

FINANCE COMMITTEE – J. Gee

RESOLUTIONS

- a. Authorize Amendment of Fiscal Year 2013 Operating Budget in the Amount of \$299,554 for a Total Budget of \$132,107,471
- b. Authorize the Disposition of Two Surplus Vehicles
- c. Authorize Exercising Option with Gillig, LLC for the Purchase and Delivery of 62 New Heavy-Duty Buses for a Total estimated Cost of \$32,284,040

- d. Authorize Award of Contract to Seven Island Painting, Inc. to Provide Painting and Related Services for a Total Estimated Cost of \$200,880 for a Three-year Base Term
- e. Authorize Award of Contract to Holland & Knight, LLP to Provide Federal Legislative Advocacy Services for a Firm-fixed Price of \$240,000 for a Five-year Period

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

LEGISLATIVE COMMITTEE – S. Harris

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

PLANNING, DEVELOPMENT & SUSTANABILITY COMMITTEE – A. Lloyd

SUBJECTS DISCUSSED

- a. Preliminary SamTrans Transit Sustainability Project Strategic Plan
- b. Update on SamTrans Service Plan and Title VI Requirements

WRITTEN COMMUNICATIONS

No discussion

BOARD MEMBER REQUESTS/COMMENTS

Director Karyl Matsumoto reported Directors Carole Groom, Terry Nagel and herself were sworn in at the January San Mateo County Transportation Authority meeting and Director Rosanne Foust will be sworn in at the February meeting. Also, Director Groom was elected chair.

GENERAL COUNSEL PROPOSAL

No report.

DATE AND TIME OF NEXT MEETING – February 13, 2013 at 2 p.m., San Mateo County Transit District, Administrative Building, 1250 San Carlos Avenue, San Carlos, CA 94070.

Meeting adjourned at 3:47 p.m.