

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

**MINUTES OF BOARD OF DIRECTORS MEETING
JUNE 5, 2013**

Board Members Present: J. Deal, J. Gee, C. Groom (Chair), R. Guillbault, 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, N. McKenna, D. Miller, M. Scanlon, M. Simon

Chair Carole Groom called the meeting to order at 3:18 p.m.

CONSENT CALENDAR

- a. Approval of Minutes of Board of Directors Meeting of May 1, 2013
- b. Acceptance of Statement of Revenues and Expenses for April 2013

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

PUBLIC COMMENT

None.

REPORT OF CHAIR

Chair Groom recognized Leslie Fong, Senior Budget Analyst, David Olmeda, Director, Maintenance, and Diane Shaw, Manager, Software System Development, for their work on the Cardiac Classic Golf Tournament to raise money for the American Heart Association. She said the number of sponsors, the raffle, and logistics was impressive. She said she has played in many tournaments and this was the best run and organized one she has participated in.

REPORT OF THE GENERAL MANAGER/CEO

General Manager/CEO Michael Scanlon reported:

- Recognized Chuck Petrocchi with a 35-year Safe Worker Award.
- Recognized George Cabanas with a 25-year Safe Worker Award.
- Recognized Kirpal Bath with a 20-year Safe Worker Award.
- For the month of April ridership on the weekend Route ECR rose 2.8 percent on Saturdays and 9 percent on Sundays.
- Year-to-date fixed routes averaged 27,500 miles between road calls and Redi-Wheels averaged 29,300 miles between road calls.
- Accessible Services received an award from the California Association for Coordinated Transportation for the San Mateo County Transit District's (District) Paratransit Program and outstanding RediCoast service.
- A compliment on the drivers who operate Routes 309/391 between 8 a.m. and 4 p.m. was received from a disabled customer and read to the Board.

- The morning of May 23, at the intersection of Delaware and Tilton in San Mateo, a power line fell on a SamTrans bus. The power line shattered the front glass door. There were 15 passengers on the bus and no injuries.
- A new runbook will go into effect on June 16 with adjustments for schools' summer break.
- Staff is working on the final implementation phase of the SamTrans Service Plan. Weekday Route ECR will become effective in August, replacing Routes 390/391 and Route 391 will no longer go into San Francisco.
- Gigi Harrington, Deputy CEO, completed the fuel hedge with Barclay's and she was able to cap fuel at \$2.85 per gallon at a cost of \$218,280.
- On March 8 staff received a letter from the Federal Transit Administration's (FTA) legal counsel regarding some deficiencies with a bus consortium procurement done in 2008. The letter stated future orders of this type of procurement would not be eligible for FTA funding. Staff has notified the consortium members of the letter and no further bus orders will be allowed under the existing contract. A letter was also sent to FTA thanking them for the clarifications on how bus procurements would work going forward.
- Public Affairs staff has a new blog, "Peninsula Moves," and released an electronic version of SamTimes.
- The Summer Youth Pass is on sale for \$40.
- Two videos were shown: "A Bus' Life" produced by staff in Public Affairs and "How to Ride" produced by staff in Customer Service and Marketing.
- The Reading File contains correspondence and *Rider's Digest*.

CALL FOR A PUBLIC HEARING ON SEPTEMBER 4, 2013 TO CONSIDER CODIFIED TARIFF CHANGES

Rita Haskin, Executive Officer, Customer Service and Marketing, said proposed changes to be considered include the introduction of an annual pass for residential developments and businesses, a temporary reduction in the price of the Day Pass, and a discount for groups of 25 or more who book in advance. Staff will hold community meetings prior to the public hearing.

A motion (Lloyd/Gee) to call for a public hearing on September 4, 2013 was approved unanimously.

COMMUNITY RELATIONS COMMITTEE – R. Guilbault

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. PCC Update
- c. Citizens Advisory Committee Liaison Report
- d. Mobility Management Report - Caltrain
- e. Multimodal Ridership Report –April 2013

FINANCE COMMITTEE – S. Harris

RESOLUTIONS

- a. Authorize Adoption of Fiscal Year 2014 Operating Budget in the Amount of \$124,269,902
- b. Authorize Adoption of Fiscal Year 2014 Capital Budget in the Amount of \$11,515,276
- c. Approval of Salary Ordinance No. 95
- d. Authorize Reduction of Employer Paid Member Contributions to the California Public Employees' Retirement System From 3 Percent to 2 Percent
- e. Authorize Filing Annual Claim with the Metropolitan Transportation Commission for Transportation Development Act, State Transit Assistance and Regional Measure 2 Funds
- f. Authorize Entering into a Funding Agreement with City/County Association of Governments of San Mateo County To Receive Measure M Funds
- g. Authorize Clipper Memorandum of Understanding Amendment No. 2 with the Metropolitan Transportation Commission
- h. Authorize Exercising the Option for Hosting and Application Support to the Agreement with Wipro, Inc. for PeopleSoft System Integration in the Amount of \$7,275,099
- i. Authorize Award of Contract to Serramonte Ford of Colma, California to Provide Ford, Factory-remanufactured Diesel Engines at a Total Estimated Cost of up to \$333,224 for a Five-year Term
- j. Authorize Award of Contract to ACS Transport Solutions, Inc. to Provide Bus Radio System and Equipment Refresh for a Total Cost of \$7,429,458
- k. Authorize Award of Contract to Dunbar Armored, Inc. to Provide Armored Car Pick-up and Deposit of Daily Transit Revenue for a Total Estimated Cost of \$107,957 for a Three-year Base Term

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

LEGISLATIVE COMMITTEE – J. Deal

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

PLANNING, DEVELOPMENT & SUSTAINABILITY COMMITTEE

RESOLUTION

- a. Authorize Second Amendment to the Use, Operating and Maintenance Agreement for the Millbrae Intermodal Station

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

MOTION

- b. Proclamation Proclaiming June 20, 2013 as "Dump the Pump Day"

A motion (Kersteen-Tucker/Gee) to approve the proclamation was approved unanimously.

SUBJECT DISCUSSED

- c. Capital Projects Quarterly Status Report – 3rd Quarter Fiscal Year 2013

WRITTEN COMMUNICATIONS

No discussion.

BOARD MEMBER REQUESTS/COMMENTS

Director Jerry Deal said Google Transit is great to see what bus to take, but it doesn't show arrival and departure times.

DATE AND TIME OF NEXT MEETING –August 7, 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 Labor Negotiator – Pursuant to Government Code Section 54957.6, Teamsters Union, Local 856 (Bus Instructors unit and Bus Transportation Supervisors, Dispatchers and Radio Controllers unit)

David Miller, Legal Counsel, said there have been ongoing negotiations with representatives from Teamsters Union, Local 856, who represent several units. Pat Glenn, Chief Labor Negotiator and staff will provide an update.

Meeting adjourned to closed session at 3:59 p.m.

Meeting reconvened at 4:11 p.m.

Mr. Miller said the Board met in closed session as permitted by the Brown Act to receive a report from Mr. Glenn with respect to pending negotiations with Teamsters Union, Local 856. Based upon the report presented, the Board has authorized the General Manager to enter into an agreement once ratified by the union.

Meeting adjourned at 4:12 p.m.