

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

**MINUTES OF BOARD OF DIRECTORS MEETING
DECEMBER 3, 2014**

Board Members Present: J. Gee (Chair) C. Groom, R. Guilbault, S. Harris,
Z. Kersteen-Tucker, 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 Jeff Gee called the meeting to order at 3:09 p.m.

CONSENT CALENDAR

- a. Approval of Minutes of Board of Directors Meeting of November 5, 2014
- b. Acceptance of Statement of Revenues and Expenses for June 2014 (Unaudited)
- c. Acceptance of Statement of Revenues and Expenses for October 2014

Motion/Second: Tissier/Groom

Ayes: Gee, Groom, Guilbault, Harris, Kersteen-Tucker, Matsumoto, Tissier

PUBLIC COMMENT

Alice Barnes, San Bruno, said she rode Route ECR on December 2 at 3:30 p.m. in San Mateo and the driver was either 1195 or 1194. She said the operator should be the next driver of the year. Ms. Barnes said there was not one dry bus stop along El Camino Real between San Mateo and San Bruno and the operator drove through them very carefully. She wanted to say good-bye to Michael Scanlon, General Manager/CEO, and thank him for responding to all her e-mails.

Jerry Grace, San Pablo, said he didn't know Caltrain made a schedule change. He wished the Board and staff happy holidays.

CALL FOR A PUBLIC HEARING ON JANUARY 7, 2015 FOR THE FILING OF A FEDERAL TRANSIT ADMINISTRATION SECTION 5310 GRANT APPLICATION

Motion/Second: Groom/Harris

Ayes: Gee, Groom, Guilbault, Harris, Kersteen-Tucker, Matsumoto, Tissier

REPORT OF CHAIR

Appointment of Nominating Committee for 2015 Chair and Vice Chair

Chair Gee appointed Directors Rose Guilbault, Carole Groom and Adrienne Tissier to the nominating committee.

Resolution of Appreciation for Legal Counsel David J. Miller

Motion/Second: Tissier/Harris

Ayes: Gee, Groom, Guilbault, Harris, Kersteen-Tucker, Matsumoto, Tissier

Chair Gee thanked Mr. Miller for all he has done for the District and said he should be proud of everything he has accomplished.

The Board and staff expressed their good wishes to Mr. Miller.

Mr. Miller said it has been a privilege to serve the District, every Board member and general manager.

Public Comment

Jerry Grace, San Pablo, thanked Mr. Miller for everything he did for the county and Golden Gate Transit.

APPOINTMENT OF ZOE KERSTEEN-TUCKER REPRESENTING PUBLIC MEMBER – COASTSIDE

Chair Gee said the nominating committee consisted of Directors Groom, Karyl Matsumoto and himself. Advertisements were in the *Half Moon Bay Review* and *Daily Journal*. Two applications were received and both applicants were interviewed. Chair Gee said the nominating committee is recommending Director Kersteen-Tucker for re-appointment. Chair Gee said only elected officials are allowed to vote on this item.

Motion/Second: Tissier/Groom

Ayes: Gee, Groom, Matsumoto, Tissier

REPORT OF THE GENERAL MANAGER/CEO

Mr. Scanlon reported:

- Congratulated Director Kersteen-Tucker on her re-appointment.
- Recognized 30-year safe drivers Brij Prasad and Theodore Mack, 20-year safe drivers Teodore Lat and Emilio Sainten, and 20-year safe workers Harish Prasad and James Esqueda.
- South Base operators and maintenance employees were recognized for recording 224,000 miles without a preventable accident in September.
- In September, 36 bus operators and maintenance employees completed the Federal Transit Administration course on fatigue and sleep apnea awareness for transit employees.
- Operations Planning staff completed a week-long training on scheduling.
- The San Carlos Transit Oriented Development Project amendment was executed with Legacy Partners. The commencement of construction cannot begin until SamTrans completes the build-out of the transit-related facilities south of the property. The term was therefore extended to December 31, 2015 from June 30, 2015.
- There will be free fares on New Year's Eve starting at 8 p.m. on December 31 through 5 a.m. on January 1. This is coordinated at the regional level with the Santa Clara Valley Transportation Authority and the San Francisco Municipal Transportation Agency.
- Staff is working on an electronic holiday card for all three agencies, the District, the Peninsula Corridor Joint Powers Board, and the San Mateo County Transportation Authority.
- The Holiday Train is December 6 and 7.

- Rita Haskin, Executive Officer, Customer Service and Marketing, provided a brief update on Clipper 2.0. She said transit agencies have met and identified weaknesses and strengths of the current system and what needs to be implemented in the next system. Ms. Haskin said a public input campaign has begun online at futureofclipper.com.

COMMUNITY RELATIONS COMMITTEE – K. Matsumoto

MOTION

- a. Appointment of John Baker to the Citizens Advisory Committee

Motion/Second: Matsumoto/Guilbault

Ayes: Gee, Groom, Guilbault, Harris, Kersteen-Tucker, Matsumoto, Tissier

SUBJECTS DISCUSSED

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

FINANCE COMMITTEE – Z. Kersteen-Tucker

RESOLUTIONS

- a. Authorize Award of Contracts to PFM Asset Management LLC and U.S. Bank to Provide Investment Management and Custodial Services for a Three-Year Base Term
- b. Authorize Award of Contract to Murphy and Hartelius, Inc. for Furnishing and Servicing Bus Operator Uniforms for a Total Estimated Cost of \$710,146 for a Five-Year Term
- c. Authorize Renewal of Delta Dental Insurance Contract for an Estimated Annual Cost of \$1.156 Million
- d. Authorize a Fourth Amendment with MV Transportation to Extend Flex and Expanded Route 17 Service for Coastside Transportation Services for a Total Estimated Cost of \$3,124,420 for 33 Months

Motion/Second: Kersteen-Tucker/Tissier

Ayes: Gee, Groom, Guilbault, Harris, Kersteen-Tucker, Matsumoto, Tissier

LEGISLATIVE COMMITTEE – S. Harris

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

PLANNING, DEVELOPMENT, AND SUSTAINABILITY – C. Groom

RESOLUTION

- a. Approval of the San Mateo County Transit District's 2014-2019 Strategic Plan

The approval includes minor language modifications regarding growth and financing.

Motion/Second: Tissier/Guilbault

Ayes: Gee, Groom, Guilbault, Harris, Kersteen-Tucker, Matsumoto, Tissier

SUBJECT DISCUSSED

- b. SamTrans Service Plan Progress Update
- c. Capital Projects Quarterly Progress Report – 1st Quarter Fiscal Year 2014

WRITTEN COMMUNICATIONS

No discussion.

BOARD MEMBER REQUESTS/COMMENTS

Director Groom requested the meeting be adjourned in memory of PCC member Daniel Mensing.

DATE AND TIME OF NEXT MEETING – January 7, 2015, 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, and a discussion of public employee appointment for the General Manager/CEO position.

Adjourned to closed session at 4:09 p.m.

Reconvened at 4:25 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 no action was taken.

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

Mr. Miller said Chair Gee provided an update to the Board on the status of the recruitment for a new General Manager/CEO

Adjourned at 4:30 p.m. in memory of Daniel Mensing.