

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

**MINUTES OF BOARD OF DIRECTORS MEETING
MAY 12, 2010**

Members Present: O. Ahmad, M. Church, J. Deal, R. Guilbault (Chair), S. Harris, Z. Kersteen-Tucker, A. Lloyd, K. Matsumoto, A. Tissier

Staff Present: J. Cassman, G. Harrington, C. Harvey, R. Haskin, M. Lee, M. Martinez, N. McKenna, D. Miller, M. Scanlon, M. Simon

Chair Rose Guilbault called the meeting to order at 3:52 p.m.

CONSENT CALENDAR

The Board unanimously approved the consent calendar (Lloyd/Harris):

- a. Approval of Minutes of Board of Directors Meeting of April 14, 2010
- b. Acceptance of Statement of Revenues and Expenses for March 2010

PUBLIC COMMENT

Jerry Grace, San Lorenzo, said on May 25 and 26 the Air Board is going to Sacramento.

REPORT OF CHAIR

Chair Guilbault said it is always great to welcome the children, their parents and teachers to showcase their artwork. She attended the Peninsula Coalition dinner where Director Adrienne Tissier was recognized for her work.

REPORT OF THE GENERAL MANAGER/CEO

General Manager/CEO Michael Scanlon reported:

- Recognized Majid El-Khatib with a 25-year safe driver award and Generosa Maranan with a 20-year safe worker award.
- The United Way committee, Cindy Strong, Joan Brown, Patrice Givens, Tiffany Gotauco, Melissa Wicklow and Kim Rothschild, were recognized for their efforts in raising \$50,000.

COMMUNITY RELATIONS COMMITTEE

(Accessibility, Senior Services, and Community Issues)

MOTION

- a. Designation of May as “Older Americans Month”

The motion (Harris/Lloyd) to approve the designation was unanimous.

SUBJECTS DISCUSSED

- b. Student “Art Takes a Bus Ride” Contest
- c. Accessibility Update
- d. Paratransit Coordinating Council (PCC) Update
- e. Citizens Advisory Committee Liaison Report
- f. Performance Report – Caltrain
- g. Multimodal Ridership Report – March 2010

FINANCE COMMITTEE

RESOLUTIONS

- a. Approval of the Disadvantaged Business Enterprise (DBE) Overall Goal of Zero Percent for Federal Transit Administration (FTA) Funds for Fiscal Years (FY) 2011-2013
- b. Authorize Submittal of Grant Applications and the Execution of Standard Agreements with Caltrans Pertaining to FTA Section 5311 Funds for FY2009 and 2010 in the Amount of \$208,994
- c. Acceptance of the Quarterly Investment Report and Fixed Income Market Review and Outlook for the Quarter Ended March 31, 2010
- d. Authorize Execution of Purchase Orders Over \$100,000 for Technology Related Products and Services to Vendors Under Cooperative Purchasing Agreements for FY2011 for an Aggregate Not-to-Exceed Amount of \$900,000
- e. Authorize Execution of Purchase Orders Over \$100,000 for Information Technology License Renewals, Maintenance Services and Professional Services for FY2011 for an Aggregate Not-to-Exceed Amount of \$850,000
- f. Authorize the Purchase of Seven Ford Focus Automobiles Through the State of California Contract for a Total Estimated Cost of \$104,248
- g. Authorize the Purchase of Four Hybrid Escape Vehicles Through the State of California Contract for a Total Estimated cost of \$125,035
- h. Authorize Award of Contract to Office Max, Inc. for Purchase and Delivery of General Office Supplies and Related Items for a Total Estimated Cost of \$325,000 for Five Years
- i. Authorize Award of Contract to Ontira Communications, Inc. for Provision of an Interactive Voice Response System and Maintenance and Support Services for a Fixed Price of \$167,622
- j. Rejection of the Single Bid Received from National Transit Interiors, Inc. for the Provision of Automotive and Bus Upholstery Repair Services

The motion (Church/Guilbault) to approve the resolutions was approved unanimously by roll call.

INFORMATIONAL

- k. Preliminary FY2011 Operating Budget
- l. Preliminary FY2011 Capital Budget

LEGISLATIVE COMMITTEE

SUBJECTS DISCUSSED

- a. State and Federal Legislative Update

PLANNING, DEVELOPMENT & SUSTAINABILITY COMMITTEE

SUBJECTS DISCUSSED

- a. SamTrans Customer Survey Key Findings – this item was postponed to the June meeting.

WRITTEN COMMUNICATIONS

In reading file.

BOARD MEMBER COMMENTS

Director Adrienne Tissier said many of the items on the Finance Committee agenda could be considered consent items and asked if staff would consider changing the status of these items on future agendas to better manage within the meetings' time constraints. Mr. Scanlon said he would confer with staff and legal counsel about this change.

Director Karyl Matsumoto said she is being questioned by her constituents why SamTrans doesn't have more east/west feeder service to BART and Caltrain.

Director Omar Ahmad said STS 132 will be the final flight for the space shuttle Atlantis. This was the ultimate bus that did 32 missions and will be retired after this mission.

DATE AND TIME OF NEXT MEETING – June 9, 2010, 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 Transportation Supervisors, Dispatchers and Radio Controllers)
- b. Closed Session: Conference with Labor Negotiator – Pursuant to Government Code Section 54957.6, Amalgamated Transit Union, Local 1574 (Customer Service Center Employees)

Board adjourned to closed session at 4:09 p.m.

Board convened to open session at 4:15 p.m.

General Counsel David Miller said, for the record, the Board of Directors met in closed session to discuss pending labor negotiations with the Teamsters Union and a report has been given on recent developments. These two items will remain on the agenda and Mr. Miller will provide updates as developments take place.

Adjourned at 4:16 p.m.