

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
APRIL 11, 2012**

Board Members Present: J. Deal (Chair), J. Gee, C. Groom, R. Guilbault, S. Harris, Z. Kersteen-Tucker, A. Lloyd, K. Matsumoto

Board Members Absent: A. Tissier

Staff Present: J. Cassman, G. Harrington, R. Haskin, A. Hughes, M. Martinez, N. McKenna, D. Miller, M. Scanlon

Chair Jerry Deal called the meeting to order at 3:19 p.m.

**CONSENT CALENDAR**

The Board approved the consent calendar (Guilbault/Lloyd).

- a. Approval of Minutes of Board of Directors Meeting of March 14, 2012
- b. Acceptance of Statement of Revenues and Expenses for February 2012

**PUBLIC COMMENT**

None

**REPORT OF THE CHAIR**

No report.

**REPORT OF THE GENERAL MANAGER/CEO**

General Manager/CEO Michael Scanlon reported:

- This year's United Way campaign raised \$50,300, which is \$300 over our goal. The committee members were recognized and presented with a Certificate of Recognition and a modest gift certificate.
- SamTrans was awarded a grant from the Metropolitan Transportation Commission for a pilot Car Share Program in Redwood City. Zip Car was selected to place nine cars in downtown Redwood City next to the Caltrain station. The program should be starting in mid-May.
- Investment in human capital continues with eight part-time bus operators starting on April 6.
- There is a new on-line transportation safety institute class on curbing transit employee distracted driving that will be incorporated into operations training.
- The Request for Proposal for Coastside Transportation Services has been advertised with Board consideration this summer.
- A global positioning system was installed on Route 17 buses last August and is showing good results in reporting and improving on-time performance.
- The next runbook change will go into effect on June 17. It will reestablish the part-time bus operators and make a few adjustments on Routes 280, 281 and 141.

- Staff met with school administrators to discuss SamTrans' role and the transportation needs of students and to emphasize the bus has to be open to everyone and not specifically school service.
- The reading file includes a listing of quarterly bus-side advertisements and the Spring Edition of *Transit Fun Guide*.
- Caltrain had another year of all-time-high ridership. The California High Speed Rail Authority (CHSRA) is going to consider a Memorandum of Understanding at their April 12 meeting that includes nine parties and could provide a significant amount of money for Caltrain electrification and advanced signal systems. The CHSRA is also expected to approve a revised Business Plan that embraces the blended system of a two-track system.

## **COMMUNITY RELATIONS COMMITTEE**

### **MOTION**

- a. Appointment of Citizen Advisory Committee Members
  - i) Kristopher Adler, Representing Community Riders
  - ii) Kathy Gilbert, Representing Community Riders
  - iii) Margaret Pye, Representing Community Riders
  - iv) Sondra Price, Representing Multimodal Riders

A motion (Guilbault/Lloyd) to approve the appointments was approved unanimously.

### **SUBJECTS DISCUSSED**

- b. Accessibility Update
- c. Paratransit Coordinating Council (PCC) Update
- d. Citizens Advisory Committee Liaison Report
- e. Mobility Management Report – Fixed-route Bus Service
- f. Multimodal Ridership Report – February 2012

## **FINANCE COMMITTEE**

### **RESOLUTIONS**

- a. Authorize the Filing of Applications for State Proposition 1B Transit Security Grant Program Funds
- b. Authorize Acceptance of Proposition 1B Public Transportation Modernization Improvement and Service Enhancement Account Funds in a Total Amount of \$2,272,697
- c. Authorize Reaffirmation of the Investment Policies and Annual Reauthorization to Invest Monies with the Local Agency Investment Fund
- d. Authorize Approval of Resolution of Intention to Approve an Amendment to the District's California Public Employees' Retirement System Contract to Provide Two Percent at 60 Modified Formula to Future Employees
- e. Authorize Award of Contract to T & J Lewis, Inc. dba Classic Graphics for Autobody Repair and Repainting Services for a Total Estimated Cost of \$1,274,310 for a Five-year Term
- f. Authorize Award of Contract to Transit Resource Center to Provide Contracted Urban Bus Inspection Services for an Estimated Amount of \$91,350 for a Three-year Base Term

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

**SUBJECTS DISCUSSED**

- g. Assessment of the Fiscal year 2012 Fuel Hedging Program

**LEGISLATIVE COMMITTEE**

**SUBJECTS DISCUSSED**

- a. State and Federal Legislative Update

**PLANNING, DEVELOPMENT & SUSTAINABILITY COMMITTEE**

**SUBJECTS DISCUSSED**

- a. Accessing the Golden Gate National Recreation Area by Transit

**WRITTEN COMMUNICATIONS**

In reading file

**BOARD MEMBER REQUESTS**

Director Karyl Matsumoto said she sits on the Sustainable Communities Strategy and Regional Housing Needs Allocation Policy Advisory Committee and there used to be 20 city members and one county. She attended a second meeting and now the committee membership includes appointees by the governing Board of SamTrans and the San Mateo County Transportation Authority (TA). District Secretary Martha Martinez said staff is recommending Director Rose Guilbault for the SamTrans representative and will follow-up with her.

Director Matsumoto said she is the SamTrans representative on the TA and they had a very lively discussion on shuttle services at the April 5 meeting.

**GENERAL COUNSEL PROPOSAL**

No Report

**DATE AND TIME OF NEXT MEETING** – May 9, 2012 at 2 p.m., San Mateo County Transit District, Administrative Building, 1250 San Carlos Avenue, San Carlos, CA 94070.

The meeting adjourned at 3:39 p.m.