

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
NOVEMBER 5, 2014**

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

Board Members Absent: 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 Jeff Gee called the meeting to order at 2:50 p.m.

**CONSENT CALENDAR**

- a. Approval of Minutes of Board of Directors Meeting of October 1, 2014
- b. Acceptance of Statement of Revenues and Expenses for September 2014
- c. Acceptance of Quarterly Investment Review and Fixed Income Report for the Quarter Ended September 30, 2014
- d. Approval of 2015 Board of Directors Meeting Calendar

Motion/Second: Tissier/Harris

Ayes: Gee, Groom, Harris, Matsumoto, Tissier

Absent: Guilbault, Kersteen-Tucker

**PUBLIC COMMENT**

None

**REPORT OF CHAIR**

Chair Gee said he and Directors Shirley Harris, Zoe Kersteen-Tucker and, representing the Peninsula Corridor Joint Powers Board, Rose Guilbault, attended the American Public Transportation Association Annual Meeting and EXPO in Houston. He thanked Chuck Harvey, Deputy CEO, for showing them around at the EXPO. Chair Gee said staff is well-respected in the industry.

Director Harris said it was great to meet the vendors who serve SamTrans.

Chair Gee said he attended a session on the 2014 Mobility Attitudes Survey. He said the key finding is that the younger generation is growing up expecting and using public transportation while older generations are staying away from transit and using their cars. Chair Gee said people care most about reliability and costs.

Director Harris said there was a presentation by a millennial who discussed the expectations of their generation.

Chair Gee presented Michael Scanlon, General Manager/CEO with his 15-year anniversary pin.

### **REPORT OF THE GENERAL MANAGER/CEO**

Mr. Scanlon reported:

- Nine new bus operators completed their training. Forty-four bus operators and maintenance employees completed the Federal Department of Transportation and Federal Transit Administration course on fatigue and sleep apnea awareness.
- During the first eight months of the year, preventable accidents were just below 109,000 miles between accidents. The standard is 110,000 miles between preventable accidents.
- District and First Transit staff are meeting with Rosener House, Senior Focus, and San Carlos Adult Daycare Center to increase the comfort level with the new Redi-Wheels operator.
- Amy O'Campo, Data Technician, was recognized for her work with the Blue Star Moms. She is the San Mateo County President and the national Vice President. She has been invited to travel to Washington, D.C. for Veterans Day to have breakfast with Vice President Joe Biden and place flowers on the Tomb of the Unknown Soldier at Arlington National Cemetery.
- The reading file contained the quarterly advertising report for the shelters and exterior of the buses.

### **COMMUNITY RELATIONS COMMITTEE – K. Matsumoto**

#### SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council (PCC) Update
- c. Citizens Advisory Committee Liaison Report
- d. Mobility Management Report – Caltrain
- e. Multimodal Ridership Report – September 2014

### **FINANCE COMMITTEE – A. Tissier**

#### ORDINANCE

- a. Approval of Salary Ordinance No. 96

Motion/Second: Tissier/Harris

Ayes: Gee, Groom, Harris, Matsumoto, Tissier

Absent: Guilbault, Z. Kersteen-Tucker

#### RESOLUTIONS

- b. Authorize Initiating 2015 Debt Refinancing
- c. Adoption of Conflict of Interest Code
- d. Authorize the Filing of an Application for Federal Transit Administration Formula Program Funding for Bus Replacement Projects and Americans with Disabilities Act Operating Subsidy in the Amount of \$71,697,376
- e. Authorize Executing a Quitclaim Deed in Favor of the City of Redwood City to Release the San Mateo County Transit District's Interest in Real Property in Consideration of Payment in the Amount of \$1.795 Million and Retention of Access Easement

- f. Authorize Award of Contract to SacVal Janitorial Supply, Inc. to Furnish and Service Cleaning Supplies and Related Items at an Estimated Amount of \$145,045 for a Five-Year Term
- g. Authorize Award of Contract to G4S Technology, LLC to Provide Security Upgrades at the San Mateo County Transit District's Sequoia Station Garage Facility in Redwood City for a Total Cost of \$273,153
- h. Authorize Granting Relief to Valley Power Systems North, Inc. of its Bid and Award a Contract to Cummins Pacific, LLC to Provide Allison Factory-Remanufactured WBTEC III Transmissions for an Estimated Amount of \$358,375 for a Three-Year Base Term
- i. Authorize Rejection of Bid from Agbayani Construction Corp. as Non-Responsive and Award a Contract to MTECH Corp. to Provide Heating, Ventilating, and Air Conditioning Maintenance Services for an Estimated Mount of \$1,056,347 for a Five-Year Term
- j. Authorize Amendment to the Contract with Pinnacle Petroleum, Inc. for Provision of California Air Resources Board ULSD Fuel and Fueling Services to Extend the Term of the Contract and Increase the Estimated Amount by \$12,580,009

Motion/Second: Tissier/Matsumoto

Ayes: Gee, Groom, Harris, Matsumoto, Tissier

Absent: Guilbault, Kersteen-Tucker

#### **LEGISLATIVE COMMITTEE – S. Harris**

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

#### **PLANNING, DEVELOPMENT, AND SUSTAINABILITY – C. Groom**

SUBJECT DISCUSSED

- a. Overview of the Draft El Camino Real Bus Rapid Transit Phasing Study

#### **WRITTEN COMMUNICATIONS**

No discussion.

#### **BOARD MEMBER REQUESTS/COMMENTS**

Director Adrienne Tissier requested the meeting be adjourned in memory of Al Teglia, former SamTrans Board member and Daly City councilmember and mayor. She said he did a lot of great work for Daly City and San Mateo County, including his time at the Human Services Agency where he was the head of the Children's Fund, Jobs for Youth and Adopt a Family.

Director Karyl Matsumoto said the South San Francisco shuttle started on November 4 and thanked staff for all their work to bring this to fruition. She thanked staff for the SamTrans Strategic Plan presentation at the South San Francisco City Council Chambers. She believes the concerns raised in the petitions will be resolved by the new shuttle.

**DATE AND TIME OF NEXT MEETING** – December 3, 2014 at 2 p.m., San Mateo County Transit District, Administrative Building, 1250 San Carlos Avenue, San Carlos, CA 94070.

**GENERAL COUNSEL PROPOSAL**

David Miller, Legal Counsel, said the Board will convene to closed session as permitted by the Brown Act regarding a pending litigation matter, a real estate matter, and a discussion of public employee appointment for the General Manager/CEO position.

Adjourned to closed session at 3:05 p.m.

Reconvened at 3:40 p.m.

Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(a): Ling La v. San Mateo County Transit District

Mr. Miller said there is no action to be taken on this item.

Real Estate Negotiations – Pursuant to Government Code 54956.8: Property: (1) Property Located at the Northeast Corner of El Camino Real and Holly Street in San Carlos and (2) Property Located at the Southeast Corner of El Camino Real and Holly Street in San Carlos

Mr. Miller said there is a motion before the Board to approve the San Carlos Transit Oriented Development Project of Legacy Residential as approved by the city of San Carlos and authorize the General Manager/CEO to execute an amendment to the options ground lease agreement with Legacy Residential, LLC and to grant an extension through June 30, 2015 for exercising the option, subject to resumption of option payments by Legacy in the amount of \$10,000 per month.

Motion/Second: Tissier/Harris

Ayes: Gee, Groom, Harris, Matsumoto, Tissier

Absent: Guilbault, Kersteen-Tucker

Public Employee Appointment – Pursuant to Government Code Section 54957: General Manager/CEO

Mr. Miller said there is a job description for the General Manager/CEO position before the Board for adoption. The job description was developed through extensive outreach by the search firm Boyden and the Advisory Committee.

Motion/Second: Harris/Tissier

Ayes: Gee, Groom, Harris, Matsumoto, Tissier

Absent: Guilbault, Kersteen-Tucker

The meeting was adjourned in memory of Al Teglia. Mr. Scanlon said Mr. Teglia was the longest serving SamTrans Board member with 23 years of service.

Adjourned at 3:50 p.m.