

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

**MINUTES OF BOARD OF DIRECTORS MEETING
MARCH 13, 2013**

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

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 Carole Groom called the meeting to order at 3:03 p.m.

CONSENT CALENDAR

- a. Approval of Minutes of Board of Directors Meeting of February 13, 2013

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

PUBLIC COMMENT

Jerry Grace, San Pablo said March 19 is his birthday and he will be 47.

ACCEPTANCE OF STATEMENT OF REVENUES AND EXPENSES FOR JANUARY 2013

Deputy CEO Gigi Harrington said January revenues are off slightly by \$180,000 and expenses are \$5.3 million better than budget. Last week fuel was \$3.14 per gallon and year to date fuel is \$3.17 per gallon. The San Mateo County Transit District (District) received \$42,000 in February from the fuel hedge and year to date \$224,000.

A motion (Tissier/Harris) to accept the Statement of Revenues and Expenses for January 2013 was approved unanimously.

CALL FOR A PUBLIC HEARING ON APRIL 3, 2013 FOR THE FINAL DRAFT SAMTRANS SERVICE PLAN

Executive Officer, Planning and Development April Chan said staff is asking the Board to call for a public hearing on April 3 on the Final Draft SamTrans Service Plan (SSP) and the accompanying California Environmental Quality Act (CEQA) environmental document. The SSP and CEQA documents will be released today and this will start the 30-day public comment process.

A motion (Gee/Guilbault) to call for a public hearing on April 3, 2013 for the Final Draft SamTrans Service Plan and the accompanying CEQA environmental document was approved unanimously.

REPORT OF CHAIR

No report.

REPORT OF THE GENERAL MANAGER/CEO

20-Year Safe Driver Award

Wallace Garrett was presented with a 20-year Safe Driver Award.

Maintenance and Operator Employees of the Year Awards

Wallace Garrett was recognized as Operator of the Year. Mr. Garrett thanked radio control, the training team, and his wife.

Ricardo Go was recognized as Maintenance Employee of the Year. Mr. Go said it was an honor to be selected as Employee of the Year. He thanked the maintenance department for their support.

Annual Operations and Maintenance Base Safety Awards

Last year operators drove more than 6 million miles and maintenance employees worked 135,000 hours with only two lost-time injuries. North Base operators drove more than 70,000 miles between accidents. Superintendent, Bus Transportation Karambir Cheema accepted the Operations Base Safety Award for North Base.

Mr. Cheema accepted the award on behalf of all the men and women who work at North Base.

South Base Maintenance Department worked 55,000 hours with no lost hours. Director, Maintenance David Olmeda accepted the Maintenance Safety Award for South Base.

Mr. Olmeda accepted the award on behalf of Superintendent, Maintenance Jerie Moeller. He said anytime a perfect safety record is achieved it is remarkable.

General Manager/CEO Michael Scanlon reported:

- Thanked Directors Zoe Kersteen-Tucker and Jerry Deal for participating in the American Public Transportation Association (APTA) Legislative Conference. This year the Hill visits were done with staff and board members from the San Francisco Municipal Transportation Agency.
- Santa Cruz Metro sent four maintenance employees for training at North Base. APTA has started an on-line technical and certification program.
- Route ECR Route ridership was up 3.3 percent in January.
- On-time performance for Redi-Wheels was 91.5 percent and RediCoast was 99 percent for January.
- Bus Contracts is participating in a multi-agency procurement for shuttles with the Peninsula Corridor Joint Powers Board, the District and the Peninsula Traffic Congestion Relief Alliance.
- Fixed-routes averaged 29,000 miles between service calls and Redi-Wheels averaged almost 22,000 miles between service calls.
- The new South Base bus washer received final acceptance, is reclaiming up to 80 percent of the water used and is more energy efficient.
- SamTrans has about 500 followers on Twitter and almost 5,000 on Caltrain.

- The reading file contains a flyer on the SSP community meetings and a post card on group travel.

Public Comment

Jerry Grace, San Pablo, said Bus Maintenance Superintendent Jerie Moeller should be invited so people can meet him.

COMMUNITY RELATIONS COMMITTEE – R. Guilbault

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. PCC Update
- c. Citizens Advisory Committee Liaison Report
- d. Multimodal Ridership Report – January 2013

LEGISLATIVE COMMITTEE – J. Deal

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

PLANNING, DEVELOPMENT & SUSTANABILITY COMMITTEE – Z. Kersteen-Tucker

RESOLUTION

- a. Adoption of SamTrans Title VI Standards and Policies

A motion (Kersteen-Tucker/Harris) to adopt the SamTrans Title VI Standards and Policies was approved unanimously by roll call.

SUBJECTS DISCUSSED

- b. Update on SamTrans Service Plan
- c. Capital Projects Quarterly Status Report – 2nd Quarter Fiscal Year 2013

WRITTEN COMMUNICATIONS

No discussion

BOARD MEMBER REQUESTS/COMMENTS

Director Jerry Deal thanked Mr. Scanlon for his leadership at the APTA Legislative Conference and for Director, Government and Community Affairs Seamus Murphy for taking him and Director Kersteen-Tucker to various meetings.

Director Kersteen-Tucker thanked Chester Patton, Mr. Cheema, Henry Silvas and others for their work on the bus logistics for the upcoming Devil's Slide Ribbon Cutting and making sure people get to the event safely.

DATE AND TIME OF NEXT MEETING – April 3, 2013 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): Melodie Claire Dupont v MV Transportation, Inc., San Francisco Superior Court Case #CGC 11 517548

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

Meeting adjourned to closed session at 3:47 p.m.

Meeting reconvened to open session at 3:57 p.m.

Mr. Miller said the Board has met in closed session regarding pending litigation of Melodie Claire Dupont vs MV Transportation. Instructions have been given to special counsel and there is no formal action to be taken at this time.

Meeting adjourned at 3:58 p.m.