

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
AUGUST 6, 2014**

Board Members Present: J. Deal, 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

Chair Jeff Gee called the meeting to order at 3:06 p.m.

**CONSENT CALENDAR**

- a. Approval of Minutes of Board of Directors Meeting of July 2, 2014
- b. Approval of Minutes of Special Board of Directors Meeting of July 17, 2014
- c. Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook for the Quarter Ended June 30, 2014

Motion/Second: Tissier/Guilbault

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

**PUBLIC COMMENT**

None

**REPORT OF CHAIR**

Chair Gee reported:

- Thanked directors and staff for meeting over the summer and making time for special meetings.
- Director Jerry Deal will be stepping down from the Burlingame City Council and the SamTrans and Peninsula Corridor Joint Powers boards in September.

**REPORT OF THE GENERAL MANAGER/CEO**

Michael Scanlon, General Manager/CEO, reported:

- Thanked the Board for convening in special session in July and approving the Amalgamated Transit Union contract.
- Fixed-route service averaged 24,000 miles and Redi-Wheels averaged 30,000 miles between service calls in June.
- Five part-time bus operators were temporarily shifted to MV Transportation to help fill runs.
- Staff is beginning to analyze operational and ridership data for possible changes and improvements for the next runbook in January.
- Staff is working with San Francisco as they do streetscape improvements along Folsom Street.

- Accessible Services staff completed the Lifeline fare assistance annual recertification process. There are 1,138 customers who were certified for this fare. This is 15 percent of the 7,628 customers who are certified eligible for Redi-Wheels and RediCoast service and accounts for nearly 50 percent of the total transit trips provided.
- The District is in receipt of two proposals for the Redi-Wheels (paratransit) contract which will be awarded in October.
- The District is in receipt of two shuttle proposals for the contract, which will be awarded in July 2015.
- Ana Rivas, Superintendent, Bus Transportation, will be hosting the local chapter of the Women's Transportation Seminar at North Base on August 28.
- The reading file contains the new issue of *Rider's Digest*, system map, and quarterly list of bus and shelter ads.

### **COMMUNITY RELATIONS COMMITTEE – J. Deal**

#### SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council (PCC) Update
- c. Citizens Advisory Committee Liaison Report
- d. Mobility Management Report – Fixed-Route Bus Service
- e. Multimodal Ridership Report – June 2014

### **FINANCE COMMITTEE – Z. Kersteen-Tucker**

#### RESOLUTIONS

- a. Authorize Approval and Ratification of the Fiscal Year 2015 District Insurance Program at a Total Premium Cost of \$1,774,325
- b. Authorize Amending the Fiscal Year 2015 Operating Budget by \$1.5 Million for a New Total of \$133,090,358
- c. Authorize Award of Contract to Alcohol and Drug Testing Services, LLC to Provide Specimen Collection Services for Drug and Alcohol Analysis for an Estimated Amount of \$208,638 for a Five-Year Term
- d. Authorize Award of Contract to Peterson Hydraulics, Inc. (dba Ferris Hoist and Repair) to Overhaul In-Ground Hydraulic Bus Lifts at a Total Cost of \$669,342

Motion/Second: Kersteen-Tucker/Tissier

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

#### INFORMATIONAL

- e. Information on the Statement of Revenues and Expenses for June 2014
- f. Update on the Execution of the Fiscal Year 2015 Fuel Hedge Program

**LEGISLATIVE COMMITTEE – S. Harris**

SUBJECT DISCUSSED

- a. State and Federal Legislative Update

**WRITTEN COMMUNICATIONS**

No discussion.

**BOARD MEMBER REQUESTS/COMMENTS**

None

**DATE AND TIME OF NEXT MEETING** – September 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 pending labor negotiations and one matter of litigation.

- a. Closed Session: Conference with Labor Negotiator – Pursuant to Government Code Section 54957.6, Teamsters Union, Local 856 (Bus Transportation Supervisors, Dispatchers and Radio Controllers)
- b. Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(a): Ling La v. San Mateo County Transit District

Adjourned to closed session at 3:19 p.m.

Reconvened at 3:44 p.m.

Mr. Miller said the Board met in closed session to hear a report from the labor negotiator and staff regarding pending labor negotiations with the Teamsters Union. A report was also received from legal counsel on the pending litigation of Ling La versus SamTrans. There is no action to be taken on any of these items.

Meeting adjourned at 3:46 p.m.